

# PARENT NOTICES

## January 2016



### College Mission . . .

Building on a foundation of Christian values, the mission of Aitken College is to enable students to become informed and compassionate members of the wider community by inspiring academic achievement and creativity, nurturing self worth, encouraging environmental responsibility and committing to service with and for others.

### Term Dates for 2016

Term 1	2/3 February	to	23 March
Term 2	11 April	to	24 June
Term 3	18 July	to	16 September
Term 4	3 October	to	9 December

### Important Diary Dates for 2016

Mon	01 Feb	Year 12 Conference Day (Moonee Valley)
Tue	02 Feb	Prep to Year 7 & Year 12 commence
Wed	03 Feb	Year 8 to Year 11 commence
Mon	14 Mar	Labour Day Holiday
Thur	17 Mar	Parent Teacher Interviews (Prep-12)
Wed	23 Mar	Parent Teacher Interviews (Prep-12)
Wed	23 Mar	Term 1 concludes for students
Thur	24 Mar	Professional Learning Day (student free)
Mon	11 Apr	Term 2 commences
Mon	13 Jun	Queen's Birthday Holiday
Tue	14 Jun	Report Writing Day (student free)
Fri	24 Jun	Term 2 concludes
Mon	18 Jul	Term 3 commences
Tue	09 Aug	Parent Teacher Interviews (Prep-12)
Thu	18 Aug	Parent Teacher Interviews (Prep-12)
Fri	19 Aug	Professional Learning Day (student free)
Fri	16 Sep	Term 3 concludes
Mon	03 Oct	Term 4 commences
Mon	31 Oct	Mid Term Break
Tue	01 Nov	Melbourne Cup Day Holiday
Fri	18 Nov	Report Writing Day (student free)
Wed	07 Dec	Presentation Night (Years 3 to 12)
Fri	09 Dec	Term 4 concludes

**Schools Structure:** Aitken College comprises of four schools, each with a Head of School responsible for day to day management of the School.

School	Year Level	Head of School
Fairview	P - 2	Ms Kerrie Neophytou
Cumberland	3 - 6	Mr John Rudd
Dunhelen	7 - 9	Mrs Francis Scuderi
Brookhill	10 - 12	Mr David Murphy

**First Day Arrangements:** Parents of students in Year 7 will receive a letter with details of their child's Homeroom teacher and classroom for this year. All students will be able to access this information in the Community Portal.

- Year 12 students start with a Year 12 Conference Day at Moonee Valley Racecourse on Monday 1 February, 2016. Registration is at 8.30am.
- Prep to Year 7 students start on Tuesday 2 February, 2016. Year 7 students are to report to the Lower Plaza by 8.30am, Year 1 to Year 6 students go directly to their homerooms by 8.45am. Prep students commence at 9.30am (Tuesday 2 February and Wednesday 3 February).
- Students in Years 8 to 11 start on Wednesday 3 February, 2016 and go to homerooms at 8.45am. Senior School Homeroom lists will be placed on notice boards.

**Parent Information Evenings:** Parents are expected to attend these important information evenings. Topics discussed will include; school and home expectations, the year's curriculum and the MyAitken portal.

Students are not required to attend. All meetings will be held in the Chapel and Performing Arts Centre commencing at 7.30pm. Please include the following dates in your diary:

Years P-2	Monday 8 February 2016
Years 3-6	Thursday 4 February 2016
Year 7-9	Tuesday 2 February 2016
Years 10-11	Wednesday 3 February 2016
Year 12	Tuesday 9 February 2016

**College Calendar:** The 2016 College Calendar for students and families can be accessed from the College website [www.aitkencollege.edu.au](http://www.aitkencollege.edu.au) (News/Events tab) and the MyAitken portal (see details later in this newsletter). This is a live calendar that will be continually updated as necessary.

**2015 Year 12 Results:** In 2015, 129 students completed their VCE and 8 students completed their VCAL (Victorian Certificate of Applied Learning). Senior School students also completed a total of 58 VET (Vocational Education and Training) certificates in a range of industry areas.

Congratulations to Catherine Ward who achieved an ATAR score of 99.2 and is the 2015 College Dux, placing her in the top 1% of students in Victoria.

