



ST JOSEPH'S COLLEGE GEELONG

WELCOME TO ST JOSEPH'S

NEW STUDENT INFORMATION



COMPASSION

INNOVATION

INTEGRITY



ST JOSEPH'S COLLEGE GEELONG

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Welcome to St Joseph's College Geelong.

On behalf of the College Board, staff, students and families of St Joseph's College I extend a very warm welcome to you and your family.

At St Joseph's we emphasise that we enrol families, not just students and we encourage a strong level of parental engagement with the College. Parental involvement assists us in keeping our fees as low as possible, but more importantly it provides a wonderful opportunity for parents to become part of our extended College community. We offer a range of opportunities for parents to be involved in the life of the school and we actively encourage a culture of volunteerism.

A quality education for your son relies on effective and regular communication between home and school. The College has a strong presence on social media and through our blogs but our main avenue of communication is via our fortnightly newsletter. This will be emailed to all families or can be accessed via the college website www.sjc.vic.edu.au. As email is our primary means of communication please ensure that we always have your correct email address.

Wellbeing of your son is paramount at the College. His homeroom teacher will work closely with him to ensure his emotional well-being and should be the first point of contact for you for all matters. There are many other staff available to provide support and assistance to whom he may be referred. Our committed teaching and support staff are experts in boys' education and will help your son adjust to life at St Joseph's.

At St Joseph's, education is holistic in that it emphasises development of all dimensions of each boy. While your son will have areas of interest and strength it is important that he involve himself fully in the life of the College. Our expectation and with your support is that all students engage fully with the spiritual, academic, sporting, social, and community programs offered as part of the curricular and co-curricular life of the school.

The wearing of full and correct College uniform is an important way for your son to show pride in himself and the College. We ask for your support with this. Similarly we encourage and expect socially responsible behaviour at all times including at school and while travelling to and from school.

The facilities at St Joseph's are excellent and result from the hard work and sacrifice of countless families over more than 80 years. It is expected that all families will support the College building fund on an annual basis to enable us to continue to maintain and upgrade our current facilities.

Welcome to your family and congratulations on your choice of St Joseph's College as your son's school. Thank you for the privilege of working in partnership with you in his education.

Tony Paatsch - Principal



ST JOSEPH'S COLLEGE GEELONG

~ A Catholic College for Boys ~



THE COLLEGE CREST

The Cross of Christ:	Symbol of our hope and salvation
The Southern Cross:	Symbol of our Australian heritage
The Scriptures:	God is present in His Living Word
Alpha and Omega:	Christ is the Beginning and the End
Ad Alta Virtute:	To strive for the highest in a manly way
The College Colours:	<i>Red, black and gold</i>

OUR SHARED VISION

We, the St Joseph's College Community, are committed to continue education in the Catholic tradition, through the example of Jesus Christ, our beginning and end. Moved by the story of Edmund Rice and inspired by the gospel values of love and justice, we encourage one another "to strive for the highest", to develop and use our talents and abilities, and to respect and show compassion towards others. We aim to create a child-safe environment, in all school environments during and outside school hours, where children are free to enjoy life to the full without any concern for their safety. Through the development of partnerships, we show that we value the contribution of students, staff and families, past and present. In our service to the wider community, we see our school as being a place of hope and encouragement in our world today.

COLLEGE LEADERSHIP 2017

Principal	Mr Tony Paatsch
Deputy Principals	
<i>Years 7 - 9</i>	Ms Michelle Brodrick
<i>Years 10 - 12</i>	Mr Mark Kennedy
Director of Identity	Ms Rachel Roche
Director of Curriculum	Mr Michael Goss
Business Manager	Mr Terry Fowler

BLESSED EDMUND RICE & THE HISTORY OF THE CHRISTIAN BROTHERS



Edmund Rice, the fourth of seven sons, was born in Ireland at Westcourt, Callan, on 1 June 1762. Because of a long period of religious persecution in Ireland, Edmund attended Moate Lane Hedge School in Callan.

At the age of 17 he was apprenticed to his uncle Michael Rice, the owner of a growing export business in Waterford City. He married at about the age of 25, however, his wife died two years later from injuries received in a riding accident. His daughter, was an invalid all her life.

In 1795 his uncle died and Edmund succeeded him in his business. He was now a wealthy man, noted for his charity to the poor. But he wanted to do more. In 1802 he sold the business and opened his first school in converted stables in New Street, Waterford.

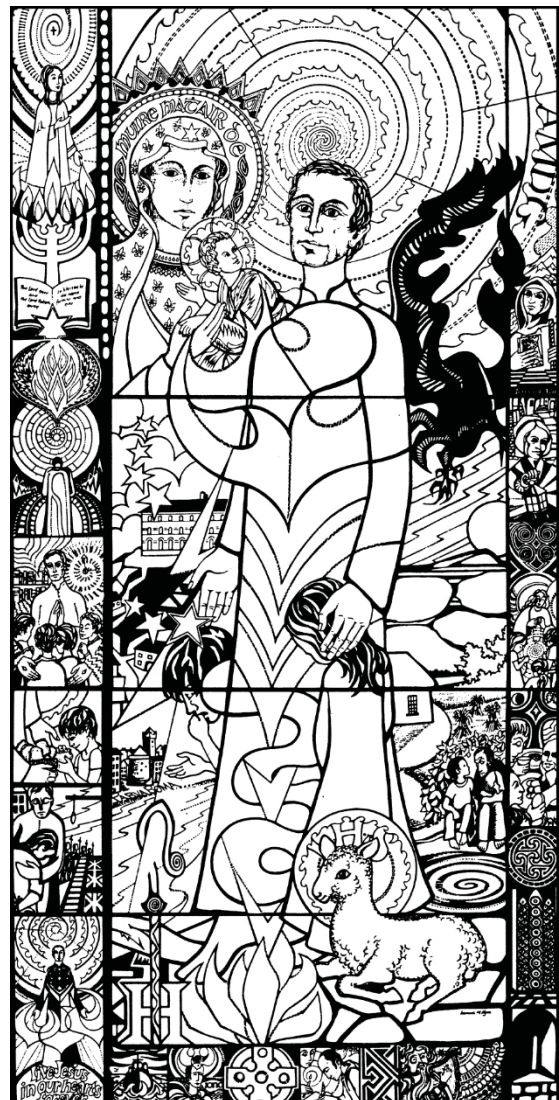
Edmund then founded the Congregation of Christian Brothers, a group of lay-men who dedicated themselves to the Christian education of poor boys. His example proved to be an inspiration to others, believing that they too were called by God to educate the poor. A year later he moved to his first permanent school at Mount Sion, Waterford, just outside the city.

In 1808, with some companions, he made vows in the presence of Bishop Power. This ceremony took place in the Presentation Convent Chapel. In 1820 the Congregation of Christian Brothers gained Papal approval from Pope Pius VII and Edmund Rice was elected first Superior General.

On 29 August 1844, Edmund died at Mount Sion, where his remains now repose in a beautiful Chapel. Edmund was beatified in Rome on Sunday 6 October 1996 and his feast day is on 5 May.

In 1869 Brother Patrick Ambrose Treacy established a community and school in Melbourne. Since then the Christian Brothers have extended their work throughout Australia and the rest of the world.

“Be intent on prayer, and whatever may happen will turn to our good. Cast all of your cares into the arms of Divine Providence.”



ST JOSEPH'S COLLEGE AND EDMUND RICE EDUCATION

Our College is proud to be part of the Edmund Rice tradition. We draw on the Edmund Rice Education Australia charter, aspiring to be faithful to the four touchstones – Liberating Education, Gospel Spirituality, Inclusive Community and Justice and Solidarity.



**EDMUND RICE EDUCATION
AUSTRALIA**

JUSTICE AND SOLIDARITY

We are committed to justice and peace for all, grounded in a spirituality of action and reflection that calls us to stand in solidarity with those who are marginalised and the Earth itself.



INCLUSIVE COMMUNITY

Our community is accepting and welcoming, fostering right relationships and committed to the common good.



LIBERATING EDUCATION

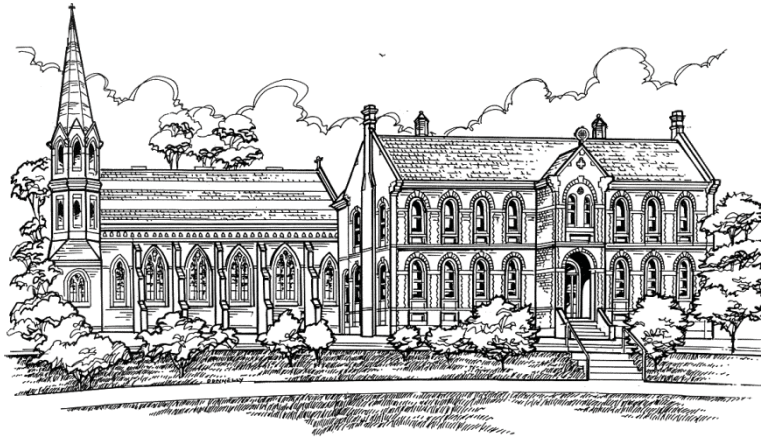
We open hearts and minds, through quality teaching and learning experiences, so that through critical reflection and engagement each person is hope filled and free to build a better world for all.



