COLLEGE PRINCIPAL’S REPORT

Important Changes to Bell Times
Please note the following important change for 2014: Period 1 will commence at 8.30 am so all students must be at school by 8.15 am to ensure they have time to collect their books for the first two periods and arrive on time for the first period. Home Group will be conducted after Period 4 and immediately prior to lunch, not at the start of the day as was previously the case.

I hope all families have had a happy holiday and are looking forward to the new school year with energy and enthusiasm. All students will commence their programs on Wednesday, 29th January. Students need to bring their lock, writing materials, workbooks and only the textbooks they can comfortably carry on the first day (new students will be issued with a lock). Students will be given their timetable on the first day and so will be able to plan to bring the relevant books to school as required. We plan to issue all lockers on the first day.

The Gleneagles web site (www.gleneagles.vic.edu.au) has a wealth of important information and is updated regularly. Head to the site for information on our policies, key dates & events, weekly College newsletter, copies of permission forms, or read about the achievements of our students and so much more! We welcome feedback on how we can improve the site to make it even more useful for you.

Our VCE students will also need to access the VCE app on their computer or smart phone each day, for vital information including assessment dates. VCE students will not receive a hard copy of the newsletter as they are expected to access it via the link on the VCE app. We look forward to welcoming all the new students who have enrolled at Gleneagles.

Gleneagles has firm values demonstrated through a strong uniform code and clear expectations regarding student behaviour and work ethic. At Gleneagles, we expect students to strive to achieve their best and to behave in a manner that reflects well on themselves, the school and their community. newsletter, special notices and of course our school website. I look forward to working with the students and their families during 2014. My staff and I are here to assist in addressing any issues that may arise. I wish all members of our school community a successful 2014!

STUDENT FREE DAYS 2014
Each year schools are provided with four student free days for professional activities. The first day of Term 1 (Tuesday, 28th January) is a student free day in all schools. School Councils have flexibility to set the dates. To enable you to plan in advance for these days, the following will be student free days in 2014:

- Tuesday 28th January
- Wednesday 26th March
- Friday 13th June
- Friday 22nd August

Sue Peddlesden, Adele Duffy, Kathie Toth & Paul Thorne

Important Dates for Term 1, 2014
For more information on these events and/or to download permission forms, please click on the Events tab on the Gleneagles website: www.gleneagles.vic.edu.au

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>29/1</td>
<td>First day Term 1 – all students present</td>
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<tr>
<td>3-5/2</td>
<td>VCE Camp</td>
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<td>4/2</td>
<td>Shrewd Brass Performance (Year 7) Periods 1-4</td>
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<td>6/2</td>
<td>Take Home Computer Program, Year 10 &amp; new Year 11 &amp; 12</td>
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<tr>
<td>11/2</td>
<td>Year 7 BBQ and Music Information Meeting</td>
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<td>12/2</td>
<td>Take Home Computer Program, Year 10 &amp; new Year 11 &amp; 12</td>
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<tr>
<td>13/2</td>
<td>Swimming Carnival</td>
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<tr>
<td>19/2</td>
<td>School Assembly, Period 1</td>
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<tr>
<td>25/2</td>
<td>School Photos</td>
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<tr>
<td>26/2</td>
<td>Swimming Sports</td>
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<tr>
<td>3/3</td>
<td>Intermediate Cricket, Volleyball and Tennis</td>
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<tr>
<td>3-7/3</td>
<td>Year 7 Camp , Flinders</td>
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<tr>
<td>10/3</td>
<td>Labour Day Holiday (no students)</td>
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<tr>
<td>11/3</td>
<td>Division Swimming Carnival</td>
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<td>12/3</td>
<td>Year 10 Humanities Excursion, Docklands</td>
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<tr>
<td>19/3</td>
<td>Free Dress Day</td>
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<tr>
<td>20/3</td>
<td>Senior Volleyball, Tennis</td>
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<td>- Intermediate &amp; Senior Baseball Gala Day</td>
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<tr>
<td>24/3</td>
<td>Division Golf</td>
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<tr>
<td>25/3</td>
<td>Year 8 Volleyball, Tennis, Cricket, Super 8s</td>
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<tr>
<td></td>
<td>- Year 7 &amp; 8 Boys Baseball Gala Day</td>
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<tr>
<td>26/3</td>
<td>Professional Development Day (no students)</td>
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<tr>
<td>27/3</td>
<td>Region Swimming</td>
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<tr>
<td>31/3</td>
<td>Year 7 Volleyball, Tennis, Cricket, Super 8s</td>
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<td></td>
<td>- Girls Softball Gala Day (all levels)</td>
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<tr>
<td>1/4</td>
<td>SEAL Information Night</td>
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<tr>
<td>4/4</td>
<td>Cross Country, last day of Term 1 (2.30pm dismissal)</td>
</tr>
<tr>
<td>22/4</td>
<td>Term 2 – First Day</td>
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</tbody>
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TAKE HOME COMPUTER PROGRAM
At Gleneagles, we shall be implementing a program that enables all Year 10, 11 and 12 students enrolled at the College to take home a school-owned computer. In order to provide support to parents/guardians we will be conducting information sessions in February 2014.

