Welcome to Marian College

Established by the Brigidine sisters on the current site in 1888, Marian College prides itself on its very long historical commitment to providing high quality learning and teaching for young men and women of the Grampians-Ararat-Stawell region. ‘Learning and Teaching with passion and excellence’. Marian College is a Kildare Education Ministries school in the Brigidine tradition that continues to offer high quality educational opportunities and experiences, which will shape our students in positive ways throughout their lives.

At Marian College we seek to provide an education that empowers students to become life-long learners, who are encouraged to think creatively, to analyse critically, to respond intelligently, and with thought and compassion for others.

As a Catholic learning community we endeavor to keep the Gospel values at the heart of our school, and actively promote high expectations, respectful communications, perseverance, tolerance, compassion, justice and service.

Our Learning and Teaching programs are designed:
- to be challenging and responsive to emerging needs in education that are tailored to support personalized learning pathways,
- to promote innovation and creative thinking,
- to embrace contemporary technologies and real-world experiences, and
- to excite the imagination and passion in the pursuit of excellence.

Students are encouraged to excel and to work towards continual improvement to achieve their best. We are very proud of our strong Brigidine identity and ethos, where staff actively promote and nurture the spiritual, intellectual, emotional, physical and social growth of all students.

Teaching staff work collaboratively and reflectively in Professional Learning Teams to continue to remain at the forefront of advancing teaching and learning practices. They endeavor to model learning and a passion for learning, providing on-going effective feedback for continual improvement.

Our innovative Teacher Advisor (T.A.) program represents an integral element of our mission. Each TA Teacher is the advocate and role model in the lives of the students in their care. They support these students academically and socially throughout their secondary journey. In partnership with parents, they help guide students to flourish and grow into thoughtful young men and women who can contribute positively to the world.

At Marian College we challenge our students to be people of courage and action, and to find their voice and place in the world.

If you would like to know more about how Marian College can best serve the educational needs of your son or daughter, please contact our enrolments staff for further details.

Mrs Carmel Barker
Principal
Brigidine Core Values

*In Brigidine Education, we will:*

**Be faithful**
- to our Catholic heritage

**Welcome**
- all people, especially the most vulnerable

**Celebrate**
- all that is good with joy and gratitude

**Engender**
- a love of learning, hope and a sense of purpose

**Image and practise**
- justice and service

Acknowledgement

We acknowledge the traditional owners of the land on which Marian College is built, the Tjapwurong people, and we respect the presence of the spirits of their ancestors among us.

Brigidine Identity Statement

Challenging students to be creative and critical learners who act with strength and gentleness in the Gospel Traditions.

Marian College Vision

Marian College is a dynamic and nurturing Catholic school based on the Brigidine Core Values.

We are committed to ensuring a vibrant and challenging educational environment of learning and personal growth.

Our safe supportive environment will empower our young people to become part of a generation responsible for bringing positive change to our world.
Culture of Learning at Marian College

Our commitment to learning:

*We encourage excellence and perseverance in learning.*

*We strive for continuous improvement.*

Student Learning - Action Statement

*I will:*

- Learn in every lesson
- Come prepared for every lesson in attitude and action
- Respect the learning environment
- Respect the right of others to learn
- Accept new challenges
- Persevere and complete all tasks to the of my ability
- Accept feedback as a chance to grow.
Graduate Outcomes

Young men and women with an awareness of spirituality and faith:

• Who are welcoming, respectful and inclusive.
• Who are hope-filled, confident and reflective.
• Who embrace a life-long love of learning and strive for excellence in all they do.
• Who are responsible, independent and ready to bring positive change to their community.
• Who endeavour to reflect the Brigidine Core Values in all they do.

Term Dates 2016

Please note that these dates may differ each year.

**Term 1**
- Ballarat Books: Friday 22nd January 2016
- Year 7 & 12 commence: Friday 29th January 2016
- Year 8, 9, 10 & 11 commence: Monday 1st February 2016
- Year 7 TA & iPad Info: Tuesday 2nd February 2016
- Opening Mass: Friday 5th February 2015
- Labor Day: Monday 14th March, 2016
- Swimming Carnival: Wednesday 17th February 2016
- Term One concludes: Thursday 24th March 2016

**Term 2**
- Students commence: Monday 11th April, 2016
- ANZAC Day: Monday 25th April, 2016
- Queen’s Birthday: Monday 13th June, 2016
- GAT: Tuesday 7th June, 2016
- Term Two concludes: Friday 24th June, 2016