GOSPEL SPIRITUALITY

We invite all people into the story of Jesus and strive to make his message of compassion, justice and peace a living reality within our community.





HISTORY OF ST JOSEPH'S COLLEGE GEELONG

In 1854 the Government granted two acres of land on Newtown Hill for St Augustine's Catholic school (on what is now O'Driscoll Oval). Mr James McKeegan was Headmaster and a small tin shed housed 50 pupils. In 1855 St Augustine's Orphanage for boys and girls was also established on the site (the bluestone building) by the Rev. Dr James Hayes.

With the advent of the Sisters of Mercy in the 1850s, the girls were eventually moved out to the new Convent on Mercer's Hill in 1862. Consequently, Mr Daniel O'Driscoll conducted a boys' day school, until it was forced to close in 1876 because of a lack of funding. However, the orphanage continued to operate.

In 1878 the Christian Brothers, who first appeared in Australia a decade earlier, took charge of St Augustine's and its 78 orphans. With its strong tradition of occupational training, the focus for a boys' school in Geelong fell on to the orphanage. Though already over-committed Brother Canice Butler, St Augustine's Superior, obtained the consent of the Provincial of the Christian Brothers, Brother Patrick Ambrose Treacy to open a boarding school for boys in St Augustine's grounds.

St Joseph's College (the current Year 12 building) cost £2, 500 and was opened in March 1890. Fifty-seven boarders and another thirty-seven day students were enrolled, some of whom rode horses from as far away as Lara and Little River. By mid-1891 there were 150 orphans, about sixty boarders and around forty so-called town boys attending St Joseph's in what was an innovative pedagogical setting where orphans and boys from functioning families were educated together.

The depression of the early 1890s though, virtually halted all training for lay teachers and they became scarce. The establishment of St Patrick's boarding school for boys in Ballarat placed extra pressure on Br Treacy for staff and the first incarnation of St Joseph's closed after only three years in January 1893. Most of the day-boys transferred to St Mary's School.

With the transfer of St Augustine's Orphanage to Highton (now Christian College), the present St Joseph's College was officially opened and blessed by Archbishop Mannix on Sunday 3 February 1935. Brother Richard Xavier Butler was the first Principal and the initial enrolment was 128. Boarders attended the College from 1940 to 1967 and the enrolment by the end of the 60s was 679.

Since then, with the support of families, the wider community and a dedicated staff, we are thriving. St Joseph's College has continued to grow to over 1700 students and now boasts state of the art facilities on beautifully developed grounds where Geelong region boys experience a quality Catholic education in the Edmund Rice tradition.

STUDENT WELLBEING

Student wellbeing refers to action taken within a school by its leaders and community members to promote and enhance student wellbeing of a personal, social, physical, emotional, mental or spiritual nature. Key elements of student wellbeing are positive self-regard, respect for others, positive relationships, responsible behaviours and personal resilience.

While some people have special responsibility for pastoral care, we believe student wellbeing care to be the responsibility of all members of the school community.

STUDENT WELLBEING TEAM

Student wellbeing occurs when a personal interest is taken in each student. To enable this each student is a member of a Homeroom group in the care of a Homeroom teacher. Homeroom groups meet at the beginning of each day. As well, a Pastoral Program is incorporated into the Religious Education Program and is generally delivered by the Homeroom teacher.

Each Homeroom is part of a year level under the care of the Year Level Coordinator. This wellbeing structure is supported by the Director of Students, the Deputy Principals and the Student Support Services, which includes the College Psychologists, the Educational Support Team and the Careers Advisor.

The Homeroom teacher will usually be the first point of contact between home and school where there is a concern about a student's welfare or progress, or for the explanation of a student absence.

EDUCATIONAL SUPPORT

Educational Support aims to support students who are having difficulties coping within their classwork and assignments. This can occur with modification of tasks and assessments, or support within the regular classroom or individual programs to allow students to reach their potential in learning.

Educational Support aims to support students who need assistance to help them achieve with their learning. Funding is received from Catholic Education Melbourne; Students with Disabilities (SWD) This funding supports those who have a diagnosed disability, requiring an individual program.

Teachers and Education Support Officers working in the area of Educational Support, assist students by helping within the classroom and by withdrawing students to support them with more specific assistance in a small group.

The Educational Support Team consists of an Educational Support Services Coordinator, Educational Support teachers and officers. These staff work together to help students meet the demands and reach their full potential educationally.



CAREMONKEY

CareMonkey is a secure application where parents/carers store all the medical information for their sons. Parents and carers share this information with the school. All excursions, camp permissions and information forms are distributed through CareMonkey and parents are able to sign permission forms via their smart phone app or computer. Time consuming medical information forms are no longer required for all college events as staff have access to the most up-to-date information available for each student via their phone for the duration of the event. Parents can update their details and their son's medical status at any time.



All new parents / carers will receive an email prompting them to complete a CareMonkey profile for their sons.

COLLEGE PSYCHOLOGISTS

The College Psychologists are an integral part of the Student Wellbeing team. Specifically the College Psychologists provide:

- consultations with parents and staff
- targeted programs to meet student needs
- advice and referral to support services available in the community
- input to Student Welfare Action Group

Enrolment at the College indicates parental consent for student access to all student support services. Referrals to the psychologists are often made by staff and parents, but students are also welcome to self-refer. Contact is made with parents, and if there is serious risk of harm, steps are always taken to ensure the student's safety.

The College Psychologists can be contacted directly on 5226 8121, 5226 8168 or 5226 8115, through the general office or with the assistance of any member of staff.

If you require immediate assistance please phone one of the following 24 hour agencies:

Lifeline: 131 114

Kids Helpline: 1800 551 800

Triage at Barwon Health Mental Health Services: 1300 094 187

Headspace: 1800 650 890 Headspace online: www.eheadspace.org.au

STUDENT BEHAVIOUR MANAGEMENT

Student behaviour management should be considered in the wider context of the Pastoral Care of students. The concepts are inseparable and flow from the Mission Statement of the College. Student behaviour management is based on the notion that all members of the College community have both rights and responsibilities.

St Joseph's College is committed to providing a learning environment where all students can learn without hindrance from others, where teachers can teach without interference and where effort and achievement are respected and rewarded.

Student behaviour management at St Joseph's involves a range of approaches including a Demerit Points system, a Positive Reward system and Restorative approach to dealing with unacceptable behaviour or conflict.

A good way of developing a better learning environment is for everyone to show respect for the rights of others.

The rights and responsibilities of students at St Joseph's College are expressed as follows:

RIGHTS

I have the right to:

- be accepted and to be treated with understanding
- be treated with respect and politeness
- be safe
- expect my property to be safe
- obtain maximum benefit from all lessons and classes and other students ought not to deprive me of this by their behaviour
- a pleasant, clean and well maintained school and grounds

RESPONSIBILITIES

I have the responsibility to:

- treat others with understanding - not to laugh at others, tease others, or try to hurt their feelings
- treat others politely and with respect
- report the mistreatment of other students
- respect the authority of teachers
- make the school safe by not threatening others either verbally, physically, emotionally or electronically
- not steal, damage or destroy school property or the property of others
- ensure I don't possess or access inappropriate offensive material while at school
- cooperate with teachers and other students to make sure that lessons proceed and that I keep up-to-date with required work
- not interfere with other students' right to learn
- be punctual, to attend school regularly and to take part in College activities that will be of benefit to me
- not smoke, take alcoholic drinks or drugs, or encourage other students to do so
- care for the school environment - to keep it neat and clean and to be prepared to remove litter.

From time to time a student may not respect the rights of others. When this happens some kind of consequence will follow.

RESTORATIVE JUSTICE

St Joseph's College is a registered Restorative Justice school. Restorative Justice approaches are an important part of student behaviour management at St Joseph's College. Restorative Justice focuses on all the people involved in the incident and not just the offender. It is an approach that sees wrong doing and community conflict as essentially a violation of people and relationships.

In practice, Restorative Justice means that individually and collectively, people address the causes of the harm, the impact of the harm on those affected and look for ways to make amends and minimise the risk of future wrong doing. This can happen in small, brief encounters between two people, a number of people or in larger group forums. Restorative approaches are used in conjunction with the Demerit Points system.

ANTI-BULLYING/HARASSMENT POLICY

St Joseph's College is a community which values all members and seeks to promote positive relationships. Bullying behaviour is a feature of social relationships. It usually occurs in group settings and therefore it requires a group effort to intervene effectively. Bullying has a negative impact on relationships and the learning environment. At St Joseph's College we are committed to reducing bullying and providing a safe and supportive environment for all.

WHAT IS HARASSMENT / BULLYING?

Harassment is verbal, physical, psychological or sexual conduct which is unwanted and uninvited. Bullying is a type of intimidation of a repeated verbal, physical or psychological nature of a less powerful person by a more powerful person or group of persons.

TACKLING BULLYING IS EVERYONE'S RESPONSIBILITY

"Together, working to create a safe and supportive environment"
(National Safe Schools Framework)

If you have any queries, please contact: Homeroom teachers, Year Level Coordinators, Director of Students, Psychologists or Deputy Principals.