It is necessary for all Year 10 students and any new Year 11 and 12 students to the College to attend one of these sessions with parents/guardians so that the details of the program can be explained and any questions answered. For more information, please see Page 7 of this newsletter.

MUSIC 2014
I would like to welcome all new Year 7 families to Gleneagles. The Instrumental Music Program has been running successfully over past years and many students have taken advantage of this opportunity. This year, we are encouraging as many students as possible to learn an instrument such as trombone, trumpet, clarinet, saxophone, flute, drums/percussion, guitar (limited places available only for electric, bass and acoustic guitar), piano/keyboard and singing.

While an annual participation fee is required to join the program, tuition fees for some instruments is free! To sign up for this program, students and parents must attend a Music Information evening (during the Year 7 BBQ) on Tuesday, 11th February. Students who have learnt an instrument in 2013 will have first priority to continue their lessons this year.

Re-enrolment forms will need to be collected and returned to Mrs Schueler as soon as possible before lessons can commence. Any student in Year 8, 9 or 10 who wishes to begin an instrument must see Mrs Schueler at the beginning of the term.

Ms Schueler, Gleneagles Music Director

VCE PROGRAM

VCE MENTOR PROGRAM 2014
In 2014, all VCE students will again be supported via the VCE Mentor Program. VCE Mentors will replace Home Group Teachers and will take on a pastoral care role with the aim of assisting all students with time management and study skills. Mentor’s will meet with the students weekly and where possible they will teach the students.

The Mentor Program will facilitate regular feedback reports for students; these reports will be discussed via a ‘one on one’ meeting with the Mentor and then sent home. All VCE students will be made aware of their mentor groups at the Year 11 and 12 Camps next year.

STUDENT MANAGERS

Principals Team:
Principal: Sue Peddlesden
Assistant Principals: Adele Duffy, Kathie Toth, Paul Thorne

Support and Management Team
Liz Reilly Year 7 & 8 Sub-School Leader
Andrew Barker Year 9 & 10 Sub-School Leader
Jo Tippet Year 11 & 12 Sub-School Leader
Kate Morris Year 7 Team Leader
Matt Neal Year 7 Team Leader
Daniel Bowen Year 7 Team Leader
Ainslie Waters Year 8 Team Leader
Sean Leith Year 8 Team Leader
Nick Evans Year 8 Team Leader
Lyn Spooner Year 9 Team Leader (on Leave at start of Term 1)
Matt Currie Year 9 Team Leader
Simon Martin Year 10 Team Leader
Darren Sainsbery Year 10 Team Leader
Balbir Singh Year 11 Team Leader
Sam Florence Year 12 Team Leader

HOME GROUP TEACHERS

HOME GROUP TEACHERS ROLE
We ask our Home Group Teachers to play a significant role in your child’s school life. They will oversee your child’s academic studies and deal with welfare concerns. They will have an active role with any discipline issues that may arise. We ask Home Group Teachers to be the first point of contact between school and home.

