College Principal’s Report

Welcome back to 2015 for all students, families and staff, I hope the holiday period was enjoyable for you all. We enter this year with much positivity and enthusiasm, following on from a successful completion to 2014. A significant factor in this was the roll over into 2015 classes which occurred at the end of 2014 for all students from years 7 through to 11. This allowed the teaching staff to utilise what has often been some end of year ‘down-time’ to begin a full two weeks of work related to the 2015 courses. With the exception of the still to arrive 2015 Year 7’s and the departing Year 12’s, all students began their classes and were able to get a great head-start on the new year, with the opportunity to have some productive work to complete over the holiday break. The smooth start that has since occurred is testament to the success of this initiative.
I would like to take this opportunity to introduce the community to our newly appointed Mooroolbark Campus Principal, Mr Greg Cowan. Greg comes to us with a wealth of experience and a great track record in several highly successful Eastern suburb schools. In the short time he has been here, he has eagerly embraced our culture and our values, as well as having many ideas on things we can do to continue our path of improvement. We very much look forward to his long term contribution to our college community.

At the Mt Evelyn Campus, Ms Robyn Dew will continue as acting Campus Principal while Mr Greg Carroll remains on Long Service Leave. Robyn has also built up a great understanding of the Mt Evelyn community over a long period of time and is looking forward to continuing her efforts on behalf of the Mt Evelyn Campus.

2015 Leadership Positions

<table>
<thead>
<tr>
<th>Campus Assistant Principals (Mooroolbark):</th>
<th>Rhonda Greelish</th>
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<tbody>
<tr>
<td>Directors of Teaching and Learning</td>
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<tr>
<td>Heads of School:</td>
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<tr>
<td>Senior</td>
<td>Karen Phillips</td>
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<tr>
<td>Junior (Mooroolbark):</td>
<td>Margaret Prentice</td>
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<tr>
<td>Junior (Mt Evelyn):</td>
<td>Robyn Johnston</td>
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<tr>
<td>Pathways/VET/VCAL Leader</td>
<td>Debbie Deriboklou</td>
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<tr>
<td>Literacy/English Leader</td>
<td>Cayt Mirra</td>
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<tr>
<td>Numeracy/Maths Leader</td>
<td>Stephen Blackwell</td>
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<tr>
<td>Student Wellbeing/Integration Leader</td>
<td>Cathy Ferguson</td>
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<tr>
<td>Student Wellbeing</td>
<td></td>
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<tr>
<td>Mt Evelyn</td>
<td>Jayne Lauder</td>
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<tr>
<td>Mooroolbark 7/8</td>
<td>Virginia Stacey</td>
</tr>
<tr>
<td>Mooroolbark 9/10</td>
<td>Steph Wescott</td>
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<tr>
<td>Mooroolbark 11/12</td>
<td>Cathy Ferguson</td>
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<tr>
<td>Year Level Coordinators</td>
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<tr>
<td>Mt Evelyn: 7/8</td>
<td>Chantelle Mitchell</td>
</tr>
<tr>
<td>9/10</td>
<td>Demos Koullacas</td>
</tr>
<tr>
<td>Mooroolbark: 7/8</td>
<td>Matt Sheaves</td>
</tr>
<tr>
<td>9/10</td>
<td>Fab Romeo</td>
</tr>
<tr>
<td>11/12</td>
<td>Carolyn Bryant</td>
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<tr>
<td>Curriculum Leaders</td>
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<tr>
<td>Science</td>
<td>Michelle Steenhuisen</td>
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<tr>
<td>Humanities</td>
<td>Matthew Bryce</td>
</tr>
<tr>
<td>Art/Tech</td>
<td>Katya Barnes</td>
</tr>
<tr>
<td>Performing Arts</td>
<td>Julia Rockett</td>
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<tr>
<td>LOTE</td>
<td>Marc Lucarelli</td>
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Other Staffing Changes for 2015:

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<tr>
<th>Retirements:</th>
<th>Staff on Leave:</th>
<th>New Staff:</th>
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<tbody>
<tr>
<td>Liz Stewart – Woodwork</td>
<td>Greg Carroll – Campus Principal</td>
<td>Steph Conroy – English</td>
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<tr>
<td>Mick Austin – Auto / Elec</td>
<td>Graem Hindley – Maths/Hum</td>
<td>Kelley Kirkwood – Integration</td>
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<td>David Williams – Facilities</td>
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<td>Lorna Morrison – Integration Support</td>
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Bring Your Own Device (BYOD) Program

A reminder to parents that from the start of this year we have implemented a BYOD Program across the college, with Years 7-9 utilising iPads and Years 10-12 able to either purchase a school endorsed device through our school portal (JB Education), or provide a personal device which meets our minimum specifications and requirements. Additionally, some of the reconditioned Netbooks have been made available for re-lease for families who wish to apply to do so. Please contact the Campus Offices to get further information regarding this program.

