MacKillop Catholic College is a co-educational Christian school in the Catholic tradition which hopes to develop a unique identity of faith, hope and love based on the vision and person of Jesus Christ.

As a community of students, parents and staff working together towards common goals, we strive to be welcoming, open to and supportive of each other.

At MacKillop Catholic College we aim to educate the whole person, spiritually, intellectually, physically, socially, emotionally and morally. We believe in the importance of a broad curriculum suited to the needs, abilities and interests of the students. We aim to provide encouragement and opportunity for each student to reach excellence, achieving to the best of his or her God-given talents.

We hope you feel proud to be a member of the MacKillop Catholic College community. We are certainly happy to have you join us. Here are a few tips to get you off to a great start:

*Wear your uniform with pride and contribute in a positive way to College life.*

*Study and regular homework are key features of life in a secondary school. Be organised in your approach throughout the day and in the way you plan your homework. The teachers are always ready to guide and inform you, but it is up to you to decide what you will do with that guidance and information.*

*Complete work by the due date. Revise information at the right time. This approach will save you a lot of anxiety and late nights finishing things off at the last minute.*

School will be an enjoyable experience. We look forward to working with you in 2014. Have a great year!

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**RELIGIOUS EDUCATION**

The Religious Education program is an integral part of life at MacKillop Catholic College. It is not simply another academic subject, but it involves all aspects of life in the College.

It concerns the welcome students receive to the College community and the friendships they develop. Students learn to celebrate together such things as the repairing of friendships (Reconciliation) and the celebration of our faith at Mass (Eucharist). Above all they learn to thank God for the many things He has given them and to tell him of the things they need for themselves and others (Prayer).

There will be many questions about faith that will need to be considered. Regular Religious Education periods will provide the opportunities to think about such matters and to consider how Jesus can be a model for our lives.

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**PASTORAL CARE**

The basic pastoral care unit is the Home Room group. The Home Room teacher takes responsibility for the general welfare of the group and has an overview of academic and behavioural matters. The Home Room teacher should always be the first port of call for a parent with concerns about his or her child’s general welfare or progress.

Minor welfare, academic or behavioural issues can be communicated through the student’s College planner. Regular communications between parents and teachers should be maintained through the use of the planner. Parents are asked to check it regularly. The planner also contains some simple College regulations and other guidelines for students.

If a parent contacts the Home Room teacher, they may suggest that concerns be referred to the Year Level Co-ordinator.

College Counsellor, Diane Pitman, is available to work with students and families. Additionally, our Educational Psychologist, Rowena Gibson, conducts psycho-educational assessments of students if there are concerns with academic progress.
The Learning Equity Co-ordinator, Mrs Susan Foster, works closely with teachers, the College Counsellor, the Educational Psychologist and parents to support students’ academic needs.

Parents with an interest in the pastoral care systems in the College are welcome to express their interest to Mrs Sue Howard, Deputy Principal or Mr Nicholas Lahey, Director of Student Wellbeing, for involvement in the various interest groups and policy sub-committees that are formed from time to time.

A College newsletter is issued fortnightly. It is given to students on a Wednesday to be taken home to their parents and is published on our website.

Before major excursions, parents are contacted in writing and are required to return a consent form. For daily excursions, a blanket permission is sought from parents at the start of each year, although parents are always informed in advance of excursions.

MACKILLOP CATHOLIC COLLEGE BOARD

The purpose of the Board is, within the provisions of its constitution and subject to the general policies of the Archdiocese, to assist the Principal in the general operations of the College and in planning for the future.

Present membership of the Board is: Mr Steve Hyland (Chair), Mr Michael Verrier (Deputy Chair), Mr James Versteegen (Treasurer), Mr Ben Wallace, Mr Erik Siedler, Ms Deborah Brewer, Mrs Annette Jakobovski, Father Peter O’Loughlin and Dr Sally Towns (Principal).

CURRICULUM

MacKillop Catholic College offers a comprehensive and contemporary curriculum, in line with the development of the Australian Curriculum, which endeavours to meet the needs of all of its students. The Australian Curriculum involves the development of a national curriculum and year level standards, providing a consistent guide for all schools. Our model will reflect our own Catholic identity and Religious Education will play an important role within all subject areas. This will ensure that our students are well equipped to meet the challenges that lie ahead as they pursue further studies and work.

