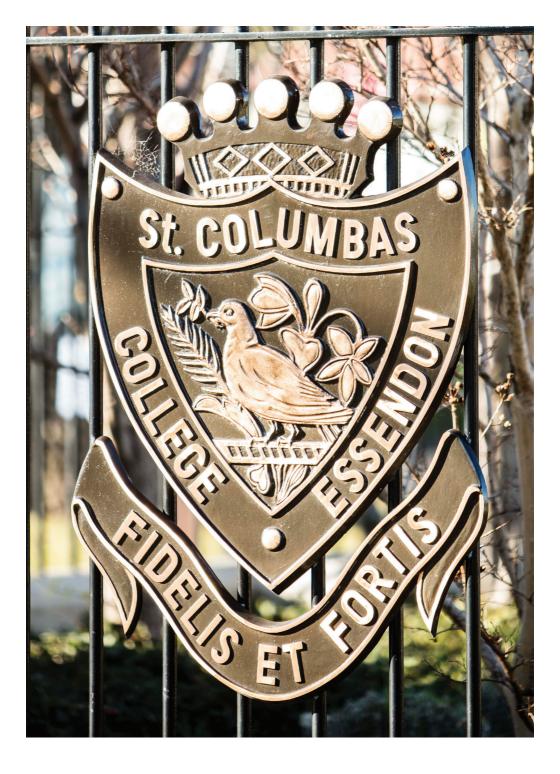
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# Welcome

There is an old Chinese proverb

"learning is a treasure that will follow its owner everywhere"

With this proverb in mind, we welcome you to St Columba's College.

The College is a place full of amazing opportunities and creative experiences for you to access, and enable you to mine the depths of your potential and

become the young person God created you to be.

We hope this book will help you in your transition from your primary school to St Columba's College and look forward to welcoming you to the College community.

We hope that St Columba's will be for you:

A place of welcome and support

A place of great learning, achievement and excitement

A place where you will form strong and lasting friendships

A place where you will feel valued and treasured

A place where you will belong to a great story of strong and courageous women - Mary Aikenhead, the Sisters of Charity, and the generations of students who have attended St Columba's College before you

A place where you will be a young person, striving for the common good

A place where you will become faithful and faith-filled; passionate and compassionate; strong and courageous; hopeful and joyful; creative and contemplative; welcoming and embracing; open and honest; discerning and just; responsible and accountable; inspired and inspiring.

# About St Columba's College

St Columba's College was founded in 1897, by Mother Ursula Bruton, a Sister of Charity. Named after the Irish Saint and scholar, Saint Columba, the College was founded as a way for girls in the Essendon area to continue their education past primary school.

Since its opening on July 13, 1897, St Columba's has grown to educate over a thousand students each year, offering a broad range of curricular and co-curricular activities, whilst continuing to live the message of the Sisters of Charity and Mary Aikenhead.







# Who was Mary Aikenhead?

St Columba's College is governed by Mary Aikenhead Ministries, named for Mary Aikenhead, the founder of the Sisters of Charity.

Mary Aikenhead was born in 1787 in Cork, Ireland, to an upper-class family. Mary's father was a doctor, who worked with the poor. Mary was deeply affected by the widespread unemployment and poverty experienced by her father's patients and those on the streets around her. Converting to Catholicism, she answered the call from God to make a difference in the lives of those less-fortunate. As a response to this call, Mary established the Sisters of Charity.

Formally recognised in 1816, the Sisters began helping the poor and sick, caring for orphans, visiting prisoners in jail, and creating a system of schools for poor children. In 1837, Mary was asked to send some of her Sisters to Australia to work with female convicts. Five Sisters volunteered, arriving in Australia on December 31, 1838.

In the years after their arrival, the Sisters set up hospitals and schools, continuing their response to God's call to help the poor, sick, unemployed and marginalised in our society - a mission that continues today.

# Who was Saint Columba?

Saint Columba (521–597) was an Irish monk and priest who travelled around Ireland and Scotland. teaching people about the word of God.

