6th September, 2016

Dear Parent/Guardian of

We are very pleased to welcome your child to Gleneagles Secondary College.

In order to assist with a smooth transition from primary to secondary school, we will hold an Information Night on Monday 28th November, 2016 which will provide important details about starting Year 7. We encourage both parents and Year 6 students to attend this evening.

Early in Term 4 our teachers will visit many of the local primary schools and meet your child to provide an information package to assist the transition process. Please read this material carefully as it will contain valuable information including a booklet that needs to be completed and brought to Gleneagles on Orientation Day. Please do not hesitate to contact Mr Andrew Barker if you have any questions regarding this information.

To complete the enrolment process, we have enclosed two important documents which must be completed and returned to the school by Wednesday 14th September 2016. An envelope is supplied for you to mail the forms to us or you can hand the forms in to our office.

1. Enrolment and Privacy Information Form
   As part of the transition process, the College by law is required to collect information about its new students. Enclosed is the Student Enrolment Information Form 2016 which must be completed and a privacy policy document which explains how we will use the information collected.

2. LOTE Selection Form
   To help us plan for 2017 and arrange our Home Group classes we need to know whether your child wishes to study Indonesian, Chinese (Mandarin) or German. Studying a language is part of the core curriculum at Gleneagles and we have included documentation on the benefits of studying LOTE.

Please note the following forthcoming important dates:

One to One Computer Program Information Night – Wednesday 14th September, 7pm to 8pm in ‘The Shed’

Year 7 Information Night – Monday 28th November 2016 at 7.00pm in ‘The Shed’
   We encourage students and parents to attend as important details for starting school, school uniform and Orientation Day will be discussed.

Orientation Day - Tuesday 6th December 2016, 8.45am – 2.45pm
   All Year 6 students will attend Gleneagles Secondary College for the day and participate in a range of activities. Students will be placed in their Home Groups and meet their Home Group Teacher.

Next term we will provide information about purchasing school uniform, booklists and parent contributions that will enable you to plan for the new year.

I look forward to meeting and welcoming you and your family to the Gleneagles Secondary College community.

Yours sincerely,

Sue Peddlesden
Principal
Gleneagles Secondary College