**Term 3**
- Students commence: Wednesday 13th July, 2016
- Term Three concludes: Friday 16th September, 2016

**Term 4**
- Students commences: Monday 3rd October, 2016
- Year 12 last day: Wednesday 19th October, 2016
- Melbourne Cup Weekend: Monday 31st Oct & Tuesday 1st November, 2016
- Unit 3 & 4 Exams: Wednesday 26th October to Fri. 18th November, 2016
- Year 11 Exams week: 9th - 15th November 2016
- Year 11 Early Start Program: 16th - 25th November 2016 (Year 12 2017 students)
- Year 11 last day: Friday 25th November 2016
- Year 10 Exams: 14th & 15th November, 2016
- Year 10 Early Start: 16th - 1s December, 2016 (Year 11 2017 students)
- Year 10 finishes: Thursday 1st December 2017
- Pupil Free Day: Friday 2nd December, 2016
- Year 9 finishes: Wednesday 7th December, 2016
- Years 7 & 8 finishes: Friday 9th December, 2016
Teacher Advisor (TA) System

At Marian College the wellbeing of every student is important. Pastoral Care support is provided in several ways, mainly through the Teacher Advisor (TA) system. Every student is allocated to a TA group, TA room and House for the duration of their time at Marian College, meeting briefly together each morning and afternoon with their TA. Each group is made up of students from Years 7 to 12, and older students have an opportunity and responsibility to support younger students, especially those transitioning to secondary school.

Our House structure consists of seven TA groups which create a community within the College. Each House is coordinated by a House Leader and has students captains at senior and junior levels.

Reports and Parent Access Module (PAM)

All reporting, both TA and Semester, to parents/guardians is now electronic through the Parent Access Module (PAM) in SIMON.

Parents/guardians will receive a sign-in to enable personal access. If you are unable to sign in, please contact the Marian College Front Office for assistance. Hard copies of reports are available to parents who are unable to access PAM.

The Teacher Advisor (TA) conducts one to one interviews with each student every 5-6 weeks to reflect on individual student learning, review wellbeing and to enable the student to set goals. This interview is a combination of teachers’ comments, feedback from the student and goal setting for improvement. This TA report is then uploaded on PAM for parents/guardians to see.

If you have any queries please do not hesitate to contact the TA or House Leader to discuss these.
Mobile Phone & iPod Guidelines

Any cases of students using mobile technology to cause harm or bully other students shall be treated seriously in line with other serious discipline breaches in the school.

Marian College recognises that many parents give their students permission to bring their mobile phone to school and that there are times when it is genuinely appropriate and useful for students to have access to a mobile phone at school.

Marian College is committed to educating students around the issues of using mobile phones in a safe and responsible manner.

Any student who is feeling unwell at school and needs to go home must arrange this through the Front Office. Under no circumstances should students use mobile phones to contact home and make arrangements to leave except through the Front Office.

The following 'common sense' responsibilities apply with respect to mobile phones and iPods:

- Courtesy, consideration and respect for others are paramount at all times.
- There should be no inappropriate or offensive material on such devices.
- Mobile phones must be switched to silent during all classes, private study times, and when they are stored in a locker.
- Mobile phones and iPods may only be used during class time if:
  - Expressly permitted by the classroom teacher.
  - Used for learning related purposes
  - This does not interfere or harm other students or their learning

During recess & lunchtime the use of mobile phones & ipods is permitted under the following conditions:

- The use is within the guidelines outlined in the Marian College Cybersafety Use Agreement.
- Taking photos or video at school must only occur for learning related purposes when permission is granted by the teacher and the individuals to be photographed.
- These guidelines also refer to the use of mobile phones during field trips, excursions or other off-campus supervised activities.
- They are brought to school and used entirely at the owner’s risk. Marian College cannot accept any responsibility for theft, loss, damage or health effects (potential or actual) resulting from mobile phone use.

Non-observance or breaches of these responsibilities may result in the mobile phone being confiscated at the discretion of the teacher.
## Marian College Uniform Code

### Standards
- The expectation of Marian College is that students wear full and correct uniform every day.
- The correct uniform is to be worn at school, travelling between home and school and on other occasions as required.
- Wearing of hats whilst outdoors is compulsory during Terms One and Four.
- If students’ grooming is of an unacceptable fashion, they may not attend class.
- Visible tops and tee shirts are NOT to be worn under the College shirt or top nor the Sports uniform.
- Marian College scarf and beanie are available from Foster’s Mensland and is the only acceptable version of these items.
- Navy blue weather-proof jacket with Marian College logo.

