EMMAUS COLLEGE

TRANSITION
INTO 2015

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1. ORIENTATION PROGRAM, 2015

To promote a smooth beginning of the 2015 year the College will continue to conduct an Orientation Day for Year 7 students during the first week of the College year.

Please note the General Office at both Campuses will be closed on Tuesday 27th January 2015 until 11.00 am due to a staff conference.

<table>
<thead>
<tr>
<th>STAFF CONFERENCE TUESDAY 27th &amp; WEDNESDAY 28th JANUARY 2015</th>
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<tbody>
<tr>
<td>VERMONT SOUTH CAMPUS</td>
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<tr>
<td>Year 7</td>
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<tr>
<td>Thursday 29th January</td>
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<tr>
<td>8.35am to 12.30pm</td>
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<td></td>
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<tr>
<td>VERMONT SOUTH &amp; BURWOOD CAMPUSES</td>
</tr>
<tr>
<td>All students Year 7 -12 are required for classes Friday 30th January 2015</td>
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</tbody>
</table>

* All Year 7 Students are required to attend Orientation Days in College Uniform with College Bag. Normal charter buses will be available to transport students to and from school to meet the above times.

* The Vermont South Campus Canteen will be open at recess on Thursday 29th January, 2015.

* The Vermont South and Burwood Campus Canteen will be open at recess and lunch from Friday 30th January 2015.

* The full Year 7-12 Campus Timetable will operate from Friday 30th January, 2015.

2. BOOKS, E-BOOKS & STATIONERY

The College has appointed Campion Education (Aust.) Pty Ltd as the official supplier of Books, E-books and Stationery.

Books, eBooks and Stationery
With the introduction and development of the iPad program at Emmaus College the term ‘Booklist’ is very nearly outmoded. At Years 7-10 the vast majority of what used to be called textbooks are now in electronic form and are commonly referred to as eBooks. Some of these resources still look like books while other similar resources look and behave more like Apps. Importantly, though, almost all of these resources are digital in nature and there are few books as such on the current Years 7-10 resources list. It is important to distinguish between the general Apps which are part of the levy charge for the iPads available to all subjects and the Apps which replace the textbooks and are subject specific.
For next year the resources for a number of subjects - Religious Education, Mathematics, Science and Humanities, in particular – are now bundled on the Booklist as ‘Emmaus College Digital Bundle. These are supplied through Campion Education. Please be advised that all electronic books (digital) must be ordered online through Campion.
Education as they cannot be purchased in store and are non-refundable. It is worth noting, too, that you will not receive any of the products in the Digital Bundle. Instead, students will have access to the relevant resources when they return to school. English novels and plays are not covered in this way and should be purchased separately through iTunes and stored in the iBook’s App on the iPad. Texts for the VCE subjects continue to be published in the more traditional book form. This is unlikely to change until the Australian Curriculum is adopted for Years 11 and 12. However, at Year 12 the College has set a video content product Edrolo as a resource for those subjects for which it is available. Edrolo is designed to assist students with revision and home study. As with the eBooks and apps, Edrolo should be ordered through Campion. We believe it will prove very useful for Year 12 students and, at less than $30 per subject, cost effective.

3. RESOURCE LIST

Distribution of Resource Lists

Years 7, 8, 9, 10, 11 & 12 All students returning to the College next year will receive a copy of the resource list and other information in November provided that enrolment requirements have been met.

How to fill in your Resource List

To ensure efficient service it is essential that ALL directions for completing the Resource List are carefully followed. Please ensure that any dates for return of resource list are observed.

Collection/Payment of Campion Books - Days and Time:

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday 23 January 2015</td>
<td>9.00 am – 3.30 pm</td>
</tr>
</tbody>
</table>

Place of Selling

The sale of all boxes will be at Vermont South Campus, The Tony Frizza Stadium, 503 Springvale Road, Vermont South.

Uncollected Book Parcels

If you are unable to collect your box(es) on the day specified please arrange for someone else to collect and pay for the books on your behalf. Any box(es) left uncollected on January 23 2015 will be sent back to Campion and may be picked up from Campion Education, 632 Mitcham Road, Mitcham. Phone 9872 8850.
4. **VCE ENGLISH & LITERATURE BOOKS - YEAR 12**

4.1 All students will be required to buy copies of some of the texts required for English and Literature and to **READ** them before school commences.

