PROSPECTUS
Gleneagles Secondary College is located on Reema Boulevard, Endeavour Hills (Melways reference 91 H4)

Telephone Number (03) 9708 1319
Fax Number (03) 9708 1324
E Mail gleneagles.sc@edumail.vic.gov.au
College Website www.gleneagles.vic.edu.au
Postal Address All mail should be sent to:
Gleneagles Secondary College
P.O. Box 185
Endeavour Hills 3802
College Principal Sue Peddlesden
College Assistant Principals Adele Duffy
Kathie Toth
Rhonda Greelish
College Business Manager Sue Quinn
Welcome to Gleneagles Secondary College

Gleneagles Secondary College offers students a complete education from Years 7 – 12.

At Gleneagles, education is about giving students every opportunity to explore their individual talents and aspirations in a safe, supportive and well-resourced school environment. It is also about ensuring that exploration goes hand in hand with responsibility and passion for excellence.

We foster an enduring enthusiasm for learning, together with a strong work ethic and community spirit in our students. To us, it is about a happy and balanced school culture where every student has his or her important role to play. We are proud of the outstanding achievements of our students in school, community programs and competitions and we regularly celebrate these successes.

The learning environment at Gleneagles blends challenging students with new and innovative ideas, while also grounding them in basic skills in a supportive setting. Our classrooms are places where students feel empowered to express themselves confidently. We continually investigate and implement ways to further improve our curriculum, teaching strategies and integrating learning technologies into the classroom. Excellent computer facilities are available for student use and we are committed to up-dating computers every three years.

The Gleneagles culture is rich in community spirit both locally and internationally. Students are provided with extensive co-curricular programs including debating, public speaking, sports, student leadership, international student exchange/study tours to name a few. Educational programs such as Advance and Community Service support a rich curriculum and co-curricular program. Engagement in these local and international programs enables students to develop self-confidence and leadership skills and learn through giving back to our community.

The teaching staff at Gleneagles are enthusiastic, energetic and knowledgeable, committed to implementing best practice in their teaching areas and in new education initiatives. The high standard of teaching at Gleneagles reflects the skills of our teachers in identifying students’ individual learning needs and talents and structuring lessons to ensure students are able to develop to their full potential.

Student wellbeing and parental involvement is as important to us as the educational programs we offer. We recognise and appreciate the important role parents have in the school life of their child(ren) and parental participation in as many school activities as possible is encouraged. Gleneagles has an active and supportive Parents and Friends group.

Our goal is to ensure every student who leaves Gleneagles achieves a quality destination. We define a quality destination as further study, apprenticeships/traineeships or employment with a long-term future. We are committed to providing the programs and support to ensure our students achieve this goal.
PARTNERSHIP BETWEEN HOME AND SCHOOL

Gleneagles College seeks to form a strong partnership between the school and home. Our school is very proud of the strong history of parental involvement in all facets of school life. Our parents have been active in the development of the facilities and policies of this Secondary College.

PARENT AND FRIENDS ASSOCIATION (P.F.A.)

The Gleneagles P.F.A. connects Parents into the School Community. This is a great way of gaining insight into school life and making sense of who’s who and what’s happening without being in the classroom. Your association with the school will be different from primary school, but is just as important – valuing your skills, ideas or simply your thoughts. Friendships are formed and great projects are conceived and carried through. Being connected flows to our children and others too. We could all be involved somehow. Everyone’s invited. Come and see. The PFA meets once a month and as needed at about 7.00 p.m.

SPORT, LIBRARY AND SCHOOL ACTIVITIES

Parents are also involved in several of our College programs. They assist in the Library and at events such as the Sporting Carnivals, and our Multi-Cultural Day which is held once every three years. Parents must have a Working With Children card to volunteer at the school. We welcome and encourage parents to become involved in the school community.

COMMUNICATION BETWEEN HOME AND SCHOOL

HOME GROUP TEACHER

The Home Group Teacher is your key point of contact. They have the responsibility for the wellbeing and discipline of the students in their home group. Parents are encouraged to make contact with the home group teacher to discuss issues relating to any of your child’s classes, behaviour, attendance, uniform and wellbeing matters. You can write a note in your child’s planner or telephone the school directly. If the Home Group Teacher is unavailable, please leave a message and your call will be returned. It is always advisable to make an appointment if you wish to discuss the matter in person.

In Term 1, Year 7 families have an opportunity to meet their child’s Home Group Teacher at the Year 7 Barbecue evening to establish an effective working relationship.