### Shoes
The following shoes **are permitted**:
- Full-fitting, traditional school shoes with lace up fronts and a non-permeable polishable leather upper.

The following shoes **are not permitted**:
- T-Bar or ballet style shoes nor any shoe that has perforations or mesh inserts.
- Black runners, walkers or skater shoes.
- Volley, canvas, street shoes, deck shoes and slip on styles.

### Grooming
#### Girls
- Hair must be well groomed and of a single natural shade.
- Hairstyles and colours which invite attention are not acceptable.
- Shoulder length hair must be tied back at all times.
- Hair should be worn in a manner which keeps hair off face.
- No nail polish or make-up is to be worn. Nails and make-up which invites attention are not acceptable.
- Blue ribbons are permitted to be worn.

#### Boys
- Hair must be well above the collar, well groomed and of a single natural colour.
- Gel and similar hair products are not permitted.
- Hairstyles and colours which invite attention are not acceptable.
- Hair should be worn in a manner which keeps hair off face.
- Long hair is not permitted on boys.
- All boys should be clean shaven at all times.

### Jewellery/Accessories
The following items **are permitted**:
- A Christian religious symbol on a chain – both chain and symbol to be conservative.
- Girls may wear ONE pair of plain gold or silver studs or sleepers worn in the earlobes.
- A small nose stud no greater than 2mm (currently under review)
- Wrist watch

The following items **are NOT permitted**:
- Any facial jewellery or body piercings including clear jewellery.
- Stretcher/expanders
- Any other form of jewellery is unacceptable unless the Principal grants special permission.
- Unnatural coloured contact lenses

### Uniform Supplier
Foster’s Mensland in Ararat and Stawell are the sole suppliers of the Marian College Ararat uniform. Some second hand items may be available from the St Vincent de Paul shop in Ararat and from the Marian College Canteen.
Marian College Uniform Code

Girls’ Uniform
- Regulation skirt worn with navy tights or white socks.
- Regulation navy slacks or shorts.
- Regulation dress.
- Pale blue short or long sleeved polo shirt or pale blue business shirt.
- Plain white socks.
- Junior - Years 7-9: Blue polar fleece top with school logo.
- Senior - Years 10-12: Woollen jumper or blue polar fleece top with Marian College logo.

Sports Uniform
- College Rugby Top with Marian College logo.
- Regulation blue polo shirt with Marian College logo.
- Navy blue shorts (no stripes or logos)
- Navy blue track pants (no stripes or logos)
- Plain white sports socks (not stripes or logos)
- Athletics shoes.
Marian College Uniform Code

Boys Uniform
- Grey regulation trousers or shorts.
- Pale blue short or long sleeved polo shirt with the Marian College logo or pale blue business shirt.
- Junior - Years 7-9: Blue polar fleece top with Marian College logo
- Senior - Years 10-12: Woollen jumper or blue polar fleece top with Marian College logo
- Plain white or grey socks

Sports Uniform
- College Rugby Top with Marian College logo.
- Regulation blue polo shirt with Marian College logo.
- Navy blue shorts (no stripes or logos)
- Navy blue track pants (no stripes or logos)
- Plain white sports socks (not stripes or logos)
- Athletics shoes.

Marian College - A Kildare Ministries school in the Brigidine tradition
Year Level Promotion Policy
For a student to be granted approval to study one or more subjects at the next year level, a grade average of “C” must be achieved in their core subjects, in the previous year and/or a “C” in the particular elective being sought if it is outside the core.

If these requirements are not met there will need to be a promotions meeting involving the student, the parent, and the Academic Review Panel.

Student Behavior Support
Marian College will provide students with opportunities to develop positive behaviours and self-discipline in a supportive environment where mutually respectful relationships based on Gospel Values are nurtured and supported.

At Marian College the Student Behavior Support Process is designed to facilitate high standards of behavior so that learning and teaching in the College and be effective and students can participate positively within our College community.

The intent of our Behavior Support Plan is to teach students who are acting as a disturbance within the school environment, how to think of ways of reaching their goals without infringing on the rights of others.

Supporting student behavior to ensure high quality learning requires a multi-facet approach:
• Of proactive processes and programs to clarify expectation for all students and staff
• A network of supportive teams – of TA teachers, House Leaders, the Head of Wellbeing, the College Psychologist, Special Needs Team, classroom teachers and the College Leadership Team.
• Intervention and monitoring processes for academic and behavioural issues of concern
• Of environments conducive to supportive positive behaviours through a whole-school approach, shared common language about behaviour expectations and suitable responses that are reflective of gospel values.
The Responsible Thinking Process (RTP)

Many issues of behavior concern can be managed at the lowest level while maintaining the dignity of all, once addressed, the lesson can continue without future issue.

