



## From the Principal

John M Freeman

ISSUE ONE

2021

### WELCOME Back

Welcome back to 2021 and to all our new families welcome to Lavalla Catholic College.

I have now had a chance to speak to every student at year level meetings and it was great to see them back and looking forward enthusiastically to what will unfold in 2021.

At these assemblies I had three key messages for all students, the same ones I have given to students commencing Year 7 for the past eight years. My first message was to reiterate that I really only have one rule or expectation and that is 'to do the right thing'. I know our students come from good homes where they have learned good values, they have gone to good primary schools where those values are reinforced and are now at Lavalla Catholic College where we strive to model the 'right thing' every day. Second, we are all part of the Marist family, and therefore like good families we 'look after one another'. This can be done by simply greeting people when we see them to asking someone who might be feeling down if they are okay. I did vary my examples depending on the group, but I am confident that each young person in our care appreciates what it takes and wants the best for themselves and others.

The other point I made relates to the key intent of our strategic plan for the next four years, which is: **Every student, every day, engages in learning opportunities that allow them to improve so they can make wise choices for themselves.** Over the next few months, I will elaborate on this, but I stressed to our students that this school exists because they and their parents, guardians or carers have looked to us to provide them with a holistic Catholic secondary education in the Marist tradition. Therefore, we will work hard to provide experiences inside and outside the classroom to meet this intent and that they in turn should make every effort to engage with those opportunities.

I look forward to being part of helping them be their best in 2021.

### Year 12 Results 2020

Before providing some information about the results our students achieved I want to thank all the staff who came in on 30 December 2020 to see students, but in particular Carmen Weaver, Sue Rankin, Jeananne Brown and Brett Van Berkel. All four were present the previous day as well to download, print, collate and analyse results in preparation for that day. Thank you also to Nicole Fenech who was also present on 30 December to assist with counselling students in relation to results and options with preferences.

*breathe*  
the Spirit of life (Rm 8:2)

# PRINCIPAL cont....

## Our DUCES for 2020 are:

Liam Jarvis – for highest ATAR of 99.6; and

Nathanael Duffy – for highest aggregated study score of 187.1 (based on unscaled scores: English plus next best three subjects and then 10% of fifth and sixth subjects).  
Nathanael also achieved an ATAR of 98.85.

We had two students achieve a score of 50 in their studies:

- Nathanael Duffy for Music Performance (taught by Shane Lebbe); and
- Natasha Richards for Media (taught by Katie Lee)
- Worthy of note is Jack Beechey-Danvers who achieved 49 for Geography (taught by Steve Erdely).

## Our overall results are

- 40+ Scores – 5.4%, our best achievement on record
- Number of Subjects achieving scores of 40+ - 20, our best achievement on record
- Median – 28
- 90+ ATAR – 9.15% (13 students), our best achievement on record
- Median ATAR – 62.2, our best achievement on record
- Additionally, since October last year we have seen 27 students from across the school attain apprenticeships.

Congratulations to the Graduating Class of 2020.

## Staff News

### Marriages

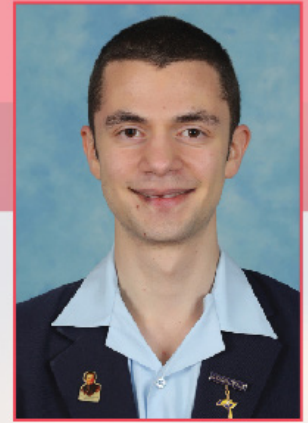
- Georgie Robertson (nee Barker) married Ash on the 23rd of Jan 2021.

### Births

- Vanessa and Mario Scalia welcomed their twins, Alexia Anna Scalia and Mateo Sebastian Scalia, on Wednesday 13 January 2021.
- Dominica Kosakiewicz and her partner Justin welcomed Nadia Mae on Sunday, 31 January 2021
- Joanne Chambers welcomed a grandson, Hunter Rodney, born 19th December 2020.



Liam Jarvis  
Year 12 DUX



Nathanael Duffy  
Year 12 DUX

## Riley Pearce

As you know we were deeply saddened by the news that Riley Patrick Pearce passed away suddenly on Sunday, 24 January, 2021.

As a community, we pray for all his family, in particular his parents, Kerry and Andrew, and his brothers Matthew (2017) and Liam (2018).

We know from the five years that Riley was part of our school that he had a positive influence on all people who know him. This was clearly evident to all who attended his funeral on Wednesday, 3 February. Both those who spoke that morning and all in attendance demonstrated their love and appreciation for all that Riley is to them.

We will continue to support all those affected by Riley's loss. Such a loss can heighten a person's emotions. The length of grieving can vary for each person. If you have any concerns, please contact the College and we will arrange support.

Support, during and outside of school hours, can also be accessed online by students and parents, guardians and carers at [www.headspace.org.au](http://www.headspace.org.au) or via telephone on 1800 650 890.

Alternatively, you may prefer to contact Lifeline Australia on 13 11 14, Kids Helpline on 1800 551 800, Beyondblue at [www.beyondblue.org.au](http://www.beyondblue.org.au) or Ybblue at [www.youthbeyondblue.com](http://www.youthbeyondblue.com).



*May Riley enter into the beauty of eternal tranquility  
In that place where there is no more sorrow  
Or separation or mourning or tears"*

John O'Donohue

Eternal rest grant unto him, O Lord, and let perpetual light shine upon him. May the souls of the faithful departed, through the mercy of God, rest in peace.

Amen.



# PRINCIPAL cont....

## Child Safeguarding

Please click on the links to read our new, copies are also attached to this newsletter:

- [Child Safeguarding Policy](#)
- [Marist Child Safe Adult Code of Conduct and;](#)
- [Student Code of Conduct](#).

## eSafety Webinar

Catholic School Parents Victoria are providing free webinars- eSafety's parent guide to cyberbullying and online toxicity.

This Safer Internet Day 2021 webinar hosted by the Office of the eSafety Commissioner will look at how parents and carers can support young people to have safe and respectful online relationships and what to do if things go wrong.

It will cover:

- starting conversations with your child about their online friendships and positive ways to deal with changing relationships
- understanding the rights, laws and community expectations that govern social media use
- where to seek help if your child is involved in a cyberbullying incident.

The webinar will include case studies, research and targeted advice so you can support the young people in your life to have safe, enjoyable online experiences.