ANTI- HARRASSMENT AND BULLYING POLICY

The school has a comprehensive anti-harassment and bullying policy, including a cyber bullying program at the junior level. During Term 1 of each year, Year 7 students are given a series of lessons to provide them with strategies for dealing effectively with issues of harassment and bullying as well as the processes for reporting such incidents if they occur. Parents can assist us by contacting the school immediately when they hear from their children about incidents of harassment or bullying. We would prefer to be informed early and take the necessary steps to resolve the issues than to allow them to escalate.
NEWSLETTER
A newsletter is published each Friday to keep parents informed of key dates, events and activities. Please make sure that your child gives you the newsletter each Friday evening. Alternatively, the newsletter can be viewed each week on our website www.gleneagles.vic.edu.au.

THE PLANNER
The planner is designed as a means of communication between parents and teachers, as well as to develop the organisational skills of the student. It should be taken to every lesson and used only to record homework and school events and not for personal notes. If the planner is lost or used for personal information, the student will be required to purchase a new planner.

IF YOUR CHILD IS ILL
It is important for the school to be notified if your child is going to be absent. If the illness extends over two or more days we would appreciate a telephone call indicating the expected duration and reason for the absence. On their return to school, the student should give a note detailing the absence to their home group teacher. To address legal requirements the note must indicate the date(s), the name of the student and the reason for the absence. The note must be received even if you have telephoned the school. The College has an Attendance Officer who records and monitors students’ attendance. If an absence has been documented, but no absence note has been recorded, your child will be given a letter you must sign and return to school.

IF YOUR CHILD IS LATE TO SCHOOL
If your child has an appointment or another matter which will require them to arrive late to school, they need to have a note (signed by a parent/guardian) explaining the reason. On arrival they must go to the Front Office to obtain a late pass and sign the late register.

IF YOUR CHILD NEEDS TO LEAVE SCHOOL EARLY
If you need to collect your child from school during the day, your child needs to take a note to their home group teacher who will sign the note and record the absence on the roll. At the arranged time, your child should meet you at the office. You will need to sign the early leavers’ book. For safety reasons, we do not permit students to walk home or meet you in the street. If someone other than a parent/guardian is collecting the student, the parent/guardian should ring the school and give details that would identify the person.

MOBILE PHONES
If your child needs to bring a mobile phone to school, it needs to be handed in at the front office before school. Your child can collect their phone from the office at the end of the school day. Students found in possession of a mobile during the day, will have it confiscated and consequences will be put in place. Students cannot take photos/videos using the camera facility of mobile phones at school or school events. To do so would be a serious breach of our privacy rules. The school will not be liable for any phone lost or stolen if it has not been handed into the office in accordance with the policy.

HOURS OF ATTENDANCE
Staff are on duty in the main office and Bursar’s office from 8.00am to 5.00pm. Parents who need to pay for school activities but cannot attend during these hours, can pay over the telephone using their credit/debit card by ringing the school on 9708 1319 and asking for the Bursar or using BPay facility on some invoices. Teachers are on duty in the yard from 8.15am and after school until 3.10pm. Teachers are available in the office building from 8.00am and the library is also open from this time. Parents should note these times when making transport arrangements for their children.

School Injuries and Insurance
Parents and guardians are generally responsible for paying the cost of medical treatment for injured students, including any transport costs. Most medical costs will be refundable by Medicare. If you are a member of an ambulance or heath insurance fund, you may also be able to claim transport or other expenses from the fund.
The Department of Education and Early Childhood Development does not hold accident insurance for school students. Are other insurance covers available? Yes.
The Department is aware of two insurers, JUA Underwriting Agency Pty Ltd and Willis Australia Ltd, which provide accident insurance policies for students. These policies provide specific benefits for students who are injured in accidents for a reasonably low cost. Other insurers may also do so. The information on providers is current at the time of publishing this article.
CURRICULUM

PRIMARY AND SECONDARY LINKS

We have developed very strong links with our feeder primary schools over a number of years. This has allowed us to develop a strong understanding of the program offered in the Primary Schools. We have ensured our curriculum builds upon the experiences and skills developed in Year 6. We are committed to working with and supporting our local primary schools. Through our Community Services and Student Leadership programs, a number of students visit and work with students in our local primary schools.

YEAR 7 - 10 CURRICULUM

Gleneagles provides a comprehensive and relevant curriculum in all disciplinary domains of English, Mathematics, Languages Other than English (Indonesian, Chinese (Mandarin) & German), Science, The Arts, Technology, Health and Physical Education and Humanities. The interdisciplinary learning in areas of Communication, Thinking, ICT, Civics and Citizenship, Personal Learning and Interpersonal Development is incorporated across a range of subjects. Excellent facilities enhance and support the program in all areas.