4.2 English Books and Literature for Yr 12 will be available during Headstart week.

5. **SECOND-HAND TEXTBOOKS – ‘SWAP MEET’**

The market for second-hand books for 2015 will be significantly reduced due to the use of iPads at Years 7, 8, 9, 10 and the introduction of eBooks. The College will assist families by providing a venue for a ‘Swap Meet” type arrangement in the Tony Frizza Stadium on **Friday 5th December between 5pm-7pm**. Families can buy and sell textbooks that will be used in 2015.

**Guidelines for Selling:**

1. Attached is a list of books for each year level which details the books that are carrying over into 2014. This includes:
   - The 2014 Recommended Retail Price
   - **Good Condition** resale price - based on 66% of the RRP
   - **Fair Condition** resale price - based on 50% of the RRP

2. These prices are a **GUIDE ONLY** and families are free to charge whatever they like. (Please remember that if you over price a book it may not sell.)

3. Some books also have an eBook/CD component. Price consideration should be taken into account if this option is not being sold with the book.

4. Some books require a code to access additional web content. Generally these codes can be renewed annually for a fee.

5. Please ensure that you bring plenty of cash and loose change for your purchases.

6. A desk and chair/s will be provided. Signage is at your discretion.

7. As attendance at this event is voluntary, we cannot guarantee there will be sufficient books to meet all needs.

8. School bags, hats and rugby tops will be available for sale from the Stadium kitchen area during the Swap Meet.
Parents are able to buy and sell good to excellent uniform items through the College Second-Hand Uniform Shop. The Second-Hand Uniform Shop will be open on sale dates outlined below and during school terms (See College Newsletter for term dates). Uniforms are sold on a commission basis. The Second-Hand Uniform Shop and its volunteers will price all garments as set out by the College. When purchasing second-hand items there will be no refund or exchange. For further information the Second-Hand Uniform Shop can be contacted on Uniformshop@emmaus.vic.edu.au.

**Items to be sold**
- Must be clean and in good condition. **No tears, stains, holes or broken zips.** A little effort with repair, washing and ironing may make the difference between selling clothing or not. Garments in need of repair, stained or faded will not be accepted or sold. If items are deemed unfit for sale they will be disposed of.
- **Blazers** must, by regulation, be **dry-cleaned**, with the **dry cleaning tag attached**. **(Blazers not dry-cleaned will not be sold and will be returned to seller.)**

**Preparation**
- Complete the **Second Hand Uniform Items For Sale** form. This can be downloaded from the website or collected from Student Services Vermont South or Burwood.
- Supply name, address, postcode, and phone number, email and bank account details with all garments.
- Smaller items should be in a bag and attached to garment/s on hangers.
- Sign and date the form. If the form is not signed, it will not be accepted.

**Receipt of Uniforms for Sale**
- Uniforms can be left at the Second-Hand Uniform Shop, Vermont South Campus on the dates listed below.
- If the Second-Hand Uniform Shop is unattended, please leave uniforms at Student Services.

**Second-Hand Uniform Shop (Vermont South) Open Days**
- **Monday 15th December 9.00am – 4.00pm**
- **Tuesday 16th December 9.00am – 4.00pm**
- The Second-Hand Uniform Shop will be open on **Friday 23 January 2015 between 9.00am – 1.00pm** to coincide with the collection of new books from Campion.
- **Payment by cash, cheque or credit card only.**

**Payment for items sold and collection of unsold items**
Payments of sold items will be paid into your bank account at the end of each term throughout the year.

If you wish to collect unsold items please organise with Tracey Foster. Unsold items will be retained for sale during the year. If items have not sold after two end-of-year sales they become the property of the College and will be used for families in need.
7. **AVAILABILITY OF COLLEGE BAG**

The Emmaus College Bag, a compulsory item of uniform, is available from the Cashier’s Office, Vermont South Campus.

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chiropractic Back Pack</td>
<td>$70.00</td>
</tr>
<tr>
<td>Sports Bag (Optional)</td>
<td>$11.00</td>
</tr>
</tbody>
</table>

All prices include GST.

8. **TRANSPORT ARRANGEMENTS**

**Student Concession Cards – Public Transport**

Students aged under 17 years are eligible for concession fares on public transport in Victoria. They do not need a Victorian Public Transport (VPT) Student concession card to travel on a concession fare.

Students aged 17 years and over need a Victorian Public Transport (VPT) Student Concession Card to buy concession fares. Please note that a school ID card does not entitle you to buy concession fares.