BULLYING INCLUDES

- any threatening or violent behaviour
- name calling, teasing or exclusion
- making negative or offensive comments about the family members or friends of others
- putting down others and their achievements
- spreading rumours
- damage to belongings
- making negative or offensive comments about another's perceived sexuality, race, appearance or interests
- nuisance calls, threats or intimidation via emails / text messages / chat lines / online social media
- glaring and menacing gestures
- demands for money or possessions

SOME SIGNS WHICH MAY INDICATE A STUDENT IS BEING BULLIED

- change in attendance at school
- change in achievement levels
- unexplained injuries
- change in sleep patterns
- change in eating patterns
- withdrawal from activities or groups
- neglect of physical appearance
- long lasting mood changes

WHAT TO DO IF YOU ARE BULLIED

- tell the person who is bullying or harassing you to stop, if you feel confident to do so
- discuss the situation with someone you trust e.g. parent, friend, relative, teacher, Psychologist, Year Level Coordinator or Student Leader
- continue to raise the issue until the problem is resolved. Be persistent!

WHAT OTHER STUDENTS CAN DO

If you witness bullying:

- support the student who is being bullied, if possible
- don't join in
- talk to someone you trust who can help
- remember always to report bullying
- if you feel confident to do so, tell the persons responsible for the bullying to stop
- The person causing the bullying should:
 - stop the bullying behaviour immediately
 - try to understand how words and / or actions chosen have been harmful and learn from the experience
 - make a commitment to address the issue
 - follow strategies and advice given

WHAT PARENTS CAN DO

- communicate regularly with your son, listen carefully and encourage him to talk about his feelings openly
- if you recognise some signs of bullying make sure your son knows you believe him and care for him
- don't attempt to 'sort out' the bullying yourself; this usually results in escalation
- don't assume that the teachers know – bullying usually occurs out of sight of adults
- ensure, as far as possible, that your son knows what action you are proposing to take and agrees with it. Be guided by his response
- contact the school and discuss your concerns. The student's Homeroom teacher should be the first point of contact
- if your son is being bullied or involved in bullying others, work cooperatively with school staff to resolve the problems

WHAT THE COLLEGE WILL DO

- take all allegations of bullying seriously
- refuse to accept that bullying is inevitable. Many programs at the school seek to increase our capacity to care for others and ourselves and to develop an awareness of the impact of bullying on others
- provide support for all parties involved
- seek to restore damaged relationships through use of Restorative Practices. This could include a meeting involving all those affected
- provide suitable assistance and support for the bully and victim
- implement the school discipline system – demerit points; detention; suspension; provisional enrolment contract.

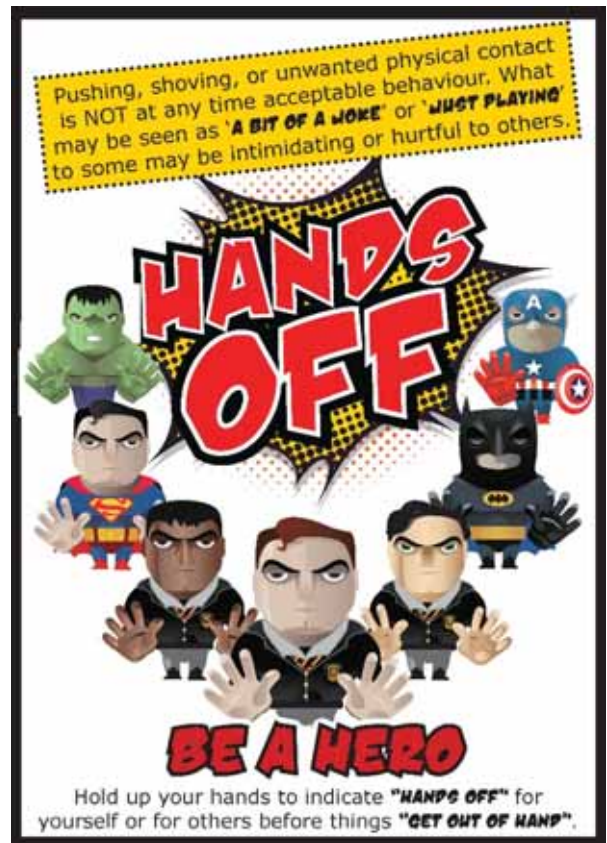
“HANDS OFF” RULE

The “Hands Off” rule is a further step towards creating a safer more comfortable environment for all. Specifically, it is intended to help students understand the difference between appropriate and inappropriate physical contact and to reduce the incidence of scragging, pushing and shoving. It is intended to support students who find it difficult to deal with unwanted physical contact and to reduce the possibility of unintended physical injury and damage to uniform items.

POSITIVE REWARD SYSTEM

This is a Credit system which aims to recognise, reward and encourage positive student behaviour. It runs parallel to but independently of the Demerit Points system.

The positive rewards system consists of credit stamps in the diary over each semester which allows students to aim towards a special reward e.g. canteen voucher, movie voucher.



Credits are to be given in recognition for behaviour e.g.

- excellent effort over a series of classes
- producing an excellent piece of work
- in recognition of real effort to behave appropriately, stay on task, meet a deadline where this is usually a challenge for a student
- consideration shown for others in class or the teacher
- standing up for or reporting bullying of another student
- honesty in returning found property
- excellence in representing the College on excursions or activities outside the school.

THE DISCIPLINE SYSTEM

The system used at St Joseph's is based on demerit points being allocated for various misdemeanours. However, consequences for misbehaviour may vary and are at the discretion of the Year Level Coordinator, Director of Students or Deputy Principals.

If a student accumulates a set number of points a detention may be given.

DETENTIONS

St Joseph's has four types of detention: Homework Catch-up, Thursday after school, Saturday morning and student free day detention.

Homework Catch-up is used when students have not completed homework. It may also be provided as time for students to receive extra assistance.

After school, Saturday and student free day detentions are a result of an accumulation of 6 and 12 points respectively.

In the case of after school, Saturday morning or student free day detentions, parents will be notified in advance by the Year Level Coordinator.

Normally, detentions will not be rescheduled. Only in extraordinary situations should this be requested. Students are expected to reschedule work and sporting commitments. Non-attendance at detention is regarded as an extremely serious offence.

This is only a guide as consequences for misbehaviour may vary and are at the discretion of the Year Level Coordinator or Deputy Principals.

Students revert to '0' demerit points at the start of each term.

SECONDARY EDUCATION AT ST JOSEPH'S

YEAR 7

Students are supported during their transition to secondary school through many sound approaches and practices. Students work in their Homeroom group under the care of their Homeroom teacher, where possible teaches the group for more than one subject area. The wellbeing of students during transition is managed under the guidance of the Homeroom teacher, Transition Coordinator and Year Level Coordinator. Students experience a comprehensive curriculum with specialist subject areas presented across the year. Core subjects, including Religious Education/Pastoral Care, English, Mathematics, Science, Physical Education/Health and Humanities are taught across both semesters of the year. Languages (Chinese and Italian), Arts (Design Education), Digital Technology, Drama and Music are taught as semester based units. Students also participate in group activities to build resilience and connectedness to their secondary school. The Year 7 Camp is a highlight of the students' year and builds positive relationships between students and staff. Developing confidence and experiencing a comprehensive curriculum help the Year 7 students to make future choices about their subjects and options in the following year.

YEARS 8 AND 9

Students in Year 8 will continue to experience a range of subjects from each of the curriculum areas, building on from the Year 7 program. Students will undertake core subjects as well as have the opportunity to select subjects of their own choice from The Arts and Technology curriculum areas. Project-Based Learning (PBL) is the educational approach in Year 8. PBL is a teaching method in which students gain knowledge and skills by working for an extended period of time to investigate and respond to a complex question, problem, or challenge. Students will engage in rigorous projects sometimes integrated with another subject and at other times, as a discreet discipline.

The students continue to participate in peer group activities. They continue to meet every morning in Homeroom groups with their Homeroom teacher. This helps to maintain the stability of peer friendship groups.

In Year 9, students attend the Year 9 Westcourt Campus in Minerva Road, Herne Hill. This campus is an exciting venture that enables students to maximise engagement whilst providing a rich learning environment. Project-Based Learning is the educational approach in Year 9. The program aims to develop the students' sense of self, of their place in their school community, the local and global community and their capacity to make a difference.

YEARS 10 - 12

Year 10 and Victorian Certificate of Education /Victorian Certificate of Applied Learning is a senior pathway that enables students to complete their secondary schooling and transition into further education, training and employment.

Year 10 students begin to specialise in subjects that will be a pathway into their senior years. St Joseph's College offers Year 10 students the opportunity to complete a Victorian Certificate of Education (VCE) subject if they have achieved a consistently high standard in Year 9. Year 10 students who have developed independent learning skills and can work in an adult learning environment have the opportunity to complete a Vocational Education and Training (VET) subject either at St Joseph's or an external facility. For some Year 10 boys, an applied learning environment is an appropriate pathway. The Victorian Certificate of Applied Learning (VCAL) subjects Work Related Skills and Personal Development Skills can be included as part of their Year 10 program after which they may select VCAL or choose the VCE for their Year 11 program.