YEAR 9 & 10 ELECTIVE PROGRAM

In addition to a program of core subjects, Year 9 and 10 students are able to select from a wide range of electives which are offered to address student interests and develop their skills in preparation for senior studies. A range of VCE subjects are offered to students in Year 10. At least 40% of Year 10 students complete one or two Unit 1 and 2 VCE subjects. The subjects offered for 2014 are listed on page 8.

SELECT ENTRY ACCELERATED LEARNING (SEAL) PROGRAM

Gleneagles Secondary College is one of 35 schools that have been chosen by the Victorian Department of Education to offer a Select Entry Accelerated Learning (SEAL) program. The SEAL program is for students assessed as being of high intellectual potential. It recognises that some students would benefit from an accelerated program and that they are capable of commencing their VCE studies in Year 10 and University studies in Year 12. For specific information regarding the SEAL program, please call the SEAL Co-ordinator on 9708 1319.

HIGH ACHIEVERS’ PROGRAM

Gleneagles offers special High Achievers’ sessions for those needing enrichment beyond their mainstream Year 7 classes. These regular sessions will extend thinking and leadership skills with programs in Philosophy, Future Problem Solving and Student Leadership. Students will work with others of similar ability and interests in a supportive peer group. This program caters for the needs of the students who have shown academic skills beyond that of their peers, but may not be ready for entry into SEAL.
GLENEAGLES SECONDARY COLLEGE

VCE AT GLENEAGLES

Exciting education opportunities exist for students at Gleneagles Secondary College as we offer your child a comprehensive range of VCE subjects for their senior studies at Year 11 and Year 12.

A new model of senior education is provided focusing on a ‘programs approach’ to study and career pathways which will provide students with a sense of purpose and focus for their senior studies. Beyond this ‘focus’, remains extensive breadth of choice to ensure students select a study program based on his/her career choice, curriculum strengths and personal interests.

Along with the VCE subjects on offer, Gleneagles offers specialist programs in Music Performance, LOTE (Indonesian and German), International Relations, Investigative Sciences and Visual Media.

VCE SUBJECTS ON OFFER AT GLENEAGLES

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As part of the Education Alliance with Fountain Gate and Hallam Secondary Colleges, students have the opportunity to study other VCE Units, VET and VCAL subjects offered at these schools.
## Gleneagles Secondary College

### Curriculum Map 201y – Years 7 to 10

#### Year 7

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YEAR 9 ELECTIVES OFFERED

The Arts Group
- Visual Art
- Drama
- Visual Communication
- Textile Art and Construction
- Ceramics
- Photography
- Film
- Music Performance
- Promotional Design

Technology Group
- Bakehouse
- Design and Technology: Wood
- Design and Technology: Jewellery
- Information Technology
- Robotics
- International Cooking
- Design and Technology: Metal

Additional Offerings
- Extension Mathematics
- Cosmetic Chemistry
- Education
- Managing Money
- Advance – Gleneagles Cup
- Looking at Literature
- Outdoor Education
- Student Leadership
- High Performance Physical Education
- Outdoor Investigation
- Cognitive Development
- Football (Soccer)

YEAR 10 ELECTIVES OFFERED

VCE Subjects
- Information Technology
- Business Management
- History 20th. Century
- Biology
- Physical Education
- Legal Studies
- Environmental Science
- Health & Human Development
- Geography

Art Group
- Visual Communication
- Studio Art
- Music Performance
- Media Reloaded (Film & Photography)

Technology Group
- Hospitality (Create)
- Technology (Wood & Metal)
- Information Technology, Animation, Programming & Web Design
- Hospitality (Food)
- Technology (Fashion Design & Construction)
- Metal Sculpture

Additional Group
- Psychology
- Principles of Sport
- Global Studies
- LOTE – German
- EAL (English as an Additional Language)
- Theatre Production
- Physical Health and Fitness
- Commerce/Law
- Science Skills
- LOTE – Indonesian
- Computer Game Programming
- Sports Analysis
- Maths Enhancement
- Catch Up Maths
- Environmental Science
- Linguistics
YEAR 7-10 ASSESSMENT AND REPORTING

The College has a common Assessment and Reporting Policy that applies to all Secondary Colleges. This means that:

- the work requirements and assessment tasks for each subject are clearly described to the students.
- the expectations for each work requirement and assessment task, and the criteria for successful completion, are described in advance.
- the finished product is assessed by the teacher (and sometimes by the student)
- semester reports comment on whether students are successfully progressing in a subject and a grade is allocated. Students are assessed against the Australian Curriculum in Victoria (AusVELS).