All students require a VPT Student Concession Card to purchase a yearly or half-yearly student pass allowing unlimited travel in Zone 1 and 2 for the duration of the pass.

Application Forms can be obtained from staffed train stations or downloaded from ptv.vic.gov.au.

**CHARTER BUS SERVICE**

The College operates a daily charter bus service in conjunction with Crown Coaches to transport students from the following areas:

**Boronia, Burwood, Knoxfield, North Blackburn, Rowville, Scoresby & Wantirna**

Students travelling on the bus are issued a card, which they present each time the student catches the bus. The card is issued each Semester for as long as the student uses the bus service and must be returned to the Cashier’s Office if the service is no longer required. Replacement cards are available at a cost of $2.00. Students will be issued their bus card at the commencement of the school year. **Payment is NOT REQUIRED when the ticket is collected.**

The charter bus service will cost approximately $930.00 annually.

The cost of travel **one way** will be approximately $465.00 annually. One way arrangements will only be made if places are available.

The cost of buses, for Year 9 students only, between campuses will be approximately $510.00 annually. The cost of travel **one way** will be approx. $255 annually. One way arrangements will only be made if places are available.
9. **CALENDAR**

Each family will receive a Calendar containing dates of all College activities for 2015. It is hoped that this Calendar will enable parents to be informed of all College activities and plan their personal and family commitments accordingly. This Calendar will be distributed early in the 2015 school year. The College website also includes a calendar with important dates.

10. **CLOSURE OF SCHOOL OFFICE**

The College Office will close on Thursday 18\(^{th}\) December at 3.00pm and re-open on Wednesday, 21\(^{st}\) January, 2015.

**Note:** The Office at both Campuses will be closed on 26\(^{th}\) January (Public Holiday). On Tuesday 27\(^{th}\) January the office at both Campuses will be closed until 11.00 am due to a staff conference.

11. **SECOND SEMESTER RESULTS/REPORTS**

Reports are only issued if:

* All Library resources are returned
  - Years 7, 8 & 9 loans are to be returned by Friday 28\(^{th}\) November
  - Year 10 loans are to be returned by Thursday 13\(^{th}\) November
  - Year 11 loans are to be returned by Thursday 6\(^{th}\) November
* Year 7 students are to return their locker keys. (Years 8-11 students are to retain their locker lock from this year for 2015)
* All outstanding fees, charges and College requirements regarding the re-enrolment process have been met, or appropriate arrangements concluded with the Business Manager.

**Years 7-9 Students**

Reports for Years 7-9 students will be posted to parents on Thursday, 18\(^{th}\) December 2014.

**Year 10 Students**

November 13\(^{th}\) Examinations commence
November 24-28\(^{th}\) Returning VCE students are required to attend the Year 11, 2015 Headstart Program

On Friday 28\(^{th}\) November Reports and Results will be available for collection before the students are dismissed. **If a student finds that they have not met subject requirement/s, an appointment is to be made to see Mr Merrick.**

Reports for students undertaking VCAL in 2014 will be posted on Friday 28\(^{th}\) November
Year 11 Students

Year 11 Results will be available from the Vermont South Campus on Monday 24th November to all returning students. Non returning student reports will be posted.

Returning students are required to attend the Year 12, 2015 Headstart Program to be conducted from 24th November until 28th November.

12. DISTRIBUTION OF COLLEGE ANNUAL 2014

The College Annual is an excellent keep-sake and record of events and activities at Emmaus College during this school year. In order to provide the fullest possible coverage of the year’s events, its publication and distribution date will be February 2015.

13. TERM DATES FOR 2015

Term 1

Staff Conference 27 & 28 January
Students
Year 7 29 January
Year 7 - 12 Full Program 30 January
Term ends – classes finish 3.00pm 26 March

Term 2

Students commence 13 April
Report Writing Days Years 7-12 (no classes) 15 & 16 June
Term ends 26 June

Term 3

Staff Conference 13 July
Students Commence 14 July
Term ends 18 September

Term 4

Staff Conference (no classes) (Year 7-11) 5 October
Students commence (Year 7 – 11) 6 October
Term ends – Years 7 & 8 final day 4 December
Teaching staff complete duties 11 December
Office Closes 17 December

Term 1 - 2016

Staff Conference 28 January
Year 7 Orientation 29 January
Year 7 -12 Full Program 1 February