

# Notices

## College Photographs

College photographs will be taken on Monday 3 February. This event is done early in the year so that Student ID photos are organised early for student use. Individual, Pastoral Care and Year Level photos will be taken.

Students will be distributed with an envelope with your child's details recorded on it in the first week Term 1. Each student must have their own envelope which must be given to the photographer. Please follow the instructions on the envelope regarding correct payment procedure.

Academy Photography have online ordering to the payment envelope so parents can go online to pay and order (before photo day) in preference to enclosing cash or credit card details.

It is vitally important that all students are in **full formal uniform** and all dress and grooming guidelines are strictly adhered to. Parents of students not in correct uniform will be contacted and asked to arrange for the appropriate uniform to be brought in.

## Uniform Shop Hours

The Uniform Shop will be open at the following times during the remaining holidays

<b>Monday 20 January</b>	<b>10.00 am-12 noon and 1.00 pm-3.00 pm</b>
<b>Tuesday 21 January</b>	<b>10.00 am-12 noon and 1.00 pm-3.00 pm</b>
<b>Tuesday 28 January</b>	<b>9:00 am-12:00 noon</b>

## Term Time Hours of Business

Wednesday	1.00 pm to 4.00 pm
Thursday	1.00 pm to 4.00 pm

We have EFTPOS and Credit Card Facilities.

WE DO NOT ACCEPT CHEQUES. We also offer no-deposit lay by.

Credit card orders can be taken over the phone. I can be contacted at the College by phone 4973 4700 or by email: [butterworthk1@chanelcollege.qld.edu.au](mailto:butterworthk1@chanelcollege.qld.edu.au)

**KATRIANNE BUTTERWORTH**

Uniform Shop Manager

## STUDENT ACCESS CENTRE

**Do you need help with Assignments? Homework? Careers?**

Available for you are:

Computers & Printers, Resources & Support Material, Friendly Faces.

**HOMEWORK ASSIGNMENT HELP**

Monday, Tuesday, Thursday & Friday at 8.00 am. Also First Break everyday except Thursdays.

Contact Chanel College's

Inclusive Curriculum Coordinator:

Mrs Robyn Jurd on 4973 4739 or

Career Officer: Mrs Mellor on 4973 4738

## Tuckshop

We would like to welcome our new tuckshop Co-ordinators Marina McCosker and Aileen Bright as well as all new families to the College. Marina and Aileen look forward to meeting many of you through the course of the year.

## How to order from the Tuckshop

The pre-ordering of food is encouraged. This can be done by seeing the Tuckshop staff before school and lunches may be collected from the side door instead of lining up.

Direct counter sales are available at each break.

The new canteen menu and pricing will be forwarded with next week's newsletter.

We rely on our volunteers to keep the canteen running. I'm sure that you are well aware of the many benefits derived from volunteering - and we can certainly add friendship and fun to that list. Please phone or email the College office if you would like to assist.

**Wendy Hjorth— Office Manager**

**Tuckshop Co-ordinators**

## RETURN OF FORMS CHECKLIST

Enclosed with this newsletter are several important forms and responses for parents to complete and return to the College.

Please check to ensure that all the appropriate forms have been completed and returned to the College by Monday 3 February.

Confidential Parent/Student Information Update Form  
Prayer Support Families Form

Please check information on the Parent/Student Information Update form and detail any changes as required. As newsletters are produced electronically, please provide us with your current email address. Please contact the office if your current medical conditions have changed. A medical form can be collected from the office.

## School Fees Information

Family discount forms were due back term 4, if you have not returned your family discount form please do so immediately or contact the finance office. A family discount form needs to be completed each school year, your family discount will not be applied to your account without receipt of this form. Accounts are issued each term, the first term for 2014 will be emailed home early in Term 1. Direct debit is the preferred payment option. Please contact the office to arrange your direct debit. If you have any queries in relation to your fee statement please direct your enquires to **Mrs Leigh Clarke on 49730711** or email: [finance@chanelcollege.qld.edu.au](mailto:finance@chanelcollege.qld.edu.au).

## ABSENTEE HOTLINE

**Students who will be absent from the College should arrange for the College Office to be notified by telephone on the morning of their intended absence no later than 8:40 am by phoning 49734791**



# CHANEL COLLEGE news

20 JANUARY 2014  
WELCOME EDITION  
VOLUME 48

*"To act justly, to love tenderly and walk humbly with your God"*  
Micah 6:8

## From the Principal

Welcome back to all continuing students and families and a very special welcome to students and families commencing in 2014. Be assured that you join a very committed learning community, and we look forward to working in partnership with you throughout the year.

Congratulations to the graduation class of 2014 on their OP results. There were 81 students in this cohort, with 61 students being OP eligible. There were 12 students ranked in the OP 1 – 5 range (19.67% of our student cohort), 27 students were ranked in the OP range 1 – 10 (42.26% of our student cohort) and 45 students (73.77%) achieved in the 1 – 15 range. Congratulations to Ben Quinn, who achieved an OP 1.

