No. 3 – Tuesday, 16th February 2016
Student Absentee Answering Machine Phone Number 5233 9299

Our College Theme 2016: Mercy

Almighty and ever-living God, your Spirit made us your children, confident to call you Father. Increase your Spirit within us as we journey through this Year of Mercy. This we ask through Christ our Lord.

Amen

Dear Parents, Guardians, Students and Friends of Trinity College,

Commencement Mass
The school community gathered last Tuesday morning at St Mary’s Parish Church to celebrate our 2016 Commencement Mass. Our College theme in 2016, ‘Mercy’, was formally announced and this theme was explored throughout the liturgical celebration. In addition, our Year 12 Student Leaders were officially inducted into their roles, our new staff commissioned and our High Achievers of VCE and VCAL in 2015 recognised. This was a major celebration within our school community and I thank our Director of Faith and Mission, Ms Anne Hughes, and Fr Michael O’Toole, St. Mary’s Parish Priest, for their preparation of our Commencement Mass. Our Commencement Mass was a wonderful launch to the 2016 Academic Year and I congratulate our students on the start they have made to the year.

People to contact at Trinity College
To assist members of the College community to make contact with staff who hold a key position, I have taken the opportunity to list the various positions and the person to contact.

Should you have questions in regard to the pastoral care support for your child or any of the College expectations, please contact your child’s homeroom teacher in the first instance or the following:

Year 7 Coordinator: Mr Daniel Barnett
Year 8 Coordinator: Mrs Trish Barclay and Mrs Natalie Holt
Year 9 Coordinator: Mr Des Ryan
Year 10 Coordinator: Miss Megan Hapgood
Year 11 Coordinator: Miss Leesa Sharkey
Year 12 Coordinator: Mr Noel McKay
Director of Students: Mr Brad Smith
Wellbeing Officers: Mr Jeremy Barren and Ms Kate Harvey

(Part funding for the Wellbeing Officer role is provided by the Australian Federal Government under the National Schools Chaplaincy Program. Students supported by our Wellbeing Officers, as part of the funding agreement, do so in a voluntary capacity.)

We all share responsibility for the wellbeing of others in our College community and our Homeroom teachers and Year Level Coordinators will continue to be the first point of contact for our students and families regarding wellbeing-related matters. They will then refer students to Jeremy and Kate as required. Of course, students and families may also wish to contact Jeremy or Kate directly to make an appointment. Jeremy is onsite Mondays to Thursdays and Kate from Mondays to Fridays. Our Wellbeing Officers will continue to refer to outside support agencies as required throughout the year.
Should you have questions in regard to the learning and teaching program within the College, please contact your child’s subject teacher or the following:

- **Domain Head: Religious Education**  
  Ms Anne Hughes

- **Domain Head: Creativity, Design and Technology**  
  Mrs Leonie O’Brien

- **Domain Head: English**  
  Ms Libby Ryan

- **Domain Head: Health and Physical Education**  
  Mr James Fitzpatrick

- **Domain Head: Humanities**  
  Mr Sean Trevaskis

- **Domain Head: Digital Technologies**  
  Mr Sean James

- **Domain Head: Performing Arts**  
  Miss April Greaves

- **Domain Head: Science**  
  Mr Sean James

- **Domain Head: Visual Arts**  
  Mrs Alda Hubbard

- **VCAL Co-ordinator**  
  Ms Pam Scott

- **Learning Centre Co-ordinator**  
  Mrs Caroline Grist

- **Career Officer**  
  Mrs Julie Demasi

- **Library Manager**  
  Mr Andrew McIntosh

- **Director of Learning**  
  Mr Luke Featherston

Should you have any questions in regard to the extra-curricular music or sport programs at the College, please contact:

- **Domain Head: Performing Arts**  
  Miss April Greaves

- **Sport Coordinator**  
  Mr Michael Tomkins

**Other contact names:**
- **Business Manager**  
  Mr Gerard McKenzie

- **Deputy Principal**  
  Mrs Cheryl Pefanis

- **Principal**  
  Mr Tim O’Farrell

Please feel free to contact any of the above staff if you have any concerns or questions.

**Parents and Friends Meeting**
The first meeting of the P&F will be held at 7.30pm on Wednesday, 17th February in the Gleeson Administration Centre. Please come along to the meeting to meet with other parents, a representative of the College Board and myself. The P&F is one way to remain involved with the education of your children and I encourage your attendance.

