No. 1 – Monday, 1st February 2016
Student Absentee Answering Machine Phone Number 5233 9299

TRINITY COLLEGE COLAC CORE VALUES

We value our Catholic ethos. In the spirit of our Founders, Edmund Rice and Catherine McAuley and with Jesus Christ as our friend and brother, we celebrate our tradition in word and action.

We value our Community. In accepting and respecting all, we offer a genuine welcome and encourage all to contribute to our College in a positive way with a sense of belonging, tolerance and care for self and others.

We value our Learning. In forming life-long learners, we cultivate a thirst for knowledge and a quest for understanding so all will strive to be their best.

We value Social Justice. In accepting the call of Jesus, we act with hope and love to bring about a socially just world.

OUR VISION
Trinity College is a vibrant learning community where our students are inspired to reach their potential in a happy and supportive environment.

OUR MISSION

- To nurture students in a Christ-centered community.
- To challenge students to bravely and passionately undertake the explorative journey of self-awareness as learners now and in the future.
- To inspire the individual to develop a sense of justice, respect, wonder and empowerment.

Dear Parents, Guardians, Students and Friends of Trinity College

Welcome
Welcome to the beginning of the 2016 academic year. It is with great excitement that we welcome 134 Year 7 students along with ten students at other year levels and seven new staff members to Trinity College this year.

We welcome the following staff to the College:

- Mr Brad Smith who is our Director of Students and is teaching Health and Human Development and Maths.
- Miss Amanda Mitchell who is teaching Religious Education, Legal Studies, Humanities and is homeroom teacher for 10C.
- Miss Tegan Barber is teaching Languages: Indonesian and is homeroom teacher for 11E
- Mr Bruno Piccoli who is teaching Wood in the Creativity, Design and Technology domain and is homeroom teacher for 9E.
- Miss Stephanie McGlade is our trainee working in the Faith and Mission area of the College.
- Miss Georgia Robinson is our trainee working in the Sports field.
- Mr Russell Thomson is our trainee working in the Information Technology area of the College.

In addition we welcome back to the College the following staff who have been on leave throughout 2015 or at the conclusion of the 2015 school year:

- Mr Des Ryan, Mrs Pam Hacking, Mr Mick McCrickard, Mrs Anne Hughes and Mr John Sturm.

College IT Programme
Many students and parents collected the Acer devices last Wednesday from the College. I take this opportunity to apologise if you experienced a significant wait while collecting the device and/or were not provided with the bag for the device upon collection. We have provided feedback to the suppliers and distributors of the device to ensure any such delays in the future are avoided. I also thank our staff at Reception who graciously stepped in to assist the supplier with the distribution of the devices in an effort to speed up the process.

The Acer devices allow our students and staff to take a significant and exciting step forward in the use of ICT as a learning tool. The device will not ‘do the learning’ for our students: rather it is a tool to assist in the learning process. Use of the device will need to be monitored at home and I strongly encourage parents and guardians to sit with their son or daughter and discuss appropriate use of the device and to set some definite parameters around where the device will be charged and at what time each night the use of the device will no longer be permitted. In most cases, the device is owned by the parent/guardian rather than the student. As such, I also encourage our parents/guardians to also use the device, such as to read the College newsletter.
We have already spent time on Friday in ensuring all our students are able to connect to the College network, send and receive email and use the internet. As per correspondence last year, those students with the device are required to install the Office suite, Pearson Texts (Yr 7-10) and maintain the ESET antivirus (a ‘key’ was provided when the device was collected). Should you not have internet access at home or should you have insufficient data on your data plan to complete these installations, I ask that you contact the College Reception or ask your son or daughter to let their homeroom teachers know so that we can organise an appropriate time at school for these programmes and texts to be installed by your son or daughter. This is an exciting time for the use of ICT at Trinity College and I look forward to the continued utilisation of the device to aid in the learning process.

