

# LAVALLA CATHOLIC COLLEGE

## IMPORTANT NEWSLETTER FOR PARENTS

**6 February 2003**

Dear Parents,

I warmly welcome all to our 2003 school year. There seem to be a number of matters that I need to bring to your attention and I have decided that it would be better to make sure that you have this by posting out our first Newsletter.

### ENROLMENTS

The students have settled in well to the new year and we have been able to make a good start. Numbers are less than last year because we have reduced the class sizes to a maximum of 28 in Years 7 – 10 and a maximum of 27 in Years 11 & 12.

#### St Paul's Campus

Year 7	222
Year 8	224
Year 9	216

#### Presentation Campus

Year 7	55
Year 8	54
Year 9	34

#### Kildare Campus

Year 10	250
Year 11	225
Year 12	198

### BUILDING PROJECTS

#### Presentation Campus

The contract for a Food Technology Room has been signed and the Builder has commenced construction. As well, high fencing around the property (1.3kms) is almost completed and we are planning for proper entrance gates and a brick entry feature to the Campus.

#### St Paul's Campus

We are about to sign a contract to commence a major refurbishment project. We will convert the Music Centre. This is the original building for St Paul's College, pictured on page 2. We will create two classrooms and locker area, a new Canteen and new shelter at St Paul's Campus.

Following this project, we hope to commence the refurbishment of the Stoddart Block (Grey St Classroom Block). This will mean that there will be some restriction on movements at the St Paul's Campus. The gardens surrounding this building have been removed in preparation for the project.

### **Canteen at St Paul's Campus**

During the construction of the new facilities, the canteen at St Paul's Campus is being located at the Champagnat Centre. This change has been approved by the Council Health Inspectors and although there may be some limits to the organization and what is offered, canteen services will uninterrupted by the Building Project



*(The Original Building at St Paul's College, to be refurbished)*

### **THE BUILDING FUND**

I am hoping that we will be able to use the College Building Fund to cover much of the cost of these projects. I need to minimise the loan as much as possible so as to maximise our capacity to do a good job with the Stoddart Block.

I recommend the Building Fund to you. It is a "**Tax Deductible**" Fund and is a very important source of finance for our buildings. The Catholic Community over the years since the commencement of the Catholic Secondary Education has done much to provide the facilities. It is now the turn of this generation of parents to shoulder the responsibility.

### **HOLIDAY PROJECTS**

During the course of the Holiday period, we were able to spruce up the Music Classrooms at St Paul's Campus, as well as the area in and around the classrooms near the Champagnat Centre. We also completed some exterior painting on the first floor of the Kildare Campus and will gradually complete painting the Campus. We are also in the process of finishing a VCAL Training Room as personal fitness is a crucial part of the programme.

### **COLLEGE STUDENT LEADERS**

The College Leaders for 2003 are:-

College Captains:-	Melissa Van Lambaart Matthew Portelli
College Vice Captains:-	Nikki Risol Vincent Licciardi
Presentation Campus	Robert Wilson Sarah Fogarty

St Paul's Campus is currently in the process of electing their leaders

## **PARENT GROUPS**

This is one area of the College which is of great concern to me. The activities of these groups assist parents and students and are a source of much needed funding for the College.

### **Is everybody at work??**

I checked our database of parents and we have **564 people who have listed their occupation as “Home Duties”**. This means that there is a reasonable number of people who could consider allocating a part of their time each month to assistance in the services which we provide.

## **THE CAMPUS CANTEENS**

The canteens on each of the Campuses are absolutely desperate for helpers. We are at the stage of looking at alternatives. We don't want to start sending students down the street nor do we want to go down the track of outsourcing the service. Hence we are looking at closing on certain days or limiting what the canteen offers. We simply cannot go ahead with our present number of helpers. Please ring the respective canteen if you can help. If your son or daughter is discouraging you, you would be welcome on the other Campus

## **PARENT SUPPORT AUXILIARY THANKS**

On behalf of the College Community I offer a special word of thanks to our Parent Support Auxiliary for their most generous efforts to assist parents and families with the provision of second-hand Uniforms and Books. This is a service which is highly appreciated by the parents and students and I can't say enough in praise of this group for their efforts and service. This service has been provided by a very small number of volunteer parents and they will need the assistance of more parents this year. Hence I urge you to consider giving some of your time to this important contribution to your fellow parents and their families.