If there are issues at school, in any class, the Home Group Teacher may ring you. If you want to raise an issue with the school then you would usually contact the Home Group Teacher.
Home Group Teachers for 2014:

<table>
<thead>
<tr>
<th>Home Group</th>
<th>Teacher</th>
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<tbody>
<tr>
<td>7A</td>
<td>Cherrin Morrissey</td>
</tr>
<tr>
<td>7B</td>
<td>Ilanna Furfaro</td>
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<tr>
<td>7C</td>
<td>Nina Vordonas</td>
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<tr>
<td>7D</td>
<td>Jaana Rajamaki</td>
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<td>7E</td>
<td>Mai Dang</td>
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<tr>
<td>7F</td>
<td>Christina Krebs</td>
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<td>7G</td>
<td>Kate Morris</td>
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<td>7H</td>
<td>Danielle Thornburn</td>
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<tr>
<td>7I</td>
<td>Zorana Horvat</td>
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<tr>
<td>7J</td>
<td>Daniel Bowen</td>
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<tr>
<td>7K</td>
<td>Tatjana Doslo</td>
</tr>
<tr>
<td>7L</td>
<td>Danielle Davies</td>
</tr>
<tr>
<td>7M</td>
<td>Robert Bechaz</td>
</tr>
<tr>
<td>8A</td>
<td>Elise Cassar</td>
</tr>
<tr>
<td>8B</td>
<td>Mary Claire Boudreau</td>
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<tr>
<td>8C</td>
<td>Lucinda Turner</td>
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<tr>
<td>8D</td>
<td>Georgia Evans</td>
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<tr>
<td>8E</td>
<td>Gerri Ryder</td>
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<td>8F</td>
<td>Trent Ogden</td>
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<td>8G</td>
<td>Anna Mendoza</td>
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<td>8H</td>
<td>Simone Ritchie</td>
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<td>8I</td>
<td>Lisa Wingding</td>
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<td>8J</td>
<td>Ainslie Waters</td>
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<td>8K</td>
<td>Ashlea Thompson</td>
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<td>8L</td>
<td>Eugene Van Der Westhuizen</td>
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<tr>
<td>8M</td>
<td>Nick Evans</td>
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<tr>
<td>9A</td>
<td>Hannah Langmead</td>
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<tr>
<td>9B</td>
<td>Emily Hales</td>
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<tr>
<td>9C</td>
<td>Matt Currie</td>
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<tr>
<td>9D</td>
<td>Emmanuel Camilleri</td>
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<td>9E</td>
<td>Lyndal Scolyer</td>
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<td>9F</td>
<td>Chiquita Fernandes</td>
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<td>9G</td>
<td>Ashlee Chatfield</td>
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<td>9H</td>
<td>Sophie Ivory</td>
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<td>9I</td>
<td>Christina Iacoban</td>
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<tr>
<td>9J</td>
<td>Frank Ngari</td>
</tr>
<tr>
<td>9K</td>
<td>Juanita O’Dowd</td>
</tr>
<tr>
<td>10A</td>
<td>Pamela Stratford</td>
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<tr>
<td>10B</td>
<td>Darren Sainsbery</td>
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<tr>
<td>10C</td>
<td>Carolyn Hamilton</td>
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<tr>
<td>10D</td>
<td>Kirsty O’Brien</td>
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<tr>
<td>10E</td>
<td>Julie Mullins</td>
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<td>10F</td>
<td>Simon Martin</td>
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<td>10G</td>
<td>Amanjit Gill</td>
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<tr>
<td>10H</td>
<td>Susan Abraham</td>
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<tr>
<td>10I</td>
<td>Tammy Van Rossum</td>
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</tbody>
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LATENESS

It is most important for students to develop a good work ethic while at school. This includes always being on time for each class and for any appointments at recess and lunchtime. All Year 7 – 10 students need to be at school before 8.15am each morning so that they can organise books and materials and be ready for the commencement of Period 1 at 8.30am. VCE students arrangements may vary with approval.

Please note in 2014 Period 1 commences at 8.30am. Home Group will commence immediately after Period 4 and prior to lunch. Students who are late to school must bring a note from a parent and report to the canteen for a late pass prior to 9.00am and to the general office after 9.00am. Alternatively, a parent can sign the student in to school by visiting the office. Students who are late without a valid excuse will be given a detention.

STUDENT ABSENCES

If your child is absent from school, a note explaining the absence is to be given to the Home Group Teacher when the child returns. If your child is to be absent more than one day please contact the school explaining the absence. The rule of thumb is: the student should only remain home if they are ill enough that they would stay home if school was their paid job! An attendance officer will regularly phone parents to confirm absence notes or clarify absences.