Other students who achieved scores of 90 or above and gave permission for these to be published are:

Laura McCoullough 97.95 (*study score of 50 in Health and Human Development*)  
David Conti 97.3  
Natasha De Alwis 97.2  
Sahil Kumar 93.65  
Ellie Tzaferis 91.65  
Mitchell Heyes 91.25  
Aydin Takar 91.1  
Felicia Berto 90.35  
Cassandra Jankovic 90.3

8.5% of students achieved an ATAR above 90 and 53% of the VCE cohort achieved an ATAR above 60.

There were 42 study scores of 40 or greater in the following subject areas: Business Management, Chemistry, Economics, English, Further Mathematics, Health and Human Development, History, Legal Studies, Literature, Media, Product Design and Technology, Physical Education, Physics, Psychology, Studio Arts, Theatre Studies, VET Business and VET Sport and Recreation. A study score over 40 places the student in the top 8% of Victorian students in that subject.

We look forward to student tertiary offers early in the new year with their ATARs seeing them enrol into courses of study of their choice. Success for students is finding a suitable pathway for their next part of their life journey. Many will continue onto tertiary studies, others will move into apprenticeships, traineeships, work or even take a gap year and travel overseas.

Aitken College is non-selective and all students are able to pursue either a VCE or VCAL pathway as well as an opportunity to complete VET certificates in a number of industry areas. They also have the opportunity to engage in a broad range of extra-curricular activities including leadership, sport, performing arts and service, all of which enrich their learning.

The support of parents and teachers, who work in partnership with students, is vital and we acknowledge their important role in helping our students to achieve their personal best.

We wish all of our 2015 Year 12 graduates all the best for the next stage of their learning journeys.

**New Staff:** Welcome to the following staff for 2016

- Mr John Rudd (Head of School - Cumberland)
- Mr Nicholas Frampton (Head of Faculty - Music)
- Ms Sharon Peluso (Primary Maths Coordinator)
- Miss Stephanie Pace (Music)
- Mr Joel Moden (Physical Education)
- Miss Gemma Crole (Physical Education)
- Miss Christine Tzoumanis (English)
- Ms Deborah Garlick (Food Technology)
- Ms Isabel Monroy (Primary Languages)
- Ms Catherine Davies (Science/Agriculture)
- Mr John Clampitt (Integration Aide)
- Mrs Emma Pedersen (Integration Aide)
- Ms Olivia Grbac (Studio Assistant - Art)
- Ms Marisa Long (Admin Assistant - Learning)
- Ms Kelly Jenkins (Digital Platforms Admin)

We also welcome back from leave:

- Mrs Beth Thomson
- Mrs Sheridyn Weaver
- Mrs Anne Adams
- Mr Simon Adams

**Digital Platforms:** New parents will soon be issued with log-in details for the Aitken College Community Portal, accessed via the College Website. For continuing parents, their log-in details will remain as they were in 2015. The portal includes details of students' teachers and timetables, family College financial accounts and student reports each semester.

Students in 2016 will access the new MyAitken portal for daily information and learning resources. Parent access instructions will be sent to all parents soon.

**Aitken College Foundation:** The Aitken College Foundation accepts donations for building projects; contributions made to the fund are fully tax deductible. The normal recommended contribution for 2016 by parents is \$200 per student.

**Parents and Friends Association:** Parents are encouraged to support the upcoming activities of the Parents and Friends Association; please see the fortnightly newsletter for details and also the Parent Volunteer Form to be emailed.

**Newsletter:** A College newsletter is produced at the start and end of each term and fortnightly during term time. Please make sure you read the information it contains, which includes news from each of the four schools and notices about upcoming events. Parents are notified by email when each newsletter is published. The newsletter can be found on the College website: [www.aitkencollege.edu.au](http://www.aitkencollege.edu.au) (News/Events tab).

**Canteen:** The Canteen will be open from the first day of school. A menu is available on the College website (click on the Enrolment tab). Note that the Junior menu applies to Years Prep to 6 only. On-line ordering and payment can be set up by following the instructions provided on the website.

**Uniform:** Students are to wear summer uniform in Term 1. Please check that correct shoes and socks are being worn; College grey socks for boys and College white socks for girls. All boys must be wearing the open-necked summer shirt without the tie in Terms 1 and 4. Girls' dress length is to the knee and boys' shorts must not be altered in design. Please remember that the College has strict rules concerning jewellery and piercings; hairstyles must be conservative and boys must be clean shaven. Students who are not attired and groomed correctly may not be permitted to attend classes.