REPORTING TO PARENTS

Interim reports are a simple one-page report indicating progress in each subject. They give a general indication, which can be expanded upon in a parent-teacher interview. Interim reports can be requested at any time by students, teachers or parents. They are distributed for all students at the end of Terms 1 and 3.

Semester reports comment on work and work habits, the student’s personal learning goals, achievement against the AusVELS level, and identify areas for student improvement.

REPORT SYSTEM 201

Things to know about the report card system:

- reports rate your child’s progress against statewide standards, from A (well above the standard expected) through to E (well below the standard expected)
- reports contain information about the previous year’s progress as well as students’ performance in the year reporting
- all students are expected to develop personal learning goals and review their progress towards these through the year

WHAT WILL THE A-E SCALE MEAN?

The report card will tell you how your child is progressing against the expected standard. If they receive a ‘C’ rating, this means they are at the expected standard and their learning is on track. If a student receives a rating of D or E then they are not achieving what is expected for someone of their age.

The reporting scale is:

A  Well above the expected standard at this time of year
B  Above the standard expected at this time of year
C  At the standard expected at this time of year
D  Below the standard expected at this time of year
E  Well below the standard expected at this time of year

PARENT TEACHER INTERVIEWS

In support of the report format we will hold interviews with students and their parents at specific times throughout the year to discuss the students’ progress at school.

Parent/Teacher Interviews give an opportunity for a detailed discussion of the student's progress in each subject. We encourage parents and students to meet with as many teachers as possible. Parents will be notified of dates for Parent/Teacher Interviews for 201 in the newsletter posted early in 201 as well as on our website. An online booking system makes booking appointments easy and information will be posted to each family.
HOMEWORK

The early establishment of a regular homework routine will lead to more effective study. It is very helpful to have parents involved in their children’s education and homework provides one such opportunity. As a guideline, it is recommended that:-

- approximately four to five hours per week should be spent on homework in Years 7 and 8
- eight to ten hours for Years 9 and 10.

Homework may fall into three categories:

- Work set by teachers, to be completed in a certain period of time
- Revision of work needing reinforcement
- Extension activities, eg, wide reading

HOMEWORK CLUB

Homework Club operates every Thursday from 3.00 pm – 4.30 pm in the Library. Staff and accredited community volunteers assist students with their work. Students are provided with a drink and a light snack during the session.

CAMPS

The camps program at Gleneagles provides a variety of experiences and develops different skills over the time your child attends the school. It is important that students should attend the camps at each level.

The **Year 7 camp** is a three day orientation camp at Golden Valley Ranch, Flinders. It is a fully catered camp and students are accommodated in cabins. Its main aim is to allow the students to get to know each other and their teachers and to help them settle into their new school. They also participate in adventure activities like canoeing, swimming, archery, golf and volleyball.

The **Year 8 camp** is a three day camp at Lorne. They will participate in surfing, bushwalking, beach games and various team building activities.

The **Year 9 students** spend one week on a “City” camp experiencing a vast range of activities based around the city.

The **Year 10 students** will have the opportunity to visit Central Australia or Tasmania.

The **Year 11 students** will undertake a VCE preparation camp at Phillip Island at the beginning of the school year.

The **Year 12 students** will undertake a VCE study skills camp at a University Campus at the commencement of the school year.

OVERSEAS OPPORTUNITIES

Gleneagles has a well established program for German language students to travel to Germany for four weeks. The trip occurs every second year with the most recent group returning from Germany in October 2013. Students in Years 9, 10 and 11 have the opportunity to participate. Students are home hosted and attend school while in Germany. The German students then travel to Australia and are home hosted by the Australian students who participated in the exchange.

EXCURSIONS

Excursions are planned to enhance our curriculum. Excursions often provide the opportunity to gather information, which is used in future class activities (e.g. Geography field trips) and are an important component of the curriculum. Some excursions will relate to more than one subject area. The College policy requires parents to be given advanced notice where an excursion requires a payment. This notice is usually at least three weeks prior to the event. We often invite groups, guest speakers and authors to visit our school.
PERFORMING ARTS

MUSIC

While participating in Classroom Music students learn to play recorder and percussion instruments, later learning keyboard, guitar and drums. Students are encouraged to participate in performances whilst gaining a good understanding of the basics of music theory. Computers are available to record, write and play original music.