Dates for webinars in Victoria: Register at [HERE](#)

- Tuesday 9 February 7.30 to 8.30 pm
- Wednesday 10 February 12.30 to 1.30 pm
- Wednesday 10 February 7.30 to 8.30 pm
- Monday 15 February 12.30 to 1.30 pm
- Monday 22 March 12.30 to 1.30 pm

## Condolences

Finally, can I please ask that you keep the following people who have passed away as well as their families and friends in your prayers:

- Riley Pearce, son of Andrew and Kerry Pearce, brother of Matthew (2018) and Liam (2018)
- Geoffrey (Geoff) Leonard Wilson, father of Lyndel Van Berkel and grandfather to Logan (2017) and Zali (2019) aged 85 years old, he passed away on the 13th January, he had lived in Maffra all their life.
- Ken Williams, father of Rod Williams, father-in-law to Lisa Williams, grandfather to Sarah (8) and Matt
- Lorraine Danaher, mother of Kirsty Bettridge, mother-in-law to Glenn, grandmother to Bella (12), Harrison (11) and Charlotte (7)

Eternal rest grant unto them, O Lord, and let perpetual light shine upon hem. May the souls of the faithful departed, through the mercy of God, rest in peace. Amen.





# STUDENT WELLBEING & OPERATIONS



**DOUG DOHERTY**  
**Deputy Principal**  
**Student Wellbeing & Operations**

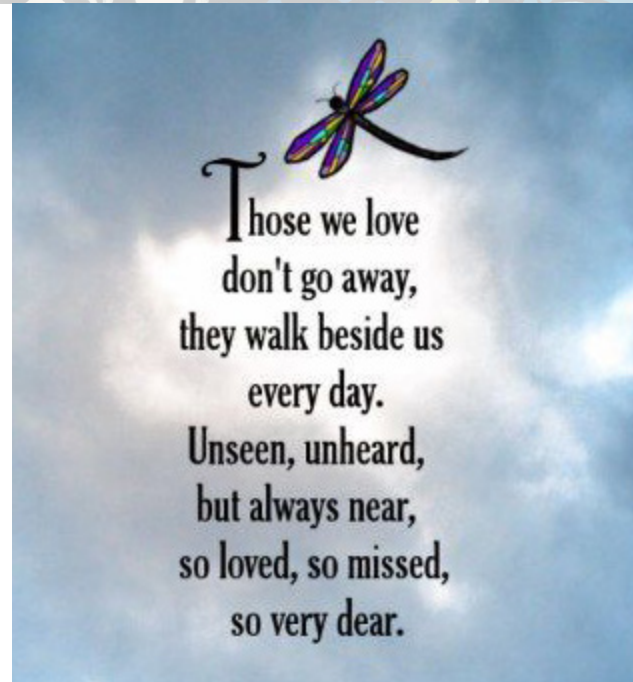
**Riley Pearce**

It was with great sadness that we said goodbye to one of our amazing students this week. Riley Pearce was deeply loved by all who met him and this was clearly evident from his funeral. I was very honoured by Andrew and Kerry (Riley's mum and dad) when they asked me to speak at Riley's funeral. I have been very privileged to know Riley's wonderful family for probably six years now and I have been truly blessed to have known Riley since Year 7. However, it has been this last year that I really spent quality time with Riley and got to know this fine young man. As part of Riley's desire to seek help, we met each Thursday for a Coffee and a Chat and discussed many ways to raise awareness of mental health for all. Last year, Riley and the two mental health peer leaders (Sasha and Jordan) at Lavalla Catholic College had begun to organise Mental Health First Aid training and certification for all at Lavalla Catholic College.



**MENTAL  
HEALTH  
FIRST AID**  
Australia

We will continue this work and implementing this annual action at least for the senior campus during semester 1 with the intention of including the junior campus in semester 2. We will also be inviting students to join our Child Protection Committee to create and lead a forum on Youth Mental Health during Semester 1, with the direction that this is to further develop our annual practice of awareness for youth mental health and safety.



Those we love  
don't go away,  
they walk beside us  
every day.  
Unseen, unheard,  
but always near,  
so loved, so missed,  
so very dear.

## Mobile Phone Policy Review 2020 - Findings

Towards the end of last academic year, 2020; the College held a review of our mobile phone policy and procedure. The current policy allowed students to have their phones with them at all times and access their phones when not in class. After a year of trialling this and a review of behavioural data and views from representatives of students, staff and parents/guardians; the policy has been updated.

The outcome was very clear- mobile phones are a serious distraction to student learning in the classroom as well as creating an unsafe environment throughout the school.

### Mobile Phone Policy 2021 - What will change:

Lavalla Catholic College will now align with all other Victorian secondary schools by banning the use of mobile phones in school.

*breathe*  
the Spirit of life (Rm 8:2)

# STUDENT WELLBEING & OPERATIONS

## What does this mean:

Mobile phones must be left in the student's locker (at their own risk) from 8:40 am until 3:15pm. A student may briefly check their phone at recess or lunch at the locker.

If a student disobeys this directive there will be a four stage action:

- **First infringement** – the phone will be confiscated and the student will need to collect it at the end of the day. This will be recorded on SIMON.
- **Second infringement** - the phone will be confiscated and the student will need to collect it at the end of the day. Parents/guardians will be informed. This will be recorded on SIMON.
- **Third infringement** - the phone will be confiscated and the parents/guardians will need to collect it at the end of the day from a senior member of staff such as Well-Being Leader or Head of House. This will be recorded on SIMON.
- **Fourth infringement** - the phone will be confiscated and the parents/guardians will meet with a Deputy Principal to discuss further action. This will be recorded on SIMON.

## Camps and Excursions:

Mobile phones are not permitted to be used in any learning environment, e.g. camps and excursions, unless otherwise directed by the camp or excursion organiser.

### *Parent/Guardians who wish to contact their child at school or excursion:*

- If a parent/guardian wishes to contact their child during the day in school, they must contact the College reception who will either pass on a message or arrange for a call to be taken.
- If your child is on excursion, there will be a College mobile phone number that you can contact which will be supervised by the teacher in charge.

## WELCOME Year 7 – the Future Class of 2026!

It was with great excitement that we welcomed our New Year 7 students to our College family. We look forward to journeying with our students and families for the next six years to ensure that they are safe, happy and successful.





# STUDENT ACHIEVEMENTS

## Congratulations on Your Pathway to Success:

Lavalla Catholic College is a fully comprehensive College that celebrates the success of all our students whether they follow an academic path to university or a path towards employment and apprenticeship. So, I would like to take this opportunity to celebrate the success of these wonderful young people who secured their pathway in the past two weeks.

### Year 11



**Cassidy Bartley**  
Independent Motor  
Sports Apprenticeship



**Nicholas Alimpic**  
Jocort Constructions  
Apprenticeship



**Deegan Christensen**  
Hughes Plant- Diesel  
Mechanic  
Apprenticeship



**Peter Ezard**  
Ezard Cabinets  
Apprenticeship

### Year 12



**Callum Bonnor**  
1st Class Roof Restoration  
Full time employment



**Kasey Pitzner**  
Middy's Electrical  
Traineeship



**Jesse Lee**  
WND Electrical  
Apprenticeship

*breathe*  
the Spirit of life (Rm 8:2)



# NEW STAFF



**CLAIRE FABRIS**  
Assistant Principal  
Staff Wellbeing & Development

On behalf of the Lavalla Catholic College community, I would like to take this opportunity to welcome some new staff members to the family for the 2021 year! They bring with them a wealth of different experiences, some local, interstate and international. I know that you will all join me in making them feel very welcome.