Even with our positive approaches to teaching and supportive positive behaviours, some problem behaviours will still occur.

From 2016, Marian College will adopt a whole-school agreed upon expectations and shared language to address inappropriate or disruptive student behaviours across the College.

Our goal of forming right behaviours and respectful relationships is to provide a supportive community where students can learn from their mistakes and build and restore relationships. Punitive actions, which may belittle, embarrass, harm or humiliate a student are never acceptable at our College.

First Level

The Responsible Thinking Process uses a series of questions as the first level strategy used by staff which gives students the opportunity to think about their behavior.

1. What are you doing?
   This calls the student’s attention to the action/disruption and indicates it is inappropriate.

2. What is the rule?
   This question asks students to articulate the expected behavior.

3. What happens when you break the rule?
   This question asks students to articulate the likely consequence of the inappropriate behavior continue (i.e. the student goes to the Responsible Thinking Classroom)

4. Is that what you want?

5. What so you need to do now?
   This question asks students to identify what they need to do to change their behavior

6. What will happen is you disrupt again?
   The final question clarifies that the student has indeed understood the consequences of any further inappropriate behavior.

Second Level

Should any inappropriate behavior/disruption occur again, the staff member will ask:

1. What are you doing? (as per above)

2. What did you say would happen the next time you disrupted?
   This question reminds the student of the consequences they articulated and that in fact, now those consequences will come to pass. (The student moves to the Responsible Thinking Classroom)

In the Responsible Thinking Classroom students will be fully supervised by a staff member to assist students to develop more effective classroom strategies to help them achieve success in that subject area.

Parents will be notified via the school diary whenever their child chooses by their behavior to attend the Responsible Thinking Classroom (Time-out)

For on-going, behavioural issues, serious safety breaches or regular attendance in the timeout room, will typically result in discussion with parents and suitable actions taken by the College Leadership.

Parents are encouraged to discuss any matter of concern with your child’s TA teacher to monitor the school diary regularly for notes and to support positive behavior and development through discussion of a plan with your child.
Staying safe in the Online World and Social Media

There is great potential for the use of social media in school communities in terms of educational outcomes and as a means of communication. However, keeping young people safe whilst online is increasingly challenging for parents and schools as technology rapidly develops. A whole-school community approach and commitment to respectful relationships are essential elements to fostering positive communications within our community.

At Marian College we recognise that as teachers and parents we have the ability to serve as positive role models for students in affording all people within our community dignity and respect at all time. We know too that young people learn by example; to manage conflict and disagreement in appropriate and respectful ways that do not harm others. When this does not occur and when there has been little thought for justice or the opportunity of the other party to present their view, the reputation and wellbeing of an individual may be severely damaged. Introducing, modelling and reinforcing positive online behaviours are important components of a student’s educational experience. In support of this we offer the following Guiding Principles for our school community.

Guiding Principles for all member of the Marian College community:

Online behaviour is the responsibility of every member of the school community. The partnership and shared responsibility among staff, students and family members is an integral feature of good communication to promote a healthy, supportive environment for all students.

At all times, online behaviour should demonstrate respect for the dignity of the human person made in the image of God.

Contentious issues, concerns or disagreement should be discussed directly with the person/s concerned either face-to-face or on the phone in a respectful, calm and courteous manner. Online communication should be avoided wherever possible in these instances to avoid confusion, misunderstanding or misrepresentation of tone and manner. For discussions with the college about an issue involving your child, an email to the class teacher or TA teacher in the first instance to arrange a time to talk is the most appropriate.

All member of our community should refrain from posting offensive, demeaning, abusive, harassing or discriminatory material.

Students must learn that posting material that may be perceived as damaging to others or the reputation of the college (e.g. commentary about staff, students or parents, using the school logo, photographs of the school, staff or students or other identifying images, or making personal comments that can be identified as relating to school issues is not acceptable without first obtaining the permission of the school Principal. Young students need our guidance to understand that what they say online has implications and often consequences.

Online safety is best achieved when there are open discussions and respect between parents and children, school and home and staff and students about online practices. The Golden Rule is when there exists a perceived concern or contentious issue always ring the College first to verify the details and to discuss the matter. This alerts the college to the issue especially when there exists some tension or conflict between parties.
Protecting Your Child Online - Cyber Safety

Teach your child to report all forms of cyber bullying. Save the evidence and block that contact. Make sure they know not to divulge personal information or arrange to meet with people they do not know. If your child uses social media have them share their privacy setting with you and know their ‘friends’. Children under 13 should not be on social media networks. Keep computers in a public place.