**Information Evenings**
Thank you to the parents/guardians of our Yr 7 students who attended the Information Evening last Thursday. It was wonderful to share a BBQ with you all and no doubt you would have enjoyed the time with your son or daughter whilst meeting key staff in your child’s first year of secondary schooling. I encourage you to remain involved in your child’s education and to make contact with the College should you have any questions or concerns. The transition from primary to secondary school is a big step in the life of every child and also for their parents!

A reminder that our Year 11 Information Evening will be held this evening (Tuesday) with Year 9 next Tuesday (23/2) and Year 10 Thursday (25/2). Our staff look forward to meeting with you at these evenings.

**ACER Switch Programme**
The vast majority of the students have now fully installed the Office 2013 suite and ESET internet security onto their devices as required. While many have installed the programmes at home, the College recognises that not all families have internet at home or do not have sufficient data as part of their internet plan to allow for the size of some of the downloads. The College will support these students to download the required programmes in the College library between 3.30 and 5.00pm, Monday to Thursday in a supervised environment. Please make contact with the College should you require further information.

Our College IT Staff have been logging warranty concerns directly with ACER over the past week or so via a web-portal. We are working with ACER to determine the best possible way that families can make contact with them regarding warranty issues and hope to provide further information in the newsletter next week. In the interim, any warranty-related issues can be raised directly with ACER, as per the contact numbers provided with the device or alternately your son or daughter can take the device to our IT staff, via the College library so that they can log the issue onto the ACER portal.

It is amazing to walk the corridors of the College and visit classrooms at this early stage of the year and observe the ways in which the devices are already being used to assist in the learning process. Innovation within IT has certainly changed society over the past few years and education has certainly embraced many positive aspects of these changes. One can only imagine what schools and learning will look like in the next ten to twenty years.
**Swimming Sports**

We look forward to a wonderful day of Trinity celebration at our Swimming Sports to be held in Camperdown on Friday. This is a compulsory school day and I have an expectation that all students will attend the day. All students will be bussed to Camperdown for the sports. I encourage all students to participate to the best of their ability at the sports on Friday. For some, this will be cheering for their team, for others it will be competing in single or multiple events. All of our students are encouraged to earn a point for their house by participating in the ‘walk through’ on the day. Thank you to Mr Mick Tomkins and all the staff for making the day possible.

**Volunteers**

As a College, we would not be able to provide the service we do without the support of many volunteers, including those who help in the Canteen, the Uniform Shop and with sports teams. Our volunteers’ support is greatly appreciated and we wish for this support to be ongoing. To ensure that we continue to provide a safe and secure environment for your sons and daughters and to fully comply with a request from the Ballarat Diocese and other required legislation, all volunteers who help at school must hold a ‘Working with Children Check’ (WWCC). The WWCC is free to volunteers and forms can be collected at any Post Office. Staff at the College are on hand to help with the administration of these forms and I encourage you to contact Reception should you have any questions in regard to this requirement.

**Pancake Monday**

Thank you to Mrs McCullagh and our Student Leaders for organising our ‘Shrove Tuesday’ celebrations this year. With the Commencement Mass on Tuesday, we celebrated with pancakes a day early this year. It was a great reminder of the Lenten Season which was soon to begin on Ash Wednesday.

**Ash Wednesday**

Each Year level met last Wednesday for an Ash Wednesday Liturgy. Ash Wednesday marks the beginning of Lent. Lent is an important time in the Liturgical calendar of the Church year. Lent is the season which leads up to Easter and allows us the time to prepare for the events of Holy Week, the death and resurrection of Jesus. During Lent we are often called to ‘give something up’ or to ‘do something special for others’ as a sign of our preparation towards Easter. In 2016, our College theme ‘Mercy’ certainly ties in with the Lenten season.

We often feel compassion for others when we see their suffering, hear of their plight and share in their story. Mercy is the action we take in response to compassion. This year we are called to be ‘Mercy’ to one another, to our friends, our classmates, our colleagues, our families and, most importantly, to those we do not know: the stranger.

Our College theme this year is ‘Mercy’.

So this year, let us transform our compassion into action through works of Mercy. Let ‘Mercy’ flow into every aspect of our lives, at school and outside school. Let each of us explore Mercy, be Mercy, live Mercy and Trinity College will be a community of Mercy.