## NEW STAFF 2021



**Peter Foley**  
English & English Language  
KILDARE



**Tim Humphris**  
Vis Comm & Art  
KILDARE



**Troy O'Bree**  
VCAL & Technology  
KILDARE



**Elise Winkel**  
Education Support  
KILDARE



**Natalie Justin**  
Education Support  
St PAUL's & KILDARE



**Sharmi Mageswaran**  
Maths  
St PAUL's & KILDARE



**Chelsea Hulls**  
Maths  
St PAUL'S



**Teresa Tantaró**  
Italian, Humanities & RE  
St PAUL'S



**Jo Chambers**  
Finance  
HERMITAGE

*breathe*  
the Spirit of life (Rm 8:2)

## Face masks

From 11.59 pm on Wednesday 3 February 2021, face masks will be mandatory in public indoor spaces, apart from when eating or drinking.

In addition to public indoor spaces, face masks continue to be mandatory for people over the age of 12 years whilst using public transport (including school buses), rideshare vehicles and taxis, and in retail settings over 2,000 sqm, such as indoor shopping centres, supermarkets, department stores and indoor markets.

I also respectfully remind all families that In accordance with requirements from the Victorian Government, students attending Lavalla Catholic College are required to carry a face mask when attending school and should continue to wear a face mask when on school buses, unless an exemption applies.

Parents, guardians and carers are required to supply their child(ren) with an appropriate face mask that covers the nose and mouth. Appropriate face masks include single use face masks (commonly called surgical masks) and cloth face masks made from three layers of a mix of breathable fabrics designed to cover the sides of the face and below the chin.

Single use face masks will only be provided by the school in circumstances where a student has forgotten to bring in a face mask, or their face mask becomes soiled or dirty and the student does not have access to a spare face mask.

Personalised face masks are permitted to be worn by students, including patterned or printed material. However, if a personalised face mask is deemed to be offensive, the student will be asked to remove, and possibly dispose of, the face mask. In these circumstances, a plain disposable face mask will be provided by the school to the student.

If a student refuses to wear a face mask, a member of staff will discuss the reasons with the student in the first instance, and an explanation provided to the student, in age-appropriate language, why a face mask is required.

To ensure that the health and safety of all students and staff can be maintained, if a student continues to refuse to wear a face mask, parents, guardians or carers will be contacted requesting the immediate collection of their child(ren) from school.

It is also still expected that visitors to the school site, including parents, guardians or carers, wear a face mask upon entry to the school, unless an exemption applies.

## Staff and students

Until further notice, it will be mandatory for face masks to be worn indoors by secondary school students and staff in DOSCEL primary and secondary schools, unless an exemption applies.

Note that School staff are not required to wear face masks while teaching or caring, but those who wish to do so, can. Staff must wear face masks in indoor areas of the school when not teaching or caring.

## Outdoors

Face masks are strongly recommended for staff and secondary students outdoors where at least 1.5 metres of physical distance cannot be maintained. Face masks must be carried by staff and secondary students in the event of a changed situation, unless an exemption applies.

## Visitors

Visitors including parents, guardians and carers will be required to wear a face mask when on school sites in indoor locations, including reception areas and classrooms, unless an exemption applies.

It is also recommended visitors wear face masks whilst outdoors where physical distancing cannot be maintained, for example at a congested school drop off or pick up, unless an exemption applies.

### Unwell Students

Students who are unwell must not attend school. Students who have any of the symptoms of COVID 19, however mild, are encouraged to seek medical advice and get tested.

The symptoms to watch out for are:

- fever
- chills or sweats
- cough
- sore throat
- shortness of breath
- runny nose
- loss of sense of smell

In certain circumstances headache, muscle soreness, stuffy nose, nausea, vomiting and diarrhoea may also be considered.

Please also note that if you or your child is being tested for COVID-19 and you have other children attending a school managed and operated by Diocese of Sale Catholic Education Limited (DOSCEL), as well as Lavalla Catholic College, then all the children should remain away from school until a negative test result is provided.

If students are unwell for an extended period of time, they will be supported in their learning with absence work by the school.

Where a student is unwell and absent from school, parents, guardians and carers will not need to provide a medical certificate for their child to return to school.



# CURRICULUM NEWS



**BRETT VAN BERKEL**  
**Deputy Principal**  
**Learning & Teaching**

A warm welcome to all students and parents to the 2021 year. A particularly warm welcome to our new Year 7 students and parents who are starting at Lavalla Catholic College this year. Our Year 7 team is excited about the year ahead and the chance to work with your child.

Several exciting innovations are occurring across the year in the Learning and Teaching area and we will keep you informed of these so watch this space. There have been presentations across the week to students from Years 7-12 welcoming them and setting several aspirational challenges.

For students, the challenge was 'be the best they can be'. One strategy was making students mindful of the resources available to them. In particular, the teaching and support staff available at Lavalla Catholic College.

We have a passionate professional staff whose fundamental goal is to help students be the best they can be. Students must see this relationship as a partnership and work with staff to support and develop their learning.

## Homework/Study

We are often asked about the 'recommended' homework time for students at each year level. It is important to know the difference between homework and study.

- Homework is schoolwork that a student is required to do at home (class work not complete, set homework, assignments etc.)
- whereas study is the devotion of time and attention to gaining knowledge of subject (creating study notes, analyse past exams, complete essay drafts, pre reading text books etc.).

These are just some of the options open to them. If students state they have no homework or study we would recommend to use the time to read printed material of their choosing for 20 minutes.

We look forward to a successful and safe year ahead.

The beautiful thing about learning is that ***no one can take it away from you.***

B.B. King – 1925-2015, Singer/Songwriter



# CATHOLIC IDENTITY & MISSION



**ROBYN REBBECHI**

Assistant Principal  
Catholic Identity & Mission

As we begin our new year at Lavalla Catholic College, we are conscious of our goals to continue finding ways to foster 'Strong minds and compassionate hearts' in our students. The preparation of our Strategic Plan for the next four years includes a key focus on how we do this in the Catholic Identity and Religious Education realm, and as a college we have discerned some important new directions. As a Catholic school in the Marist tradition, we believe strongly in the idea of treating all of our students as loved by God and by us, without exception. Some important ideas about this have been expressed by Pope Francis, in his recent encyclical *Fratelli Tutti: On Fraternity and Social Friendship*, which takes its inspiration from St Francis of Assisi and is dedicated to human solidarity.