By understanding more about how your children are connecting online and what they are specifically using technology for, you will be better able to promote safe online behaviours.

For example:

- No technology in bedrooms after a certain suitable hour at night.
- No closed doors when using technology away from family areas.
- Teach your child about the dangers of talking to strangers online.
- Talk openly about their self-confidence and resilience and dispel the notion that affirmations come from strangers online who may either ‘like’ their actions, looks or lifestyle or make derogatory comments that can potentially harm their self image and worth.

Should you have any queries, or wish to seek further information about how Marian College can support you and your child’s safe use of technology, please contact the school.

Other information is available from many sources such as:  http://www.cybersmart.gov.au and http://bullyingnoway.gov.au
House System

The symbol of Barron House is Fire which represents light, warmth, welcome, transformation and passion for justice. Fire is a symbol of energy and light in pre-Christian times. ‘Brigid’s Fire’, a flame that was never extinguished, burnt in Kildare until the sixteenth century when King Henry VIII had it extinguished as part of the Reformation.

The chosen symbol of Synnott House is the lighted Brigidine lamp. This symbol is that the Brigidine lamp represents the light of Christ and the light of learning. The lamp emphasizes the importance of learning and is a common symbol across Brigidine schools. The lamp serves as a constant reminder that we are all on a lifelong path of learning and it represents the importance of all individuals in the Marian College community.

The symbol of Kelly House is a jeweled sword. The inspiration behind this chosen symbol is St. Brigid who, it is said, gave away her father’s valuable jeweled sword to a needy family so that they could sell it for food and shelter. The symbol of the sword emphasizes a commitment to social justice and altruism, and reminds us of what is truly important in society - equity and justice for all.

The White Dove symbolizes innocence, gentleness and peace. All qualities St Brigid was known for. Animals play a significant role in many of her legends, with St Brigid possessing a deep respect for all of creation. So, just as St Brigid cared for the animals, so do we strive to be stewards of the animals and of the Earth.
Canteen

The Marian College Canteen is open at 7.30am every morning.
A selection of hot and cold food is available during recess.
Lunch orders are to be submitted and paid for during recess and collected at the commencement of the lunch break.

Food brought from home can be heated or toasted (for a minimal charge). Ensure food intended to be microwaved is presented in a microwavable container and toasted food are enclosed in aluminium foil.

To volunteer for canteen please contact Mrs. Bronwyn Klemm on 5352 3861.

Excursions - Parent Paperwork

Marian College is working towards a paperless note system for excursions and other events where we seek parent permissions. This is an online system that automates paper forms in schools, reducing costs and improving liability management. ‘Parent Paperwork’ removes the inefficiency of paper based permission slips and forms.

Information and permission forms will be emailed to you. You are able to complete the form on line and return instantly.
The Parent Paperwork system is designed for ease of use and a paperless existence. Staff are able to know who has completed the forms, granting permission to attend events, those who have viewed the information and those who have not accessed the email.

To make the system as effective as possible we ask that all parents check with the school to make sure that the school has a current e-mail address.
Marian College produces a weekly newsletter which is distributed via email or hard copy every Monday. The newsletter is also available on the Marian College website at www.mcararat.catholic.edu.au

First Aid

A student who is injured or feeling unwell should inform their class teacher and present themselves to the Front Office Staff. We ask students not to directly contact their parents - please allow Office Staff to make this contact.

In the case of serious injuries and emergencies, Marian College will call an ambulance for medical assistance.

If the student is too ill to return to class, staff will contact parents/guardian requesting that the student is collected and taken home. No substances such as lotions or ointment will be administered to students. Hot and cold packs are available for non-intrusive pain relief.

Written permission for medications such as paracetamol or analgesics is essential if you consent to staff administering such substances.

In the case of a urgent medical incident that requires medical assistance, Marian College staff will transport the student to the Ararat Medical Centre and remain with them until the arrival of parents/guardian.

Counselling Service

All teachers have received "Kids Helpline" training to enable them to assist students with problem solving. Students who are experiencing personal problems, friendship issues or difficulties at school may be assisted in a number of ways.

They can talk with the teacher that they feel most comfortable with, their TA teacher, their House Leader or the Head of Wellbeing. Where further assistance is needed, referrals will be made by the Head of Wellbeing to specialist counsellors.

Marian College has a psychologist on staff who is able to work with students and parents.