Named for the 'Church dove'. Columba studied under many prominent church leaders, learning as much as he could about God and his work. Columba also created beautiful manuscripts. however, when he was accused of copying another missionary's manuscript, a battle ensued, killing many. As a result of this battle, Saint Columba was exiled to the Scottish island of Iona, building a monastery to continue spreading the word of God

Today, Iona is a place of pilgrimage for many Christians, who visit the island to rest and learn the teachings of God, just like Saint Columba did.

# Wellbeing

St Columba's College is committed to promoting your intellectual, physical, social, emotional, moral, and spiritual development and wellbeing, and helping you to thrive in an everevolving world.

We want you to have a deep sense of self-worth and personal identity, and be compelled into action, in our hope for a just world.

We are here to support you, through your secondary school journey.

#### **Transition**

Transition to secondary school brings many new and exciting experiences. You will be learning new subjects, making friends and getting to know your teachers. We encourage you to have open and honest conversations with your family and teachers during this process of transition. Making new friends and developing relationships will help you to feel part of the St Columba's Community.

It may be helpful to develop a timetable to assist with the balance between school, sport and social activities, family life, and study at home. Having clear times for each activity will help assist with managing school and fulfilling important commitments.

### **Balancing School and Life**

There's a fine balance between being active and being over-committed. Secondary school is a busy time, so make sure you're allowing yourself time for school work, after-school activities and fun!

Homework and after-school activities can take a big chunk of time out of your day, so here are some tips for making sure you strike a balance:

- Ensure you have a good night's sleep! By getting enough sleep each night, you'll be ready to take on the whole day, including your co-curricular activities. To have a good night's sleep, establish a regular bedtime and avoid stimulants like using your phone in bed.
- Set a schedule in advance. By managing your time, you'll be able to prioritise what needs to be done for school and you can break tasks into smaller chunks - meaning you'll be finished more quickly, leaving more time for relaxation!

Make sure to keep up your hobbies and interests. Even though your hobbies and interests, like sports or dance classes, can take up a lot of time, it offers you a change of environment and a chance to have funl

#### **Pastoral Care**

At St Columba's College, we will work with you and support you to be the best version of yourself. We want to enable you to enhance your strengths and develop a positive attitude towards yourself and others.

One way we do this is through our Pastoral Care Lessons, which occur every fortnight and are based on the following themes and topics:

### Being effective learners

Learning is important and we want to support you to be an effective learner, by understanding how you learn best and to find ways to enhance your learning. We will help you to develop skills related to time management, study, exam preparation, planning and organisation.

### Healthy lifestyle

These lessons are focussed on mental and physical health, resilience, gratitude and teaching you positive, practical and valuable life skills.

### Healthy Relationships

Creating and maintaining healthy relationships with others is a key skill that you will develop. We will provide learning opportunities on how to resolve issues with others, understanding emotions and developing lasting positive relationships.

### Making a Difference

Understanding advocacy and ways in which you can make a difference in the world, are essential in supporting the spirit of the Sisters of Charity and St Columba's College. In these lessons you will learn about feminism and leadership, as well as your House patron, their inspirational life story and how you can contribute to the story of St Columba's College.



#### **Friendships**

The best friends for you are people who allow you to be yourself and make you feel good about yourself. They may be the same people you were friends with in primary school, or they might be a blend of old and new friends you make at St Columba's College. Just like a new school is a transition for how and what you learn, it can also mean a transition for friendships too.

Here are some solutions to common scenarios many students at St Columba's experience when they first start.

#### "I don't know anyone in my class"

Sometimes you won't be in the same class or House Group as your friends. It is OK – think about all the good things that will come with being in different classes, like meeting people you probably wouldn't have met otherwise, or being able to introduce new friends to old friends. You will also have lots of opportunities during break times to catch up with your friends.

### "I'm the only person from my primary school - what do I do?"

The good news is that at St Columba's College, everyone is new! Students from different primary schools come together into one new group of students. Since being new is something you all have in common, making friends won't be that hard.