Our Instrumental Program provides students with the opportunity to learn woodwind, brass, drums (percussion), keyboard, guitar and singing. Once a student achieves a suitable standard on their instrument they are expected to play in ensembles and join one of the various bands. Students are expected to take part in and perform at different venues, such as at Variety Night, Year Level Assemblies, School Music Concerts and visits to local facilities such as the local nursing home or shopping centres.

DRAMA

Our drama program provides students with a wide range of opportunities. At Gleneagles, students learn the basics of dramatic theatre with an emphasis on self-confidence and participation. Students are encouraged to take part in various dramatic performances and theatre activities. The Year 10 program prepares students with the basics for studying Drama and Theatre Studies in Years 11 and 12.

DANCE

There are a number of opportunities for students to develop dance skills as part of the Sport Education program and various lunchtime rehearsals for special events. We have also established a dance elective program for Year 9. The course has an emphasis on creative contemporary dance and students liaise with other secondary colleges for performances.

PRODUCTION

Students have the opportunity to act, sing, dance, run the lighting/sound or work backstage and participate in the production, open to all students in the College. In the past, school productions have included dramatic theatre and film productions. Involvement in the school production is a fantastic way for students to refine performance skills and to develop personal self confidence. It is also an opportunity to develop friendships across year levels while having a great time.
SPORT

The sport program at Gleneagles has a wide range of competitive and recreational activities to cater for individual needs. There are Secondary College and inter-school competitions.

HOUSE COMPETITIONS

The major aim of the school sporting program is maximum participation of students at a competitive level. Foremost among our objectives for school sport is that students should compete with appropriate attitudes, etiquette and sense of fair play. Students are allocated into one of four houses with which they remain throughout their time at the College. The House Competitions include full-day swimming, cross country and athletics carnivals. Lunchtime basketball, volleyball, soccer and netball competitions are also keenly contested. Other learning area competitions are also included in the house point system, such as Australian Maths Competition, Australian Science Competition, Australian Computer Competition, Asia Wise, English Debating and Public Speaking. The Houses are Kestrels (Green), Kites (Yellow), Falcons (Red) and Harriers (Blue). The Houses are named after birds of prey of which Eagles are one member.

INTERSCHOOL COMPETITIONS

Gleneagles is part of the Casey North Sports District. Teams successful at this local competition move into the Southern Zone Finals and finally, State Finals. Several of our teams have competed at the Southern Zone and State Finals.

In 2008 our boys soccer team were the Victorian State School champions and in 2009 & 2010 both our Year 8 and Intermediate boys teams competed in the State finals. Gleneagles has also successfully represented at State level for many years in athletics and cross country events.

Training for interschool teams takes place during timetabled Sport Education classes which are 2 periods per week for Years 7 & 8 and during full day clinics at Years 9 & 10. Additional sessions are organised during lunchtime and after school.

Coaches include teachers, parents and members of the local community.

A wide range of competitive and non-competitive sports are offered to both boys and girls.

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<th>Mixed Games</th>
<th>Traditional Games</th>
<th>Lawn Bowls</th>
<th>Volleyball</th>
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<tr>
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<td>Fencing</td>
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<td>International Rules Football</td>
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FITNESS CENTRE

In 2009, Gleneagles established a Fitness centre for students and staff. Regular classes are run during class time, at lunch as well as before and after school. There is a program designed for all students including all gender-based groups. Access to the Fitness Centre is encouraged and supported.
WELLBEING

The Student Wellbeing Co-ordinator, Maxine Foster, is available to assist in a variety of capacities. Issues may be related to academic work, family, friends, financial difficulties or simply needing information. Teachers may request involvement from Maxine in helping to provide support that will best meet the needs of a student or family; however, students and family members are most welcome to initiate contact themselves. Specialised programs are conducted throughout the year. These may include Healthy Relationships, other Social Skills groups and Organisational Activities groups. These programs further enhance the development and confidence of our young people, and may be facilitated by Gleneagles staff and/or local agencies.

The Student Wellbeing Co-ordinator’s office is located in the Administration building, next to the Sick Bay. Parents/Guardians are advised that it is best to make an appointment to ensure that Maxine can provide the required time to meet your needs.

STUDENT ENGAGEMENT POLICY

The ‘Student Engagement Policy’ articulates the school community’s shared expectations in the areas of student engagement, attendance and behaviour.

