



28 January 2021

Dear Emmaus families,

We hope you have had a restful and enjoyable break, and we look forward to welcoming you back to Emmaus College for the 2021 school year. We are confident that the learning journey at our College will continue to be a rewarding and enriching experience for your child and your family, as we build on the successes of 2020.

We have an exemplary team of leaders caring for your children's wellbeing at Emmaus. Mrs Amy Long is our Director of Students and supports me in leading our team of House Leaders. Our Middle House Leaders are: Middle House – Ms Katherine Patmore (Chavoin), Mrs Wendy Wyngaard (Colin), Ms Jane Willison (More) and Ms Jenni Monaghan (Rice). Ms Hayley Fraser leads our talented Y9@E team at Burwood, ensuring excellent pastoral care for our Year 9 students. Our Senior House Leaders are: Mrs Trish Shaw (Chavoin), Ms Ann Hyland (Colin), Mrs Alyssa Clarke (More) and Mr Stephen Willis (Rice). In each House, we have dedicated Pastoral Teachers who meet with your child every morning with the explicit aim of ensuring that each child feels that they are welcome and belong in our community. We aim to start every day on a positive note.

The first day for all Year 8 to 12 students is Monday 1 February commencing at 8.35am. Timetables are now live on EmmLink, and students should plan to have the materials they need for classes.

As our year starts, we begin our 3-way partnership with you and your child in their education. This partnership is fundamental to the success of all students. We are all members of this partnership, and we each have a significant contribution to make:

- Our **purpose and meaning** as a school is to support your child's learning. Our **goal** is that each student makes at least one-year's progress in their learning, every year. We **commit** to providing many opportunities and ways for you to be well informed about and effectively engage with your child's learning.
- We expect all students to come to school fully prepared to engage positively and effectively in all learning opportunities and experiences; in the classroom and beyond. All students are expected to have all necessary resources and senior students must have completed all Headstart tasks and requirements.
- We expect parents to actively engage in the learning of their child, and to effectively and promptly communicate any information, questions or concerns about their child's learning. As the first point of contact, we encourage you to telephone or email your child's Pastoral Teacher or House Leader. And you are welcome to make appointments to come in to speak with appropriate staff.

COLLEGE EXPECTATIONS

The College has high expectations of our students, and our most fundamental expectations are to do with:

- **respect for everyone in our College community**
- **student attendance and parent communication**
- **students consistently trying their hardest, to achieve their personal best**
- **student presentation and uniform**

Respectful learning relationships are the key to helping students achieve their best, and are most effective when students, parents and teachers form open, respectful and supportive partnerships.

As parents, you expect this and other values to be taught and lived by all at the College. So do we.

We expect all students to show respect for each other and respect for staff in all that they do. No student will be allowed to disrupt the learning of others. We appreciate your continued support as we keep respect at the forefront of all community members' relationships, decisions and actions.

Our College is a safe space for all people. Students receive our College publication, "A Fair Go For All", when they start at Emmaus, and it clearly details our Bullying, Harassment, Discrimination policies and practices. These policies are also available on the College website. In a future newsletter, I will write to the College Community, reiterating these policies and practices and we will have information about resources which young people and parents can access for advice. Please contact either Pastoral Teacher or House Leader if and when concerns arise.

UNIFORM AND GROOMING

Emmaus College has very clear expectations in regards to personal grooming and appearance. All requirements are on the College website but I would like to highlight a few.

- **The College jumper cannot be worn as the external garment to and from school at any time of the year.** During Terms 1 and 4, the College blazer (boys and girls), the white shirt with College crest (boys) or the school dress (girls) can be worn as the external garment. **The College blazer must be worn at all times to and from the College by all students during Terms 2 and 3 and in Terms 1 and 4 when the weather is cool.**
- **Plain and black leather lace up shoes are the prescribed uniform shoe for boys and girls.** Also, **no students will be permitted to do PE or sport without proper athletic runners.** Casual shoes and non – athletic runners eg. gym boots, volleys, slip-ons etc are not permitted for PE or Sport. **Students who wear these shoes, as well as not being permitted to participate in PE / Sport on that day, may have the privilege of wearing PE uniform to and from school withdrawn.**
- **Girls dresses must be worn at the appropriate length.** It is important that parents ensure the dress length is appropriate for a College uniform garment. **The length of dresses should be just above or on the knee.** Girls are to wear blue anklet socks with the summer dress.
- **Girls shorts** are to be worn with the white girls' blouse and white anklet socks.
- Boys must wear **grey socks only.**
- **Girls ¾ leggings are not part of the PE uniform and are not permitted at any time for PE or Sport.** Students doing Dance and/or PE are permitted to wear PE uniform to and from school on the **day** of their scheduled practical class. Drama students **are not** permitted to wear PE uniform to and from school.
- PE Uniform may be worn to school on days of scheduled year level sport. **This is a privilege and not a right for students and students who wear PE uniform when it is not required will have this privilege automatically withdrawn.**
- **Whenever a student does not have the correct uniform, a note from parents to the House Leader for issuing of a uniform pass is required.** This pass must be carried by students at all times. Students who do not have the correct uniform may have time negotiated with the Pastoral Teacher / House Leader to remedy the situation. If issues are not resolved in this time, students may be, at the discretion of the Principal, required to remain at home until they are. **The College also reserves the right to withdraw students who are not wearing correct uniform from classes.** Enabling inappropriately attired students to mix with the school population sends a message that the College condones inappropriate uniform. **We do not.**