Year 7 and Year 8

The Year 7 and Year 8 learning programs are structured essentially around a core set of subjects consisting of Religious Education, English, World Studies, Maths, Science and Health and Physical Education. This is supplemented by enrichment subjects covering the areas of Art, Home Economics, Design (Wood), Information Technology, Drama and Music. In Years 7 and 8, students study Japanese.

Year 9 and Year 10

Year 9/10 students study the core subjects of Religious Education, English, Maths, Science, World Studies, Health and Physical Education, along with three subjects of their choice. The list of subjects on offer in Year 9 and 10 is extensive and allows for a challenging and enriching educational program. Students in Year 10 have the opportunity to take a VET pathway in such subjects as Building and Construction and Hospitality.

Reading Enrichment Program (REP)

The Reading Enrichment Program’s purpose is to address the literacy needs of students as identified through national testing. The program provides students with essential skills, particularly in reading, that will help them to better access all areas of the curriculum. Students are grouped according to their needs based on a standardised Test of Reading Comprehension (TORC). All students in Years 7 and 8 participate in the REP Program. It is our belief that each student, regardless of his/her literacy level, can improve their skills by earnest participation in this valuable program.
Pathway Planning
Pathway planning is about helping young people to plan for their future. It is designed to assist students to identify their strengths, interests, goals and aspirations, and supports them in making informed and realistic choices about their future education, training and work pathways.

In Years 8, 9 and 10 students participate in pathway planning. When developing their pathway plan, students are encouraged to carefully consider who they are, where they are going and how they might get there. They are encouraged to discuss their plans with parents, their teachers, mentors and friends.

Assessment and Reporting
In Year 7, assessment is ongoing throughout the academic year, in each of the courses studied. Interim reports are sent home at the end of Terms 1 and 3 while semester reports are sent out at the end of Terms 2 and 4.

OUR SCHOOL DAY

DAY 1:  School commences for Year 7 in 2014 on Thursday, February 6.
All other year levels commence on Friday, February 7, 2014.

Students are allowed to enter the school buildings at 8.25 am. This gives students time to go to their lockers and get organised for the day before Home Room begins.

PERIOD TIMES:

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<tbody>
<tr>
<td>Warning Bell</td>
<td>8.25 am</td>
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<tr>
<td>HOME ROOM</td>
<td>8.30 am</td>
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<tr>
<td>Period 1</td>
<td>8.45 am</td>
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<tr>
<td>Period 2</td>
<td>9.45 am</td>
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<tr>
<td>Recess</td>
<td>10.45 am</td>
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<tr>
<td>Period 3</td>
<td>11.05 am</td>
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<tr>
<td>Period 4</td>
<td>12.05 pm</td>
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<tr>
<td>Lunch</td>
<td>1.05 pm</td>
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<tr>
<td>Warning Bell</td>
<td>1.45 pm</td>
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<tr>
<td>SSR</td>
<td>1.50 pm</td>
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<tr>
<td>Period 5</td>
<td>2.05 pm</td>
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HOME ROOM 3.05 pm
Dismissal 3.15 pm
MacKillop Catholic College offers a diverse and varied sports program for students, providing them with many options during the summer and winter seasons. Below are some sports that are offered: athletics, basketball, cricket, cross country, equestrian, fun runs, gymnastics, hockey, indoor rockclimbing, netball, orienteering, badminton, sailing, soccer, surf-lifesaving, surfing, swimming, table tennis, tennis, touch football and water polo.

Support from staff, parents and friends plays an integral role in the success of the sport program. Parents are encouraged to support their child’s involvement in a team by offering to coach, manage, umpire or score for teams.

MacKillop Catholic College runs an intra-school swimming, athletics and cross country carnival each year. The emphasis is on maximum participation and the fostering of house spirit. Each child is placed into one of the school house groups. These carnival days are lots of fun and students of all abilities participate at their own level.

*KIRBY (Green) ..................* Monsignor Kirby befriended Mary MacKillop when she went to Rome.

*LOCHABER (Red) ..............* The area in Scotland from which the MacKillops emigrated to Australia.

*PENOLA (Gold) .................* The town in South Australia in which Mary established her first school and first convent.

*TENISON (Blue) .................* Father Julian Tenison Woods was co-founder with Mary of the Sisters of St Joseph of the Sacred Heart.

Representative teams are chosen from our school carnivals, and these students compete against other schools in the SATIS Carnivals.