LATE WORK POLICY

In order to support students, staff and parents, Gleneagles has developed a policy to require students to submit all assessment tasks by the due date.

The teacher will support this policy by being clear about:

- What is expected in the task.
- How it will be assessed.
- The date it is due to be submitted will be provided by the teacher in a timely manner.
- Checking and recording students’ progress, putting steps in place to encourage/assist meeting the deadline.
- Staying to the published due date.

Work still not submitted

- An “after school detention - for late work” notice is issued by the classroom teacher that clearly states the nature of the overdue work and when it was due.
- Classroom teacher continues to issue detentions until work completed and submitted or the student is referred to a Student Manager for further consequences.

Parents can support their child by:

- Regularly checking their planner.
- Encouraging the student to complete the work at home before the detention is issued
- Supporting the school policy.
UNIFORM & PERSONAL ITEMS

UNIFORM CODE
Uniform at Gleneagles Secondary College is compulsory and all students are required to wear the College Council approved school uniform.

- Summer dress to be worn with plain white socks (long or crew only).
- Winter skirt to be worn with black tights or plain white socks (long or crew only). No black socks.
- Tailored black shorts with logo to be worn with plain white socks.
- Long pants to be worn with plain white socks.
- Jumper with College logo.
- Long or short sleeved white shirt with logo.
- College Cap – white with purple piping (no logo).
- Waterproof College jacket with 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 3cm). Buckles on sandals must be done up.
- Non traditional school shoes such as black Nike, Adidas, Vans, Dunlop Valley or ballet type shoes are not permitted.
- School Tie: optional.
- College Blazer: optional.
- Scarves optional but must be plain black or the school purple.

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.
- College Rugby top with logo.
- Traditional lace up runners.
- Plain white socks, no logo.
- College cap.

All items of uniform (except shoes and socks) must be purchased from the official supplier (PSW). School bag also available.

DRESS CODE
Students are expected to:
- Be clean and neat at all times.
- Wear the uniform in an appropriate manner.
- Wear the dress and skirt at an appropriate length for school, no more than 7cm above the top of the knee.
- 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. Students must change into school shoes before returning to class.
- Wear the compulsory Physical Education uniform for all PE and Sports classes and when representing the college at sport.
- Remove school cap when indoors.
- Not mix the College uniform and sports uniform.

- Students are only permitted to wear watch, SOS bracelet or SOS necklace and no more than two small plain studs or sleepers in each ear. **No other** body piercing is permitted – consequence – student will be required to remove the stud or sleeper or be removed from classes. Students may wear a simple chain with a recognised religious symbol. The symbol needs to be clearly religious rather than decorative in nature. Where an issue arises regarding a religious item, the Principal will determine whether an item may be worn. Please note cultural symbols are not generally accepted as religious items. **Generally, religious symbols may not be worn on the wrist.**

- Hair styles should be appropriate for school activities and should not be extreme. Hair colours should be naturally occurring in the human population that is a baby could be born with the colour – consequence – student will be withdrawn from the classes until hair colour is changed. **Light** application of makeup is permitted, should not be noticeable.

UNIFORM SHOP
Uniform items can be purchased from the **PSW Quality Apparel** either online or from their shop:

Address:  Unit 2, 10-12 South Link  
Dandenong South, Vic 3175.


Trading hours:
- Monday to Wednesday  8.30am - 5.00pm
- Thursday          8.30am - 7.00pm
- Friday            8.30am - 5.00pm
- Saturday          9.00am - 5.00pm
- Sunday          Closed

PSW will close on Friday 20th December 2013 at 5.00pm and re-open for 2014 on Monday, 6th January, 2014. PSW will be open over the Australia Day weekend on Monday, 27th January (Australia Day Holiday) between 8.30am-5.00pm.
VALUABLE ITEMS
Students should not bring valuable items to school but if they do so, it is at their own risk. Items lost or stolen will be investigated but the school will not make good any loss. The office can store small items for a day. IPODS/MP3s can be brought to school and used before and after school and recess and lunchtime. Students cannot use these devices in classes without the express permission of their current teacher.

