2014 TERM 1 CALENDAR
Students resume school on Thursday 30th January 2014
Please go to the McGuire College Website to view all Term 1 Calendar dates http://www.mcguireco.vic.edu.au

SUNSMART
Students are reminded that they must wear a broad brimmed hat at all times when outside at recess and lunchtime during Term 1 and Term 4. Thank you to the vast majority of students who ‘do the right thing’ are sensible and ‘Sunsmart’ by wearing their hat at all times when outdoors.

Signing in and out of school during class time
Please be aware that the procedure for picking up your child from school during class times is as follows:
Students require a signed note from their parent/guardian to give permission to leave class at a specified time. The student must then come to the general office to be signed out by the person collecting them. Office staff are not able to call students on the loudspeaker during class time.

College photos 2014
College photos will be taken on Thursday February 20th. Students must be in full and correct school uniform to be eligible to have their photo taken.

Education Maintenance Allowance
The Education Maintenance Allowance (E.M.A.) is provided by the Victorian Government to lower income families to help with education related costs. If you have a child under 16, and you hold a valid Health Care Card, Pension Card, or a temporary foster parent, you may be eligible to receive the EMA. The allowance is paid in two instalments, one in March and one in August.

In 2014 the annual E.M.A. amount per student is:
$300 for Year 7 Students
$250 for students in Year 8 – until age 16*
*A pro-rata amount is payable for students turning 16 in 2014

How to Apply:
Please contact the General Office to apply for the E.M.A.
Please bring your Health Care/Pension Card and it must be valid as at 28th January 2014.

Closing Date: 28th February 2014 (Late claims cannot be processed)
WHO TO CONTACT

If you have a query/concern regarding your son or daughter’s academic progress, wellbeing, uniform or behaviour, please contact the following staff who will be able to help you.

**Homegroup Mentors**
- C1 Mr Bun Ung
- C2 Mrs Janice Massey
- C3 Mr Cameron Woodcock
- C4 Ms Jen Collier
- C5 Ms Rhiannon Jacobs
- H1 Mrs Alison Hutchison
- H2 Ms Mikayla Millane
- H3 Ms Sarah Baker
- H4 Ms Kylie Doddrell
- H5 Mrs Mary Calandro
- S1 Ms Katie Farrell
- S2 Ms Georgie Schofield
- S3 Mr Nick Pocknee
- S4 Mr Nathan Smith
- S5 Mrs Jagdish Mahinder Singh
- T1 Mrs Julie Hannan
- T2 Ms Gabrielle Ryan
- T3 Mrs Durgesh Rajvanshi
- T4 Mr Nathan Neff
- T5 Mr Andrew Nicholls

**House Leaders**
- Crane: Mrs Xanthe Knott
- Teal: Mr Michael Frizzell
- Heron: Ms Krystal Herridge/Mr Cosi Rando
- Swan: Ms Carly Hooper

**Transition & Pathways Leaders**
- Year 7 – 9 Mrs Susan Kerwin
- Year 10 - 12 Mr Des Quirk

**Student Wellbeing Leader**
- Mrs Anna Sloane

ATTENDANCE

Punctuality and valuing education are two important, lifelong skills that McGuire College encourages all students to develop over the course of their schooling life. We ask parents and guardians to assist the College in developing these skills in students and support their child in being punctual and valuing their attendance at school.

If you are going to be absent from school, your parent or guardian must telephone the College on 5858 9800 on the day you will be absent. Parents/guardians will be notified by S.M.S. or email if the College has not been notified of your absence. On your next day back at school, you must provide a signed note (to the Late Pass Office) from your parent/guardian stating the date and reason for your absence eg. illness, funeral etc. A note from a parent does not necessarily mean an approved absence.

If you are late to school, you need to go directly to class, apologize for being late and make sure your teacher has changed your attendance from absent to late. Each period you are absent or late counts towards unapproved absences unless you have a medical certificate.

Continued lateness may require the missed time being made up out of school hours.

The McGuire College Attendance Policy provides full details of expectations in relation to students’ attendance. A copy of the Policy can be obtained from your Homegroup Mentor or Head of House.

In summary, students in the **JUNIOR SCHOOL (Years 7 - 9)** are allowed a maximum of 10 days unapproved absences per semester. Students in the **SENIOR SCHOOL (Years 10– 12)** are permitted a maximum of 5 days maximum of unapproved absences per semester.