In 2001 MacKillop introduced special recognition to those students who have consistently been involved in school representative teams, and who have committed and supported the school through training and representation. Bronze, silver and gold badges are presented to these students at an assembly.

In secondary school you should try to develop your interests and abilities in many areas including sport and participate wherever and whenever possible.

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**iPADs**

The incorporation of iPad technology at MacKillop enables us to provide flexible learning opportunities, allowing for enquiry based and self-directed learning. iPad technology will encourage an integrated curriculum, enhance group work, allow for differentiated learning and individualised instruction, and greater opportunities for students to work together in a team.

In 2013 iPads were introduced to all year levels across the College. Commencing in Term 2, students in Year 7 in 2014 are required to bring with them an iPad with the following minimum specifications: iPad 2, 16Gb WiFi only. Please note that this model, the iPad 2, is not the current model but has served the students well over the past two years. However, it should be noted that as models change they will not be able to upgrade and in the coming years this will be the case for the iPad 2. For Year 7 students the better option would be the latest model, the Retina iPad, however this model is currently dearer than the iPad 2. Therefore if cost is a concern then the iPad 2 is suitable for now but its longevity is uncertain and the College has no way of telling how feasible they will be into the future. Nearly all our current students have an iPad 2. The Retina iPad has an element of future proofing and may be serviceable for 3-4 years and prove a better investment long term.

All students and parents are required to sign a User Agreement form prior to the iPad being brought into the College. This agreement will be available during Term 1.
CAMPS

Year 7 camp in 2014 is in February/March. Home Room groups will attend a two day camp, which focuses on the development of individual strengths and contributions to the class dynamic. Details will be sent to parents in the first week of 2014.

BOOKLISTS

Text books and stationery will be available for purchase through Birchalls Education. Parents/students can peruse textbooks and stationery items and purchase what they require at Birchalls Showgrounds store between Monday, January 6 and Saturday, February 1, 2014 (not public holidays). Trading hours will be: Monday - Friday 10.00 am - 4.00 pm and Saturday trading - 10.00 am - 2.00 pm. Late night trading will be: January 16, 23 and 30 - 6.00 pm until 9.00 pm. More information about how to order for 2014 will be sent home shortly with the text and stationery lists. Please note that the Student Planner and the Religious Education Spiritual Journal will be given to students on their first day at school.

UNIFORM

To assist with the fitting and purchasing of uniforms for next year, extra opening times will be provided by the uniform shop. The last trading day for the uniform shop in 2013 will be Tuesday, December 10 (8.15 am - 1.30 pm).

Other additional hours will be:

Thursday, November 21 - 12.30 pm - 5.30 pm
Tuesday, November 26 - 8.15 am - 3.45 pm

The uniform shop will also be open in 2014 for purchases of new and second hand uniforms.

Wednesday, January 29 – 12 noon – 6.00 pm
Thursday, January 30 – 10.00 am – 4.00 pm
Friday, January 31 – 1.00 pm – 6.00 pm

The College is grateful to those parents who have volunteered to help with clothing sales on those days. The uniform is a symbol of the pride we have in our College and the pride our College has in each person.

Wear your uniform with confidence.
Wear it with care. Be aware of the correct uniform and what is acceptable at our College.

The College uniform is a mark of our identity to the wider community. It should establish a sense of belonging and an acceptance of the values proclaimed by MacKillop.

At the start of the school year students will be wearing the SUMMER UNIFORM.

Both boys and girls are expected to wear the full school uniform at all times, unless otherwise directed, and to take pride in their personal appearance. Shoes should be clean and should be regulation, black leather lace-up school shoes. Hair should be well groomed. Extra clothing for warmth should not be visible.

Girls with hair that is below the collar must tie it back with a navy, white or red ribbon which can be obtained from the College uniform shop. The use of cosmetics is not permitted. One pair of plain silver or gold studs or sleepers worn in the lower ear lobe of each ear is the only acceptable type of earring.