Values Immersion Program – Parent Seminar: Darren Pereira

On the evening of Wednesday Feb 11 almost 60 parents and students attended the V.I.P. Parent Information Seminar. This seminar was presented by internationally acclaimed motivational speaker Darren Pereira and involved an introduction to the college values and the program we have developed to reinforce these both at school and at home. Feedback from those present was very positive and we look forward to the student seminars being held in coming weeks.

Finally, I’d like to inform parents that we are in the process of completing the build of a new, much more engaging and relevant website. We hope to have this up and running during this term. In the meantime, please also visit our social media sites on Facebook and twitter (@YarraHillsSC) for current information regarding the college and events.

Darren Trippett
College Principal
From the Mt Evelyn Campus Principal

I am thrilled to be stepping back into the role of Acting Campus Principal. I hope everyone had a very enjoyable break over summer. Whilst the weather was not as warm as other years, it is clear many used the break to relax, catch up with family and friends as well as enjoy those sleep ins! I know I did!

We have had a great start to the school year. Our new year 7 students started their year on Friday 30 January and really enjoyed their day exploring the school on their own and getting to know new friends. They are such a happy lot and relishing the start of their secondary school life.

Ready to Learn interviews took place on the same day and it was fantastic to see so many families come in to discuss the best start for every student. Many valuable and positive discussions were had and it was very clear all students were looking forward to the fresh start. Coordinators will be in touch with families who were unable to attend to ensure we have contact with every family.

With our continued efforts to “break free from bullying” we have now been accredited as being an ‘ESmart’ school. This is very exciting as it was an initiative originally established from the Alannah and Madeleine Foundation to ensure all schools meet high standards in addressing bullying. This means we have audited our policies and procedures in addressing bullying, put in place the appropriate strategies and proactively ensure on a regular basis our students are safe. I am very proud that our campus has achieved this recognition.

We have an exciting year and a very busy term ahead of us with some fantastic presentations for students lined up and of course a plan to recognise the centenary of ANZAC Day. This week we kick started it off with our VIP program presentation by Darren Periera for our year 7 & 8 parents. It was an excellent presentation which parents enjoyed and learned so much from.

Last Thursday year 7 students had the opportunity to explore many new instruments as part of the Music Expo to decide which instrument they would like to learn. It is always an exciting time as many of these students have never picked up an instrument and it opens up a whole new world for them. Next week is the camp information and Music Expo for year 7 parents to attend to understand the instrumental program. Next Thursday is our College swimming sports day at Croydon Pool and I welcome parents to join us for this event.

Robyn Dew
Mt Evelyn Campus Principal

From the Mooroolbark Campus Principal

A very big hello to all in our school community, and welcome back for 2015. We hope that all of you had some time to relax and enjoy the holidays over the Christmas and New Year period. I would like to take this opportunity to introduce myself. My name is Greg Cowan, and I am the new Campus Principal of Yarra Hills Mooroolbark Campus. It is fantastic to be part of a great school community. I have already been made to feel so welcome by parents, students and staff that I have met. Despite only 2 weeks in the role I am starting to feel part of the school already.

It has been a very busy start to the school year and for most it has been a positive start. We welcomed, officially, our new Year 7s to the college, and from all accounts they had a great start to their year. The mood at the end of Friday was positive and Mr Sheaves, the Year 7 Coordinator, was very pleased with their first day.

Thank you to all students and parents that attended our ‘Ready to Learn’ interviews on Friday for the Year 8 – 10s. This was my first experience of this great initiative, and it was fantastic to meet many of you, and your children as they embark on 2015. A big focus for these sessions was students setting goals for themselves this year and looking at ways they can improve in terms of their learning in 2015.

Our VCE and VCAL students also started well with Ms Phillips, Ms Bryant and Ms Deriboklou setting a positive tone for the year in their opening Assembly. There has been a positive start to the year. Students have shown a real focus on study and getting the utmost out of the year. I wish them every success as they embark on their final years of schooling. A Study Day has been scheduled for all VCE and VCAL students on Tuesday 10 February, with a focus on getting the most out of this year. The program will consist of Study Skills information, targeted programs specific to Year 11, 12 and VCAL students as well as hearing from of our former students about their experiences post-secondary schooling.