*Fratelli Tutti* is about the interconnectedness of all peoples, something which we used to often mention, but which an event like the Covid-19 pandemic has made very clear to us in tangible ways. A few summary points from the encyclical give us some clear pointers about how we are to help create an 'open world', and you may also like to view the complete encyclical on the Vatican's dedicated website [www.fratellitutti.va](http://www.fratellitutti.va).



*The type of person we are and the type of political, social or religious group we belong to will be defined by whether we include or exclude the injured stranger... God is universal love, and as long as we are part of that love and share in it, we are called to universal fraternity, which is openness to all. There are no "others," no "them," there is only "us". We want, with God and in God, an open world (Ch. 3), a world without walls, without borders, without people rejected, without strangers. To achieve this world, we must have an open heart (Ch. 4). We need to experience social friendship, seek what is morally good, and practice a social ethic because we know we are part of a universal fraternity. We are called to solidarity, encounter, and gratuitousness (giving with cost or obligation).*

As the world celebrates Interfaith Harmony week this week, it is also important to remind ourselves that we share this responsibility for brother and sisterhood with our friends in different religious traditions. The *Fratelli Tutti* summary goes on to say:

*The different religions of the world recognise human beings as God's creatures. As creatures, we are in a relationship of fraternity. The religions are called to the service of fraternity in the world (Ch. 8). In dialogue and with hearts open to the world, we can establish social friendship and fraternity. In our openness to the Father of all, we recognize our universal condition as brothers and sisters. For Christians, the wellspring of human dignity and fraternity is in the Gospel of Jesus Christ, and that is what inspires our actions and commitments.*

We pray that in everything we do in the College this year, we will be able to honour this spirit of 'fraternity' and friendship. It is not just a humanitarian response to treat others with respect and kindness: it is as Pope Francis suggests, part of our call as Christians.

*breathe*  
the Spirit of life (Rm 8:2)

# UNIFORMS

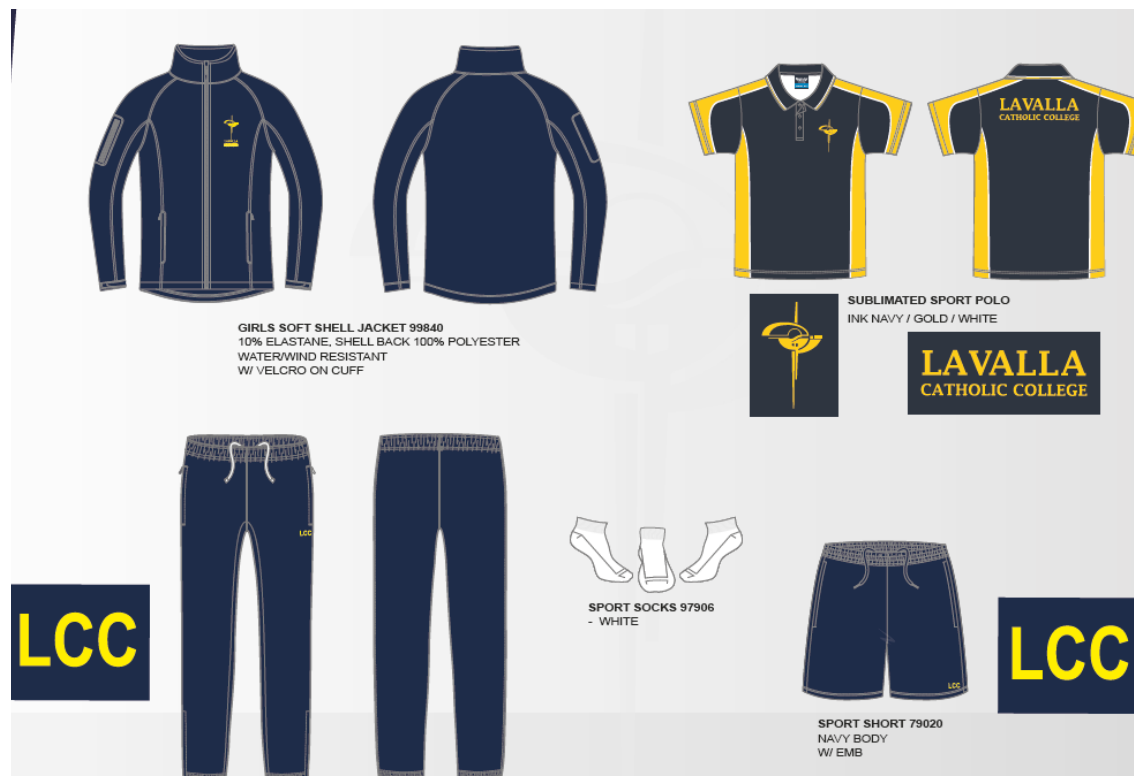
During the last few years the College has been working to improve and update the uniform. We are continuing this process in 2021.

In recent years we have introduced women's trousers for the winter months, new tracksuit pants (monogrammed) and the soft shell jacket (monogrammed) for the PE uniform, and we have just seen the arrival of the new PE polo shirt.

The gold polo shirt may still be worn until the end of 2023.

A reminder that the older style spray jacket and rugby top will be phased out at the end of 2021 (the end of our three-year transition period) and cannot be worn once the 2022 school year commences.

The older style tracksuit pants (navy with the gold stripe) will be phased out at the end of 2022.



## LIBRARY

The libraries at both campuses are open. Students are very welcome to come into the library from 8:15am.

The library is an inviting space to hang out regardless of the weather, and with the slight changes to COVID restrictions, more students can be in the space.

The St Paul's campus library is gearing up for Library Lovers Day on February 14th. Students can 'make a blind date' with a book. A selection of staff picks are wrapped up, and students can blindly choose a book to borrow.

On the Kildare campus, the staff are busy ensuring the space is conducive for students' study needs as well as leisure reading choices.

**Opening hours for both libraries are currently 8:15 am to 4 pm.**

Kildare Campus is hoping to continue with study sessions as of week 4. This will mean it is open until 5:30 for Years 10-12 who wish to do private study, group study or perhaps pre-arranged work with a teacher.

*breathe*  
the Spirit of life (Rm 8:2)



# MUSIC NEWS



**SHANE LEBBE**

Director of Music & Liturgy

The music program at Lavalla Catholic College has been recognised for its excellence at a local, state and even national level. It is one of the most vibrant and rewarding experiences a student can have at our College and we encourage all of our new year 7 students to become a member of our program.