Blazers must be worn to school every day, but are not worn going home if the temperature is over 25°C. The winter parka is never worn without the blazer underneath (unless with PE uniform) and is only permitted in Terms 2 and 3. The College jumper is not to be worn as the outer garment to or from school.

**House T-shirts:** A reminder that students in Years 3 - 12 are required to wear a House coloured t-shirt with their House name for all House events. Swimming and Athletics occur early in the year. The t-shirts can be ordered from Schooltrenz on 9338 1334.

**ID Cards and Photocopying / Printing / Internet:** Students in Years 4 and 7 will be issued with a new ID card in the first week of Term 1. Photocopying, printing and internet usage are linked to the student's ID card. When their printing quota is used up, students must go to Accounts to recharge their card. Students are responsible for the security of their ID card and network log-in password. They must not allow others to use these; please discuss this with your child.

**Food Allergies and Anaphylaxis:** A number of Aitken College students suffer anaphylactic / allergic reactions to some foods, especially, but not limited to nuts. Please remember this when preparing your child's lunch or providing snacks for school. Remind your children to never share their food with other students. Please consider possible food allergies when inviting your child's friends to your home. If you plan to send birthday treats to school, please first consult with your child's Homeroom teacher.

The College has an anaphylaxis management plan in place for each affected student. Enquiries should be directed to your child's Homeroom teacher or Head of School. Further information about anaphylaxis can be found at [www.allergyfacts.org.au](http://www.allergyfacts.org.au).

**Collection of Books and Stationery:** Books and stationery orders must be collected from the Senior School building, Common Room 1 (CR1) at the College on Wednesday 20 January from 9.00am to 1.00pm and 2.00pm to 6.00pm.

Note that you may cancel book and stationery orders on this day if you have been able to obtain second hand copies of the correct edition of texts. You will be required to pay for the items on the day of collection if they have not been prepaid. Payments may be made by cash, cheque or credit card.

Please note that Digital Text bundles as specified on the booklist must be ordered online from Campion.

Please contact Campion Education on 1300 433 982 if you have any queries related to booklists.

**Fees:** Term 1 fees have been mailed and are due to be paid by Friday 5 February, 2016. An administration fee of \$55 will be charged if fees are not paid by the due date. Parents who wish to take advantage of the 3.5% discount for paying the full year's fees in advance are reminded that payment must be received by 31 January, 2016.

If you have any queries in relation to school fees, please do not hesitate to contact the Finance Manager, Mr Petar Gajic. Parents wishing to pay by instalments must make an appointment with the Finance Manager to arrange an instalment plan before the start of term.

**Lunch Boxes and Drink Bottles:** All students are strongly encouraged to bring a re-usable lunch box and drink bottle to school. This will help reduce the amount of litter created by single use packaging. Many lunch boxes will keep food clean and fresh without using any form of wrapping.

**Student Mobile Phones:** Families are reminded that students are responsible for the security of their mobile phones; the College will not take responsibility for loss, theft or damage. Students using phones during the day may have them confiscated by the Head of School. Parents are requested not to call their child's mobile phone during school hours.

**Music Tuition / Fee Arrangements:** Invoices for students enrolled in instrumental lessons have been issued. Payment is required before lessons commence and is due by Monday 25 January, 2016. If you wish to enrol your child in lessons for Semester 1, please email [admin@aitkencollege.edu.au](mailto:admin@aitkencollege.edu.au) to request an application form as soon as possible.

**Before and After School Drop Off / Pick Up:** Children are not permitted to arrive at school before 8.00am when supervision commences. Children are dismissed from school at 3.05pm (Prep to Year 5) and 3.15pm (Years 6 to 12). Teacher supervision is only scheduled for a short time after school.

Children in Prep to Year 5 who are not collected by 3.45pm will be sent to Out of School Hours Care. OSHC is operated by Camp Australia who will charge an hourly fee. Students in Year 6 and above are permitted to work in the Library after school until 4.00pm.

**Student Absence:** Parents are required to telephone the College and leave a message by 8.00am if their child is absent or will be late.