Over the Christmas holiday period, significant work has been undertaken regarding our Information Technology Wireless Infrastructure. While the majority of the upgrade was completed over the holidays, our dedicated IT staff are currently ‘fine tuning’ the service to ensure all users connected to the College network will be provided with a reliable, safe and secure network.

**Apple Charger Recall**

Our Yr 12 students continue to use the iPad as the IT device to connect to the College network. As many of you would be aware, Apple has recalled the charger that has been distributed with their devices. Please find information below regarding the recall. You may wish to change over any affected plugs as per the recall notice or, in the case of the devices used by our Yr 12 students, you may return the plug to the College and we will arrange for an exchange of the plug. I note that we do not supply the replacement plugs and that we will need to change them over with an Apple supplier and then provide the new plugs to our students.

Those families who have purchased iPads that were used in the College 1:1 programme in the past should follow the procedures as shared by Apple.

**APPLE RECALLS PLUG ADAPTORS DUE TO ELECTRIC SHOCK RISK**

Apple has determined that, in very rare cases, the two prong Apple AC wall plug adapters designed for use in Continental Europe, Australia, New Zealand, Korea, Argentina and Brazil may break and create a risk of electrical shock if touched. These wall plug adapters shipped from 2003 to 2015 with Mac and certain iOS devices, and were also included in the Apple World Travel Adapter Kit.

Customer safety is always Apple's top priority, and we have voluntarily decided to exchange affected wall plug adapters with a new, redesigned adapter, free of charge. We encourage customers to exchange any affected parts using the process below.

*Identifying your wall plug adapter*

An affected wall plug adapter has 4 or 5 characters or no characters on the inside slot where it attaches to an Apple power adapter. Redesigned adapters have a 3-letter regional code in the slot (EUR, KOR, AUS, ARG or BRA).

*Exchange Process*

Please choose one of the following options. The exchange provider will need to verify your Mac, iPad, iPhone or iPod serial number as part of the exchange process so please find your serial number in advance.

- Exchange your adapter(s) at your local Apple Store or an Authorized Apple Service Provider.


**Master Plan**

Our College Master Plan continues to progress with works undertaken over the holiday period to remove the old maintenance compound and to plant lawn in other areas where portable buildings have been located in the past. Our plans progress regarding the construction of the Performing Arts Centre in the College and we look forward to the start of construction later this semester.

**Hats please in Term 1**

Following the lovely rain received over the weekend, summer remains with us and, with it, comes a requirement that all staff and students are required to wear a hat while outside at recess and lunch this term. As per the College expectations, we are required to wear our hats at all times while outside in Term 1 and 4 while outside, both in and out of the shade.

**Student safety and school crossings**

In the interests of safety, all students must use the school crossings at the beginning and end of the school day. It is preferable that, if you are dropping your children off at Trinity College or picking them up, that you do so on the Trinity side of Pound Road. In addition, please remind your child that they are not to walk through the Trinity College car park, but must use the designated pedestrian pathways around the car park.

**Congratulations and best wishes**

We congratulate Tess O’Brien, one of our 2015 College Prefects, on being awarded the Colac Otway Shire Junior Citizen of the Year at the recent Australia Day Celebrations.

Congratulations to staff member, Christina Symons and her husband Joel on the birth of Liam over the holiday period. Christina is on parental leave for the 2016 year.

**Year 7 Camp**

Our Year 7 students head to camp at ‘Kangaroobie’ at Princetown in the second half of this week. This camp will allow our Year 7 students to get to know one another and their teachers a little better. I hope that all involved enjoy the experience and we thank the staff involved for providing this opportunity to our newest students.
Parent Information Sessions
Over the coming weeks, a number of Parents Information sessions will be held for parents and guardians of students from various year levels. These sessions provide our families with important information to help students attain their potential in their studies. The sessions are also indicative of our commitment to help equip families with tools and strategies to maximise students' educational journeys. Please refer to the College calendar which has been distributed to each family for details of these evenings. This calendar contains important dates for our College year.