Here are a few icebreakers to help you get started with other new students:

- Introduce yourself: "Hi, I'm ... I'm from St Monica's Primary School. What primary school did you go to?"
- Ask questions: "Who do you have for Science?" or "What language are you studying?"
- Choose someone new to sit next to in class or partner with for a project.
- Join a co-curricular activity that interests you – you'll find other students who share the same interests as you and share something in common.

Your teachers, House Group Teacher and House Leader are all available to talk to should you have any concerns during your transition, and beyond, at St Columba's College. The College also has counsellors, who can help you develop strategies to manage school, House Group Teacher and House Leader can assist with making an appointment with the

### "My friend went to a different school, and we don't talk as much. What can I do?"

When you start at secondary school, you will make new friends and find new interests, and your primary school friends will do the same.

If you do think that your friendship is changing, try to talk to your friend when you have time to share your feelings and listen to theirs. By talking about the issue, you might find they are feeling the same way. Your House Group Techer or House Leader can help you with this.

Sometimes you can even improve your friendship by inviting them to hang out with your new group, or by making time to catch up on the weekend.

However, if your friendship does drift apart, it is OK. It is a normal part of growing up and transition, you will continue to meet and make friends with new people who share the same interests and hobbies, throughout your life.



# The House System

St Columba's College uses a vertical house structure, which is an important aspect of life at the College.

There are seven Houses: Bruton, Cahill, Cater, Cunningham, de Lacy, O'Brien and Williams. Every member of the College, students and staff, are assigned to one of the seven Houses.

Each House is divided into three junior and three senior House Groups. Each junior House Group comprises of students from Years 7, 8 and 9, and senior House Groups are made up of students in Years 10, 11 and 12. You will stay in the same House for the duration of your time at the College, and in your House Group for three years.

#### **House Group**

House Group is for 15 minutes every Monday, Tuesday and Thursday morning. It gives you a chance to engage in prayer, hear important announcements, and build close relationships with other students and your House Group Teacher.

Your House Group Teacher is your first point of call. If you have questions about what to do in different situations, they may be able to offer you help and advice.



Named for Sister Mary Baptist de Lacy, one of the five Sisters of Charity sent to Australia, by Mary Aikenhead. Sister de Lacy joined specifically to come to Australia and later founded St Vincent's Hospital in Sydney.



Named for Mother Mary Ursula Bruton, the founder and first Principal of St Columba's College. Mother Bruton migrated with her family from Ireland to Australia when she was 18, becoming a Sister of Charity in 1882.



Named for Sister Mary John Cahill, one of the five Sisters of Charity sent from Ireland to Australia by Mary Aikenhead. Her special ministry was with the prisoners in Parramatta and Hobart.



Named for Sister Mary Lawrence Cater, the youngest of the five Sisters of Charity sent to Australia, by Mary Aikenhead. Sister Cater later became the Head of a school for orphans in Parramatta.



Named for Sister Mary Xavier Cunningham, who grew up in the Windsor area of NSW and was the first Australian to join the Sisters of Charity. Sister Cunningham later became the Matron of St Vincent's Hospital in Sydney.



Named for Sister Mary de Sales O'Brien, one of the five Sisters of Charity sent to Australia, and ministered in Hobart. Sister O'Brien was sent to Paris by Mary Aikenhead to learn about nursing and hospital management.



Named for Sister Mary Xavier Williams, the first Novice to take her Profession of Vows in the Australian Sisters of Charity congregation. Sister Williams went to Hobart in 1847, where she visited gaols, hospitals and the homes of the poor.

# **House Events**

Throughout the year there are many curriculum-based activities and sporting events where each House competes for points. The House with the most points at the end of the year is awarded 'House of the Year'.

The following are examples of activities in which you can participate in:

- Multi Sports Day (Year 7 and 8 swimming and Year 9-12 multi sports program)
- Athletics
- House Charity
- House Celebration Day
- House stalls on St Columba's Day
- House Netball Competition
- Participation in Sports,
   Performing Arts ensembles
   and other activities/events (eg
   Debating) all of which contribute
   to House points.