Students in Year 11 and 12 choose to study the VCE or the Victorian Certificate of Applied Learning (VCAL). VCE students choose from units offered at St Joseph's College and Sacred Heart College. This arrangement between the Colleges provides far greater subject choice and a broader, richer experience.

The Victorian Certificate of Applied Learning (VCAL) gives students practical work related experience, as well as literacy and numeracy skills and the opportunity to build personal skills that are important for life and work.

A wide variety of VET units can be completed at St Joseph's and through arrangements with the Gordon College of TAFE or in conjunction with other schools.

NOTEBOOK PROGRAM INFORMATION FOR STUDENTS ENTERING YEAR 7

OVERVIEW

The main purpose of the Notebook Program is to provide a notebook computer for every student in order to help them learn and become smart, safe and responsible users of ICT. The use of personal notebook computers helps to ensure the best contemporary education is available for our boys at St Joseph's.

HIRE OF THE NOTEBOOK

The College purchases the notebook and families hire the notebook for use by the student attending the school. The College will recall all notebooks for maintenance over the summer break.

DISTRIBUTION OF NOTEBOOK COMPUTERS

Notebook computers will be distributed the week before school commences for Term 1 and notebooks will be returned before the summer break to undergo maintenance and upgrades.

POLICIES AND PROCEDURES

School policies regarding the use of notebook computers will be in line with current Computer Appropriate Use Policies and procedures for the care and use of computers will apply. Notebook computers are supervised when used at school and must always be transported in the carry bag.

INTERNET FILTERING AT HOME

An email will be sent early in Term 1 for parents who wish to opt to allow the school internet filter to operate outside the school.

GAMES

Games are not allowed to be installed on the notebooks. Apart from 'educational games' required by the teacher, all games are banned from being played on computers and other electronic devices at school. It is important to discuss game playing at home with your son and agree to rules regarding the playing of games – especially online games.

WARRANTY AND NON-WARRANTY REPAIRS

Computers provided by the College are covered by 3 year warranty. Parents will pay for any repairs for accidental damage up to a capped amount of \$250 per repair (inc. GST). Any deliberate damage will result in complete costs being charged to the parents.



GENERAL INFORMATION FOR STUDENTS & PARENTS

For the sake of simplicity we refer throughout to "parents". This term is intended to include guardians and carers.

SCHOOL TERMS 2018 – YEAR 7

TERM 1	Friday 2 February – Thursday 29 March (2.30pm finish)
TERM 2	Monday 16 April – Friday 29 June (2.30pm finish)
TERM 3	Monday 16 July - Friday 21 September (2.30pm finish)
TERM 4	Monday 8 October - Friday 7 December

Please note that these dates are subject to change and parents will be notified via the College newsletter.

CLASS TIMES

ASSEMBLY CLASS TIMES

Homeroom	8:50am – 9:00am	8:50am -9:00
Period 1	9:02am – 9:51am	9:02am – 9:46am
Period 2	9:53am – 10:42am	9:48am – 10:32am
Recess	10:42am – 11:05am	10:32am – 10:52am
Period 3	11:08am – 11:56am	10:54am – 11:38am
Period 4	11:58am – 12:47pm	11:40am – 12:24pm
Lunch	12:47pm – 1:35pm	1:10pm – 1:48pm
Period 5	1:40pm – 2:29pm	1:50pm – 2:34pm
Period 6	2:31pm – 3:20pm	2:36pm – 3:20pm

COLLEGE NEWSLETTER

The newsletter is published fortnightly during school terms. We ask that parents read the newsletter as it is the main means of communication. The newsletter is forwarded electronically via email to parents and also posted on our College website. Please include your email address with your contact details at the College. In accordance with the College's sustainability policy, we do not post out printed copies of the newsletter.

PARENT ACCESS MODULE (PAM)

The PAM is a way for parents to access our school intranet to view important information about their sons. At the start of the year parents will be emailed their username and password and instructions on how to use PAM. The PAM allows parents to have access to up to date assessment information as well as reports.

Some of the information available includes:

- live and on-going marks and comments for assessment items
- due dates and overdue work
- mid-Semester and end-Semester reports
- timetable and teacher information
- behavioural incidents
- attendance
- daily notices for students
- up-coming events
- information evening presentation.

EXPECTATIONS AND PROCEDURES

The following procedures have been developed to ensure that the school operates efficiently and is a safe and pleasant learning environment for all.

STUDENT SUPERVISION

Student yard areas are supervised from 8.20am – 3.20pm on normal school days. The bus set down is supervised until all drop offs are completed in the morning and until the last bus has collected students after school – approximately 3.50pm. The College library is open to students and fully supervised until 4.30pm. Outside of these times students will only be supervised whilst participating in school events.

ABSENCE FROM SCHOOL

School attendance is a high priority at St Joseph's. Our duty of care demands that we know where students are during school hours, therefore the College must be informed of student absences before 10:00am on the day the student is absent.

Our preferred method of notification is by SMS to 0427 687 117. This number can only be used for SMS messaging. It will not receive voice calls. Mobile numbers must be registered with us to use this system. The College will notify parents by an SMS on their mobile phones if students are absent or late to school without reason. This occurs each day starting at approximately 11:00am. **Please ensure the College has your current mobile telephone numbers.**

In order to keep track of student movements, the following passes are required:

LATE PASS

If a student arrives late (after 9.00am) he is to report to Reception. A late pass will be stamped into the Student Diary and this must be shown to the teacher along with a satisfactory explanation or parental note before entry to the class is granted.

DAY PASS

If a student must leave the school grounds during the day, a day pass must be filed with Reception. Normally such a pass is signed by the Year Level Coordinator. The student retains a section of the day pass for identification. Students returning to the College must sign in at Reception. As far as possible, we ask that appointments be made out of school hours.

STUDENTS ON EXTENDED LEAVE

When students are absent on holiday during regular school term:

- Parents/carers are to write or email the Principal providing details of why and when the student will be absent from school. This correspondence will be acknowledged by the College
- St Joseph's College teaching staff will not provide work for students who are absent from class and miss teaching/learning due to holidays taken in term time, unless organised weeks in advance
- course outlines will be provided by the subject teacher and available through the school intranet if requested so that parents can deliver/arrange appropriate instruction through a tutor
- it will be the responsibility of the student to arrange alternative dates for assessment task completion **prior** to his departure

- if the student does not submit the assessment work prior to his departure, he may receive a grade NA (not assessed) for each task, or 'absent'
- if the student is absent for a period longer than two weeks, the assessment of his work will be made on the tasks completed for the period of the semester he has been in attendance at school. These absences may have a detrimental effect in subject areas where sequential learning is important.

ATTENDANCE AT COLLEGE EVENTS

The College schedules a number of religious, sporting and cultural events during the course of each school year e.g. Edmund Rice Day, College swimming and athletic carnivals. These days provide important opportunities for the growth and development of individual students and are critical for the development and celebration of community. Normal classes do not run on these days and the events are an integral part of the education of each boy enrolled at St Joseph's. Students must attend all College events as a condition of their enrolment.

GOOD MANNERS AND LANGUAGE

Respect and good manners are expected of students at all times. This means that swearing and offensive language are unacceptable. Good manners dictate that staff and students greet each other and that teachers are to be addressed by their title (Sir, Mrs, Miss, Ms, Mr).

LOCKERS

Each student is provided with a locker and a combination lock.

- students will not normally be permitted to attend lockers during class time
- under no circumstances should valuables be brought to school
- the College accepts no responsibility for items stored in lockers
- lockers are only to be used for the storage of school books, sports equipment and lunch
- combination lock numbers should be memorised, but not written down. Students who forget their combination number can get this from the Property Manager's Office. Under no circumstances should students tell others the combination numbers to their lock
- lockers must remain locked at all times
- stickers, labels or other similar material must not be attached to lockers
- writing, of any description, is not permitted on the outside or inside of lockers
- the College reserves the right to inspect lockers and their contents at any time
- any breach of locker security is to be reported immediately to the Deputy Principals or the Director of Students
- students are responsible for the combination lock issued to them. Those who lose their locks will be charged the cost of replacement.

SCHOOL YARD

- students are allocated specific areas for games and play at break times:
 - *Year 7 only* Aphrasia Oval
 - *Year 8* Carey Oval (lunch time only) and Quad West
 - *Year 10* O'Driscoll Oval (lunch time only) and Quad East
 - *Years 11 - 12* Zampatti Oval
- contact games are banned as they can lead to serious injury and damage to clothing. Games must not involve 'scragging', pulling or pushing
- running around buildings or paved areas is not permitted
- bikes are not to be ridden in the College grounds or through the front and back gates immediately before and after school
- skateboards must not be brought to school nor ridden in the school grounds.

OUT OF BOUNDS AREAS

Students are not permitted in the following areas:

- Carey Oval bank
- classrooms and upstairs verandas during recess and lunch unless supervised
- around H Block.

WET WEATHER DAYS

The Br O S Adams Centre (Gym) and some classrooms will be opened when notification of a 'wet weather day' is given by a Deputy Principal. A film may be shown in the Peter Canon Centre (PAC).