The first of these sessions is the Elevate Study Skills Parent Sessions which will be held this coming Tuesday, 2nd February 2016 in the College hall and in the College library. Families received a letter at the end of last year, detailing information about the value of these Elevate study sessions. Please refer to the Curriculum section of the newsletter for further details. We look forward to meeting as many of our parents at these sessions as possible.

Communication
Official correspondence from the College will be shared via the post and/or the College Newsletter over the course of the year. I strongly encourage all our parents, guardians and students to spend some time reading the newsletter each week. The newsletter is emailed to all students and parents/guardians and hard copies are available from Reception. In addition, communication will continue to be shared via the signage at the front of the College, via email, SMS (as required) and via our Twitter account @TrinityColac. Communication via email between our staff and students has increased since the introduction of the IT 1:1 programme and this is also a very useful means of communication between our student families and staff, as is a phone call. Whichever means of communication you prefer, I encourage you to make contact with the relevant person at the College should you have any queries concerning the education of your son or daughter.

Parents & Friends Association
Our Parents and Friends Association will hold their first meeting of the year on Wednesday, 17th February in the Board Room at 7.30pm. The P&F play a pivotal role in the College community as a means of communication between the College and the parents and friends of our students. This year the executive of the P&F is as follows:

- Julie Demasi – President
- Jenny Weller – Treasurer
- Michelle McNabb - Secretary

The P&F usually meet each month for an hour and senior members of the College staff attend to present a report. In addition, the meetings are a good way to meet other parents. All are welcome to attend – rest assured that attendance does not mean that you will end up with an extra job! I look forward to meeting with you at the next meeting.

Commencement Mass
We look forward to celebrating the official opening of the school year at our Commencement Mass on Tuesday, 9th February at St Mary’s Church, Colac. We will formally commission our Student Leaders, new staff members and acknowledge our 2015 High Achievers as part of our celebrations on the day.

My hope for 2016
The start of this newsletter begins with our College Core Values, Vision and Mission. Our vision shares that Trinity College ‘is a vibrant learning community where our students are inspired to reach their potential in a happy and supportive environment’. The partnership that we share as parents/guardians, staff and students is vitally important to ensure that each student is able to reach their potential. I hope, that as we start our new year, each of our students will commit to do and be the best they can in 2016 and that they will be fully supported by their families and our dedicated staff to do so.

With best wishes for the 2016 school year.

Virtus Nobilitat.
Mr Tim O’Farrell
Principal

ADMINISTRATION MATTERS

COMMENCEMENT MASS
Please note the arrangements for the College’s Commencement Mass on Tuesday, 9th February:
1. As this is a calendared school day, all students are expected to attend school on this day.
2. All students are to wear full and correct College summer uniform. Students that have HPE during periods 7 and 8 will need to bring their sport uniform to school and will need to change for their HPE class at lunchtime.
3. Students must report to homeroom as normal at the start of the day and they will then be bussed to St Mary’s Church.
4. Students may not take water bottles with them to the church.
5. After Mass, students will be bussed back to the College for homeroom. On return to school, after a short recess, classes will resume as timetabled. The exception to this will be the arrangements for Year 7 students who will gather for a BBQ lunch and some group activities in the Botanical Gardens after the Commencement Mass.
HOUSE SWIMMING SPORTS
As in the past, our annual Trinity College House Swimming Sports will be held at the Camperdown swimming pool. This event will take place on Friday, 19th February. This is a wonderful day of celebrations and students are encouraged to join in the fun of the day. Students are encouraged to support their house as they can accumulate points for houses through participation. Please note the following arrangements:

- As this day is a calendared school day, all students must attend school.
- Students may wear either their sport uniform or get dressed in their house colours.
- It is imperative that students bring a hat, sunscreen and sufficient water to drink during the day.
- All students are to report to homeroom at the start of the day as usual and they will be bussed to Camperdown in homeroom groups.
- Refreshments will be on sale but students should ensure they bring their lunch to school. Alternatively items at a BBQ will be on sale.
- This is a College function and our usual school expectations apply. Students are reminded that the following items are NOT permitted at the swimming sports:
  - iPads/technology devices/ mobile phones/iPods etc
  - Zinc Cream or body paint
  - Items made of crepe paper
  - Water guns and similar items

We look forward to sharing a wonderful House Swimming Sports day with our students.