These events give you an opportunity to engage with other students in your House and to demonstrate your connection to your House and College community.





# The College Uniform

One of the most recognisable features of any school is the uniform worn by its students while on campus and in wider public forums.

The St Columba's College uniform and the way it is worn provides a statement about the way we perceive ourselves, and the way in which we hope members of the public will perceive us.

All students share in the responsibility to maintain the College's reputation by wearing the uniform correctly during school hours, while travelling to and from school and on all occasions when representing the College (including excursions).

St Columba's College has a wide variety of Academic Uniform options that can be worn in combination with one another; this includes a dress, skirt, pants shorts and shirts.

The College also has a complete collection of sports uniform pieces.

The College requires students to abide by the make-up and jewellery regulations, as outlined in the College's **Uniform and Grooming Expectations** policy. This policy can be found in SEOTA.

Here are some helpful tips for carrying the weight of your backpack:

- Carry the backpack over both shoulders, using the straps to spread the
- Put the heavier books closer to your back, in the closest compartment.
- Clean out your backpack each week, to ensure that only the necessary items are carried.



# Getting **Around**

During transition, you will be given a tour of the school. Older students and staff are always around to help you find your way, so make sure you ask for some guidance, if you need it.

You are required to go to your House Group three mornings a week before lessons. Your House Group room will be the same for Years 7-9, then you will move for Years 10 -12. When you're in House Group, you will begin the day with a prayer, the daily notices and your House Group Teacher will mark the roll.

Here are some helpful tips to get you to class on time:

- Classroom numbers start with the number of the floor they are on. For example, room 101 is on the first floor, and room 201 is on the second floor. The letter at the start of the room number refers to the building the room is located in. For example, \$101 means that the classroom is in Slater building, level 1, room 01.
- Use visual landmarks to help remember which way to go.
- Getting to class on time is important, but so is your safety.

Try to create a list of things you need for each class and stick it next to a timetable with room numbers for your lessons. This will help you to know what you need and where you are going next. Only take the items you need until your next break, as you can return to your locker between lessons.

• There is a school map available to students on SEOTA Learn.

# Locker Information

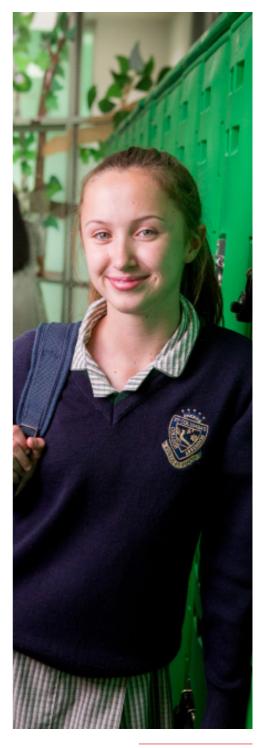
When you start at St Columba's College, you'll be assigned a numbered locker to store your belongings.

There are lots of lockers, but only one is yours! Make a note of the number and where it is located, for example, next to the door or 3 from the left.

You'll also be provided with a lock and combination on your first day. It is important that you don't share the combination with anyone, even your friends. If you forget your combination, visit your House Leader who will be able to help you.

It is OK if you don't get your lock unlocked on the first go - it may be the first time you've ever had a lock and combination, just keep practising.

It's important that you use your lock to secure your locker at all times.



# Lesson and **Subject Information**

#### Lesson information

Your lesson timetable runs on a twoweek cycle, which means that your lessons will be on different days and times depending on the week.

Your classroom might change sometimes due to an activity that you're doing in your lesson - for example, you might be watching a movie in the theatrette or using the STEAM lab for a learning activity that week. These changes are often posted outside your normal classroom as well as in the daily student bulletin. You are expected to bring the correct materials to your lessons every day – that includes your laptop, textbooks, stationery and workbooks. If you take your textbooks, stationery and other equipment home, make sure you put them back in your College backpack at the end of the night so you remember to bring them the next day.