On Monday February 2, we had a short assembly in the Gymnasium with the whole campus for the first time. It was good to welcome everyone in the college back formally, and to introduce our College Captains for the year. I hope to continue whole school assemblies throughout the year, and celebrate as a school the successes, and recognise achievements.

For those parents that are new to the college, a big welcome to Yarra Hills. For all our parent community, this is a partnership with your child, the family and the school. We welcome parent involvement and open communication. Term 1 is a busy term, with our school Swimming Carnival on Thursday February 19, a day of celebration and friendly competition between the Houses. Hopefully the weather is kind to us.

With the introduction of the BYOD (Bring your own Device) program into the college, a number of students are bringing their own devices to school to use. We ask students and families to be patient as the ICT staff work to...
get everyone onto the school system and online. With the expense of these items and cost of books we ask that parents please ensure that students have a good working lock for their Locker and look after their belongings.

Our maintenance staff here at campus have been busy upgrading the area at the front of the school, putting in a new zebra crossing in the roadway, and ensuring signage is now up in these areas. We ask parents who are dropping off and picking up students to drive up and around the roundabout at the top of the school and please use the drop off/pick up area outside the B-Block building (See Map below). Do not drop off/pick up in the Bus Bay Zones. These areas are clearly signed now, and it is much too dangerous at peak times to have buses and cars parking together. At the end of the day, during pick up please ensure you are in designated parking spaces. There is also room at the back of the school to park if you are waiting for your child.

I am looking forward to a great year of working together.

Greg Cowan
Mooroolbark Campus Principal

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<th>ABSENCES</th>
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<td>THANK YOU</td>
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To all those parents/guardians who regularly inform the school when their child is absent, it is greatly appreciated.

| A REMINDER |
It is a Department requirement that the school is informed of any student absences due to either illness/medical or personal reasons.

**MOOROOLBARK CAMPUS** Please leave a phone message on our Designated Absence line – 9839 8899 or email nye.kym.k@edumail.vic.gov.au (Wed, Thurs, Fri) or rogers.deborah.a@edumail.vic.gov.au (Mon & Tues)

**MT EVELYN CAMPUS** Please call or leave a phone message on 9736 3650 or email kuipers.heather.h@edumail.vic.gov.au

Notification would be appreciated prior to 9.00am each morning of the student’s absence. If it is not possible to phone or email, a note the following day handed in directly to the office or the Homegroup teacher. Any prior knowledge of a student’s absence due to extended holidays or medical leave should be handed in writing to either office administration staff or the homegroup teacher.

It is a Department requirement that VCE students absent during an Exam, Gat or SAC are to produce a medical certificate for those days.
Student Accident Insurance Arrangements

The school has been asked to remind parents that the Department does not provide personal accident insurance for students. Parents and guardians are generally responsible for paying the cost of medical treatment for injured students, including any transport costs, unless the injury is caused by the negligence (carelessness) of a Department or school council employee or volunteer.

Student accident insurance policies, which are reasonably inexpensive, are available from the private insurance market. These cover a range of medical expenses not covered by Medicare. They can be obtained by parents for individual students. The Department cannot advise parents on whether to purchase a student accident policy or which policy to purchase as individual families are likely to have differing needs. Their decision may be affected by other insurance cover they hold, the extent to which their children participate in sports or other physical activities at school and the particular disposition of their children.

Uniform and Lateness

Our school uniform is designed to look smart and be practical for all students in the variety of subjects they participate in. It is important that all students have the correct uniform. If for some reason students are out of uniform, it is important that parents write a note to explain. Students are expected to see their Coordinator before school with or without a note to obtain a uniform pass. Students without notes will receive a consequence and with repeat offenders, the consequence becomes more severe. Of course if parents are having any difficulty with the uniform, please do not hesitate to contact the relevant Coordinator to discuss the issue.

What still seems to be concerning for a few students is the style of shoe acceptable for school. It was widely advertised in many newsletters last year and is printed clearly in the Yarra Hills Handbook, handed out at Ready to Learn last year and this year. The policy states: All students will be expected to wear polishable shoes. This means lace up shoes with a small heel for boys and for girls either, lace up shoes with a small heel or T bar or buckle version. Therefore polishable shoes with no heel is not acceptable. The sock colour for both girls and boys is grey or white only.