The policy supports the rights and articulates the expectations of every member of the school community to engage in and promote a safe and inclusive educational environment. Student wellbeing and student learning outcomes are inextricably linked; student engagement, therefore, can be defined as three interrelated components:

- **Behavioural engagement** refers to students’ participation in education, including the academic, social and extracurricular activities of the school.
- **Emotional engagement** encompasses students’ emotional reactions in the classroom and in the school overall. It can be defined as a students’ sense of belonging or connectedness to school.
- **Cognitive engagement** relates to students’ investment in learning and their intrinsic self-regulation.

(Effective Schools are Engaging Schools: Student Engagement Policy Guidelines)

Fundamental to this policy is our belief that:

- Members of Gleneagles Secondary College have the right to fair treatment.
- They have the right to be taught and to teach.
- They have the right to be treated with courtesy and consideration and to have their property respected.
- They have the right to express a point of view.
- All have a responsibility to ensure that these rights are upheld for our mutual benefit.
- Parents have the right to be fully informed as to their child’s progress and to receive full information on all school activities. Parents should inform the school of any difficulties that may affect the student’s development.
- To assist in carrying out this policy, support services, structures and counselling are available to students, individually and in groups, who have particular needs or problems.

INTEGRATION PROGRAM

At Gleneagles, we offer a comprehensive Integration program for all students with special needs. Program Support Group meetings are scheduled regularly and we work closely with primary schools and parents to ensure appropriate support is put into place. The Integration Co-ordinator, Michelle Ayres, is available to answer any queries regarding Integration.
UNIFORM CODE

Uniform at Gleneagles Secondary College is compulsory and all students are required to wear the School Council approved uniform. Students must wear their uniforms to a high standard in accordance with these rules.

Students are expected to:
- Be clean and neat at all times.
- Wear the uniform in an appropriate manner.
- Wear their full school uniform when travelling to and from school.
- Remain in complete school uniform during recess and lunchtimes unless they are taking part in sporting activities.
- Wear the compulsory Physical Education uniform for all PE and sport classes and when representing the College at sport.
- Remove the school cap when indoors.

Uniform

The Uniform consists of:
- Summer dress to be worn with plain white socks (long or crew only, no motifs. Stockings must not be worn with the summer dress – The summer dress must be at an appropriate length for school, no more than 7 cm above the top of the knee).
- Winter skirt to be worn with black tights or plain white socks (long or crew only no motifs - The winter skirt must be at an appropriate length for school, no more than 7 cm above the top of the knee).
- Tailored black shorts with College logo to be worn with plain white socks (no motifs).
- Tailored long black pants to be worn with black socks (no logo).
- Jumper with College logo.
- Long or short sleeved white shirt with College logo (a plain white T Shirt, not long sleeved and without motif may be worn under the College long or short sleeved shirt).
- College Cap – white with purple piping (no logo).
- Waterproof College jacket with College logo.
- Black, leather, lace up traditional school shoes, plain black leather slip on dress shoes with rounded or square toes for boys, or Harrison or Roc T-Bar sandals for girls (for safety reasons, heels must not exceed 3 cm). Buckles on sandals must be done up. N.B. Black canvas shoes (Dunlop Volley type or the like) or ballet type shoes are not permitted.
- College Tie (optional). If the College Tie is worn it must be tied correctly and the top button on the shirt is done up and the tie in the normal position.
- Scarf (optional), but must be the College purple available from the official supplier (Primary School Wear).
- Gloves (optional), must be black with no motifs and not fingerless. Gloves may only be worn outdoors.
- Students representing the College in some sporting teams may be required to purchase black football socks.

All items of uniform (except shoes and socks) are expected to be purchased from the official supplier. A College back pack with College logo is highly recommended. If an alternative bag/back pack is used it must be functional.

PSW
Unit 2, 10 -12 South Link, Hampton Park. Phone 8768 7490
**Sports Uniform**

- Sublimated sports top with College logo. House logo will be applied at point of sale.
- Black Gleneagles sports shorts or black Gleneagles tracksuit pants with College logo.
- College Rugby top with College logo.
- Traditional lace-up runners – white preferred.
- Students representing the College in some sporting teams may be required to purchase black football socks. Other team uniform/strip will be supplied by the college for the competition.

**Non Uniform**

- Non-uniform items will be replaced for the day by the correct uniform (from clean Gleneagles stock). Non-uniform items will be confiscated for periods of time.
- Non-uniform passes are for one day only and are available from the Student Managers’ Offices upon presentation of a parental note outlining a legitimate reason for being out of uniform. All uniform passes will be recorded.
- If a student does not obtain a uniform pass they will receive an automatic after school detention. The parental note alone is not sufficient.
- Students who persistently breach the uniform code will be referred to the Principal or Assistant Principal who will implement appropriate sanctions.