By being prepared and ready to learn, you'll make the most out of every lesson and your time!

### Subject information

While you'll recognise many of the same subjects from primary school, secondary school allows you to explore many different subject areas in more detail. like Music, Art and Science.

Here are some overviews of what you'll be doing in your different subjects:

#### **Religious Education**

Throughout your time at St Columba's, Religious Education focuses on a number of core curriculum areas, like the importance of the Scriptures, the teachings and values of the Church, the connections between the community and the Church, and Morality and Justice. In Year 7, students will focus on the heritage of St Columba's College, specifically looking at Mary Aikenhead and the Sisters of Charity, as well as the Liturgical Year, the Stewardship of Creation and the Power of Story.

These topics will be explored through fun and creative activities that will help you get a better understanding of the College's Catholic faith, mission and values, and your own faith.

### **English**

In secondary school, the stages of writing - brainstorming, drafting, editing and revising- will become more important as you create bigger and better reports and essays on different types of text. This may include reports and essays on opinion pieces, novels, films and plays.

#### **Mathematics**

You will build on the maths skills you learnt in primary school, to solve increasingly challenging problems and equations. Word problems will become more complex, and you'll learn what algebra is all about.

#### Science

You'll get to do more experiments this year than ever before, as you explore chemical reactions and micro-organisms. You'll also never look at a rock the same way after learning about fossils, natural resources and the environment!

## Physical Education and Health

Physical Education and Health at secondary school includes practical and theoretical classes. You'll take part in a range of different activities, which aim to improve your physical fitness, teamwork skills and promote enjoyment. In Health classes, you will improve your understanding of how to develop healthy relationships and how to maintain a healthy body.

### Languages

You'll be learning either French, Italian or Japanese at St Columba's College. Not only will you learn how to speak the language, you'll learn about different cultures, history and entertainment!

#### **Humanities**

Humanities cover a wide range of areas in your first year, looking at Australia's system of government; the Ancient Worlds of Australia, Rome and China: national and international economics and business; and geographical studies.

#### **Taster Program**

All Year 7 students will study the subjects listed below in the form of a 12 week taster program. In the elective program, you will explore the overarching theme of Sustainability through the lens of the seven Laudato Sigoals and the 17 United Nations Sustainable Development Goals (SDGs). These goals guide urgent and immediate action to care for our common home now and into the future.

#### Art

In Art classes, you'll be taught Art mediums like drawing, painting, photography, graphic design and sculpting techniques plus much more! You'll also have sophisticated materials to work with and more creative freedom to explore and express your ideas.

#### **Performing Arts**

As a Year 7 student, you'll explore new and different ways to express ideas creatively through Dance, Drama and Music. You'll discover why they call Dance 'silent poetry', learning to communicate through movement and to choreograph your own dance. In Drama, you'll work on your comedic timing and experiment with the art of 'playmaking'. You'll also be lucky enough to learn to play an instrument in Music, working in small groups to develop your instrumental skills and then applying them in either Band or Orchestra rehearsals once a week. At the end of each semester you'll share all your creative work with a live performance at the Junior Performing Arts Concert.

# **Design Technologies**

As a Year 7 student, you will study Design Technologies - Food and Design Technologies - Materials. In Design Technologies - Food, you will learn about food safety, hygiene and food processes. You will investigate the impact food waste has on our environment and how to plan, prepare and cook healthy and nutritious recipes. In small groups, you will follow the design process to design and produce your own 'Use It Up' recipe and showcase your research. In the study of Design Technologies - Materials, you will learn to use a design brief while investigating the characteristics and properties of materials. Using creativity, innovation, and enterprise skills with growing

independence, you will decide how materials can be used to create solutions for problems affecting individuals and the community.