MOBILE TELEPHONES, IPODS AND ELECTRONIC DEVICES

The College strongly advises students not to bring these items to school. Should students choose to bring them to school:

- they must not be used or turned on during school hours including recess and lunchtime
- the College accepts no responsibility for these items in the event of their loss or damage
- students using or having these items turned on during school hours will have them confiscated. They will be returned after 48 hours or after parental discussion.

COLLEGE MOBILE PHONE POLICY

As a condition of enrolment parents agree to accept a range of College policies including the mobile phone policy. As part of this policy parents agree that senior staff may inspect material stored on a mobile phone in the event of it being confiscated from the student. Policies are published annually in the student Diary and are available on the College website.

MESSAGES FOR STUDENTS

Parents sometimes call the college asking for a message to be relayed to a student. It is unfair to expect that a message will be delivered to students during the school day unless it is urgent or relating to an emergency. We have a large campus with numerous classrooms and play areas and the college does not have a PA system.

Students can be attending any number of activities, classes, excursions, assemblies etc. we ask you to consider the disruption that the delivery of a message can cause to staff and students. As mobile phone use is not allowed during school hours, we also ask that you do not text your son during school hours.

TRAVEL AND PUBLIC BEHAVIOUR

Responsible behaviour is expected of students at all times. This is particularly important when travelling to and from school on buses. The travelling public and fellow students are to be treated with respect. Failure to meet these expectations may result in the loss of the right to travel on the bus and / or some other appropriate disciplinary action.

Students are to follow directions given by staff supervising the bus set down.

Appropriate behaviour and correct uniform are also expected of students walking to and from school or travelling by other means of transport. This also applies when students are in a public place e.g. supermarkets / shopping centres. We require parent support in this as the College is judged by the way students appear and behave in public.

BICYCLES

Students who ride bicycles to school must use the bike racks near the VCE building and are required to provide their own lock. **As required by law, all bike riders must wear an approved safety helmet.** Students riding bicycles are not required to wear their blazer while riding, but are required to bring it to school in Terms 2 and 3.

CAR

Students travelling by car should be dropped off and collected from near the Queens Road entrance. **Please note that council regulations do not permit cars stopping on the school crossing or in areas where there are marked yellow lines - if you stop your car to allow passengers to exit or enter the vehicle, you are considered parked - and can be fined accordingly.** Council Officers regularly patrol the area.

USE OF THE STUDENT DIARY

The Student Diary is the main means of communication between school and home and a major organisational tool for students. The Diary must be taken to all classes and be used to record homework and assignments. It should be used for all notes between parents and teachers.

The expectations of use are as follows:

- homework entered daily for each subject
- diary to be signed daily by parents
- all day to day correspondence between home and school should be either by email or the Student Diary.

No student shall:

- write in another student's Diary
- remove pages of the Diary at any time
- damage the Diary in any way (e.g. by cutting, graffiti, scribbling or use of stickers)

Any student found to be in breach of these expectations will be required to purchase a new Diary.

HOUSES

Students are allocated to Houses, which were named in 1960 in honour of four Brothers who gave outstanding service to the College. Br Cornelius Placidus Foley, Br Francis Bertrand Jordan, Br John Benignus Brophy and Br Richard Xavier Butler.



The House mascots and colours are:

Brophy Bees - Yellow Butler Sharks - Blue Foley Falcons – Green Jordan Redbacks - Red

The Houses compete for the Adam Bryant Memorial House Competition Shield. Points are awarded for participation in a variety of activities and initiatives throughout the school year.

LIBRARY

The Library is open from 8:00am to 4:30pm. Students may use the Library before and after school, at recess and lunchtime.

CANTEEN

The College Canteen provides an excellent service for students and staff. This service relies on the generous support of parent volunteers. Students using the Canteen should show courtesy and consideration towards the people serving in the Canteen. Good manners are important at all times, including queue etiquette. Students must order their lunches prior to 9.00am. Students are not permitted to enter the Canteen.

FIRST AID

If a student should require first aid, the class teacher or teacher on duty is to be informed and the injured student taken to Reception for treatment. If a College representative believes that an injury or illness is of a serious nature, an ambulance will be called.

SICK BAY

If a student is unwell he should ask his class teacher for permission to go to the sick bay. Students are asked not to ring home direct if they are unwell. If the student is not well enough to return to class, a parent or the nominated emergency contact will be notified and asked to collect the student. The student will need to be signed out through the Sick Bay Register when collected. Please ensure you have notified the College of an emergency contact person in the event a parent cannot be contacted.

MEDICATION TO STUDENTS

When students are required to take medication during school hours, parents must provide a signed letter with the medication which should be labelled with the student's name, dosage and the time medication is to be taken. Medication will be stored and dispensed by the Office Manager and details will be recorded in the Medication Register. Where possible, parents are advised to call into Reception and speak with the Office Manager about this.

Students with special medical or health needs (i.e. anaphylaxis, asthma, diabetes, epilepsy) must have a medical action plan signed by a medical practitioner (updated annually). In addition to this, students who require an EpiPen (autoinjector), must also have an Individual Anaphylaxis Management Plan. This will be completed by

the school in consultation with parents/carers. Once finalised, this plan will be signed by the parents/carer and the Principal. Parents must provide one epipen for the student to carry with him at all times and an additional epipen to be stored at reception. Any queries please contact the Office Manager, on 5226 8113 or sjcoffice@sjc.vic.edu.au.

PRIVACY LEGISLATION

St Joseph's College is committed to protecting the privacy and security of personal information provided by you to us. Any personal information you provide to the College will be used in the care of your son and to satisfy the College's legal obligations, particularly to enable the College to discharge its duty of care. You have the right to access any personal information that the College holds about you, subject to the exceptions in the Privacy Act 1988 (Commonwealth). You may also request the correction of information that is inaccurate. The College's Privacy Policy is available to each new enrolment and is regularly published in newsletters. If you would like a copy of the Policy or any further information about the way the College manages the personal information it holds, please contact the Business Manager on 5226 8100 or sjcoffice@sjc.vic.edu.au.

REPORTING AND PARENT-TEACHER-STUDENT INTERVIEWS

Academic progress will be reported through the Parent Access Module. Parent/Teacher Interviews occur in Term 1 and Term 3 and provide an important opportunity to discuss a student's progress with individual teachers. We urge parents and students to attend these meetings. At other times, parents can contact teachers directly should any concern arise. Parent communication is also encouraged via the Diary, by email or by phoning the College.

SUBMISSION OF WORK

Teachers supply students with a list of due dates for all assessment tasks at the start of a unit. Any subsequent changes to this schedule are to be negotiated by the teacher with students.

Students may apply to the teacher for an extension of time in the case of illness or other legitimate reason. The extension will normally be three days. If work is not submitted on the due date (without an extension of time):

- a lunchtime detention will be issued and the work will need to be completed by a new date;
- the teacher will send parents an Unsatisfactory Effort letter with the new due date. If work is not submitted on the second due date, two points will be given and the work will be done and submitted following a second lunch detention.

HOMework AND STUDY

Homework often involves writing, however, it may also involve a wide range of activities such as reading, memorisation, construction, drawing, musical composition and so on. It may be part of an assessment task conducted over an extended period or a short, one-off task related to that day's class work.

All homework should be written into the student diary. Homeroom teachers and subject teachers will monitor this throughout the year. Even if homework is not formally set or shown in the diary, students should still spend time at home revising or reading. Homework, if done regularly, should be neither excessively time consuming nor burdensome.

Organisation is a key skill that is a focus in Year 7. Year 7 students should not receive homework for the first two weeks in Term one to allow them to adjust to the demands of a new school, teachers and subjects. Once habits are established, students should be spending approximately five hours per week on homework.

STUDENT LEADERSHIP

Students have an important part to play in decision making and the development of the College.

Opportunities to display leadership are numerous and include areas such as: charity events, assemblies, music talent quests, representation at community events, community service, cross age tutoring, Edmund Rice Camps, Edmund Rice Day, environmental issues, lunchtime activities, Open Day, social justice issues, sports carnivals, student issues and student publications, student conflict resolution.

Through their organisation and participation in these and other areas, students undertake the responsibility to promote and model the Christian values around which St Joseph's is built and to serve the student body within an atmosphere of shared goals and team building.

Students have the opportunity to participate in a variety of elected leadership roles. These include:

- two Class Leaders are elected in each semester
- Student Leaders at Years 7 -10
- College Captain, Deputy Captain and College Leader in Year 12 and Senior Leader in Year 11, forming the Student Leadership Team
- College House Captains and Deputies.

The College Student Leadership Team meets weekly and leaders from Years 8 to 10 meet regularly. The Student Leaders are supported by Student Leadership Coordinators. The College Captain and Deputies meet informally with the Principal to discuss significant issues and events.

SUSTAINABILITY AT ST JOSEPH'S

At St Joseph's College, we are committed to helping students develop their knowledge and understanding of the natural world and to gain an appreciation of how their actions impact on the environment and influence change.

We aim to foster the notion of stewardship by incorporating environmentally conscious actions in our daily activities across all facets of our College life, to help inspire students to take action for a more sustainable future.