Students must attend 100% of school days or have a valid reason for non-attendance, such as illness. Absences with a doctor’s certificate, part day absences approved by the Sick Bay Coordinator, participation in sport, excursions and suspensions do not count as part of the absence days. If a student exceeds the number of **permitted absence days per semester**, a meeting will be called by the Head of House to address the impact on learning.

Unapproved absences and lateness does lower SPA results.
McGuire College Uniform Policy

It is the policy of McGuire College that all students in Years 7-12 wear school uniform at school and while travelling to and from school. We believe that the school uniform fosters a sense of identification and pride, minimises fashion competition between students, promotes the school image and provides a practical and less expensive form of clothing than other alternatives. Please ensure you clearly label all items of clothing with your name for identification purposes.

The Physical Education and Sports Policy at McGuire College states “students should wear a sports uniform in physical education classes where personal hygiene and safety are important considerations.” Students are required to wear the official Sport and P.E. uniform to all inter-school competitive sporting events, unless an official team uniform is provided.

All items of uniform will be in accordance with the policy of College Council.

GIRL'S UNIFORM—WARM WEATHER

DRESS: Niceline (Cleolene design No 8125), worn at or below knee-length when standing
SHORTS: Navy. (Niceline, Crestaron design No 0310)
SHIRT: Official white McGuire College polo with blue logo, long or short sleeve option. Senior School Students (Yrs 10-12) have the option of an alternative white business shirt and must be worn with a neatly tied school tie (available from the College)
SOCKS: Plain white, ankle length.
HAT: Wide brimmed hat that shades the face and must be worn Terms 1 and 4.
JUMPER: Official navy McGuire College windcheater with white logo OR navy knitted McGuire College jumper.
SHOES: Plain black lace up shoes or T-Bars

GIRL'S UNIFORM—COOL WEATHER

SLACKS: Niceline (Cleolene design No 9909)
SKIRT: Kilt, worn at or below knee length when standing, with navy tights or long, white socks.
SHIRT: Official white McGuire College polo with blue logo, long or short sleeve option. Senior School Students (Yrs 10-12) have the option of an alternative white business shirt and must be worn with a neatly tied school tie (available from the College)
JUMPER: Official navy McGuire College windcheater with white logo OR navy knitted McGuire College jumper.
JACKET: Maroon, navy and white, featuring the College logo. Only available for purchase from the College Uniform Shop.
BEANIE: Plain navy blue woollen or polar fleece beanie without logos or embellishments.
SOCKS: Plain white, ankle or knee length.
SHOES: Plain black lace up shoes or T-Bars

GIRLS’ SPORTS UNIFORM – all year:
Maroon Polo Top; Plain navy Track and Field style shorts or plain navy track pants; broad brimmed hat. (Students may arrive to school in full sports uniform on the day(s) they have physical education, however students are encouraged to change into their correct school uniform after their scheduled PE class.)

Muslim female students – head scarves, as appropriate, must be plain white only worn with full length navy skirt, navy coat or College pants. Black hijabs may only be worn during the mourning period for relatives and a note must be brought from home. Hats must also be worn in Terms 1&4.
BOY’S UNIFORM—WARM WEATHER

TROUSERS: Dark grey—360’s or Max Dax.
SHORTS: Dark grey—360’s or Max Dax.
SHIRT: Official white McGuire College polo with blue logo. Senior School Students (Yrs 10-12) have the option of an alternative white business shirt and must be worn with a neatly tied school tie (available from the College)
SOCKS: Dark grey, Black or plain white, ankle length.
HAT: Wide brimmed hat that shades the face and must be worn Terms 1 and 4.
JUMPER: Official navy McGuire College windcheater with white logo OR navy knitted McGuire College jumper.
SHOES: Plain Black lace-up shoes or plain black leather slip on shoes.

BOY’S UNIFORM—COOLER WEATHER

TROUSERS: Dark grey—360’s or Max Dax
SHIRT: Official white McGuire College polo with blue logo. Senior School Students (Yrs 10-12) have the option of an alternative white business shirt and must be worn with a neatly tied school tie (available from the College)
SOCKS: Dark grey, Black or plain white, ankle length.
BEANIE: Plain navy blue woollen or polar fleece beanie without logos or embellishments.
JUMPER: Official navy McGuire College windcheater with white logo OR navy knitted McGuire College jumper.
JACKET: Maroon, navy and white, featuring the College logo. Only available for purchase from the College Uniform Shop.
SHOES: Plain Black lace-up shoes plain black leather slip on shoes.