### **Digital Technologies**

Design, Code and Create, a Digital Technology subject has been developed to assist you to investigate how using digital tools can enable powerful learning. By the end of this program you will have a deepening awareness of the concept of coding and computer networks to build confidence in using the contemporary digital tools and resources to enable and transform your learning.



# The College Day

Currently, a school day at St Columba's is structured with four 75-minute lessons, with the day starting at 8.35am and finishing at 3.00pm. For exact lesson and break times, please see SEQTA Learn

#### Your Personal Timetable

You will be provided with a personal timetable in Semester 1 and 2. There are four lessons in a day, over a ten-day cycle (starting with Day 1 in Week 1 and Day 6 in Week 2). Some subjects may only run for one semester.

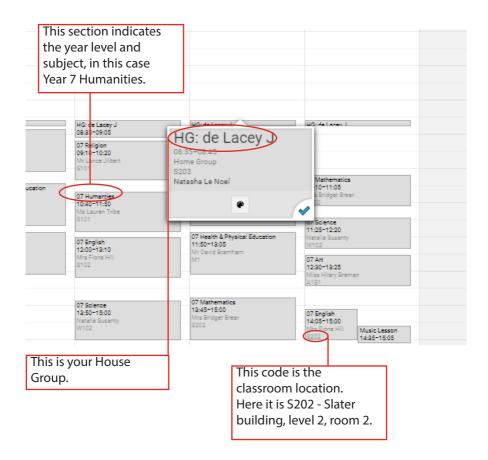
The timetable provides information about the class, teacher and location. We encourage you to familiarise vourself with the timetable and identify the days that you may require your PE uniform or other specialised equipment.

You'll be surprised how quickly you can work this out. If you don't remember where all the buildings are at first, just ask students and teachers walking through the hallways, who are happy to help you find your way.

### **Understanding Your Timetable**

Your timetable can be found of SEQTA Learn.

Below is an example to help you read your St Columba's College timetable.



# **Technology**

St Columba's College acknowledges the benefits of e-learning opportunities to enhance curriculum delivery, student learning outcomes, and the development of valuable 21st-century skills that will be beneficial throughout students' lives and career.

You will use laptop technology in a wireless environment allowing you to learn at your own pace and ability levels, and to enhance learning experiences by creating personalised learning opportunities. You may also have access to school mobile technology in the form of College iPads if needed as part of a class activity and as determined by your teacher. Like textbooks, it is important you take care of your laptop, use it appropriately and when directed.

SEOTA Learn has information about the Digital Citizenship expectations that outline the responsible use of technology and the College's network whilst at school. It is a good idea to familiarise yourself with this information.

### Help Desk

The College has a Help Desk located in the Aikenhead building, which works to support students and staff.

Should you have any issues or require assistance with your laptop or network connections, you can seek advice either in person at the Help Desk office or via email at helpdesk@columba.vic.edu.au

### **Mobile Phone Policy**

If you bring a mobile phone to school, it must be kept in your locker between 8:35 am - 3:00 pm. There are consequences for innapropriate use of mobile phones at the College, SEQTA Learn has more information about our Mobile Phone Policy.

# Homework

At St Columba's College, there are three basic types of homework that are assigned by teachers. They are:

#### **Preparation homework**

Teachers assign reading, research, or collecting examples to get you ready for the next class discussion or activity. While you're doing this work, note down anything you may need a little more explanation about, or jot down questions to ask the teacher in class. Getting this homework completed is key to participating in class and staying on top of things especially if you're assessed on class participation.

#### Practice homework

Once you've been introduced to a new subject or concept, teachers assign tasks for you to practice what you've learnt. From creative writing to solving equations, the more you do, the better you'll understand the topic.

#### Performance homework

Once you've had a chance to practice, teachers provide you with the opportunity to 'perform', or show how well you've understood a topic. Studying for a test, writing an essay or presenting a group report are good examples of this type of assignment. If you're prepared and you've practised, you'll be ready to perform.



# Revision

Much like preparation homework, revision is an important tool in helping you learn and remember the things you've learnt previously.