SUSTAINABILITY LEADERSHIP

Students with a passion for the environment may elect to become a Sustainability Leader. This leadership role may continue for the duration in which the student is enrolled at St Joseph's. Applications for Sustainability Leadership may be completed online via the sustainability website at:

<http://sustainabilitysjc.weebly.com/application-for-sustainability-leadership-team.html>

COMMUNITY SERVICE

Students may elect to complete their community service hours in the form of stewardship for our environment. Two opportunities exist on National Clean Up Australia Day and National Tree Planting Day. Further information regarding these events, will be published in the St Joseph's College newsletters.

RECYCLING

With the aim of reducing our carbon footprint, an extensive recycling regime has been established at the College. Recycling of waste in the college grounds encompasses: Fully commingled recycling, recycling 'soft plastics' (REDcycling), composting via worm farming and the Bokashi system, Ewaste (items with electrical components), polystyrene, woodwork off cuts, sawdust and shredded paper. Paper is also recycled in the classroom with the use of paper "re-use" trays for storage. Various other items such as: batteries, bread clips, corks, ink toner, light globes and stamps are also recycled.

In addition, we have established an ongoing collection of pre-loved bicycles and football boots for donation to the needy and indigenous groups respectively. Students are expected to take responsibility for the appropriate management and recycling of their waste and should endeavour to learn where and how all items are recycled.

ST JOSEPH'S A-Z RECYCLING GUIDE

The St Joseph's A-Z Recycling guide may be accessed on the Sustainability website at:

<http://sustainabilitysjc.weebly.com/st-josephs-a-z-recycling-guide.html>

HOW DO I KNOW WHAT GOES IN THE RIGHT BINS AT ST JOSEPH'S?

BIN TYPE	COMMON ITEMS	WHAT GOES IN?
FULLY COMMINGLED 240L Bins with yellow lids 		<ul style="list-style-type: none"> ✓ Glass (bottles, not globes or broken glass) ✓ Metal (including aluminium and tin cans) ✓ Paper (including; newspapers, drink cartons and canteen pizza wrappers). ✓ Cardboard ✓ Plastic All rigid plastic (including: -plastic bottles and yoghurt containers (scraped)). X NO PLASTIC BAGS or plastic wrappers X NO food or organic matter

BIN TYPE	COMMON ITEMS	WHAT GOES IN?
REDCycling 60L red bins 		<ul style="list-style-type: none"> ✓ Bread bags ✓ Biscuit packets ✓ Frozen food bags ✓ Rice and pasta Bags ✓ Confectionery packets ✓ Cereal Box Liners ✓ Newspaper wrap ✓ Plastic shopping bags ✓ Old green bags

CUT THE WRAP

To encourage students to adopt a "nude food" approach to making lunches on a permanent basis, we have introduced weekly Cut the Wrap days for Years 7 to 9 students. On selected days, students are encouraged to bring a "plastic wrap free" lunch and reusable water bottle to school and present it during Homeroom. Students participating will each receive a credit stamp and classes with 100% participation (on any given week) will be rewarded with a prize. Note: A canteen order or money for the canteen, does not qualify as a wrap free lunch.

DRINK BOTTLES AND ENVIOWRAPS FOR SALE

SJC reusable water bottles and Fuel brand Enviowraps are available for purchase at St Joseph's College.

Items may be purchased at the Edmund Rice Campus Canteen or Westcourt Campus Reception.



THE COLLEGE UNIFORM

The St Joseph's College uniform is a widely recognised and highly visible symbol of our school and represents a long and proud tradition as a leader in the greater Geelong community. The uniform promotes positive community perceptions of a St Joseph's College student, particularly when in transit to and from school.

The correct wearing of the uniform is important and encourages a sense of pride in appearance and respect for oneself and helps students identify with one another and the College. It also contributes towards a sense of belonging to an inclusive, non-discriminatory and equal opportunity community.

Students are permitted to wear their sports uniform on the day of their double Physical Education class. Students may wear shorts to and from school, however in Terms 2 & 3 it is recommended they wear the full tracksuit, particularly in cold weather.

Students may elect to wear their winter uniform during Terms 1 and 4, especially if it is cold. It must, however, be the complete winter uniform, including the blazer. A combination of summer and winter uniform is not permitted

No item of clothing, accessory or jewellery may be worn unless it is listed.

Parents/carers are asked to support the College and ensure that students leave home in the morning in full uniform that is clean and in good repair.

SUMMER UNIFORM

Terms 1 and 4
College hat
College jumper
Grey short-sleeved monogrammed shirt
Grey shorts
Plain black leather or vinyl belt (optional)
Grey College socks
Black polished lace-up hard-leather school shoes
College school bag
Black polished lace-up hard-leather

WINTER UNIFORM

Terms 2 and 3
College blazer
College jumper
Plain black scarf (optional)
Grey long-sleeved shirt
College tie
Long grey trousers
Plain black leather or vinyl belt (optional)
Grey College socks
Black polished lace-up hard-leather school shoes
College school bag

SPORTS UNIFORM

Terms 1 to 4
College hat
College tracksuit
College rugby top
Black College polo shirt (*with house colour on sleeve*)
Black College sport shorts
White College sport socks
Sturdy sports runners

BLAZER

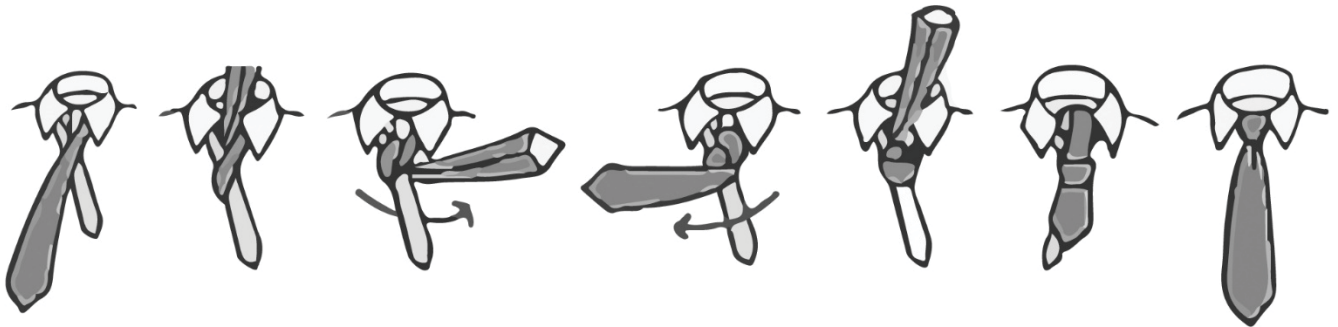
- The College blazer must be worn as the outer garment to and from school in Terms 2 & 3
- Students travelling by car must be wearing the blazer upon arrival and departure
- Cyclists need not wear the blazer while riding to and from school, however, the blazer must be carried with them
- The blazer must be taken to Period 6 every day in Terms 2 & 3

SHIRTS AND TIES

- The top button on the winter uniform shirt must be done up at all times
- Ties must be done up so as to cover the top button
- If a shirt collar is too tight then the top button must be moved so as to allow it to be done up, or the shirt must be replaced
- Shirts must be tucked in at all times. If a shirt comes out during physical activity then it must be tucked in at the completion of the activity
- The short-sleeved shirt can never be the outer garment in Terms 2 & 3

HOW TO TIE A TIE

The Windsor Knot (Wide Triangular Knot)



1. Start with the wide end on your right. Extend it about 30cm (ruler length) below the narrow end of your necktie.

2. Cross the wide end over the narrow, and bring up through the loop.

3. Bring the wide end down, around behind the narrow end and up on your right.

4. Pass the wide end around the front from your left to right.

5. Then up through the loop

6. And then down through the knot in front.

7. Tighten carefully and draw up to collar.

EXTRA LAYERS

- During periods of cold, students may only wear thermals, singlets, t-shirts or extra layers if they are not visible under shirts
- College rugby tops and tracksuit tops may not be worn as extra layers with summer or winter uniform
- Non-school jumpers or jackets may not be worn as an extra layer

HATS

- It is compulsory for all Year 7 students to wear the new College hat in 2018
- Non-school headwear such as beanies or baseball caps are not permitted



FOOTWEAR

- School shoes should be regularly cleaned and polished
- Flat-soled, runner-type, casual, street or skate shoes are never to be worn, even if they are all-black
- Brands such as Dr Martens, Volley, Vans, Globe, DC, Element, Nike and Adidas, as well as others, all carry a product that is promoted by retail outlets as a 'school shoe'. However all are unacceptable at St Joseph's College
- The only acceptable footwear when school shoes are broken or misplaced is a sturdy PE sports runner

HAIR

- Students are expected to be clean shaven every day with short side-burns
- Hair must be neat and clean and not cover or hang over the face
- Collar length hair must be tied back with a hair tie or elastic band. In case of breakage a spare should be carried
- Outrageous hair styles or colours (at the discretion of the Principal) are not permitted

TATTOOS

- Tattoos are never to be visible

JEWELLERY

- Earrings, studs, piercings and rings are not to be worn
- Plastic temporary replacement earrings and studs are also unacceptable, as are band aids to cover jewellery
- New piercings should only be done during summer holidays so as to allow time for the healing process
- Students will be asked to remove any piercing while in school uniform or on a school activity
- With the exception of religious crucifixes, rosary beads, scapulars or wristwatches, jewellery such as necklaces, bracelets and wrist bands are not permitted
- Other culturally significant jewellery must first be approved by a YLC or above before it can be worn