Boys’ hair styles should avoid extremes, such as a number one cut. Boys may wear one plain gold or silver stud in the ear lobe. Boys with long hair will also be expected to wear it in a neat, tidy and safe style which will include tying it back if it is below the collar.
Summer Uniform:

**Girls**
- Navy blazer
- Tartan dress
- Short white socks
- Regulation black lace-up shoes (no buckle or ballet shoes)
- College jumper
- College hat/cap
- College ribbon
- College ribbon on black lace-up shoes (no buckle or ballet shoes)

**Boys**
- Navy blazer
- College jumper
- Grey shorts/trousers
- Grey belt (optional)
- Grey short socks
- White short-sleeved open neck overshirt with the College logo
- Regulation black lace-up shoes
- College hat/cap
- College ribbon on black lace-up shoes

The wearing of MacKillop hats or caps is encouraged during recess and lunch times when wearing the summer uniform. No graffiti on hats or caps. The **College blazer**, not the jumper, is the outer garment.

Both **BOYS** and **GIRLS** are permitted to wear their **SPORTS UNIFORM** to and from school on their practical Physical Education day. This comprises the polo top and shorts/track suit/ ¾ lights and the rugby top. Appropriate sport shoes must be worn with the sports uniform. No skate shoes, volleys, etc.

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**TERM DATES FOR 2014**

**TERM DATES 2014**
TERM 1: Thursday, 6 February (Year 7); Friday, 7 February (Years 8 - 10) – Thursday, 17 April
TERM 2: Monday, 5 May – Friday, 4 July
TERM 3: Monday, 21 July – Friday, 26 September
TERM 4: Monday, 13 October – Thursday, 18 December

**PUBLIC HOLIDAYS 2014**: Hobart Regatta Day 10 February; Eight Hour Day 10 March; Good Friday 18 April; Easter Monday 21 April; Easter Tuesday 22 April; ANZAC Day 25 April; Queen’s Birthday 2 June; Hobart Show Day 23 October.

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**CANTEEN**

The College canteen is open at both recess and lunch times five days a week. In 2014 we will have more than 470 families so we hope to develop a roster that will cover all weekdays.

Please consider volunteering for canteen duty one day per month, if you are available. This is not only very helpful in providing a daily canteen service but is also a good way to stay in touch with what is happening at the College.

Lunches are ordered by putting the details of your requirements onto a lunch bag along with the correct money. It can then be placed in the canteen satchel during Home Room time.

Snacks may be purchased directly from the canteen at recess and lunch.

Students line up in an orderly manner, in year groups. Good manners are expected. Saying “please” and “thank you” costs nothing but is an important practice to cultivate.

The first ten minutes of lunch are reserved for sitting, eating and socialising. Ball games and other activities commence after that ten minute period.
FEES and CHARGES

Although the College receives substantial funding from both State and Commonwealth Governments, we cannot survive financially without charging fees.

School fees for 2014 are yet to be approved by the College Board and Governing Council. Payment can be made by BPAY, EFTPOS, cheque, cash, credit card, direct debit or Centrepay. Fees can also be paid in monthly instalments.

A general levy and book hire levy are included in the annual fee. This is to cover cost of consumables for all practical subjects such as Design in Wood, Art, Home Economics, Science etc. It also covers all incidental expenses such as excursions, including bus hire and entry fees, competition entry, sports carnivals and College feast days.

TRANSPORT

Current details of all bus services are provided via a separate booklet and are also posted on the College website (www.mackillop.tas.edu.au).

HOMEWORK

Homework is an integral part of the school experience. Regular homework is beneficial to students because it promotes independent learning and provides valuable opportunities to build study habits. Regular homework tasks help students learn responsibility, perseverance, self discipline and time management skills. Working together we aim to be pro-active in addressing the demands apparent in our students’ lives, to appropriately balance and manage their commitments to family, friends, school, exercise, work, spirituality and leisure.

The College values the use of purposeful homework tasks to assist students develop and consolidate the skills learnt in class; to encourage sound revision and study habits; and to provide the opportunity for independent research and life long learning.

By working together - students, teachers and parents - we believe we can achieve a balance between home, school, part-time employment and all the other activities that have a place in the development of our young people, helping them to be the best they can be and to use their gifts and talents.

MOBILE PHONES

The College recognises that there are times when it is genuinely appropriate and useful for students to have access to a mobile phone - for example, to contact parents in emergencies, to confirm or change a collection time after drama or music rehearsals or sports practice. It is neither necessary, nor acceptable, for mobile phones to be switched on or used during the school day.