Here are some tips on how to revise what you've learnt:

- Get organised. Use colourcoding and folders to separate the information you'll need, highlighting the most important information.
- Keep revision to short amounts of time – you'll become overwhelmed if you spend too long on a topic.

• Find out what revision tool helps you learn best – are you someone that remembers more by using highlighters to highlight important information? Do you prefer to have someone test you? Do you prefer to make mind-maps or charts? Or do you prefer to draw diagrams or illustrations to help you remember?

Revising is a great tool that can help you focus on the information you need, and help you retain it for the future!



# Assessments and Study

#### Assessments

In addition to the homework you might be assessed on, there are a number of other ways that your learning is assessed at St Columba's:

- Tests with multiple choice, short answers, long answer question types
- Essays and reports
- · Written reports during the class time
- Oral presentations
- Exams (from Year 9)

You don't need to stress about assessments - you'll get plenty of notice of the assessment date, so you can practice and revise what you've learnt. They're also a good way to see where you need more help or practice so you can really understand the topic.

#### **Developing Good Study Habits**

At secondary school, study makes up a large part of your learning.

Here are some helpful tips to develop good study habits:

- · Determine how you learn best.
- Create study goals and deadlines to help you choose what to focus on and for how long.
- · Establish a study zone at home so you can fully focus on your work and not be distracted.
- Joining or creating a study group is a great way to help review your work and help you study for future assessments. You can test each other. compare notes and finish assignments quicker!
- Make study a part of your regular routine - soon, it'll be a habit!

# Co-curricular **Activities**

At St Columba's, there are many opportunities for you to participate in activities outside of the classroom.

There are curriculum-based co-curricular activities such as debate team, book club, Italian poetry and Math and Science competitions.

If you prefer to do something more athletic, co-curricular activities such as basketball, tennis and swimming occur throughout the year.

Opportunities to work with the wider community by participating in justice programs are also available.

Co-curricular activities are promoted through the daily student bulletin throughout the year.

#### Bronntanais ó Dhia Program

Students who immerse themselves in all that St Columba's has to offer have the opportunity to apply for embroidered badges as part of our Bronntanais ó Dhia Program. The various activities and events fall under three categories: Engage, Connect, Learn, which are the three pillars of our Learning, Teaching & Wellbeing Framework.

Once a student's application is approved, they are acknowledged at a College Assembly and they may have their badge embroidered onto their blazer pocket through the College uniform shop at a small cost.

'gifts from God' in Gaelic - our students use and develop their gifts for themselves and for the St Columba's College community.

# The Sophia Library

The Sophia Library is a vibrant communal space at the College.

Filled with academic resources and a number of learning spaces, the Library allows students to study quietly, work collaboratively in a group or simply take some time to relax and enjoy a book.

The Library is open before and after school, offering a space for you to spend time outside of the classroom setting. The Library also hosts tutoring sessions throughout the week, which you are invited to participate in should you require any support with your learning or study.



# The Hungry Souls Hub

The Hungry Souls Hub is located on the ground floor of the Slater building. The Hub is open before school, and during recess and lunch. Offering lots of different food options that you can choose from. You can purchase food and drinks during the Hub open times, or place a lunch order at the beginning of the day.

Your parents can also order and pay for your lunch online, as well as top-up your student card for use at the Hub.

You cannot use your mobile phone to make purchases at the Hungry Souls Hub.



# College Communications

St Columba's College uses a number of platforms to communicate with students. Take the time to familiarise vourself with the different methods of communication, so you never miss any important information.

#### **SEOTA Learn**

SEQTA Learn is the College Intranet, and is where you will find all the important information you need. SEQTA Learn will give you access to:

- **Direct Messages**
- Your timetable
- **Bell times**
- Student Bulletin
- College calendar
- Policies and guides
- **Hungry Souls Hub information**
- Classroom changes

### **Direct Messages**

Your teacher or other members of staff may contact you via Diregt Message (DM) as needed. Checking your DM's regularly, is a great habit to get into, so you never miss a communication.