BOYS’ SPORTS UNIFORM – all year:
Maroon Polo Top; Plain navy Track and Field style shorts or plain navy track pants; Broad brimmed hat. (Students may arrive to school in full sports uniform on the day(s) they have physical education, however students are encouraged to change into their correct school uniform after their scheduled PE class.)

ALL STUDENTS:
Neck scarves or head bands that are maroon, navy, white or combinations thereof, may be worn. Facial piercings are not permitted except for a discrete nose stud. Ear piercings are permitted but only sleepers or studs may be worn.

All Year 12 students will have the option of a Year 12 polo top.

SUBJECT SPECIFIC SHIRTS: The following shirts are ONLY to be worn on the day of the specific subject.

• ALL VET Students will have the option of a VET polo top with their surname embroidered on the back to be worn on VET days ONLY.
• All Outdoor and Environmental Education Students will have the option of an Outdoor Ed. polo top with their surname embroidered on the back to be worn on outdoor activities or on the day(s) of their Outdoor Ed. class.
• Production Jumpers students in the production may have the option to purchase a jumper promoting their production. These may only be worn during rehearsals and the week of the production.

The McGuire College Uniform Shop (Ph 5858 9800) has a number of second hand uniforms for sale. It also sells College jackets, College Ties and the optional knitted McGuire College jumper.

The School Uniform Shop, 179 Corio Street, Shepparton. Ph 5821 3232
Goulburn Valley School Uniforms, 55 High Street, Shepparton. Ph. 5831 3355
PERSONAL ELECTRONIC DEVICES (PEDs)

McGuire College accepts that mobile phones are used increasingly in society. Mobile phones provide a quick and effective means by which students can communicate with parents and guardians. It is necessary, therefore, for College administrators, teachers, students and parents to take steps to ensure that mobile phones and other PEDs are used responsibly.

The McGuire College Mobile Phone Acceptable Use Policy outlines the College’s position in relation to students use of mobile phones and other PEDs whilst at school, on excursions and during extra curricular activities. A copy of the policy is available from the College Wellbeing Team.

Acceptable use of mobile phones is as follows:

Mobile phones and other PEDs must be switched off and kept in a secure environment during classes, excursions and extra curricular activities. Students may use their phones to make necessary calls at break times. Parents are reminded that in cases of emergency, the General Office remains the first point of contact. This will ensure that the student can be reached quickly and assisted in the appropriate way.

Behaviour that breaches the Acceptable Use Policy will be addressed under the consequences of the Policy.

2014 BELL TIMES

<table>
<thead>
<tr>
<th>MONDAY THURSDAY</th>
<th>TUESDAY WEDNESDAY FRIDAY</th>
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<tbody>
<tr>
<td>Locker Bell</td>
<td>8.55am</td>
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<tr>
<td>Period 1</td>
<td>9.00am – 9.48am</td>
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<tr>
<td>Period 2</td>
<td>9.48am – 10.36am</td>
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<tr>
<td>Recess</td>
<td>10.36am – 10.55am</td>
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<tr>
<td>Locker Bell</td>
<td>10.50am</td>
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<tr>
<td>Period 3</td>
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<tr>
<td>Period 4</td>
<td>11.43am – 12.31pm</td>
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<tr>
<td>Homegroup</td>
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<tr>
<td>Lunch</td>
<td>12.55pm – 1.39pm</td>
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<tr>
<td>Locker Bell</td>
<td>1.34pm</td>
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<tr>
<td>Period 5</td>
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<tr>
<td>Period 6</td>
<td>2.27pm – 3.15pm</td>
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<tr>
<td>Locker Bell</td>
<td>8.55am</td>
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<tr>
<td>Period 1</td>
<td>9.00am – 9.48am</td>
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<tr>
<td>Period 2</td>
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<tr>
<td>Recess</td>
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<tr>
<td>Locker Bell</td>
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<tr>
<td>Period 3</td>
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<tr>
<td>Period 4</td>
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<tr>
<td>Lunch</td>
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<tr>
<td>Locker Bell</td>
<td>1.34pm</td>
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<tr>
<td>Period 5</td>
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<tr>
<td>Period 6</td>
<td>2.20pm – 3.15pm</td>
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