2014 brings opportunities for all students to enjoy the intrinsic rewards that come from being the best that they can be. With a dedicated and professional staff, committed and talented students, and an energetic and supportive parent body, we look forward to the coming year with great anticipation. Our theme for this year is *"Let's make a difference."*

This newsletter includes details designed to facilitate a smooth start to the College year. It is accompanied by the 2014 Chanel College Calendar and a number of separate requests for information for return to the College that are vital to the provision of a safe educational environment for all learners. The 2014 Student Organiser will be distributed on the first day of school.



God bless

*S. M. Volp*

Sharon Volp

## Staff information for 2014

Our Curriculum Coordinators for 2014 are:

- **Acting English and LOTE** – Mr Damian Westman
- **Mathematics** – Mrs Linda Rippingale
- **Science** – Mr David Fisser
- **Humanities and Social Sciences** – Mrs Paula Staunton
- **The Arts** – Ms Jane Greenland
- **Hospitality, IT and Business** – Miss Alice Nelson
- **Manual Arts** – Mr Tim Williams
- **Health and Physical Education** – Miss Olivia Beveridge

If parents have any areas of **academic concern** regarding their child, I encourage you to contact the subject teacher in the first instance. Any **pastoral concerns** should be directed to the student's Pastoral Care Teacher in the first instance.

The Pastoral Co-ordinators for 2014 are:

- **Futuna** – Mr Glenn Galea
- **Mackillop** – Miss Jo-Anne Sheather
- **Marcellin** – Ms Jess Ryan
- **McAuley** – Mrs Sophie Kenny
- **Stella Maris** – Mrs Wendy Marsh

Other significant areas of life in the College also have coordinators.

- **Acting Vocational Education and Training** – Mr Matthew Jensen
- **Sport Coordinator** – Miss Kylie Kickbusch
- **Co-curricular Coordinator** – Mrs Michele Chapman.

2014 also brings a number of new staff who will be joining the College in the coming weeks. I look forward to introducing all new members in the next newsletter.

I look forward to seeing all our students next week.

Phone: 07 4973 4700

Fax: 07 4973 4799

E-mail: [the.secretary@chanelcollege.qld.edu.au](mailto:the.secretary@chanelcollege.qld.edu.au)

website: [www.chanelcollege.qld.edu.au](http://www.chanelcollege.qld.edu.au)

**Student Absentee Hotline: 4973 4791**

# Arrangements for the First Day of School

By now you will be thinking about your first day at Chanel College on Tuesday 28 January. The following information will assist you in having a smooth start to the year.

On the first day, only Year 8 and Year 12 and the new students in Years 9 - 11 will assemble at 8.30 am in Lavalla Court. Parents are welcome to stay with their children until they move off to Pastoral Care. Between 9.00 am and 10.00 am new students will meet in their Pastoral Care classes where they will be involved in orientation activities that are designed to help them get to know their teachers, classmates and daily procedures.

Morning tea will commence at 10.00 am. 10.30 am. Students in Year 9, 10 and 11 are to arrive by 10.30 am, when the whole College community will come together for an assembly in the Marian Centre.

All students are expected to be in full formal uniform. Please ensure that the College Uniform Policy is followed with particular attention to shoes, hair and jewellery. Shoes must be black leather and lace up.

The College Tuckshop will be available on the first day. Students must bring their morning tea and lunch or money for the tuckshop as well as stationery and textbooks. Students will be allocated lockers during the day and may store their belongings in the locker. All student equipment and belongings need to be clearly labelled.

Students will be dismissed at 3.20 pm.

If a student is ill on Tuesday and unable to attend school, parents must phone the Absentee Hotline on **49734791** to let us know.

We suggest that new students should be familiar with the route to and from the College.

If you need information about public transport arrangements contact Buslink by phoning **49721670** or exploring the Buslink website: [www.buslinkqld.com.au/gladstone/urban/index.htm](http://www.buslinkqld.com.au/gladstone/urban/index.htm)

We are very much looking forward to making your first day a pleasant experience.



DEPUTY PRINCIPAL  
ADMINISTRATION &  
RELIGIOUS EDUCATION  
MS GERALDINE DYER

## Timetables

All students will receive their individual timetables on the first day of school.

## Prayer Families

In the first week of school you will have the opportunity to participate in the tradition at Chanel of support for our Year 12 students. Forms will be sent home with each student to be completed and returned, you wish to our Year 12 students in this special way. Each Year 12 student is given a Prayer Support Family/Person whose only commitment is to offer prayers regularly for that student. We encourage you to be part of this program.