VCE/VCAL ASSESSMENT TASK PROCEDURES
The Victorian Curriculum and Assessment Authority (VCAA) sets out the guidelines and procedures for VCE/VCAL School-based Assessments, such as what happens when students are absent for School Assessed Coursework (SACs) or other assessment tasks. For equity and fairness, dates for all VCE/VCAL assessable work must be adhered to by all students.

To ensure consistency across the College, these guidelines and procedures will apply to all students studying a VCE subject, either at a Unit 1 and 2 level or at a Unit 3 and 4 level, or at VCAL Intermediate and Senior level.

Should a student be absent for a School-based Assessment task for a valid reason (medical reason or extenuating circumstances), students will need to complete this APPLICATION: SPECIAL PROVISION FOR A SCHOOL-BASED ASSESSMENT TASK form. This process includes:

1. Students collect this form from their Year Level Coordinator.
2. Students to discuss the possibility of special provision with their subject teacher and obtain subject teacher signature.
3. Obtain a medical certificate in case of illness or a letter from a parent/guardian for extenuating circumstances (such as a funeral).
4. Complete and submit this application form to the Year Level Coordinator, which must include the required student and parent/guardian signature and other required documentation.
5. The special provision application will then be assessed by a panel and the student will be notified of the outcome by the Year Level Coordinator.

This process is applicable should a student be absent for a School–based Assessment task due to medical reasons or extenuating circumstances, such as a funeral. However, family holidays outside of the gazetted school holiday periods are not a valid reason for missing a School–based Assessment task.

Should a student be absent for a School–based Assessment task without a valid reason or no parent notification or documentation has been provided, the student may receive a zero mark for the Assessment Task. Students may be required to complete the missed task and/or other work to demonstrate that they have satisfactorily met the outcomes of the unit of study.

- The above evidence will be examined by a panel prior to any extension being granted, if in fact this is to be the case. Subject teachers may encourage students to apply for an extension, yet ultimately the decision to resit a SAC for marks does not rest with them.
- Any student who has been granted an extension, must present to a room as arranged with the Yr 12 YLC where their writing of the SAC will be supervised.

The correct implementation of these procedures will afford a more consistent and regulated approach to the completion of SACS, in turn will add to the sense of "equity" for both staff and students.

Please contact your child’s Level Coordinator should you have any further queries in regard to these procedures.
DISTRIBUTION OF THE COLLEGE NEWSLETTER

The College newsletter is our main form of communication with our community and, as such, it is imperative that families read the newsletter regularly to acquaint themselves with happening at Trinity College. The College newsletter is emailed to all families, to the email address provided to the college. Should families not receive the newsletter, they are requested to contact Julie Demasi (Newsletter Editor) on jdemasi@tcc.vic.edu.au in order to check that they receive an electronic copy of the newsletter.

Printed copies of the newsletter are available from Reception and families that wish to have a printed copy can either collect the copy from Reception or arrange for their child to collect the copy.

In addition:
- All students will continue to receive the newsletter in an electronic form via email.
- The newsletter will continue to be available on the College website and on the College app.

Please contact Julie Demasi via Reception should you have any further queries about the newsletter.

SCHOOL IMMUNISATION PROGRAMME

In 2016, ONLY Year 7 students will be offered the Diphtheria, Tetanus and Pertussis (Whooping Cough) dTp vaccine, along with the HPV Vaccine (Human Papilloma Virus) and Varicella (Chicken Pox).