As a member of our Music Program our students have the opportunity to build strong bonds with their peers while developing their potential within our ensemble program. Participation in the Music Program can develop such traits as cooperation, teamwork, leadership skills and perseverance. These are all characteristics that contribute to success in all areas of education and life, and there is a strong correlation between learning a musical instrument and academic excellence.

If you have any questions about our program, please do not hesitate to get in touch with us at [music@lavalla.vic.edu.au](mailto:music@lavalla.vic.edu.au). You can also find more information about our enrolment process of the College website [HERE](#)



*When?*

EVERY  
WEDNESDAY  
MORNING  
7:40 - 8:40 AM

*Where?*

MUSIC  
ROOMS

# SING *in the* JUNIOR CHOIR

REHEARSALS START WEDNESDAY 10TH FEBRUARY  
ALL ARE WELCOME!

CONTACT MS FELTEN FOR MORE INFO  
[feltste1@lavalla.vic.edu.au](mailto:feltste1@lavalla.vic.edu.au)



**Start the chat** about online safety to celebrate Safer Internet Day on Tuesday 9 February 2021.

Safer Internet Day is an opportunity to raise awareness about the safe and positive use of digital technology. It's also a good time to explore the role we can all play in creating a better online community.

This global campaign is celebrated by millions of people in 170 countries across the world.

Help us make every day a Safer Internet Day!

- Join our parent webinar [eSafety's guide to cyberbullying and online drama](#).
- Visit [esafety.gov.au/SID](https://esafety.gov.au/SID) for tips to start the chat at school, at home and in your community.



**about online safety**



# Child Safeguarding Policy

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## Child Safeguarding Policy

This Child Safeguarding Policy implements, and is to be read and understood in conjunction with, the National Catholic Safeguarding Standards published by Catholic Professional Standards Ltd.

This Child Safeguarding Policy has been approved by the Marist Schools Australia Leadership Team on 1 September 2020. It is to be reviewed in February 2022.

The Child Safeguarding Policy is published on our College's public website and provided to new Staff, and to Direct Contact Volunteers and Direct Contact Contractors at induction. It is also made available to Regular Contractors and Regular Volunteers prior to their engagement with the school. It is also communicated through other mediums such as the College newsletter, compliance training modules and staff meetings.

## Purpose

Our Child Safeguarding Policy was written to demonstrate the strong commitment of the College to child safety, and to provide an outline of the policies and practices that we have developed to keep our students safe, including from abuse or other harm.

It is an overarching policy that provides the key elements of our approach to the College as a child safe organisation and sets the tone for the College's entire Child Safeguarding Program.

The Child Safeguarding Policy provides the framework for:

- the implementation of the Victorian Child Safe Standards
- the development of work systems, practices, policies and procedures that promote child protection, safety and wellbeing within the College
- the creation of a safe and supportive College environment and a positive and robust child safe culture
- the promotion and open discussion of child safety issues within the College
- compliance with all laws, regulations and standards relevant to child protection and child safety in Victoria.

## Scope

The College's Child Safeguarding Policy applies to all adults in the College community, including Staff, Volunteers, Contractors, External Education Providers, parents/carers and other family members. This policy applies in all College environments, both physical and online, and on-site and off-site College grounds (e.g. camps and excursions).

## Statement of Commitment to Child Safety

All children and young people who come to Lavalla Catholic College have a right to feel and be safe. We are committed to providing a child safe and child friendly environment, where children and young people are safe and feel safe, and are able to actively participate in decisions that affect their lives.

We have a zero tolerance for child abuse and other harm and are committed to acting in students' best interests and keeping them safe from harm.

The College regards its child safeguarding responsibilities with the utmost importance and as such, is committed to providing the necessary resources to ensure compliance with all relevant child protection laws and regulations and maintaining a child safe culture.


## Child Safeguarding Standards

In addition to implementing the Victorian Child Safe Standards, the College's commitment to child safety is based on the National Catholic Safeguarding Standards published by Catholic Professional Standards Ltd., which sets out the following overarching standards that guide the development and regular review of our work systems, practices, policies and procedures to protect students from abuse and other harm. These standards are similar to the Victorian Child Safe Standards.

## The National Catholic Safeguarding Standards

The National Catholic Safeguarding Standards expand on the National Principles for Child Safe Organisations, specifically for Catholic settings. They set out 10 overarching standards that guide the development of a child safe culture for Catholic entities. Compliance with the NCSS is mandatory for all Catholic entities.

The NCSS are:

	<b>Standard 1</b>	<b>7</b>		<b>Standard 6</b>	<b>18</b>
	Committed leadership, governance and culture			Effective complaints management	
	<b>Standard 2</b>	<b>10</b>		<b>Standard 7</b>	<b>21</b>
	Children are safe, informed and participate			Ongoing education and training	
	<b>Standard 3</b>	<b>11</b>		<b>Standard 8</b>	<b>23</b>
	Partnering with families, carers and communities			Safe physical and online environments	
	<b>Standard 4</b>	<b>13</b>		<b>Standard 9</b>	<b>25</b>
	Equity is promoted and diversity is respected			Continuous improvement	
	<b>Standard 5</b>	<b>14</b>		<b>Standard 10</b>	<b>26</b>
	Robust human resource management			Policies and procedures support child safety	

## **Children and Young People's Rights to Safety, Information and Participation**

Lavalla Catholic College is a child safe and child-centred organisation. Our environment is friendly and welcoming to all children and young people.

We actively seek to include students in decisions that affect them. This includes decisions about organisational planning, delivery of services, management of facilities, and classroom learning and assessment environments.

We ensure students know about their rights to safety, information and participation. We recognise the importance of friendships and support from peers. We actively seek to understand what makes students feel safe in our organisation and regularly communicate with students about what they can do if they feel unsafe.

## **Parents/Carers, Families and Community Involvement at the College**

The College recognises that parents and carers have the primary responsibility for the upbringing and development of their children. We ensure they participate in decisions affecting their children.

We ensure families and relevant communities know about the College's operations and policies, including its Child Safeguarding Policy and the Child Safe Codes of Conduct, record keeping practices, risk management, and complaints and investigation processes.

We actively seek to include families and relevant communities in decisions about organisational planning, delivery of services, management of facilities, and classroom learning and assessment environments.

We build cultural safety at the College through partnerships with relevant communities.

## **Valuing Diversity in the College Community**

Our College values diversity and does not tolerate any discriminatory practices. To achieve this, we:

- support the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander students and their families
- support the cultural safety, participation and empowerment of students from culturally and/or linguistically diverse backgrounds and their families
- welcome students with a disability and their families and act to promote their participation
- welcome students and families of diverse sexuality and act to promote their participation
- seek to recruit a workforce that reflects a diversity of cultures, abilities and identities
- ensure all Staff, Direct Contact Volunteers and Direct Contact Contractors have training about Aboriginal and Torres Strait Islander cultures, disability, culturally and/or linguistically diverse backgrounds, and those with particular experiences or needs
- have a physical environment that actively celebrates diverse cultures and recognises cultural difference
- commit to ensuring our facilities promote the inclusion of students of all abilities.