Metal facial piercings are not permitted at school under any circumstances. For students who do have a facial piercing, they are required to wear a small invisible style plastic piercing. In the event it breaks or becomes lost, then nothing is to be worn until a new one is purchased. Students also need to be aware that only one facial piercing is permitted. It is important students do not get new facial piercings throughout the school year as they take several weeks to heal. Students will be in breach of the uniform policy if they wear metal facial piercings to school. Those students who have pierced ears need to limit the number of earrings in each ear to two. The size of the earring must be a 5c piece or smaller. Earlobe stretchers are not permitted. Jewellery must not be excessive and students may be asked to remove these as they may impose a uniform breach. Please speak to the relevant Coordinator if you have concerns regarding any part of the uniform policy.

It is essential students are at school on time every day and if they are late for legitimate reasons, a note from a parent is required or parents may sign in their child at the office. Students, who are late to school without a note, will be expected to make up the time with a detention. Repeat offenders will be referred to the Coordinator for a more serious consequence. Your co-operation in this matter is greatly appreciated.

3 big changes to the vaccine program in 2015

1. The local council immunisation service may contact you about the school vaccine program. Schools have been authorised to provide parent contact details to local councils for this purpose. Contact your school by 28 February 2015 if you do not want your contact details given to local council.

2. In 2015 only, the vaccine that protects against diphtheria, tetanus and whooping cough will be offered to all students in Years 7, 8, 9 and 10. From 2016, this vaccine will be offered to Year 7 students only. This will provide earlier protection from these diseases.

3. The time-limited human papillomavirus (HPV) vaccine catch-up program for Year 9 boys was completed in December 2014. HPV vaccine will continue to be offered to all Year 7 students (male and female) from 2015 onwards.

To learn more about the changes, the diseases, the vaccines, or how you can prepare your child for vaccination go to immunehero.health.vic.gov.au

Authorised by the Victorian Government, 1 Treasury Place, Melbourne
School procedures for the bushfire season

Fire danger ratings and warnings are used in Victoria to provide clear direction on the safest options for preserving life.

Schools and children’s services listed on the DEECD Bushfire At-Risk Register (BARR) will be closed when a Code Red fire danger rating day is determined in their Bureau of Meteorology district. Our school has been identified as being one of those at high bushfire risk and is listed on the BARR.

Where possible, we will provide parents with up to four days notice of a potential Code Red day closure by letter and phone contact. A Code Red day will be determined by the Emergency Management Commissioner no later than 1.00 pm the day before the potential closure. Once we are advised of the confirmation of the Code Red day we will provide you with advice before the end of the school day.

Once confirmed, the decision to close will not change, regardless of improvements in the weather forecast. This is to avoid confusion and help your family plan alternative care arrangements for your child. It is also important to note that:

- No staff will be on site on days where the school is closed due to a forecast Code Red day.
- School camps will be cancelled if a Code Red fire danger rating day is determined for the Bureau of Meteorology district in which the camp is located.
- As a bus co-ordinating school all bus routes will be cancelled.
- Depending on which Bureau of Meteorology district is impacted bus route cancellations may affect our school.

On these Code Red days families are encouraged to enact their Bushfire Survival Plan – on such days children should never be left at home or in the care of older children.

For those of us living in a bushfire prone area, the CFA advise that when Code Red days are forecast, the safest option is to leave the night before or early on the morning of the Code Red day.

As part of preparing our school for potential hazards such as fire, we have updated and completed our Emergency Management Plan, reprioritised any maintenance works that may assist in preparing for the threat of fire and cleared our facility’s grounds and gutters.

What can parents do?

- Make sure your family’s bushfire survival plan is up-to-date and includes alternative care arrangements in the event that our school is closed.
- Ensure we have your current contact details, including your mobile phone numbers.
- Keep in touch with us by reading our newsletters, by checking our website www.yarrahills.vic.edu.au, as well as on social media at our Facebook & Twitter sites and by talking to your child’s teacher or any other member of the teaching staff about our emergency management plan.
- Most importantly at this time of year, if you’re planning a holiday or short stay in the bush or in a coastal area, you should check warnings in advance of travel and remain vigilant during your stay.
- If your child is old enough, talk to them about bushfires and your family’s bushfire survival plan.


For up-to-date information on this year’s fire season, visit the CFA website at www.cfa.vic.gov.au or call the 24-hour Victorian Bushfires Information Line on 1800 240 667.
Dear Parents/Carers,

As part of our efforts to remain at the forefront of emerging technology in education, Yarra Hills Secondary College has decided to implement the use of Microsoft Office 365 for students and staff from 2015. MS Office 365 is an internet based service, delivered by Microsoft, which can provide students with access to improved email, calendar, document sharing, blogging and video conferencing facilities from school and at home. MS Office 365 is not for student records. No student address information, health, medical, behavioural or welfare information will be stored in MS Office 365.