The following ‘common sense’ rules apply with respect to mobile phones:

- Courtesy, consideration of and respect for others are paramount at all times. Mobile phones are to be turned off between the first and last bell of the school day.
- They are brought to and kept at school, and used entirely at their owner’s risk. The College cannot accept any responsibility for theft, loss, damage or health effects (potential or actual) resulting from mobile phone use. Students and parents should recognise, however, that mobile phones are a highly prized target for theft and, accordingly, phones should always be stored in a safe and secure place.
- Parents and students should ensure that such phones are properly and adequately insured as personal property.
- They should not be used in any manner or place that is disruptive to the normal routines of the College.
or to other people. This includes sending and receiving text messages, use of internet, sending of video, images or data.

- Students are not permitted to use mobile phones during field trips, excursions or other off-campus supervised activities. Arrangements will be in place for communication with staff members in the case of an emergency.

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<tr>
<th>PERSONAL DIGITAL MUSIC DEVICES</th>
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<tbody>
<tr>
<td>1. Personal Digital Music Devices e.g. iPods/MP3 Players are the sole responsibility of the owner and the College takes no responsibility for loss or damage.</td>
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<tr>
<td>2. Personal Digital Music Devices are to be off and away between the following times: morning warning bell at 8:25 am and the final bell at the end of afternoon Home Room at 3:15 pm.</td>
</tr>
<tr>
<td>3. Personal Digital Music Devices may only be used in class under the direction of the teacher. When Personal Digital Music Devices are being used during the lesson they are not kept out on the desk but rather remain in the student’s pocket.</td>
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<tr>
<th>ACCESS TO SOCIAL NETWORK SITES</th>
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<tr>
<td>Students may not access social network sites while on the MacKillop Catholic College campus. Facebook, MSN, Twitter etc are counter productive in regard to our College anti-bullying and harassment procedures and have often led to issues within the College.</td>
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We ask parents to note that Facebook should not be accessed by the majority of our Year 7 students as it has an age restriction to those under 13.

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<tr>
<th>RULES and REGULATIONS</th>
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<tr>
<td>In every organisation, no matter how big or small, there have to be certain rules. MacKillop Catholic College is no exception. Apart from the uniform regulations there are a few general requirements in the College planner.</td>
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Here are a few more:

- Always show respect in addressing your teachers and your fellow students.
- Put your name on everything you own: clothing, books, bags - everything!
- Be respectful of the environment and College and personal property. Stickers are not permitted on your school bag, planner, locker, desk or books.
- Take home all newsletters and other forms.
- If you are absent from school make sure a phone call comes to the office and bring a note, preferably in the College planner, when you return to school.
- Remember that the rules are put in place for your welfare. Rules are there because we care.
POSITIVE BEHAVIOUR AT MACKILLOP CATHOLIC COLLEGE

At MacKillop Catholic College we have expectations in regard to behaviour. Essential to effective learning is a safe, supportive and disciplined environment that respects the rights of all individuals. We aim to support and promote high standards of achievement and behaviour through clearly articulated guidelines for all members of our community.

AIM:
To develop responsible, well rounded student learning and behaviour as expressed on the Expectation Matrix.

LOGISTICS:
Students will aim to be recommended by teachers for an “expectations stamp” in their planner by being recognised for their exceptional demonstration of being engaged, being respectful and/or being your best.

MacKillop Catholic College
Be ENGAGED
Be RESPECTFUL
Be Your BEST

Signed: ____________________

Staff are able to recommend students for a stamp by:
1. Recording a good note in a student’s planner (preferred method)
2. By leaving a note in the YLCs pigeon hole
3. By an email to the YLC

YLCs will then choose to follow up the recommendation based on their “big picture” knowledge of the student by stamping the student’s planner with the official Reward System Stamp. The YLC may choose to do their stamping based on the recommendations that they have received from teachers during Home Room times or at other times convenient for the YLC.

THE TIERED REWARD SYSTEM:
Students will aim to collect as many stamps as possible.

3 x stamps: SWPBS MacKillop Catholic College wristband

6 x stamps: Pick of the prize board and name entered onto honour white board. (located in glass cabinet at Student Office) $10 canteen voucher or $10 itune card or a Village Cinema ticket

Mega Stamps Champ: The student who has earned the most stamps in their planner in each year group by end of the year = pick from top shelf of prize board: $100 Gift Voucher from: Myer, JB Hi-Fi, Fullers Bookshop, Village Cinema’s or Rebel Sport.
SWPBS
School Wide Positive Behaviour Support
Our Expectations

Be ENGAGED
Be RESPECTFUL
Be your BEST

MacKillop Catholic College