## **Our Child Safeguarding Program**

Lavalla Catholic College is committed to the effective implementation of our Child Safeguarding Program and ensuring that it is appropriately reviewed and updated. We adopt a risk management approach by identifying



key risk indicators and assessing child safety risks based on a range of factors including the nature of our College's activities, physical and online environments and the characteristics of the student body.

Our Child Safeguarding Program relates to all aspects of child safety and protecting children from abuse, and establishes work systems, practices, policies and procedures to create and maintain a child safe environment and culture at the College. It includes:

- Child Safe Codes of Conduct
- clear information as to what constitutes child abuse and other harm and associated key indicators of child abuse and other harm
- clear procedures for responding to and reporting child safety incidents or concerns internally, and for responding to incidents or allegations of child abuse or other harm
- strategies to support, encourage and enable Staff, Volunteers, Contractors, External Education Providers, parents/carers and students to understand, identify, discuss and report child safety matters
- procedures for recruiting and screening members of the Leadership Team, Staff, Volunteers and Contractors
- procedures for reporting to external agencies, including Mandatory Reporting to DHHS Child Protection, Reportable Conduct and Reporting to Police
- pastoral care strategies designed to empower students and keep them safe
- strategies to support and encourage the participation and inclusion of Aboriginal and Torres Strait Islander students, students from culturally and/or linguistically diverse backgrounds and students with disability
- child safeguarding training
- information regarding the steps to take after a disclosure of abuse or other harm to protect, support and assist children
- guidelines with respect to record keeping and confidentiality
- policies to ensure compliance with all relevant laws, regulations and standards (including the Victorian Child Safe Standards and the National Catholic Safeguarding Standards published by Catholic Professional Standards Ltd.)
- a system for continuous review and improvement.

As a part of Lavalla Catholic College's induction process, all Staff as well as Direct Contact Volunteers and Direct Contact Contractors are required to complete induction in our child safeguarding policies, practices and procedures. Regular Contractors and Regular Volunteers receive information sheets with respect to the College's child safeguarding policies, practices and procedures prior to commencing work at the College. All Staff, as well as Direct Contact Volunteers and Direct Contact Contractors also receive refresher and ongoing child safeguarding training at least annually.

Staff, Direct Contact and Regular Volunteers, and Direct Contact and Regular Contractors are supported and supervised by the College's Child Safeguarding Officers and Leadership Team to ensure that they are compliant with the College's approach to child safety.

## Reporting Child Safety Incidents or Concerns to the College

Our Child Safeguarding Program provides detailed guidance for Staff, Volunteers and Contractors on how to identify key indicators of child abuse and other harm and how to report child safety incidents or concerns internally at the College. It also contains detailed procedures with respect to the reporting of child safety incidents or concerns to relevant external authorities.

Students at the College are provided with information about and encouraged to use multiple pathways to raise child safety incidents or concerns about or at the College. These include informal and formal ways, an 'anonymous' way, and through external child advocacy or child safety organisations.

Parents/carers, family members and other community members who have child safety concerns or who suspect that a child or young person associated with the College may be subject to abuse or other harm can contact:

- the College's Senior Child Safeguarding Officer, Doug Doherty, by phoning 51 74 5272 or 51 74 7355 or emailing [dohedou1@lavalla.vic.edu.au](mailto:dohedou1@lavalla.vic.edu.au); or
- the Principal or, if the concern relates to the Principal, the MSA Regional Director.

Students, parents/carers, family members and other community members can also raise child safety incidents or concerns through the College's Complaints Handling Policy.

Any person can also contact the Senior Child Safeguarding Officer, the Principal or MSA Regional Director if they have concerns regarding the College's leadership in relation to child safety.

Communications will be treated confidentially on a "need to know basis".

Whenever there are concerns that a child or young person is in immediate danger the Police should be called on 000.

## Responsibilities for Child Safeguarding at the College

Child Safeguarding is everyone's responsibility. All adults in the College community have a shared responsibility for contributing to the safety and protection of students. Specific responsibilities include:

### The College's Child Safeguarding Officers

A number of senior staff members are nominated as the College's Child Safeguarding Officers. Our Child Safeguarding Officers receive additional specialised training with respect to child safety and protection issues. They are a point of contact for raising child safety concerns within the College. They are also responsible for championing child safeguarding within the College and assisting in coordinating responses to child safety incidents.

Contact details for our Child Safeguarding Officers are set out below:

Name	Position	Contact No.	Email Address
<b>Brett Van Berkel</b>	Deputy Principal – Learning & Teaching	51 74 5272 51 74 7355	<a href="mailto:vanbbre1@lavalla.vic.edu.au">vanbbre1@lavalla.vic.edu.au</a>
<b>Claire Fabris</b>	Assistant Principal – Staff Wellbeing & Development	51 74 5272 51 74 7355	<a href="mailto:fabrcla1@lavalla.vic.edu.au">fabrcla1@lavalla.vic.edu.au</a>
<b>Robyn Rebbechi</b>	Assistant Principal – Catholic Identity & Mission	51 74 5272	<a href="mailto:rebbrob1@lavalla.vic.edu.au">rebbrob1@lavalla.vic.edu.au</a>

<b>Belinda Gathercole</b>	Counsellor (Kildare)	51 74 5272	<a href="mailto:gathbel1@lavalla.vic.edu.au">gathbel1@lavalla.vic.edu.au</a>
<b>Megan Marks</b>	Counsellor (Kildare)	51 74 5272	<a href="mailto:markmeg1@lavalla.vic.edu.au">markmeg1@lavalla.vic.edu.au</a>
<b>Jo Slater</b>	Counsellor (St Paul's)	51 74 7355	<a href="mailto:slatjoa1@lavalla.vic.edu.au">slatjoa1@lavalla.vic.edu.au</a>

## **The Senior Child Safeguarding Officer**

Lavalla Catholic College has also appointed Doug Doherty, Deputy Principal – Student Wellbeing & Operations as the College's Senior Child Safeguarding Officer. The Senior Child Safeguarding Officer is contactable by phone on 51 74 5272 or 51 74 7355 or by emailing [dohedou1@lavalla.vic.edu.au](mailto:dohedou1@lavalla.vic.edu.au).

The Senior Child Safeguarding Officer has additional child safeguarding responsibilities, such as being a first point of contact for all child safety concerns or queries for the wider community and coordinating the College's response to child safety incidents in consultation with the Principal, the Leadership Team and Marist Schools Australia.