Please note that staff from the Colac Shire Health and Community Services will be visiting Trinity College on the following days to continue with students’ immunisation programme:

It is envisaged that the programme will operate at Trinity College on the following dates:
- Tuesday, 8th March
- Tuesday, 17th May
- Tuesday, 13th September

Consent cards were distributed to students last year and these need to be returned to homeroom teachers in order for students to receive these vaccinations. Please see Reception if a new card is needed. Alternatively, parents can arrange for these vaccinations to be done through the Shire or their local GP.

LINES OF COMMUNICATION

At times, parents and students may be unsure as to whom they should approach concerning a matter that concerns them. The student’s homeroom teacher is usually the first port of call and families are encouraged to make contact with homeroom teachers to establish a communication link. However, staff members such as Level Coordinators and Wellbeing Officers have also been appointed to specific positions of leadership and responsibility. The reception staff will direct parents/guardians and students to the person best suited to deal with a concern should any parent be unsure about whom to contact in the event of a query.

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<th>For matters dealing with student management and wellbeing, please contact:</th>
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<tr>
<td>Director of Students</td>
<td>Ms Brad Smith</td>
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<td>Year 7 Coordinator/Transition</td>
<td>Mr Daniel Barnett</td>
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<td>Year 8 Coordinator</td>
<td>Mrs Natalie Holt/Mrs Trish Barclay</td>
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<td>Year 9 Coordinator</td>
<td>Mr Des Ryan</td>
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<td>Year 10 Coordinator</td>
<td>Miss Megan Hapgood</td>
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<td>Year 11 Coordinator</td>
<td>Miss Leesa Sharkey</td>
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<td>Year 12 Coordinator</td>
<td>Mr Noel McKay</td>
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<td>Wellbeing</td>
<td>Mr Jeremy Barren/Mrs Kate Harvey</td>
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<th>For matters dealing with the curriculum (learning and teaching), please contact:</th>
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<tr>
<td>Director of Learning</td>
<td>Mr Luke Featherston</td>
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<td>Domain Head Religious Education</td>
<td>Ms Anne Hughes</td>
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<td>Domain Head Creativity, Design and Technology</td>
<td>Mrs Leonie O'Brien</td>
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<td>Domain Head English</td>
<td>Ms Libby Ryan</td>
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<td>Domain Head Health &amp; Physical Education</td>
<td>Mr James Fitzpatrick</td>
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<td>Domain Head Humanities</td>
<td>Mr Sean Trevaskis</td>
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<td>Domain Head Digital Technologies</td>
<td>Mr Sean James</td>
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<td>Domain Head Mathematics</td>
<td>Miss Pam Hacking</td>
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<td>Domain Head Performing Arts</td>
<td>Miss April Greaves</td>
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<td>Domain Head Science</td>
<td>Mr Sean James</td>
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<td>Domain Head Visual Arts</td>
<td>Mrs Alda Hubbard</td>
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<td>Digital Learning Coordinator</td>
<td>Mr Graeme Stewart</td>
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<td>Learning Centre Coordinator</td>
<td>Mrs Caroline Grist</td>
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<td>VCAL Co-ordinator</td>
<td>Miss Pam Scott</td>
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<td>VET and Careers Co-ordinator</td>
<td>Mrs Julie Demasi</td>
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<tr>
<td>Library Coordinator</td>
<td>Mr Andrew McIntosh</td>
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<td>Literacy Coordinator</td>
<td>Mrs Caroline Grist</td>
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<td>Numeracy Co-ordinator</td>
<td>Mrs Pam Hacking</td>
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ELEVATE STUDY SKILLS PARENT INFORMATION SESSIONS, 2 FEBRUARY 2016

We are providing an exciting new Study Skills program for Year 7-10 students during Term 1 in 2016. We believe that learning effective study habits and techniques is important in aiding the learning of students.