*Virtus Nobilitat.*

Mr Tim O’Farrell
Principal

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**ADMINISTRATION**

**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.
COLLEGE PHOTOGRAPHS

Our official College photographs will be taken on Tuesday, 23rd February.

Individual Photographs
- All students must have their individual photograph taken and must be in the class photo, but are not obliged to order any photographs.
- Students will receive a photo order envelope in homeroom on Monday.
- Families wishing to place an order for the photographs must follow the instructions on the envelope. Payment can be made either with cash or by credit card.

Family Photographs
- Family photographs will be taken from 1:30 onwards in the College Library. Family photographs cannot be taken earlier than this, due to the tight scheduling of class and group photograph times.
- Families that wish to have a family photo taken must collect a family photo order envelope at Reception.
- Please follow the instructions on the order envelope.

Uniform requirements for photographs
- Students must wear correct summer uniform as well as maroon jumpers.
- If students need to wear their Sport uniform for HPE class during the day, they need to bring their Sport gear to school and change into sport gear as needed.
- Year 12 students are permitted to wear their Year 12 Jumpers, provided that every student wears one.
- Our College Uniform guidelines must be followed: this includes ensuring that hairstyles fall within the guidelines laid out in the College planner and that male students are clean-shaven. Students who are not clean-shaven will be required to shave before being able to have their photo taken. Students will not be permitted to wear hair accessories or jewellery not consistent with uniform expectations.
- Please contact Mr Brad Smith (Director of Students) if you have any questions or require further clarification concerning uniform expectations.

EVACUATION PROCEDURES

Our College community is reminded that, as a College, we are required to practise various emergency drills with our students. Such drills may result in either an evacuation or a lockdown.

The Chief Warden is responsible for managing the emergency and every person on campus MUST follow the instructions given by the Chief Warden. With the assistance of other wardens, the Chief Warden will also manage communication with the emergency services. In the event of an emergency, our first priority will always be the safety of our students, our staff and our visitors. Communication with parents, media outlets and other bodies will occur only once we have secured the safety of every person on campus.

Visitors on campus must please note:
- All staff, students, volunteers and visitors on campus are expected to respond immediately to the instructions given by the Chief Warden over the public address system.
- No person or car will be permitted to enter or exit the College premises and we ask visitors for their cooperation and patience as we undertake these important safety exercises.
- Allocated wardens will inspect the College grounds and every person must follow the instructions of any warden.
- Once the ‘all clear’ has been given by the Chief Warden, the day’s usual procedures can continue as normal.

Responses to critical incidents

There are usually two main responses should a critical incident occur:

1. **Evacuation** (alarm will be a long whoop-whoop sounds)
   - Should an evacuation be called, every person on campus is expected to go by the safest and most direct route to the Emergency Evacuation Control Point. This control point would usually be either the oval or the hall but can be another area.
   - The Communications Officer will manage the location: roll call will be taken and will include checking that all visitors and volunteers are accounted for as well as ensuring students are cared for by their teachers.
   - Should there be an injured person left in any area, the Communications Officer needs to be informed of this immediately so that first aid services can be deployed to the correct area.

2. **Lockdown** (alarm may be a shorter ring or another controlled method)
   - Should a lockdown be called, every person on campus is expected to remain where they are located, to ensure that they are in a safe location and must not walk around on campus.
   - Again, every person on campus is expected to follow the instructions of the Chief Warden.

We thank you in advance for your assistance when we have an emergency practice. Should you have any queries, please do not hesitate to contact the College.
RECORD OF YOUR SNID NUMBER ON YOUR ACER DEVICE FOR WARRANTIES

In order to access the warranty for your ACER device, the manufacturer needs to know the SNID number. This number is on the sticker on the back of the ACER device (see the sticker example below).

You may wish to take a photo of this number or record it in a safe place. We also encourage families not to remove this sticker from the device.

WARRANTY ON ACER UNITS

Acer have now given us a process to follow within the school for when families may wish to apply for warranty issues.

1. Complete out the Warranty form available from Monday outside the IT office in the library. The SNID number on the sticker on the device is required on this form.
2. Bring the device with the completed form to the IT office (via the library).
3. The IT staff will quickly access the device to ascertain if it is a warranty issue and advise you about the best way forward to deal with your concern.
4. The warranty will then be logged with Acer.
5. An Acer rep will attend Trinity College either the next business day or the following day.