CONFISCATED ITEMS
Staff will confiscate items from students that should not be at school or are being used at an inappropriate time. Staff do not have immediate access to secure storage when teaching so there is a risk of items going astray. To avoid this risk, students should not bring or use items inappropriately. The school will not make good any loss as the issue will have arisen from the students choosing to break the rules.

MOBILE TELEPHONES
Students are permitted to bring mobile telephones to school but they are to place the phone securely in their locker upon arrival and may only access their phone at the conclusion of the school day. Students in possession of a mobile telephone during the course of the day will have the phone confiscated. Phones with camera facilities are not to be used. Any breach of staff or student privacy will be treated as serious.

VCE Students may access their mobile telephone to view information contained on the VCE App. This is the only exception to the information provided above.

BULLYING/CYBERBULLYING

BULLYING/HARASSMENT
Every school needs to be constantly aware that harassment can happen. We have an Anti-Harassment Program which assists students in identifying the various forms harassment can take, and what they can do about it. All Year 7 students will be taken through a program early in Term 1 and all other students will have a refresher lesson. It is always best to address issues quickly, so please contact your child’s Home Group Teacher if you have a concern. Gleneagles will not tolerate any form of bullying.

CYBER BULLYING
What is cyber bullying? It is bullying that is carried out through an internet service, such as email, chat room, discussion group or instant messaging. It can also include bullying through mobile phone technologies such as short messaging service (SMS). Examples of cyber bullying include teasing, spreading rumours online, sending unwanted messages, or defamation. Creating fake web sites or falsely representing yourself as someone else, on a blog or face page, with the intention of creating a negative impression, are other examples of cyber bullying. Students need to know that it is an offence to use a telephone service to menace, harass, cause offence or make a threat.

It is an offence under Commonwealth law for ‘a person to knowingly or recklessly use a telecommunications service supplied by a carrier in such a way as would be regarded by reasonable persons being, in all the circumstances, offensive’. Unfortunately, sometimes students use technology to make others feel bad. Some students will say things in text messages that they would never say in person. They feel empowered to be nasty from a distance and act to hurt others feelings. This is bullying and as it will impact on a student’s feeling of safety at school, we will act to ensure it stops and put consequences in place. Families can also pursue action under the law. Technology exists to trace offensive messages regardless of whether they are deleted on the host computer. Cyber bullying of any member of the school community, staff or student, will not be tolerated.

GETTING TO & FROM SCHOOL

BUS TRAVELLERS
The bus bay is at the back of “The Shed”. There are two teachers on duty after school each afternoon to supervise bus travellers, bike riders and students leaving the school. We have a very good relationship with the bus companies, Grendas, Cardinia Transit and Cranbourne Transit. Students travelling on the buses should have a valid myki. For details of all the bus routes, please refer to the College website. We expect our students to behave appropriately while on buses. The consequence of inappropriate behaviour is to be removed from the bus for two weeks or longer. Please note that school bus contracts are operated by the government and not the school. We liaise with the relevant agencies but the decision on what buses will run and on what routes is made beyond the school.

BIKE RIDERS
All bike riders must wear helmets to and from school. The bike enclosure is locked during the day. We strongly recommend bicycles are locked in the bicycle rack for additional security. Helmets should be stored in the student’s locker. Bike riders are to walk bikes across the pedestrian crossings at Heatherton Road and Reema Boulevard.

SCHOOL SAFETY - PEDESTRIAN CROSSING
We are fortunate to have supervised pedestrian crossings at Heatherton Road and Reema Boulevard. Students crossing Heatherton Road and Reema Boulevard must use these crossings and follow directions of the supervisors. The city of Casey advises that school crossings will only operate between the school zone times of 8.00am - 9.30am and 2.30pm - 4.00pm.

COLLEGE STAFF CAR PARK
Please be advised that the College Staff Park is not to be used as a drop-off or pick -up location for students. The only exception to this situation is where a parent may be required to attend the College to pick up an ill child.
SUPERVISION BEFORE & AFTER SCHOOL

Parents should note that staff are available in the office building from 7.45am each morning and that two teachers are on duty in the yard from 8.15am. Students are expected to remain on the school property after arriving by bus, bicycle, walking or being dropped off by car in the morning. After school, two teachers are on duty until 3.10pm. Students can study in the library until 4.00pm and students may wait in the office to be collected until 4.30pm, by arrangement. No other supervision is available before or after school.