BAGS

- Only the College backpack is permitted
- If a student requires a bigger bag because of, for example, a sporting commitment such as training after school, then he may bring a second bag as well as his school bag
- The second bag may be stored in a place other than the locker eg. YLC office

REPRESENTATIVE SPORTS TEAMS

- All representative teams are to wear the full College tracksuit to and from school
- Exceptions apply to the First XVIII football, First XI Soccer and First XI cricket teams who are expected to wear full school uniform, including blazer

SPORTS CARNIVALS

- Students attending the swimming carnival are to wear the PE uniform
- Competition type bathers or College PE shorts are to be worn during events
- Thongs may be brought in a bag to the pool
- For the Athletics and Cross Country, all students are to wear the PE uniform, including correct College socks and shorts
- Year 11 & 12 students who no longer do PE must still wear the full sports uniform

CASUAL CLOTHES DAYS AND EXCURSIONS

- On special occasions students will be permitted to wear casual clothes
- As per normal school uniform days, earrings, studs, piercings and rings are not permitted
- Items of clothing with logos or slogans that are offensive, at the discretion of the College, are not permitted and students will be asked to remove or cover up the offending item

WHEN A STUDENT IS OUT OF UNIFORM

- A note from a parent/carer is always required when a student is not in correct uniform
- The note must provide a reasonable explanation for being out of uniform as well as a date (no more than two days) by when the uniform breach will be rectified
- In some circumstances the parent/carer may be contacted and the student sent home to rectify the problem
- If a student is out of uniform without a note, he may be asked to sit out of classes for the day in a supervised area
- Any item in breach of any of the dot points contained in the school uniform policy above will be removed and may be confiscated by a staff member and passed on to a Year Level Coordinator
- Upon a breach of the uniform policy, demerit points will be issued and an *Incorrect Uniform* letter will be sent home

ST JOSEPH'S COLLEGE SPORTING CODE OF CONDUCT

PLAYERS – PLAY BY THE RULES

1. Don't argue
2. Control your temper
3. Be a team player
4. Be a good sport
5. Treat all players fairly
6. Cooperate with your coach and team mates
7. Play for fun and improvement
8. Never make remarks based on race, gender or appearance

COLLEGE UNIFORM PRICELIST

This pricelist is a guide only, prices are subject to change.

Summer Uniform

Terms 1 and 4

Grey short sleeved shirt (logo)	\$39.50	
Grey shorts	\$44.50	
College jumper (Years 7-9)	\$96.95	
College jumper (Years 10-12)	\$100.50	
College socks	\$11.50	
College slouch hat	\$12.50	<i>Compulsory</i>

Winter Uniform

Terms 2 and 3

College blazer	\$239.00	<i>Compulsory</i>
Grey long sleeved shirt	\$39.00	
College jumper (Years 7-9)	\$96.95	
College jumper (Years 10-12)	\$100.50	
College tie	\$20.50	
Long grey trousers	\$51.95	
College socks	\$11.50	

General Uniform

Plain black leather or vinyl belt

Black polished leather lace-up school shoes

College Backpack	\$93.00	
SJC Pencil case	\$15.50	<i>Compulsory - Year 7</i>
VCE Satchel	\$19.00	<i>Compulsory - Year 11 & 12</i>
College Swimming Cap	\$12.50	<i>Compulsory - Year 7</i>
College Drink Bottle	\$7.95	<i>Compulsory - Year 7</i>

Physical Education Uniform

House polo top	\$45.50	
College rugby top	\$86.50	<i>Optional</i>
Sports shorts	\$32.00	
College slouch hat	\$12.50	<i>Compulsory</i>
Sports socks	\$10.50	
Track shoes		
College tracksuit pants	\$58.00	
Sports jacket	\$99.50	<i>Compulsory</i>

Prices are subject to change.

Prices shown are relevant to the largest size available.

**The College Uniform is available from
Bellarine Uniforms located at
162 Moorabool Street Geelong.
Telephone 5221 9199.**

BR PA RAHILL RESOURCE CENTRE (COLLEGE LIBRARY)

Hours of opening 8.00am to 4.30pm

SERVICES

- lending library includes books, magazines, DVDs, audio visual equipment
- library catalogue (see link on Simon intranet page)
- eResources: databases, eJournals, weblinks (*see link on Simon*)
- library guide (see link on Simon)
- Libguides (subject guides to resources – see link on Simon)
- News Hub (daily papers and SJC news articles)
- binding and laminating service
- networked photocopiers/printers
- curriculum & research support
- readers' advice
- Reader' and Writers' Clubs
- Audio Visual service:
 - equipment loans and technical support
 - radio station for audio production and editing
 - Clickview digital video library & off-air recording service
 - digital signage system (publicising student information and events school-wide)



FOLLOW THE COLLEGE ONLINE

Keep up to date with College news and events, information and the College Calendar is on our website and our App, we also post regularly online via Facebook, Instagram & Twitter.

NEW STUDENT INFORMATION

For some quick links and useful information for new students, visit the 'New Student Information' page on the College website www.sjc.vic.edu.au and click on the menu item "LEARNING" you will then see the New Student Information sub menu. Information includes how to open your locker, how to tie a tie, how the canteen works and more.



Canteen
Ordering lunches



Care Monkey
What is Care Monkey?



Class Times
When does the bell go?



College Newsletter
News & events at SJC



Finding your way around
Maps of the College



Getting to and from school
buses, cars and bike travel



How to tie a tie
Master your school tie



Laptop Information
Computing at school



Locks & Lockers
How to open your lock



Parent Access Module (PAM)
How to access PAM



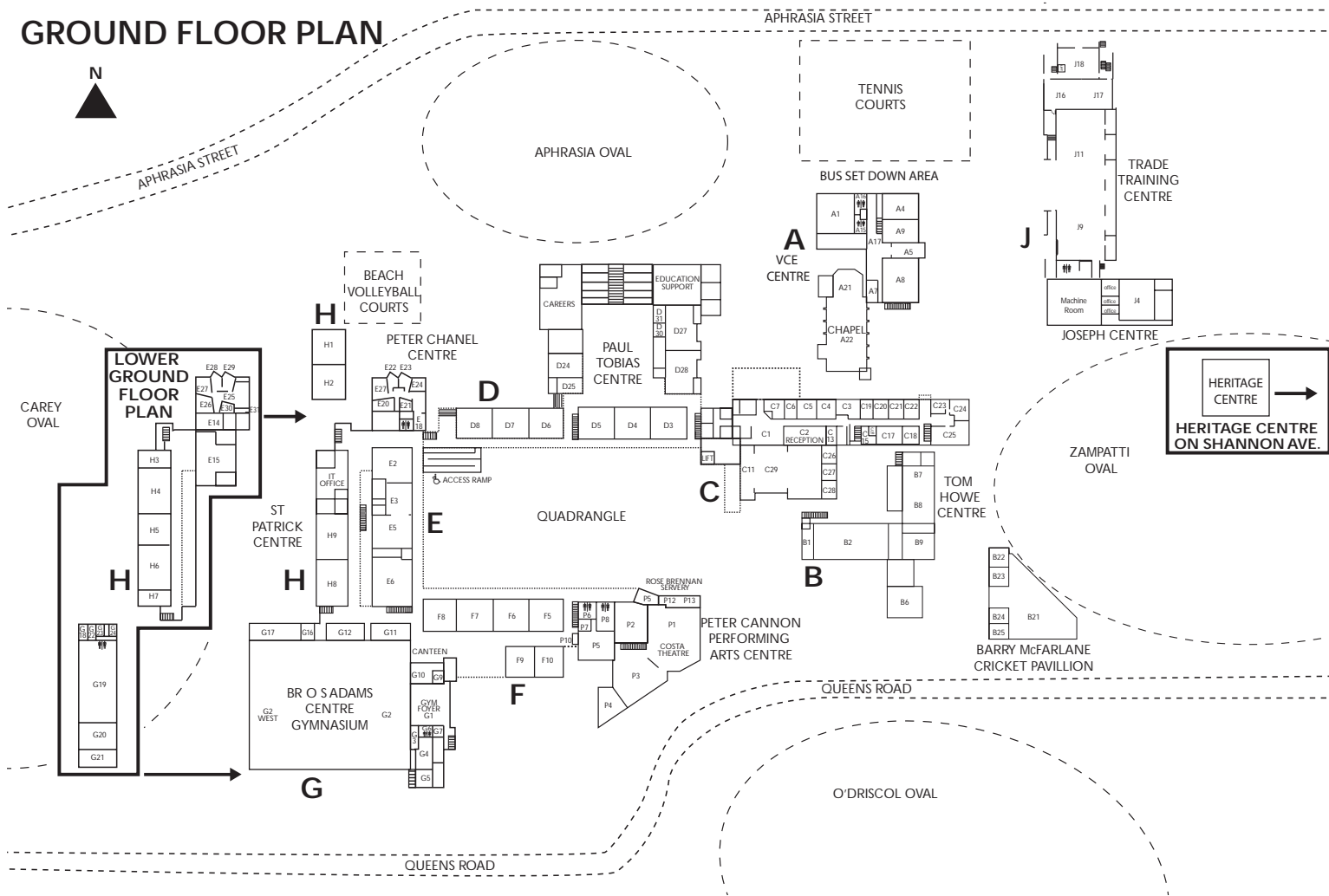
Phones, Games and Messages
Using phones at school