Please also remember that, while the intention is that the units will be repaired/replaced on the day, there will be times that unavailable parts are required so the process may take a little longer. However, it is always the intention to get the device back to the student as quickly as possible.

Warranty can still be obtained via 1300 365100 if families prefer to follow that course. It is expected, though, that the time taken for repairs will almost certainly take longer.

This arrangement is to enable faster turnaround times than otherwise possible as it is expected students have their Acer device at school at all times.

CAMPS, SPORTS AND EXCURSIONS FUND (CSEF) PROGRAM

The Victorian Government has announced a Camps, Sports and Excursions Fund (CSEF) payment to fee payer accounts of $225 for all eligible students to be able to participate in school trips and sporting activities. CSEF payments will be made directly to schools and be credited directly to fee payer accounts. To be eligible for the fund, a parent or legal guardian must be on the first day of Term two, or on the first day of Term three the holder of a:

- Veterans Affairs Gold Card
- Centrelink Health Care Card (HCC)
- Pensioner Concession Card (PCC) holder

This program finishes on 18th September.

Action Required by Fee Payer

All eligible fee payers are requested to submit an application to the Trinity Reception by the due date preferably prior to the end of term two. A printed application form is available at Reception or available for download at: http://www.education.vic.gov.au/Documents/about/programs/health/csefapplicationform.pdf

Shared Custody:

The CSEF system allows only one application per student. Parents in shared custody situations and who are eligible for the CSEF are encouraged to make decisions as to who applies for the CSEF and how the funds are to be allocated to the relevant fee accounts and inform the school of this decision. We encourage all eligible parents and guardians to apply for these funds to assist your children in their education. All fee payers will receive a letter with further information in regard to this program. If you have any queries in regard to this matter please contact me at the College.

Mr Gerard McKenzie
Business Manager
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

YR 9 INFORMATION EVENING
Year 9 students and parents are invited to attend a Year 9 Information Evening on Tuesday, 23rd February, in the J.C. Robinson Activity Centre, commencing at 7.30pm.

We will be presenting information about important activities and programs that are running throughout our year. It is also a fantastic opportunity for parents to meet our supportive Year 9 network of staff, which includes the Year Level Coordinator and Homeroom Teachers.

Throughout the evening we will outline aspects such as:
- Expectations of all students
- Beechy Rail Trail Experience: April 26th - April 29th
- Melbourne Camp Experience: Aug 23rd - Aug 26th
- Other notable school incursions (day programs) offered throughout the year

Please feel free to contact either the Year Level Coordinator or your child’s Homeroom Teacher should you have any queries. We look forward to meeting you at our Year 9 Information Evening.

Mr Des Ryan
Level Coordinator: Year 9

YR 10 INFORMATION EVENING
Year 10 students and parents are invited to attend a Year 10 Information Evening on Thursday, 25th February, in the J.C. Robinson Activity Centre, commencing at 7.30pm.

We will be presenting information about important activities and programs that are running throughout our year. It is also a fantastic opportunity for parents to meet our supportive Year 10 network of staff, which includes the Year Level Coordinator and Homeroom Teachers.

Throughout the evening we will outline aspects such as:
- Expectations of all students
- Work Experience: families will receive important packages for each individual student
- Year 10 Outdoor Camp: we will introduce the new camp structure and students will receive an information package (including your activities selection)
- Year 10 Social: arrangements for practice and the event

Please feel free to contact either the Year Level Coordinator or your child’s Homeroom Teacher should you have any queries. We look forward to meeting you at our Year 10 Information Evening.

Miss Megan Hapgood
Level Coordinator: Year 10
LITERACY @TCC
With various types of genres available, it is crucial for students to read examples of writing to understand what is expected of them. The following is a sample of a persuasive piece of writing. Take note of the sizzling start where the opening goes straight to the action.

How to write Sizzling Starts - Persuasive

The Sizzling Start/introduction has to show the reader exactly which side of the case will be argued. However it should also engage the reader and make them feel they are in the hands of a confident writer.

Topic: Compulsory recycling
It is estimated that a simple plastic container will take 50,000 years to decompose. How many bottles and plastic containers do you throw out a week? That’s a lot of landfill to leave around for 49,900 years after you die.