## **FUTURE OF THE PARENTS & FRIENDS ASSOCIATION**

This association met about twice per term on a Monday Evening. However the attendance at these meetings has been very small and the Guest speakers we had engaged had ended up speaking to a very small audience of parents.

I am grateful to this small band of parents for the assistance they have offered and the advice they have given, sometimes alerting me to concerns of parents and making some suggestions. I have enjoyed the friendliness and support over the years and I have met some wonderfully generous people. But the low attendance means that there is now a serious question of the association's future.

We are not alone in this problem. Other schools and organizations will tell you how difficult it is to find people who have the time and energy to attend such meetings. Some Colleges have dissolved the association; others have re-organized activities along regional lines. I expect to be discussing the future of this Association with its leaders at its next meeting and with the College Council at the February meeting.

## **PARENTS & FRIENDS ASSOCIATION MEETING**

An invitation is extended to all parents of students attending Lavalla Catholic College to the first meeting of Parents and Friends for 2003: -

**Meeting: Monday 17 February 2003**  
**Venue: St Pauls Campus Library**

**Time: 7.30pm till around – 9.00pm**

**Purpose: The Association exists:**

- ~~///~~ To provide personal support to the Principal and staff
- ~~///~~ To receive a regular report on the operation of the College
- ~~///~~ To provide means whereby the Principal can initiate some discussion about a particular matter
- ~~///~~ To organise some guest speakers
- ~~///~~ To provide some support for representative teams who travel to competitions and functions
- ~~///~~ To discuss with the Principal an appropriate project for the Association to support
- ~~///~~ To liaise with other support groups associated with the college

### **MUSIC SUPPORT GROUP**

Much of the success of the College Music can be traced to the quality of support that this Parent Group has offered to the Music staff and students. As well this Group has raised funds for musical instruments and has done much to help organize the various performances. Like the other groups, this group stands in need of some support.

**Everyone, particularly those new to the College, will be made most welcome.**

### **MUSIC GROUPS - REHEARSALS**

A reminder to parents that the following groups will commence rehearsals over the next two weeks

	<b>Kildare Music Centre 7.45 – 9.00am</b>	<b>St Paul's Lecture Theatre 7.45 – 9.00am</b>	<b>St Paul's Lecture Theatre 3.45 – 4.30pm</b>
Monday	Intermediate Band		Junior choir
Tuesday	Senior Jazz Ensemble		
Wednesday	Senior Wind Ensemble		Junior Jazz Ensemble
Thursday	Senior Choir	Training Band	
Friday	Senior Wind Ensemble	Junior Band	

### **NEWSLETTER**

The College Newsletter will continue to be distributed on a Friday. We will revert to the bright yellow colour to enable it to be easily identified. This Newsletter is one way in which parents can keep in contact with what is going on. The Newsletter is on the College Website and I urge parents to make use of this. Often in the senior years, it is “censored” by students who discard it and this means parents can sometimes miss out on important information.

**The address for the College is ([www.lavalla.vic.edu.au](http://www.lavalla.vic.edu.au) )**

### **INSURANCE**

You would be aware of the current Insurance crisis and the issues with public liability. As I indicated when fees were increased, the increase in Insurance added some \$60,000 to our accounts.

As a part of our efforts to keep this down, we have arranged to fund a special cover for each student while he/she is at school or going to or from. This is called the CCI school care cover and an enrolment at Lavalla Catholic College means that each student is automatically insured. Information is available from each Campus Office.

### **AMBULANCE COVER**

It is wise to consider Ambulance Cover. Our procedures require us to call an ambulance in certain situations such as back injury. Hence I cannot under estimate the importance of having this cover.

For those students who enrol in Outdoor Education classes, we will need to know about ambulance cover before excursions take place.

### **NEW FEES AND CHARGES PAMPHLET**

Please note the inclusion of the 2003 Fees and Charges Pamphlet. Fees can be paid at each Campus. However EFTPOS facilities are available **ONLY** at Marcellin House and can **ONLY** be used only for Tuition Fees and Charges. All other payments must be made through the Campus.