- **All students are strongly encouraged to wear a College hat when outdoors during Terms 1 and 4 to comply with the College Sun Smart policy but, most importantly, for their own physical wellbeing. College hats can be purchased on the first day if required for \$14.95 from the cashier.**

In order to make the start of the school year as smooth as possible, could you please assist us in ensuring that your child is correctly attired with the school uniform and that **your child's hair is appropriate with no extremes permitted (as judged by our College Principal) in terms of style (dreadlocks, mohawks, shaved lines, etc) and colour (no two toned under cuts, significant areas of contrasting colour etc).** Cuts of number 2 or above are permissible. All students must be clean shaven. Hair longer than shoulder length is to be tied back.

Facial piercings are not permitted. Any student who returns to school adorned with a facial piercing will have to remove the piercing, including fishing wire and plastic caps. **No allowances are made for recent piercings.** As explained before the end of 2020, failure to remove the piercing may result in the student being sent home.

Students are to note that a uniform inspection will occur as part of their first day Orientation and uniform monitoring will continue to be a part of everyday practice during 2021.

The vast majority of our students always comply with uniform and grooming requirements. The reminders regarding policy as stated above are there to support our school community. All of our students and families have an obligation to each other to ensure that their child is representing themselves and the College in the most respectable way possible.

MOBILE PHONES, PERSONAL DEVICES & PERSONAL PROPERTY

Mobile phones and other personal entertainment devices are **not allowed** to be used during school hours (8.35am – 3.15pm) for students in Years 7 to 9. Use during school hours will lead to confiscation of the equipment for the day with an appropriate consequence. An exception to this will be the privileges extended to senior students (Years 10 to 12) in regards to them being able to use their phones at recess and lunch time in the designated senior area. This will be clearly outlined to the senior students on their first day. If students have electronic equipment in their possession to and from school, they need to ensure safe and secure storage in their lockers on arrival at the College. Emmaus can take no responsibility for the loss of equipment that is not appropriately stored. **It is essential that passwords and lock combinations are not shared with any other students and that all students ensure that their locker is secured with a College lock. These can be purchased from the cashier if students have misplaced their provided lock.**

Please ensure that all books and uniform are fully labelled with your child's name. If an item is misplaced, we need to be able to return it to its owner as soon as possible.

PUNCTUALITY

All students need to ensure that they are on campus by 8.35am ready to move to Pastoral. Students who are consistently late for unacceptable reasons (slept in, transport etc) will work with staff to address and remedy the situation. There are consequences in place for regular lateness or lack of punctuality. It is essential that all students comply with the College Attendance Policy to ensure that their studies are not impacted on.

Learning from our experiences last year and the effectiveness of technology for communication, we will not be making announcements over the PA system calling students to Student Services. PA announcements will be reserved for emergency matters or information of utmost importance. Instead, students will be messaged via Teams or email during breaks so as to not interrupt their learning. Please note that we won't be calling students to collect materials left for them at Student Services or to convey other parent messages.

EXCURSIONS / INCURSIONS

The students at Emmaus College are given many opportunities and experiences both within the confines of the College and outside via excursions and incursions. Programs and excursions requiring permission will be notified to parents via the Care Monkey email system. Permission for each excursion will then involve simply replying to the specific email(s). Programs and excursions requiring parent permission **must have the email replied to by the due date.**

Students are asked to bring a face mask to school and to carry it with them at all times. Masks may not be required to be worn all day however it is necessary for students to have one with them throughout the day.

If you have any general queries at any time, **your child's Pastoral teacher should be the first and main contact.** The email protocol is firstname.surname@emmaus.vic.edu.au. Should your child be away from school for any reason, **a call to the College at Vermont South on 9845 3300 or the Y9@E Campus on 9831 4400 or an email to studentservices@emmaus.vic.edu.au (by 9.30am) is required.** Students undertaking VCE units are reminded that they must meet all requirements and expectations of the VCAA policy regarding attendance. **This will be outlined to students at the start of the year by Mrs Sykes, the College VCE Co-ordinator. Any medical certificates provided by VCE students must be passed on in person to Student Services.**

The "On the Road" newsletter is an important source of communication between all members of the Emmaus College community and I encourage you to read it every three weeks. The newsletter in 2021 will again be emailed to all families.

We look forward to working with you in 2021 to ensure a successful year for your child.

Yours faithfully,



Stephen Bourbon

Assistant Principal - Students