**Uniform Mix**

- A mix of the College Uniform and the PE Uniform is not permitted.
- A mix of casual clothes with the College Uniform or a mix of casual clothes with the PE Uniform is not permitted.
- On a day designated as a free dress day or at other times when the College Uniform or PE Uniform is not worn and casual clothes is the dress of the day, neat, conservative and appropriate clothing must be worn.

**Other Items**

- Students are permitted to wear a watch or recognised religious symbol, SOS Bracelet or SOS necklace and no more than two plain studs or sleepers in each ear. No other body piercing is permitted; this includes plastic items to keep a piercing open. The use of band aids and the like to cover such items is not permitted. No other jewellery or adornments are permitted.
- Nail polish, nail extensions and dyed eyelashes are not permitted.
- Visible tattoos are not permitted.
- Hair styles should be appropriate and should not be extreme. Hair colours should be naturally occurring in the human population.
- The light application of makeup is permitted but should not be noticeable.

The image of Gleneagles Secondary College in our community depends heavily on students wearing correct school uniform at all times. The dress code as outlined will be strictly enforced. The Gleneagles College community relies on parents for support in enforcing this code.
FACILITIES FOR STUDENTS

INFORMATION TECHNOLOGIES AT GLENEAGLES

Gleneagles has a 6-star rated computer network system that includes two dedicated computer labs (C1 & C2), three computer pods, computers in our library and a digital media centre complete with Apple Macs. These are generally accessible by students during class, at lunchtimes and afterschool. Our College has a policy to ensure that all computers are replaced on a three year cycle. Upgrading our technology regularly ensures that we have the capacity to run current software efficiently. We have an excellent wireless network system that was recently upgraded to support the introduction of our new 1-1 computer program in 2015 for Year 7 & 10 students.

The computer that was selected is a Tablet PC (also known as an ultrabook convertible), which is an innovative form of ICT that has the following benefits:

- the use of a stylus enables pen-based input. This enables students to draw, annotate and personalise their study notes
- compact size, ease of transport and design means it can be used in almost any learning situation. Runs Windows 8.1
- the long battery life will allow it to be used all day at school without recharging
- a device that could possibly (in future) be a replacement for paper textbooks and alleviate the need for so many textbooks to be carried around in student bags
- a common tool for each student that would meet most of their day to day technology needs and that would help engage students in learning 24/7
- a device that would be easy to use and support over the next 3 years. The level of interactivity with the touch screen and multiple modes of use will support innovative learning opportunities not possible with other forms of ICT

In recent years teachers at Gleneagles have continued to successfully incorporate online collaboration and digital learning tools into their teaching programs, and we believe a 1-1 learning environment (where every student has continuous access) will further enhance these successful learning outcomes. More information about the 1-1 program can be found at the Gleneagles website.

NEW APPROACHES IN TECHNOLOGY

The College elective program at Years 9 & 10 introduces students to new approaches and technologies in areas such as animation, digital video editing, digital photography, electronic publishing and multimedia production. Our Robotics elective caters for students ranging from basic programming to complex problem solving abilities. Students can also undertake VCE Information Technology from Year 10 through to Year 12.

The Art, Music and Technology Pods allow students to extend themselves in their selected subjects using the latest technological processes. The Music Pod enables students to compose and playback original material as well as providing experiences comparable with a modern recording studio. The Art Pod contains seven high end PCs with HD screens which, when coupled with our A3 drawing tablets, provide students with the experiences of a state of the art professional digital studio. In the Digital Media Centre we have a fleet of Apple Macs equipped with industry standard photographic and video editing software.

INTERACTIVE WHITEBOARDS AND DATA PROJECTORS

The school is committed to providing up to date facilities for our students. We currently have 26 interactive whiteboards located throughout the school. IWBs allow teachers to use a range of interactive software, extend and engage students in an informative and fun way. Gleneagles also has 25 fixed data projectors with another seven portable projectors in rooms. These devices also support the effective use of the netbook program across the curriculum. Effectively we have a projector or IWB in nearly every classroom. There is a link on the College website with a map of the location of IWBs, data projectors and Netbook trolleys at the College.
**GLENEAGLES SECONDARY COLLEGE**

**THE LIBRARY**
The Gleneagles library plays a major role in supporting the curriculum. It is committed to ensuring student resource and information needs are efficiently catered for, and that the College reading programs are fully supported. Teacher-Librarians work with students to ensure that they are able to access and critically evaluate all types of information. Getting information can be easy. Teaching students how to get the right information and use it effectively is our aim.
The Library provides a weekly reading program to all Year 7 students in conjunction with their English class. Our aim is to expose students to a wide variety of reading material and to encourage and facilitate independent reading.