Topic: Cats are better than dogs
They slobber on your best outfit, they bark all night and their breath smells exactly like meat left out in the sun for a week. Dogs as pets, I don’t get it. Give me a cat quiet and curled up on my knee, purrrrrlease.

Topic: Visit the museum
There are naked people at the Melbourne Museum. Lots of them. OK they are models, but at first glance it seems you’ve stumbled on a roomful of nudists. (Michelle Hamer, journalist)

Mrs Caroline Grist
Literacy Coordinator

WELLBEING NEWS

Students have settled well into all classes in the first fortnight of classes. As with every school year, readjusting to school can be challenging for students and families alike. The tips below are to help students and families readjust to the start of the school year:

Organisation
Organisation is a key part of students being successful at secondary school. Ensuring students are using their planners effectively can take some stress off them and ensure they are completing all requirements.

Timetables can assist in helping students become more organised at home. All of our students have a timetable for classes; however, developing one for homework and after-school activities can assist students in remaining in control. Assigning time to homework, activities, eating and socialising assists students in being accountable to parents and themselves. Posting the schedule on the fridge and in the ‘Study Zone’ helps young people remain focussed on what they need to complete.

Homework
Having a designated place in the home to complete homework is a great idea. Often bedrooms are not the best place; somewhere with a desk and in a common place in the home is ideal. This ensures parents/guardians can be there to assist with challenges and help young people remain on task.

Study/Activity balance
It is important for everybody to have balance in their lives. Senior students should not be working more than 10 hours per week in casual jobs. Study is the first priority. Involvement in activities other than study is important for young people. Sport, music and other common interest groups are important for developing relationships with friends outside of school. Involvement in all activities should not jeopardise one’s ability to focus on school work.

Sleep and Nutrition
Young people need to be eating a balanced diet and getting enough sleep. I have attached a link below, but on average teenagers need between nine and 10 hours per night. Organisation can help with that to ensure adolescents are not feeling overwhelmed with commitments. https://www.betterhealth.vic.gov.au/health/healthyliving/teenagers-and-sleep

Technology can distract young people from sleep. Mobile phones and other electronic devices can be distracting and take focus away from sleep.

Uniform
The wearing of hats in the yard has been markedly improved since the last newsletter. Well done to all students and families. Students need to ensure socks worn with any part of the uniform are plain. With the Sport uniform, plain (no branding, besides ‘Trinity’) white socks are to be worn. Girls wearing the College dress are also to be wearing plain white socks. Boys in the summer uniform need to be in plain (no branding) grey socks.

If students have any queries in relation to uniform they are to contact their homeroom teacher in the first instance. If they need further clarification, the next person to consult would be their Year Level Coordinator.

Thank you and best wishes for the week ahead.

Mr Brad Smith
Director of Students
**EXTRA CURRICULUM MATTERS**

**Term One Bring It On Rehearsals**

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<td>Leads</td>
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**TRINITY SPIRIT AWARDS**

We congratulate the following students on recently exemplifying Trinity Spirit consistent with the Trinity College Core Value of Social Justice:

**David Rourke: 12D**  
*House: Rice*

On the first day of receiving the Project Compassion box, David donated over $30 of loose change he had been collecting for Project Compassion in the weeks prior. This is a great example of someone thinking of others and making sacrifices for others, exemplifying the Core Value of Social Justice.

We congratulate the following students on recently exemplifying Trinity Spirit consistent with the Trinity College Core Value of Community:

**Lachlan Rosevear: 11D**  
*House: Rice*

Lachlan came to assist a student who was clearly upset. He sat with this person throughout recess offering compassion, support and a listening ear. This was a true demonstration of compassion and mercy in every sense of both words.

**Olivia Robinson: 12A**  
*House: Rice*

Olivia has been proactive and has organised a means to celebrate the birthdays of our Year 12s in what can be a stressful year for them. Fantastic initiative from Olivia to enhance the sense of community within the Year 12 group.

**Emily Davis: 10F**  
*House: Rice*

Emily has illustrated a commitment to demonstrating the Core Value of Community by her involvement in Scouts. Emily was awarded an Australian Scout Medallion for her commitment to excellence in Scouts. She should be congratulated for her excellent work in contributing to the school community and the wider community as well.
Brekky Club
The Year 11 VCAL Brekky Club will be commencing Thursday, 18th February. We would like to welcome all students who would like an extra bite to eat before school or who don’t have the opportunity to eat at home.