## Year 8 & 9 Retreats

Students in Year 8 and Year 9 will also be bringing home Permission Forms for Retreat for you to complete and sign. Year 8 students will be attending a day retreat in their core class groups at Calliope in Weeks 4-5. Year 9 students will be going to Riverside Retreat in Bundaberg in Weeks 5-6. It would be greatly appreciated if these forms could be completed and returned promptly as Term One promises to busy for everyone.



ASSISTANT TO THE PRINCIPAL  
CURRICULUM  
MRS LORRAINE JOHNSON

Welcome to 2014 and again an exciting year in Curriculum. Students at the College had so many positive achievements in 2013 and we want to build upon these successes in 2014. There are a few areas to discuss to help get the year started effectively.

## Australian Curriculum

In 2012 we commenced our implementation of the Australian curriculum where all schools in Australia will teach from the same curriculum documents. In 2012, Chanel College planned, taught, assessed and reported English, Mathematics and Science across Years 8 to 10; History in Year 8 using the Australian Curriculum. This year we will add Australian Curriculum History to Year 9 and 10. If you need any further information regarding the Australian Curriculum please see [www.australiancurriculum.com.au](http://www.australiancurriculum.com.au).

## Chanel College Laptop Program

Chanel College provides a Laptop for Students in Years 10 – 12. It is an essential aspect of the learning at the College. This year our Year 8 and 9s will receive Chrome Books for the first time.

A BYOD (Bring Your Own Device) will be held in the Marion Centre on Wednesday 29 January at 7.00 pm. It is vital for parents to attend this forum so that these students have the same opportunities for learning as their peers.

All new students to the College [years 10 -12] could you please make an appointment via the College Office with Mr Poole [ICT Support Officer] for the distribution of the College Laptops.

## Parent Information Evenings

Parent Information Evenings are an important communication opportunity provided by the College. The Year 10 and Year 11 Parent Information Evenings will discuss aspects vital to senior schooling and the changes that they bring. Please mark this important date in your Calendar and ensure your attendance – Wednesday February 12.6.00 pm [Year 10] and 7.00 pm [Year 11].

I look forward to another exciting and rewarding year.



ASSISTANT TO THE PRINCIPAL  
PASTORAL SUPPORT & PLANNING  
MRS ALISON WALES

Welcome both new and returning families to Chanel in 2014.

## Student Attendance

Research shows that higher rates of attendance at school are related to higher achievement. To maximise opportunities for learning, students at Chanel College must attend school regularly and punctually. Any requests for extended absences or early term departure must be addressed in writing to the appropriate House Pastoral Care Coordinator.

### **1. School Hours:**

Students are to arrive at the College by 8.30 am (some students on buses may arrive at 8.35 am) and report to their Pastoral Care class by 8.40 am. Punctuality is an aspect of self discipline and is expected at all times. The College's supervision of students begins at 8.15 am and ends at 3.30 pm. Once a student enters the College grounds in the morning they cannot leave for any reason eg to go to the Mall (*see #4 below for exceptions*).

### **2. Student Absence:**

Students who will be absent from the College, should arrange for the College office to be notified by telephone on the morning of their intended absence (no later than 8.40 am) by phoning **0749734791**. Students must produce a written note signed by their parents and addressed to the Pastoral Care teacher on the day they return to the College. If a student is absent for more than three days a medical certificate is required. Extended absences for non-medical reasons need to be negotiated with the relevant House Pastoral Care Coordinator.

### **3. Student Lateness:**

Parents are required to notify the College by telephone (by 8.40 am) if a student is going to be late for school and provide the student with a written, signed note. Students who are late will report to the office and register their lateness electronically.

The student lateness register will produce a late slip which a student must hand to the teacher when entering class, or the Pastoral Care teacher, for recording. Students must also produce a written note signed by their parents.

### **4. Leaving College grounds during school hours:**

No student is allowed to leave the College grounds during the day without written permission from parents/caregivers that has been endorsed by the Pastoral Care Coordinator. This permission note must be presented to the House Pastoral Care Coordinator who will produce a **pass out**. The pass out must be presented at student reception when the student leaves and the **Leave Book** must be signed. The student retains the pass out as proof that they are legitimately absent from school. If the student returns before the end of the school day, they must report to the office and sign the leave book before returning to class.

### **5. Compulsory Attendance:**

Attendance at organised College events such as sporting carnivals, retreats, Chanel Day celebrations, special Masses, etc, is compulsory. Attendance at ALL exam sessions and other assessment due dates is also compulsory.

## SMS Notifications of Student Absences to Parents

Students are marked absent each day and are checked off against messages left on the Absentee Hotline 49734791. Those parents who have NOT left a message on the hotline advising that their child/children are absent will receive a text message from the College advising that their child is absent. The message will ask parents/carers to telephone the College office on 49734700 to clarify the absence of their child. A return text message will not be sufficient.