School staff may access your child’s personal work/information kept on MS Office 365, as part of the school’s usual duty to monitor student work and to support the safe and appropriate use of equipment and systems for all students.

Under the Information Privacy Act 2000 (Vic) (IPA), we need to inform you of the use of this program because MS Office 365 uses ‘cloud technology’ which means that Microsoft may store information from MS Office 365 outside Australia. The IPA imposes rules on how your personal information is used, including where it is stored.

One of the advantages of cloud technology is that a broader range of programs can be accessed without the high costs traditionally incurred. As the programs are stored in the cloud students are not required to purchase and install the programs on their individual devices.

Whilst we are keen to see whole classes experience the benefits of MS Office 365, if you do not want your child to have access to MS Office 365 please fill out and return the attached reply slip.

Should you have any concerns please don’t hesitate to contact your child’s teacher or our ICT specialist teacher to discuss these further.

Robert Forbes
Director of Teaching & Learning

Darren Trippett
College Principal

X...............................................................‘Opt Out’ -REPLY SLIP

I have read the information about MS Office 365 and do not provide permission for my
child/children ..............................................................................................................
of Year(s) .................. to access this internet/web service.
Name........................................ Signature.........................................................

.../........./.........
Dear Parents/Students,

With Government Funding having discontinued for the ongoing provision of student Netbooks, the College has introduced a Bring Your Own Device (BYOD) program for years 10-12 students. This program involves the endorsement of a small selection of devices, at various price points, which we have tested to be compatible with the school network. These devices are available at school rates from JB Hi-Fi Education Division, through our school access portal. These come with hardware support, device support, educational software and warranties provided. Insurance and finance are also available options. As well as this, some support is available for a number of other personal devices, subject to minimum specifications* for screen size, CPU, platform and Operating Systems.

At the conclusion of studies for 2014, all students in Years 10-12 were asked to return, in good working order, their previously allocated College Netbook and charger.

**NETBOOK LEASE:** Families who don’t have the capacity or desire to purchase a BYOD are now able to secure one of these returned Netbooks. This will require a $150 bond, which is fully refundable upon return of this device (and charger) in good working order to the college upon completion of studies.

If you wish to take up this option, we will require you to do the following:

- Fill in and return the Netbook request slip (below), with the $150 bond, to the Campus Office.
- Sign a new Computer and Internet User Agreement (collect from Office)

When these documents are returned (with bond) your request will go to our ICT technicians for further processing. You will be notified when your Netbook is ready to pick up.

Please feel free to contact the college directly if you have any further queries.

Yours sincerely,

[Signature]

Darren Trippett
College Principal

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**Netbook Request REPLY SLIP**

Please return to the General Office asap (must include $150 bond)

I ______________________________________ (Parent/Guardian) of ____________________________________________

of __________ (Year/Class)

wish to apply for a College Netbook as part of the BYOD Program.

Signature: ______________________________ Date: ______/____/____
TUTORING – MATHS/PHYSICS/CHEMISTRY

DAVID BAILEY
FORMER YARRA HILLS STUDENT
REASONABLE RATES
TUTORING AT HOME OR SCHOOL.

PH: 0430 396 269

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Australian Government
Australian Taxation Office

Changes to the Secondary Schools Tax File Number Program in 2015

The Secondary Schools Tax File Number (TFN) Program will not continue beyond 31 December 2014. This means that School TFN forms will no longer be processed beyond this date.

How students can apply for a TFN from 1 January 2015

The Australian Taxation Office in partnership with Australia Post is making it easier for individuals to apply for a TFN.

Students can now apply for a TFN online and have their identity verified through an interview at a participating Australia Post office.

Applying online is the fastest and most convenient way for students to get a TFN. More information on applying online can be found at ato.gov.au by searching for ‘QC27248’.

Students who are unable to visit a participating Australia Post office will need to complete the application form Tax file number - application or enquiry for individuals form (NAT 1432). More information about lodging this form can be found at ato.gov.au by searching for ‘QC22904’.

The ATO will continue working with teachers to educate students about tax and superannuation. The curriculum resource Tax, Super & You is a free, easy to use, online educational resource aligned to the school curriculum of each state and territory. This resource can be accessed at taxsuperandyou.gov.au.

In the coming weeks we will provide more information by email on how students can apply for a TFN and the educational services we can provide. In the meantime if you require any further information you can phone 1300 130 282 between 8:00am and 5:00pm Monday to Friday.

Regards

Steve Vesperman
Deputy Commissioner of Taxation