### **CONVEYANCING ALLOWANCE NEW ARRANGEMENTS**

New guidelines will apply from the commencement of this year.

**All students seeking conveyance allowance support in 2003, both those currently receiving an allowance as well as new enrolments, will need to complete a new application form for lodgement with their school.** You should have this form already.

We need to ensure that accurate distance and address information is available to the school to enable it to complete the school claim form. We have to the end of February to have the forms returned to the College. Make sure you check with your son or daughter if you have not received this form.

### **EDUCATIONAL MAINTENANCE ALLOWANCE**

The College now has to enter the details through the Internet and hence we need to have the forms completed and returned to the College as soon as possible. No late applications can be accepted. Educational Maintenance Allowance Forms are available at Marcellin House or Presentation Campus and can be completed and handed in there.

Please note the following:-

- ?? The Centrelink pension/concession card, allowance or benefit must be valid at **28<sup>th</sup> January 2003**
- ?? The closing date for submission is **28<sup>th</sup> February**
- ?? Late applications will **not** be accepted this year
- ?? The EMA provides \$254 for secondary students, two thirds (\$177) of which is paid in the first instalment. (one half to parents, through the school, one half directly to the school.)

### **UNIFORM SUPPLIERS**

Our official uniform suppliers are Riggalls and I noticed another firm advertising uniform items that do not carry the College logo. The supply of uniforms is a very complex matter and we have been most satisfied with the arrangement and service of Riggalls. As a College, we cannot afford to lose the good-will and service of Riggalls.

The College's agreement to subsidize the change of the CRC blazer pocket to a Lavalla logo was completed last year. Those who failed to take advantage of this offer will now have to fund the change-over themselves.

### **VERY HOT DAYS**

It is important that parents are aware that we make allowances for students when temperatures rise. Please remember that maximum temperatures are usually in the mid or late afternoon and that school can usually operate in the mornings unimpeded. The use of bottled water in the classroom has been allowed on these days, as are more frequent or longer breaks for some classes. The PE programme is

re-shaped or organized to take account of the weather. If the weather is forecast to be extreme or if there is fire-danger in the area, notification of alternative arrangements will be provided as soon as possible and on the 3TR and ABC morning programmes.

All students and staff are strongly recommended to wear head protection when outside the buildings during recess and lunch breaks. Navy blue caps or hats are the only acceptable cover for students.

### **TIMETABLE**

Students should now have their timetable. Please note the following times:-

#### **Kildare Campus**

**Homeroom** commences at 8.50am.

**Recess** is from 10.45 am to 11.05

**Lunch** is from 12.55pm to 1.45pm

**Dismissalis** at 3.25pm

#### **St Paul's & Presentation Campus (Mon, Tues, Thursday Friday)**

**Homeroom** commences at 8.50am.

**Recess** is from 10.45 am to 11.05

**Lunch** is from 12.55pm to 1.45pm

**Dismissalis** at 3.25pm

#### **St Paul's & Presentation Campus (Wednesday)**

**Homeroom** commences at 8.50am.

**Recess** is from 10.30 am to 10.55

**Lunch** is from 1.10pm to 2.00pm

**Dismissalis** at 3.25pm

A 5 minute movement time has been allowed, so that there will be no excuse for lateness to classes

### **SECURITY**

Security is an increasing concern and the following measures have been undertaken. The fencing at St. Paul's Campus and Kildare Campus has been most effective in securing these Campuses. Hence our first step at Presentation Campus Newborough is to secure the perimeter (1.3 Kms)

Another element of security is the proper wearing of the full College Uniform. This allows staff to quickly identify an intruder.

As well we have now installed cameras to operate at the Kildare Campus for computer rooms, the lockers and front gate as well as some selected sites around the Campus. We have had arson attacks on the bin containers and the burglary of four computers together with the associated break-in damage over the Holidays and we need to tighten up our security.

We have also cameras at Presentation Campus and they have been effective in improving the security. We will evaluate these measures and review security on a regular basis. Although we are careful about security, I don't want to spoil the very pleasant aspect that we have been able to create on each Campus.