**Hours**
In addition to class time, the library is open before and after school and at lunchtime.

**Resources and facilities**
The library provides a purpose built computer room as well as access to computers within the Library. The internet is available for research providing access to relevant and unique resources. As well as a comprehensive collection of books, we provide magazines, daily newspapers, audio visual equipment, including digital and video cameras for class use, a photocopier and networked printer in colour and black & white. Two interactive whiteboards are available within the Library for use with classes.

**THE GYMNASIUM, COMMUNITY CENTRE AND BARN (Fitness Centre)**
The gymnasium is competition netball/basketball size with tiered seating for 200. It is being used by local community based teams after school and during the weekend.
The Gleneagles Community Centre ("THE SHED") has a large stage, kitchen and can seat 400. It is also used extensively by community groups after school and during the weekend.
The Gleneagles Barn has been developed to augment the existing sport and P.E. facilities. It is used for table tennis and weight fitness training.
The Gleneagles Fitness Centre uses one half of the barn. The Fitness Centre includes new weights and cardio equipment. Qualified staff conduct sessions during and after school for both students and staff aimed at improving the health and fitness of the school community. The other half of the barn is used for table tennis.

**SPORTING FIELDS/COURTS**
Gleneagles has a large oval, separate soccer field, four netball/basketball/tennis courts and a four-ring basketball tower in addition to the Gymnasium, “Shed” and “Barn”. At recess and lunchtime, students must be actively involved in games to be on the courts or playing fields.

**DIGITAL MEDIA CENTRE**
New technologies are rapidly changing the way that our students consume, create and interact with Media. The Digital Media Centre is equipped to teach and understand the ways in which communication is quickly changing for teenagers. Through creating their own manipulated photographs and shooting and editing their own films, students learn the language of Media to better understand the media-saturated world that we now live in.
The Digital Media Centre has the latest Apple Mac computers, which have industry standard software for the development of image manipulation, video editing, publication and animation. The DMC also has a Green Screen Studio to give them an opportunity to develop skills in computer generated special effects. Along with video and still digital cameras, the DMC will enable students to develop the technical and creative skills to embrace future technologies with confidence.
LOCKERS
Each student is allocated a locker to house their books, school bag and bike helmet. Combination locks are provided at a one-off charge to cover the student’s life at the College. Students are responsible for their locker and there will be periodic inspections. Students are not permitted to share lockers. Students must not let other students know their lock combination. Students are responsible for their combination locks. Lost or damaged locks will need to be replaced at student’s expense.

CANTEEN
The canteen is open at recess and lunchtime. An extensive menu is available. A copy of this menu will be provided at the start of Term 1 and will be available online at the college website under the Services tab. Students can place lunch orders at recess. Senior students may do paid work experience in the canteen.

SHELTER FOR STUDENTS
The three large courtyards have been provided with UV resistant sails which shelter students when seated at lunch and recess times. Access to classrooms is provided during wet and cold weather.

TRANSPORT

BUSES
The Gleneagles College has four established bus routes, one from Fountain Gate Shopping Centre via Hallam, Southern Cross and the Thomas Mitchell area, another from Narre Warren North and Fountain Gate and two from the Mossgiel Park area. Bus routes are organised by the Department of Public Transport. All buses arrive and depart from the Gleneagles College bus bay behind “The Shed” and students are supervised when getting onto the buses. In the morning, students are required to remain on the school grounds after departing their bus. Staff are available in the office from 8.00am and staff are on yard duty from 8.15am each day. Bus routes, information on timetables and application forms are all available on the College website. The buses are not free buses and students will need a valid Myki card to travel on them.

BICYCLES
Many students ride a bicycle to school. The College provides a bike enclosure, which is locked during the day. It is recommended that bicycles be individually chained to provide additional security. Students riding a bicycle to school must obey all road laws including wearing a helmet that is well adjusted. Students must cross at the school crossings and must walk their bicycles across main roads such as Heatherton Road.

CAR
There is extensive indented parking at the front of the school for parents driving students to and from school. Parents are not to enter the car parks between 8am and 4pm.

PEDESTRIAN CROSSINGS
There are two controlled pedestrian crossings on Reema Boulevard. All students crossing these roads are expected to use these crossings and follow the instructions of the "lolly pop" crossing supervisors. The College expects students who need to cross Heatherton Road to do so only at the traffic lights. It is considered to be very dangerous to do so at any other point.