On Tuesday, 2nd February 2016, Year 7-10 students will be involved with a one-hour long study skills session conducted by Elevate, held during various times of the school day. Elevate workshops are presented by young and enthusiastic university students who have recently finished their secondary school studies. These workshops will also be further explored with class activities over the rest of Term 1.

Following up these sessions at home is vital. Parent involvement and engagement has been shown to improve the use of these study skills. With this in mind, we are offering Parent Information Sessions for parents on Tuesday, 2nd February 2016.

The Year 7 and 8 Parent Information sessions will be held in the College hall. The Year 9 and 10 Parent Information sessions will be held in the College library. There will be repeated session times available, one at 4.00pm and one at 7.30pm. The sessions are expected to run for around an hour.

To maximise the benefit of this Study Skills program for your child, we encourage you to attend one of these two session times.

Typically, these sessions will focus on how to help your child become more motivated, improve their time management skills and deal effectively with distractions. The presenters can then work through with parents on how to create realistic goals with your child, develop an effective study timetable and understand the best way of managing distractions.

We look forward to meeting as many parents as possible at these sessions.

Mr Luke Featherston
Director of Learning

YR 11 VCE INFORMATION EVENING
Year 11 students undertaking a VCE subject and their parents are invited to attend a Year 11 VCE Information Evening on Tuesday, 16th February in the J.C. Robinson Activity Centre, commencing at 7.30pm sharp.

A presenter from the VCE Help organisation will deliver a one-hour presentation, aimed at both parents and students. This presentation will support students and parents as they make the transition from middle school to the final years of schooling.

It will also be an opportunity to meet the Year Level Coordinator and homeroom teachers, in order to provide both students and parents with the support and information that they require for a successful journey throughout 2016. We hope this evening will provide some valuable tips as our young men and women strive to achieve their very best as they move forward.

Year 11 students will have follow-up sessions on Wednesday, 16th March, which will deal with aspects such as:

- Time Management
- Setting Priorities
- Planning for Peak Performance
- Communication & teamwork
- Leadership

Please feel free to contact either the Year Level Coordinator or your child’s homeroom teacher should you have any queries. We wish our students a most successful year and we look forward to meeting you at our Year 11 VCE Information Evening.

Miss Leesa Sharkey
Level Coordinator: Year 11

TRINITY SWIMMING TRIALS
Swim trials for Years 7 and 8 are being held Tuesday, 2nd February at Camperdown. All students received a form last Friday and this needs to be returned by Tuesday 2nd February. All non-swimming students will attend classes as usual.

Mr Michael Tomkins
Sports Coordinator
ASTHMA

Back to School 2016 – Tips for Parents and Carers

A significant ‘spike’ in asthma symptoms, and subsequent hospital admissions of children occurs during the first few weeks of Term 1. While there have not been direct links established, the February ‘asthma spike’ is believed to be largely due to children coming into contact with triggers that they have had time away from now that they have returned to school.

What can parents and carers do to help their child’s asthma at school?

- If your child is self-managing their asthma, or capable of taking their asthma medication independently, ensure that your child is always carrying their reliever medication (e.g. Ventolin, Asmol, Airomir and Bricanyl) as well as a spacer while at school.
- Ensure that you have provided your child’s school/preschool with an updated Asthma Action Plan.
- Ensure that your child knows how to recognise early symptoms of an asthma attack and check to make sure they are using their reliever medication properly.
- Ensure your child will seek help from school/preschool staff if they experience asthma symptoms.
- Ensure that your child’s asthma is being well managed and that their medication and management is reviewed annually by your GP (this is a good opportunity to also update the Asthma Action Plan required by your child’s school/preschool).

If you want to find out the answers to some of the most frequently asked questions about children and asthma, watch The Asthma Foundation’s new video series – available from http://forum.asthma.org.au/

For more information, please contact The Asthma Foundation of Victoria on 1800 278 462 or www.asthma.org.au