**Prep - Year 6** 9333 1866

**Years 7 - 9** 9333 9115

**Years 10 - 12** 9333 9107

Requests for approval of extended absence during term time should be made in writing to the Head of School; please note that family holidays during term time can have a detrimental effect on a child's education.

**Student iPads:** All students in Years 6 – 12 will use their personal iPads in their daily educational program. Use of iPads at school and using the College network assumes acceptance of the Acceptable Use Policy which can be accessed from the College website (Enrolment tab) or the MyAitken portal.

**Traffic:** A number of parents have contacted the College regarding traffic on Mickleham Road and its impact on the College entrance and also safety with increasing pedestrian and cycling activity. The College believes that the best solution to traffic issues is the duplication of Mickleham Road; ongoing lobbying of relevant authorities is directed towards this end. Whilst the College continues to highlight these issues with local and state governments, parents are also encouraged to contact VicRoads, Hume City Council, and the State Member for Yuroke, Ms Ros Spence, to raise your community concerns. Letters to the local Leader newspaper, the Herald Sun and The Age advocating for duplication of Mickleham Road would also be useful.

Please observe all traffic rules within the College. In particular:

- Please observe speed limits; 40 km/h along the entrance road and then 20 km/h around the ring road. Children may cross the road unexpectedly.
- Please observe the times when all cars must only travel anticlockwise around our internal ring-road: 8.00am - 8.45am and 2.50pm - 4.15pm. This is for safety reasons while buses are using the road.
- When using the western parent car park, please park in the reverse-parking bays before dropping children off. They should not be walking in the path of vehicles.
- Please do not attempt to drop off or pick up children in the staff car park; there is no safe path for children into the school as the adjacent pedestrian crossing is not supervised.
- Cars parked along the ring road outside the primary school must not be left unattended at any time - this is a drop-off and pick-up zone; if you wish to leave your car you should use the gym or parent car park.
- When dropping off or collecting primary school children, please do not park near the windmills as the roadway is too dangerous for children to cross. The parent car parks should be used.

- The only place where children are permitted to cross the ring road is the marked pedestrian crossing near the Gym, supervised at pick-up time; children must be accompanied by parents. Please do not ever expect your children to cross the ring road anywhere else.
- Please ensure that you do not park in the marked disabled places; we have a number of families who require these and only cars with disabled stickers are permitted.
- Please strictly observe the sign-posted turn right rules onto Mickleham Road. Only left turn is permitted during peak times morning and afternoon. This is an important safety issue.
- If you arrive early in the afternoon to queue at the boom gate, you must not block the main entrance road or roundabout. When the boom gate queue lane is full, excess cars must enter the car park and wait for the boom gate to open, after which you can re-enter the road.
- Parents are requested not to drop off or pick-up students in the neighbouring estate; students travelling to school by car should be driven into the school grounds.
- Year 12 students with licenses may apply to drive to school and park in designated areas; a strict application process and expectations apply – students contravening these will not be permitted to drive into the property.

**First Aid:** Parents are requested to cooperate with the following:

- Students presenting at First Aid will be assessed, treated and sent back to class if possible. If unfit for class, parents will be contacted to collect them. The First Aid room is unable to accommodate students for very long so prompt collection by a parent or friend is appreciated.
- The First Aid attendants will not remove dressings or re-dress wounds from injuries sustained at home; parents are requested to ensure that this is not needed.
- If you wish your child to receive medication such as paracetamol for pain or antihistamine for allergic reactions, please ensure that you have sent in a quantity in a labelled envelope.
- Please respond promptly if requested to supply an updated anaphylaxis or asthma management plan for your child.

**Lost Property:** To reduce loss of uniform items and assist their return, please ensure that all personal items are clearly and permanently labelled with your child's name. Items of uniform will not be given to students if there is no name on them.

# Save the Date

## *An Evening with Steve Biddulph*

Family Life Victoria is excited to announce a speaking event planned in conjunction with our patron, **Steve Biddulph AM**, and Aitken College. Steve is a prominent psychologist and will be speaking on his best-selling titles 'Raising Boys' and 'Raising Girls', offering his expertise on the topic of parents and insight to the development of children.



Tickets on sale from 8<sup>th</sup> Feb 2016 through our website

[www.familylifevictoria.org.au](http://www.familylifevictoria.org.au)