Brekky Club will run from 8.20am – 8.45am each Thursday and will be held in P2.

Toast, cereals and hot and cold drinks will be provided free of charge.

Owen Smith
Year 11 VCAL Student

TOP END TOUR 2016
Payment of $570.00 was due on Monday 8th February.
Could you please ensure that all overdue payments are made at Reception immediately.

FORMS
Could all forms students recently received please be returned to Reception ASAP. Your co-operation in this matter is greatly appreciated.

Brekky Club
The Year 11 VCAL Brekky Club will be commencing Thursday, 18th February. We would like to welcome all students who would like an extra bite to eat before school or who don’t have the opportunity to eat at home.

Brekky Club will run from 8.20am – 8.45am each Thursday and will be held in P2.

Toast, cereals and hot and cold drinks will be provided free of charge.

Owen Smith
Year 11 VCAL Student
Year 7 Camp
## CANTEEN PRICE LIST

As at Feb 2016

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<td>CHICKEN NUGGET ROLL</td>
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<td>**All salads include lettuce, cucumber,</td>
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<td>mayo, tomato, cheese, beetroot and carrot</td>
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<tr>
<td>CHICKEN NUGGET ROLL with lettuce, cheese &amp;</td>
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<td>**Mustard (mild) &amp; pickles upon request</td>
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<tr>
<td>TANDOORI CHICKEN ROLL</td>
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</tr>
<tr>
<td></td>
<td></td>
<td>chilli dressing &amp; salad</td>
<td></td>
</tr>
<tr>
<td>VEGIE BURGER WITH LETTUCE &amp; SWEET CHILLI</td>
<td>$4.00</td>
<td>FRESH SALAD **No Meat</td>
<td>$4.50</td>
</tr>
<tr>
<td>SAUCE</td>
<td></td>
<td>FRESH SALAD**WITH HAM or TUNA</td>
<td>$5.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CEASAR SALAD WITH EGG &amp; CHICKEN</td>
<td>$5.50</td>
</tr>
<tr>
<td></td>
<td></td>
<td>FRESH FRUIT SALAD</td>
<td>$3.00</td>
</tr>
<tr>
<td>DIM SIMS – Steamed (Only 2nd &amp; 3rd Term)</td>
<td>.80</td>
<td>SOUP</td>
<td>$2.50</td>
</tr>
</tbody>
</table>

We request that correct money be placed in lunch order bags if possible, 
and no responsibility will be taken for lost change.

**Lunch order boxes are to be at the canteen by the end of recess.**

If the items below are required as lunch orders, they must be ordered via the lunch box system.

However, these items are also available at recess for purchase over the counter.

<table>
<thead>
<tr>
<th>Item</th>
<th>Price (AUD)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHIPS</td>
<td>$2.00</td>
</tr>
<tr>
<td>YOGHURT</td>
<td>$2.00</td>
</tr>
<tr>
<td>CREAM BUNS</td>
<td>$3.00</td>
</tr>
<tr>
<td>COFFEE SCROLL (BUTTERED)</td>
<td>$3.00</td>
</tr>
<tr>
<td>DONUTS</td>
<td>$2.00</td>
</tr>
<tr>
<td>VANILLA/APPLE SLICE</td>
<td>$2.50</td>
</tr>
<tr>
<td>HEDGEHOG</td>
<td>$1.00</td>
</tr>
<tr>
<td>MINERAL WATER</td>
<td>$2.00</td>
</tr>
<tr>
<td>BOTTLED WATER</td>
<td>$2.00</td>
</tr>
<tr>
<td>FRESHA OJ</td>
<td>$2.00</td>
</tr>
<tr>
<td>FRUIT BOX</td>
<td>$1.50</td>
</tr>
<tr>
<td>SMALL BIG M‘S</td>
<td>$1.50</td>
</tr>
<tr>
<td>LARGE BIG M‘S</td>
<td>$3.50</td>
</tr>
<tr>
<td>TEA OR MILO</td>
<td>$1.00</td>
</tr>
<tr>
<td>QUELCH STICKS</td>
<td>.50</td>
</tr>
<tr>
<td>ICY POLES</td>
<td>.80</td>
</tr>
<tr>
<td>FROZEN YOGHURT</td>
<td>$2.00</td>
</tr>
<tr>
<td>SLUSHY</td>
<td>$1.50</td>
</tr>
<tr>
<td>GATORADE</td>
<td>$4.00</td>
</tr>
</tbody>
</table>
Dear Principal

IMPORTANT INFORMATION TO PASS ONTO PARENTS

Please find below some important information regarding Victoria’s student and concession travel ticketing arrangements for 2016, which will be of interest to your school community. We encourage you to make this information available by inclusion in your school newsletter or intranet page.