#### **IONA Newsletter**

The College newsletter, IONA, is distributed fortnightly via email to your parents and is also available on the

College website. The IONA newsletter includes information about events. curriculum, student voice and news from College Leadership.

#### Social Media

The College has Facebook, Instagram, and LinkedIn, which are used to showcase the learnings, experiences and achievements of students. If you are able to use social media, we encourage you to follow the College and support the St Columba's College community.

### College Website

The College website offers general College information about events, curriculum, contact information and the IONA newsletter. You can also access SEOTA Learn via the website.

# What do I do if?

#### I'm sick at school?

If you become sick or injured whilst at school, speak to your teacher for permission to go to the sickbay. The sickbay is open from 8.30am until 3pm every day. The College Nurse will assess and help you. You will then either go back to class or go home. If you need to go home, the Student Receptionist will arrange to have you collected by an emergency contact or parent/legal guardian.

You will not be permitted to leave by yourself if you are unwell, regardless of your age or year level.

#### I'm absent?

If you are absent from school, your parents will need inform the College by logging into SEQTA Engage by using the absences tab. They will need to include a reason in the information box.

### I'm late/need to leave early?

If you are late for school or need to leave early, you need to report to Student Reception to get a late pass and sign in or sign out. Your parents must alert the College of your lateness by enterening an Absence notification on SEQTA Engage. You can sign out at Student Reception and be collected by a parent/ legal guardian (Years 7-10). If you return to school after your appointment,

you'll need to sign in again at Student Reception.

### I wear the wrong uniform?

If you've worn the wrong uniform to school, your parents/legal guardian will need to send a Diregt Message to your House Group Teacher and House Leader explaining why you're in the wrong uniform. Depending on your reason, you may have a consequence or be able to get a uniform pass for the day.

### I need to catch public transport to/ from school?

St Columba's College is surrounded by public transport options, with bus, train and tram services all within walking distance. For many students at St Columba's, public transport is their main form of transport to school every day.

#### I want to see the Counsellors?

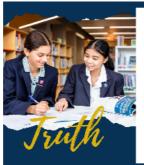
If you would like to see the College Counsellors, you can make an appointment by seeing your House **Group Teacher or House Leader** or emailing the counsellors at counsellingreferrals@columba.vic. edu.au.

If you will be catching public transport to and from school, here are some helpful tips:

- If you have a smartphone, download public transport apps so that you always know what time your bus/train/tram is coming, and if there are any expected delays.
- Practice catching your route to and from school prior to the first day you'll need to catch the bus/train/tram - you'll remember where your stop is, where the service departs from and how long it should take you to get to or from school.

# **Our Values**

# St Columba's College is committed to the values of Love, Compassion, Hope, Justice and Truth.



I am the way the truth and the life

You have heard of this hope before in the word of the truth, the gospel that has come to you, just as it is bearing fruit and growing in the whole world, so it has been bearing fruit among yourselves. from the day you heard it and truly comprehended the grace of God.





Love one another as I have loved you

So if I, your Lord and Teacher, have washed your feet, you also ought to wash one another's feet. For I have set you an example, that you should do as I have done to you.

John 13:13:15





See with a heart of compassion .....

Moved with compassion, Jesus touched their eyes Immediately they regained their sight and followed him.

Matthew 20:34





# I can do all things in God who strengthens me

Peace I leave with you; my peace I give to you. I do not give to you as the world gives. Do not let your hearts be troubled, and do not let them be afraid.





# I have come that all may have life, and have it abundantly

And what does the Lord require of you but to do justice, and to love kindness, and to walk humbly with your God?

Micah 5:8





I've enjoyed meeting new people in my classes and getting to know them. I also like how friendly and understanding my teachers are.

I love how welcoming St. Columba's College is. I have a lot of fun while I am working hard.

I like how St Columba's College pushes young ladies to do their best and if they fail, they help them get back up again.

I like how included and welcomed I feel at the school. But I also really enjoy the different facilities and subjects that we have.