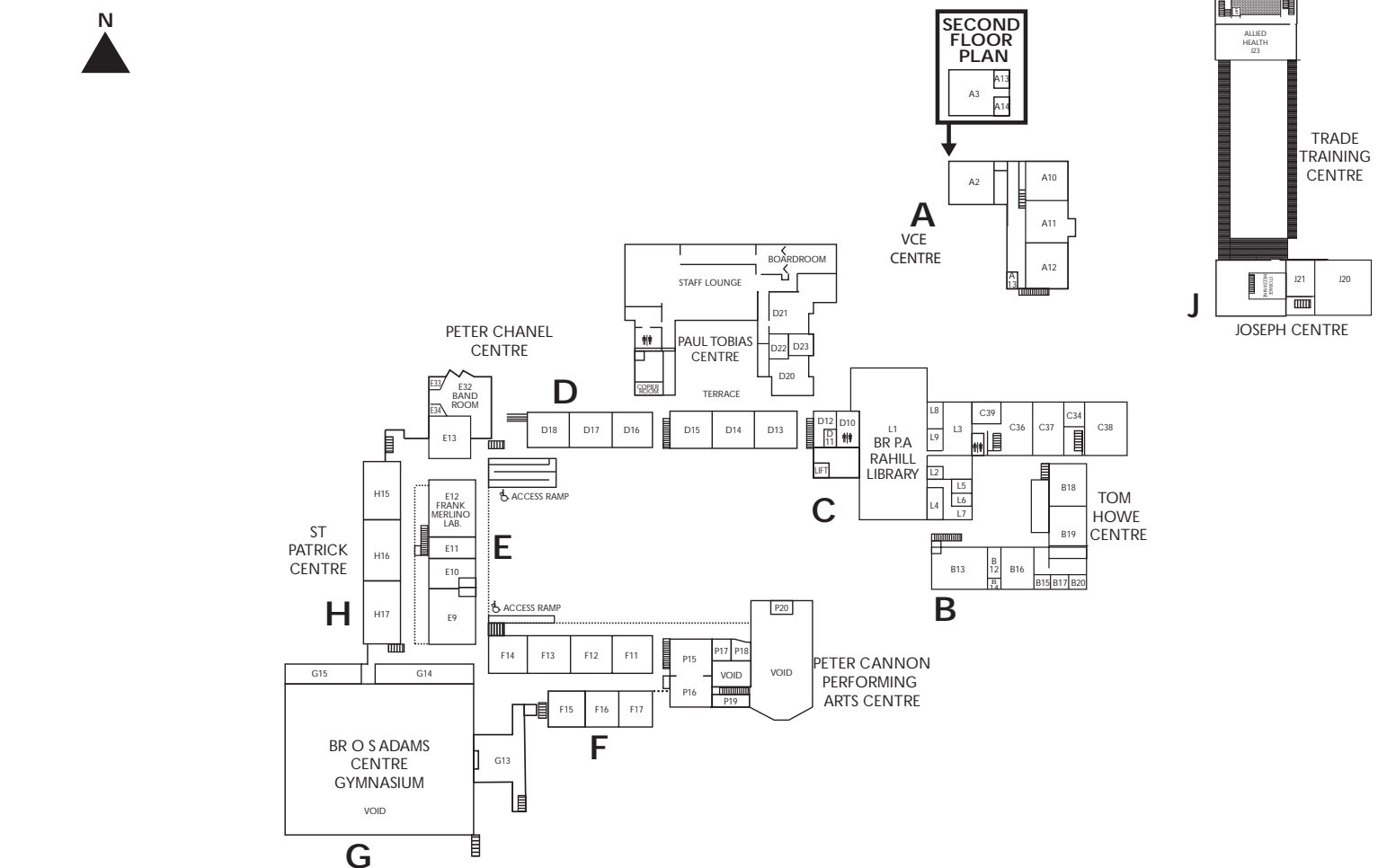
Running late, feel sick or on holiday
What to do if you aren't here

EDMUND RICE CAMPUS MAP

GROUND FLOOR PLAN

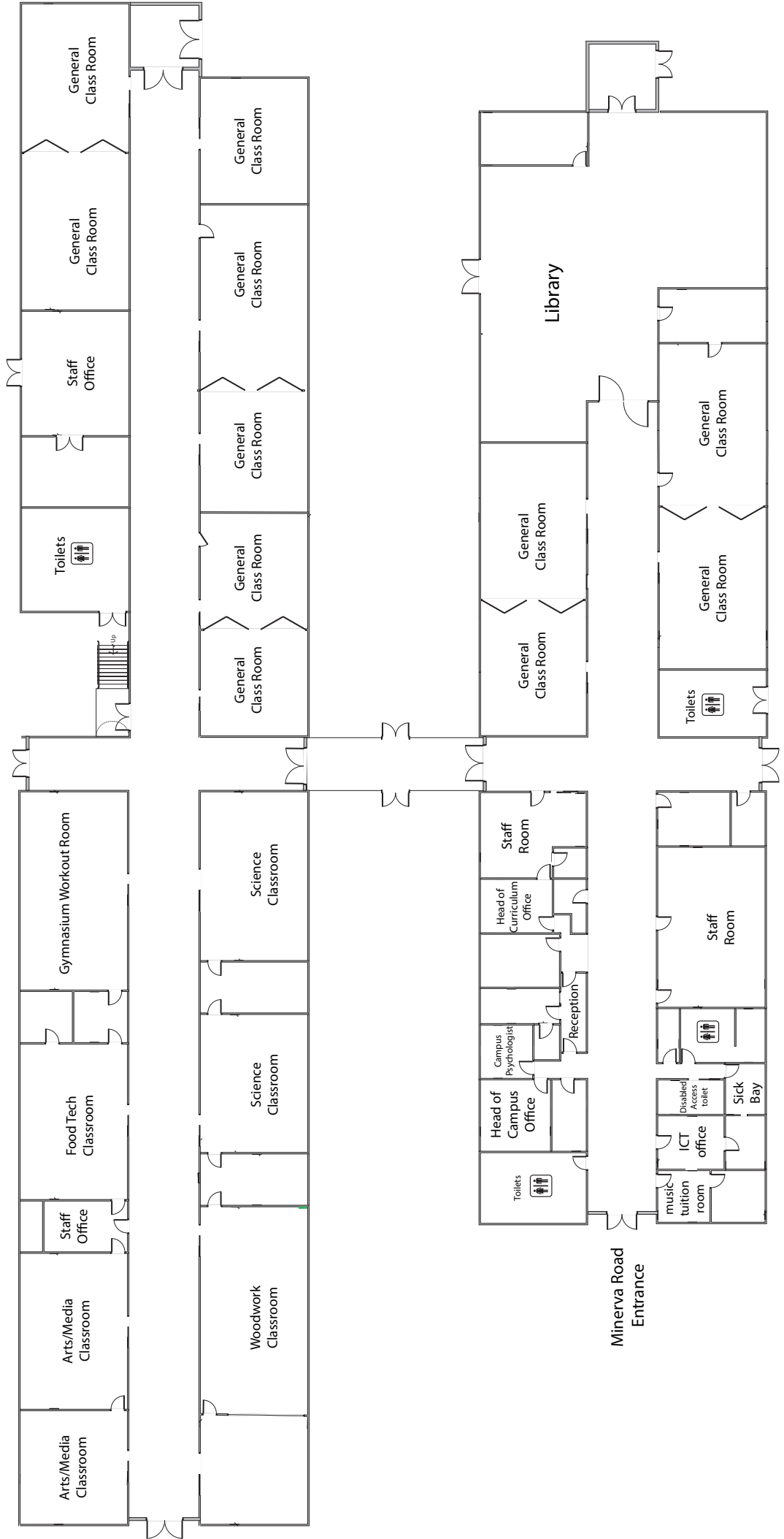


FIRST FLOOR PLAN



WESTCOURT CAMPUS MAP

St Joseph's College Geelong - Westcourt Campus





ST JOSEPH'S COLLEGE GEELONG
135 Aphrasia Street Newtown, Victoria 3220
Phone: 03 5226 8100
Fax: 03 5221 6983
Email: sjcoffice@sjc.vic.edu.au
ABN 74 114 857 147
CRICOS Provider Code 02670A
WWW.SJC.VIC.EDU.AU



St Joseph's College is proud to be a part of:



**EDMUND RICE EDUCATION
AUSTRALIA**



*Liberating
Education*



*Justice &
Solidarity*



*Gospel
Spirituality*



*Inclusive
Community*

These four Touchstones are fundamental in our Commitment to being a Catholic School in the Edmund Rice Tradition, and are a living reality in our Community.

We acknowledge that we are educating on the traditional land of the Wathaurong people and honour and pay our respects to their Elders past and present.