### **SCHOOL PLANNER**

I understand that there are still over 100 students who have not paid for the College planners. I simply remind all that the Planner is a compulsory purchase. It has some significant information and dates in it. Some students are careless in the use of the Planner and we are disappointed in this. However we still insist that all students have the Planner and will expect it to be produced on demand.

## **MENINGOCOCCAL C VACCINE PROGRAMME**

This programme will be delivered by the local government immunisation providers at the time of other vaccine programmes. The vaccine only covers one type (C) of the disease and serogroup B Meningococcal disease is not prevented by this vaccine. Adolescents from 15- 19 will have access to the vaccine in the first half of the year. Students between 6 and 14 will be included in the programme from July 2003.

## **STAFF NEWS**

### Staff on Long Service Leave

- ?? Ross Sizeland
- ?? Val Finlayson
- ?? Cathie Sampson
- ?? Ann Anderson
- ?? Jean Jennings

### New Staff Members

- ?? Meaghan Ambrose (Drama/English /SOSE)
- ?? Tracy Braun (Integration Aide)
- ?? Jeananne Brown (Information Services Centre)
- ?? Mark De Fazio (PE)
- ?? Tina Di Cosmo(Science/Maths)
- ?? Matthew Harris(Music)
- ?? Jeena Illipparampil (Maths)
- ?? Ron Lambert(Integration Aide)
- ?? Fiona Morrow(PE)
- ?? Chris Roga(English SOSE)
- ?? Rodney Swansborough(English)

A warm welcome to these staff members and I hope their stay will be both satisfying and fruitful.

### Staff Returning from Leave

Welcome back to staff returning from Leave.

- ?? Damiano Tripodi
- ?? Joelle Hines
- ?? Monica Justin
- ?? Tamsin McCormack

A Full Staff Listing will be placed on the website

We record our sincere condolences to Raeffaella Cataldo on the death of her father in Italy.

## **YEAR 12 RETREATS AND YEAR 7 CAMPS**

These retreats are conducted early in the year to ensure that the year gets off to a great start. The Year 12 Retreat and Year 7 Camps are most important activities and we do not encourage anyone to find an excuse to drop out. Those who do generally regret their absence from these. We are in contact with the Department of Sustainability and Environment in order to ensure that the sites are known to be safe. Co-ordinators will provide any further information required

## CALENDAR

Please note some of the following dates

10-Feb-03	Mon	Yr 7.1 & 7.2 Camp	Yr 12 Retreats Group 1
11-Feb-03	Tue	Yr 7.1 & 7.2 Camp	
12-Feb-03	Wed	Yr8 assembly	
12-Feb-03	Wed		Yr 12 Retreats Group 2
17-Feb-03	Mon	<b>Assessment Week</b>	
17-Feb-03	Mon	Parent Association Meeting	
17-Feb-03	Mon	VCE Information Night -	
19-Feb-03	Wed	Yr 7.1 &.2 Parent night?	
19-Feb-03	Wed	Swimming Carnival (SPC & PC)	
21-Feb-03	Fri	Remar Gold Embarkation Camp	
24-Feb-03	Mon	7.3 & 7.4 Camp	Champagnat Information Night
24-Feb-03	Mon	7.1 Protective Behaviours	
25-Feb-03	Tues	College Council Meeting	
25-Feb-03	Tue	Swimming Carnival (Kildare)	
26-Feb-03	Wed	7.1 midday mass St Michael's	
26-Feb-03	Wed	Yr 9 assembly	
26-Feb-03	Wed	7.3 Protective Behaviours	Yr 11/12 Drama Excursion - Moe
26-Feb-03	Wed	7.5 & 7.6 Camp	MacKillop Information Night
28-Feb-03	Fri	7	Yr 12 Legal Studies Excursion
3-Mar-03	Mon	<b>Assessment Week</b>	
3-Mar-03	Mon	Delany Information Night	
4-Mar-03	Tue	Yr 7.3 &7.4 Parent night	
4-Mar-03	Tue	7.7 & 7.8 Camp	
5-Mar-03	Wed	Ash Wednesday	
5-Mar-03	Wed	Campus assembly	
6-Mar-03	Thur		Nagle Information Night
6-Mar-03	Thur	Yr 7. 5 & 6 Parent night	
6-Mar-03	Thur	Super 8 Cricket 9-10	
7-Mar-03	Fri		