## **The Council of the Australian Conference of the Association of St Marcellin Champagnat**

The Council of the Australian Conference of the Association of St Marcellin Champagnat (the Association Council) is the College's governing body. Through the Marist Association Professional Standards Committee, the Association Council is ultimately responsible for reviewing and approving the College's Child Safeguarding Program.

## **Marist Schools Australia**

Marist Schools Australia (MSA) is responsible for implementing all Child Safeguarding policies and protocols across the College.

The Association Council has delegated its functions relating to the management and implementation of the College's Child Safeguarding Program to MSA.

## **Marist Schools Australia National Director**

The Chief Executive Officer of MSA is the MSA National Director. The MSA National Director is responsible for ensuring that each MSA-governed school complies with relevant legislation, the National Catholic Safeguarding Standards and other requirements of the Catholic Church and the Association Council.

The Principal has delegated authority from the MSA National Director for operational management of the College, including the management and implementation of the College's child safeguarding policies and procedures.

## **The MSA Regional Director**

The MSA Regional Director is responsible for ensuring that the College in their region complies with relevant legislation, the National Catholic Safeguarding Standards and other requirements of the Catholic Church and the Association Council.



## **The Principal**

The Principal is responsible, and will be accountable for, the operational management of the College, and the Child Safeguarding Program. The Principal is responsible for taking all practical measures to ensure that this Child Safeguarding Policy and the College's Child Safeguarding Program is implemented effectively and that a strong and sustainable child safe culture is maintained within the College.

The Principal of the College is accountable to the MSA Regional Director.

## **Staff Members**

All Staff are required to comply with our Child Safeguarding Policy and Child Safe Codes of Conduct, be familiar with our Child Safeguarding Program and understand their legal obligations with respect to the reporting of child abuse and other harm, and Working with Children Checks. It is each individual's responsibility to be aware of key indicators of abuse and other harm, to be observant, and to raise all child safety incidents and concerns with one of the College's Child Safeguarding Officers.

## **Volunteers**

All Volunteers at the College are responsible for contributing to the safety and protection of students in the College environment.

All Volunteers are required to comply with our Child Safeguarding Policy and Child Safe Codes of Conduct. Direct Contact and Regular Volunteers are required to understand their legal obligations with respect to the reporting of child abuse, grooming and other harm.

It is each individual's responsibility to be aware of key indicators of child abuse, grooming and other harm, to be observant, and to raise all child safety concerns with one of the College's Child Safeguarding Officers.

## **Contractors**

All Contractors engaged by the College are responsible for contributing to the safety and protection of students in the College environment.

All Contractors engaged by the College are required to comply with our Child Safeguarding Policy and Child Safe Codes of Conduct. Direct Contact and Regular Contractors are required to understand their legal obligations with respect to the reporting of child abuse, grooming and other harm. The College may include this requirement in the written agreement between it and the Contractor.

## **External Education Providers**

An External Education Provider is any organisation that the College has arranged to deliver a specified course of study that is part of the curriculum, to a student or students enrolled at the College. The delivery of such a course may take place on College premises or elsewhere.

All External Education Providers engaged by the College are responsible for contributing to the safety and protection of students in all College environments. All External Education Providers engaged by the College are required by the College to comply with our Child Safeguarding Policy and our Child Safe Codes of Conduct.

Lavalla Catholic College may include this requirement in the written agreement between it and the External Education Provider.

## **Child Safe Human Resources Management**

Lavalla Catholic College applies best practice standards in the recruitment and screening of Staff and Direct Contact Volunteers. Our recruitment procedures comply with the College's Child Safe Human Resources Management and ensure that all reasonable steps are taken to engage the most suitable and appropriate people to work with children and young people. All Staff, Direct Contact and Regular Volunteers and Direct Contact and Regular Contractors are required to maintain a valid Working with Children Check.

The College ensures that the College Leadership Team, Staff and Direct Contact Volunteers and Direct Contact Contractors undergo child safeguarding induction, and ongoing education and training as part of our commitment to safeguarding children from harm.

Staff, Direct Contact Volunteers and Direct Contact Contractors are subject to regular supervision and performance monitoring whilst engaging with students.

The College ensures that professional development programs for Staff include child safeguarding education and training programs.

## **Child Safe Risk Management**

The College recognises the importance of a risk management approach to minimising the potential for child abuse or harm to occur and we use this information to inform our policies, procedures and activity planning.

The College has developed a comprehensive Risk Management Program to assist in the identification, assessment and management of child safety risks in all College environments.

## **Record Keeping**

The College has a Child Safeguarding Record Keeping policy and is committed to best practice record keeping. In accordance with our policy, and as required by our Procedures for Responding to and Reporting Child Safety Incidents or Concerns, all internal and external reports of child safety incidents and concerns, as well as any other responses by the College are recorded using the Responding to an Incident, Disclosure or Suspicion of Child Abuse or Other Harm Template.

In maintaining records of child safety incidents or concerns, the College maintains confidentiality and privacy for students and families in accordance with federal and state privacy legislation.

## **Policy and Program Review**

Lavalla Catholic College is committed to the continuous improvement of our Child Safeguarding Program. The Program is regularly reviewed for overall effectiveness and to ensure compliance with all child protection related laws, regulations and standards.

The College is committed to actively seeking, actioning, and incorporating into this Program, feedback from students, families, the wider College community, Staff, Volunteers and Contractors, and will communicate any adjustments or amendments widely throughout the College community.

## **Non-Compliance with Our Child Safeguarding Policy**

Lavalla Catholic College enforces this Child Safeguarding Policy and our Child Safe Codes of Conduct. In the event of any non-compliance, we will instigate a review that may result in a range of measures including (depending on the severity of the breach):

- remedial education
- counselling
- increased supervision
- the restriction of duties
- suspension or
- in the case of serious breaches, termination of employment, contract or engagement.



# Student Code of Conduct

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At Lavalla Catholic College we recognise that effective learning can only occur in a secure environment where the dignity, rights and responsibilities of others are known and respected and where standards and rules are fairly and consistently applied.

This Student Code of Conduct has been developed to clearly set out standards of behaviour that students are expected to abide by.

Managing the Student Code of Conduct is a shared responsibility between students, parents / guardians and the College. All students and families have ready access to support offered by Staff and College Safeguarding Officers.

## Rights and Responsibilities of Students

Students are expected to uphold the principles of Lavalla Catholic College.

They are:

- **Excellence** – in your schoolwork, extracurricular, sporting and other personal endeavours
- **Respect** – for your teachers, parents, peers and other members of the College community
- **Courtesy** – for everyone you interact with
- **Pride** - in yourself and the way you represent the College
- **Personal Responsibility** – for your actions
- **Integrity** – honesty and candour in all your dealings
- **Sensitivity** – avoid causing offence or hurt
- **Tolerance** – for others, regardless of their background, age, race, gender, sexuality, religion or race
- **Inclusion** – of all those who decide to come to Lavalla Catholic College, and those in the community.