FINANCIAL INFORMATION

EDUCATION MAINTENANCE ALLOWANCE

The Education Maintenance Allowance (EMA) is provided to assist eligible families with the costs associated with the education of their children.

To be eligible for receipt of the EMA you must:

1. The student must be below the age of sixteen; and
2. The student must be enrolled at a primary or secondary Government or registered school in Victoria on Census Day, 28th February 2014 for the first instalment and 2nd August 2014 for the second instalment; and
3. The claimant must on Eligibility Day, 28th January 2014 for the first instalment and 14th July 2014, for the second instalment:
   - be a parent or legal guardian of the student; and
   - be an eligible beneficiary within the meaning of the State Concessions Act 2004, that is, a holder of Veterans Affairs Gold Card or be an eligible Health Care Card (HCC) or Pensioner Concession Card (PCC) holder or
   - be a foster parent.
4. Submit their application to the school by the due date of 28th February 2014.

Application forms are available from the school office.

PARENT PAYMENTS

Each student will have received information on the parent payments for the relevant year level. Attached to the parent payment form was a letter from the School Council President explaining clearly what parents are required to pay and what is voluntary. I have included an extract of this letter in this newsletter:

The DEECD guidelines states; “the Education and Training Reform Act 2006 provides for the provision of free instruction in the standard curriculum program, and empowers school councils to charge for goods and service used in the course of instruction and to raise funds”.

Over the years there has been confusion over what is provided for free, what can be charged for and what is a voluntary payment. Often the media has added to this confusion by oversimplifying the matter. The simple matter is that the total sum of parents’ contributions almost matches the government cash contribution to the College. We cannot run our programs without parents contributing to the College as explained below.

The DEECD format for the parent contribution is designed to simplify the situation by having three clear sections.

Section A: “Essential Education Items which parents are required to provide or pay the school to provide for their child.” Parents are required to meet this obligation.

Section B: “Optional Extras which are offered on a user-pays basis and which parents and guardians may choose whether their child accesses or participates in” e.g. instrumental music program, school magazine.

Section C: “Voluntary Financial Contributions which parents and guardians may be invited to donate to the school”.

The College Council is mindful that some parents and guardians may need assistance to meet these various costs. A separate sheet has been included to explain various support options and how the school can provide assistance. Please take the time to consider these options and if you need further clarification, contact Sue Quinn, the Gleneagles Business Manager or the Gleneagles Principal, Sue Peddlesden who is also able to consider your individual needs and assist you in making appropriate arrangements.

The Bursar’s Office will be open from Friday, January 24th 2014 to accept payments. Semester One elective payments are due by Friday 28th February 2014 and Semester Two elective payments are due by 27th June 2014. If you experience difficulty in meeting these payments on time, please consider the information provided with the parent payment sheet or ring to discuss the issue. We will be following up all families when payment is not received by the due date and no arrangement has been made with the school. We do need all parents to pay the essential items and relevant optional extras. We simply do not have the resources to allow some parents to avoid payment and it would not be fair to the parents that do meet their commitments in a timely manner. We need parent support to provide a quality education program for your students. We would be pleased if you are able to contribute to any of the items in Section C on the parent payments sheets.

Would like to receive the newsletter directly to your inbox rather than hunting in your child’s school bag? Please:

- complete this slip and return it to the office or email the College at gleneagles.sc@edumail.vic.gov.au with this subject line: Email me the newsletter please

Or you can download the newsletter each week from the College website: www.gleneagles.vic.edu.au

Child’s name(s) __________________________________________________________

Parent’s name: __________________________________________________________

Preferred email address: _________________________________________________
TAKE HOME COMPUTER PROGRAM 2014
YEAR 10, 11 & 12 STUDENTS

At Gleneagles, we shall be continuing a program that enables all Year 10, 11 and 12 students enrolled at the College to take home a school-owned computer. In order to provide support to parents/guardians we will be conducting information sessions in February 2014. It is necessary for parents/guardians to attend one of these sessions so that the details of the program can be explained and any questions answered.

Before they can receive their computer, each student and parent must sign an acceptance of the Take Home Computer Program document, and the ‘Acceptable Use Agreement for the Take Home Computer Program’ and are expected to attend the briefing session.