Proof of concession entitlement

All students aged 17 years and over, or those requiring a half yearly or yearly Student Pass (regardless of age), are required to obtain a 2016 Victorian Public Transport (VPT) Student Concession Card as proof of their concession entitlement. Application details and a copy of this year’s form are contained within this letter. It is important to note that school issued student identification cards are not accepted as entitlement to concession travel on public transport.

2016 Victorian Student Pass

The Victorian Student Pass provides travel for students on all metropolitan trains, trams and buses, all regional bus services and all V/Line train and coach services operating wholly within Victoria. The Victorian Student Pass is issued on a myki.

2016 Regional Transit Student Passes

Regional Transit Student Passes provide travel for students on buses in the Geelong, Ballarat and Bendigo Transit Systems and limited V/Line rail services in these transit areas. The Regional Transit Student Pass is issued on a concession myki. Regional Transit Student Passes for Southwest Transit, Colac Transit and Portland Transit will continue to be issued as paper passes.

How to apply for a 2016 VPT Student Concession Card and/or a Student Pass

The 2016 VPT Student Concession Card & Student Pass Application Form (enclosed) can be obtained from:

- metropolitan premium train stations
- PTV Hubs (Southern Cross Station, Docklands, Geelong & Bendigo)
- V/Line staffed stations and ticket agents
- PTV Call Centre by calling 1800 800 007
- online at ptv.vic.gov.au.
• Students wishing to purchase a Half Yearly ($285.00) or Yearly ($546.00) Victorian Student Pass will be required to obtain a 2016 VPT Student Concession Card, regardless of age, as proof of their concession entitlement. The standard $9 fee applies. Students can have their 2016 Yearly or Half Yearly Victorian Student Pass loaded to their existing myki card at a metropolitan premium train station, a myki-enabled V/Line staffed station or from a PTV Hub (located at Docklands, Geelong or Bendigo). If the student does not already have a myki, the Student Pass will be loaded onto a new myki. This myki will be issued on the spot with the myki card fee waived.

• Students 16 years and under, who do not wish to purchase a Student Pass are not required to obtain a VPT Student Concession Card but can still get a child myki for concession travel by visiting a metropolitan premium train station, a myki-enabled staffed V/Line station, a myki retailer, visiting ptv.vic.gov.au, or calling 1800 800 007. A $3 card fee applies.

• Students 17 years and over, who require a VPT Student Concession Card as proof of their concession entitlement can obtain a VPT Student Concession Card and apply for a free concession myki (if required) at the same time. Students will need to complete the enclosed form and lodge it at a metropolitan premium train station, a myki-enabled staffed V/Line station, the PTV Hub at Southern Cross Station or the PTV Hub at 750 Collins St, Docklands. They will then be issued with their 2016 VPT Student Concession Card ($9 fee applies) and a free concession myki (if required). Those students who already have a concession myki can continue to use it and only need to renew their concession entitlement by completing the 2016 VPT Student Concession Card form.

Registration

Registration is optional for students that hold a student pass. It is, however, strongly recommended that students register their myki online at ptv.vic.gov.au or by calling 1800 800 007. Benefits of registering a myki include:

• The balance on the myki is protected if it is reported lost or stolen
• Option to manage myki with an online account
• Option of auto top up for 'set and forget' convenience

If a myki is not registered, there is no way for a student to recover the value held on the card in the event it is lost or stolen.

Further information specific to student travel arrangements under myki can be obtained by visiting ptv.vic.gov.au and going to the student area under the Tickets > Concessions > Students on the website. For information about non-myki Regional Transit Student Passes, visit http://ptv.vic.gov.au/tickets/regional-fares/ under the section 'Student concessions'.

I would be grateful if you could share this information with your staff and students.

Yours sincerely

[Signature]

Alan Fedda
Director, Customer Experience
Public Transport Victoria