The two documents will be distributed to students on the first day of the new school year or you may print them from the school website (publications tab) at your convenience. You must bring them along on the night.

The sessions will comprise of repeated 20 minute briefings outlining the program with time for questions at the end of each session followed by the distribution of netbooks to students.

To spread the demand, sessions will be run on different nights for different Year levels. Should you miss the first session you are welcome to attend the second session.

Session details:

1: Year 10 + new VCE – Thursday, 6th February 2014  6.00pm – 8.00pm in the Library
2: Year 10 + new VCE – Wednesday 12th February 2014  6.00pm – 7.00pm in the Library

At the conclusion of each 20 minute information session you will be invited to submit the signed Acceptable Use Agreement form. Once this is done, you will be given the computer bag and name tag for the bag. You should write on this tag immediately and proceed to the EAL room in the Library where the appropriate Student ID will be written on the skin of the netbook and its serial number recorded. You will then be given the computer and power supply. If the student is present, they may log on to the computer using the school network. The computer is then able to be used anywhere. If you think of any questions please feel free to wait until the end of the next information session and ask your questions then.
WHOLE SCHOOL CARNIVALS 2014

The Excursion/Activity Permission Form for the Gleneagles Whole School Carnivals for 2014 is attached.

Kindly complete the form and return to the school.

Swimming Carnival: Wednesday, 26th February 2014
Cross Country Carnival: Friday, 9th May 2014
Athletics Carnival: Friday, 4th April 2014
EXCURSION/ACTIVITY PERMISSION FORM

Excursion/Activity Name: GLENEAGLES WHOLE SCHOOL CARNIVALS 2014

Date: Swimming – Wednesday 26th February     Cross Country – Friday 4th April    Athletics – Friday 9th May

Organising Teacher(s): Georgia Evans/ Ashlee Chatfield

Details of Excursion/Activity: *Swimming Carnival– Doveton Pool in the Park
*Cross Country Carnival – Gleneagles-Reema Boulevard
Circuit 11am-1.30pm
(also includes practice runs during PE & Sport Ed classes)
*Sports Carnival– Knox Park Athletic Track

Equipment Required: Lunch, Hat & Sunscreen. Canteen facilities will be operating at each venue.

Uniform Requirements: ALL STUDENTS ARE PERMITTED TO WEAR HOUSE COLOURS. IF NOT IN HOUSE COLOURS, FULL SPORTS UNIFORM IS REQUIRED (no baseball caps permitted)

Students will be transported by: Bus

Departure Time: 8.45am                  Return Time: 2.50pm

[Signatures]
Ashlee Chatfield
Organising Teacher

Sue Peddersten
College Principal

PERMISSION SLIP

Excursion/Activity Name: GLENEAGLES WHOLE SCHOOL CARNIVALS 2014

Organising Teacher: Georgia Evans/ Ashlee Chatfield

Student ID number: ___________________________ Student name: ___________________________ Home Group: ________

I AUTHORISE THE TEACHER IN CHARGE OF THE EXCURSION TO CONSENT, WHERE IT IS IMPRACTICABLE TO COMMUNICATE WITH ME, TO MY CHILD’S RECEIVING SUCH MEDICAL OR SURGICAL TREATMENT AS MAY BE DEEMED NECESSARY

(Please indicate any allergic reaction to any drugs): ___________________________

I EXPECT MY SON/DAUGHTER TO BEHAVE IN A GOOD AND PROPER MANNER, IN ACCORDANCE WITH THE COLLEGE CODE OF CONDUCT, TO CARRY OUT ANY INSTRUCTIONS GIVEN BY THE TEACHER IN CHARGE, AND AGREE TO MEET ANY EXPENSES INVOLVED WITH ANY MISBEHAVIOUR

SIGNED: ___________________________ DATE: ___________________________

(Parent or Guardian)

CONTACT TELEPHONE NUMBER ON DAY OF ACTIVITY: ___________________________

STUDENT’S MEDICARE NUMBER: ___________________________

*This statement will remain in the possession of the Teacher in Charge of the party and a list of the participants will be filed at the Campus.

FORM DUE BACK FRIDAY 14TH FEB