These values are to be upheld in the way you conduct yourself not only at the College, but also in the community.

Students are expected to observe and uphold this statement of rights and responsibilities:

You have the **right** to:

- reach your full learning potential in a safe and supportive environment
- be safe
- be treated with respect, courtesy and kindness
- be an active part of and contribute positively to the community
- be treated fairly and justly
- have your human rights, and other legal rights respected.

You have the **responsibility** to:

- enable others to learn in a safe and supportive environment
- follow College policies, procedures and the directions of teachers at all times
- treat others with respect, courtesy and kindness

- represent the College well in the community
- accept and consider the consequences of your actions
- respect the human rights and legal rights of others.

## **Consequences for Breaching the Student Code of Conduct**

Students are expected to abide by College rules and the policies of the College, as well as the directions of teachers.

A breach of this Student Code of Conduct, College rules or policy will be dealt with in according to our **Student Discipline Policy**.

## **Raising Concerns About Safety**

Students are provided with information about and encouraged to use multiple pathways to raise child safety concerns about or at the College, including concerns about the behaviour of other students. These include formal and informal ways, an 'anonymous' way, and the external child advocacy or child safety organisations.

If a student has concerns about their safety, or the behaviour of others, it's important that they tell a trusted adult. This could be a parent or guardian, a trusted teacher or a Child Safeguarding Officer.

Our Staff are committed to ensuring that all students feel empowered to speak up and be heard, and will take all concerns raised by students seriously and ensure that the student receives ongoing support.

# Marist Child Safe Adult Code of Conduct

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## Marist Child Safe Adult Code of Conduct

The Marist Child Safe Adult Code of Conduct outlines appropriate standards of behaviour for all adults in the College environment towards students. The Code serves to protect students, reduce any opportunities for abuse or harm to occur, and promote child safety in the College environment. It provides guidance on how to best support students and how to avoid or better manage difficult situations.

It is Lavalla Catholic College policy that any breach of the Marist Child Safe Adult Code of Conduct is a child safety incident and is recorded and managed as such.

The Marist Child Safe Adult Code of Conduct is reviewed annually. The Marist Schools Australia Leadership Team has approved this Child Safe Adult Code of Conduct.

Our Child Safeguarding Program also includes a **Staff and Student Professional Boundaries** policy that provides detailed guidance for all Staff, Volunteers, Contractors and External Education Providers on how to maintain professional boundaries between students and adults at Lavalla Catholic College.

## Scope

The Marist Child Safe Adult Code of Conduct applies to:

- the Principal and the College Leadership Team, as well as Advisory Councils and sub-committees
- all staff members, including non-teaching Staff and temporary or casual Staff
- all Volunteers
- all Contractors
- External Education Providers
- teaching students on placement at the College
- parents/carers and other adult family members of students
- visitors

***Together referred to as “the College Community” for the purposes of this Code.***

The Marist Child Safe Adult Code of Conduct applies in all College environments. College environments include both physical and online environments, as well as any environment (including those outside the College’s grounds) where College-related activities are occurring.

## Child Safe Adult Code of Conduct

Each member of the College Community is responsible for promoting the safety and wellbeing of students by adhering to the following standards of behaviour:

### DO:

- Uphold Lavalla Catholic College’s Statement of Commitment to Child Safety at all times.

- Comply with applicable guidelines published by the College with respect to child safety, such as the **Staff and Student Professional Boundaries** policy.
- Behave as a positive role model to students.
- Promote the safety, welfare and wellbeing of students.
- Be vigilant and proactive with regard to child safety and protection issues.
- Provide age-appropriate supervision for students.
- Treat all students with respect.
- Promote the safety, participation and empowerment of students with a disability.
- Promote the cultural safety, participation and empowerment of linguistically and/or culturally diverse students and Aboriginal and Torres Strait Islander students.
- Use positive and affirming language towards students.
- Encourage students to 'have a say' and then listen to them with respect.
- Respect cultural, religious and political differences.
- Help provide an open, safe and supportive environment for all students to interact, and socialise.
- Intervene when students are engaging in inappropriate bullying behaviour towards others or acting in a humiliating or vilifying way.
- Report any breaches of this Child Safe Adult Code of Conduct.
- Report concerns about child safety to one of the College's Child Safeguarding Officers and ensure that your legal obligations to report child abuse or other harm externally are met.
- Where an allegation of child abuse or other harm is made, ensure as quickly as possible that the student involved is safe.
- Call the Police on 000 if you have immediate concerns for a student's safety.
- Respect the privacy of students and their families and only disclose information to people who have a need to know.

#### **DO NOT:**

- Engage in any form of inappropriate behaviour towards students or expose students to such behaviour.
- Engage in prejudicial or oppressive behaviour, or use inappropriate language with students.
- Express personal views on cultures, race or sexuality in the presence of students or discriminate against any student based on culture, race, ethnicity or disability.
- Engage in open discussions of an adult nature in the presence of students.
- Engage in any form of sexual conduct with a student including making sexually suggestive comments and sharing sexually suggestive material.
- Engage in inappropriate or unnecessary physical conduct or behaviours including doing things of a personal nature that a student can do for themselves, such as toileting or changing clothes.
- Engage in any form of physical violence towards a student including inappropriately rough physical play.
- Use physical means or corporal punishment to discipline or control a student.
- Engage in any form of behaviour that has the potential to cause a student serious emotional or psychological harm.
- Develop 'special' relationships with students that could be seen as favouritism (for example, the offering of gifts or special treatment for specific students).
- Engage in undisclosed private meetings with a student who is not your own child.
- Engage in activities with a student who is not your own child, outside of school hours and without permission from the student's parent/carer.
- Engage in inappropriate personal communications with a student through any medium, including any online contact or interactions with a student.
- Take or publish (including online) photos, movies or recordings of a student without parental/carer consent.
- Post identifying information about a student online unless it is necessary for the school's activities or you have consent from the student and/or their parents/guardians. Identifying information includes



things such as the student's: full name; age; e-mail address; telephone number; residence; school; or details of a club or group they may attend.

- Ignore or disregard any suspected or disclosed child abuse or other harm.

## **Agreement to Marist Child Safe Adult Code of Conduct**

A copy of the Marist Child Safe Adult Code of Conduct is provided to all Staff, Direct Contact and Regular Volunteers and Direct Contact and Regular Contractors at induction, or otherwise prior to them commencing work at the College. It is also communicated via refresher training at regular intervals for all Staff, as well as Direct Contact Volunteers and Direct Contact Contractors.

All Staff, as well as Direct Contact and Regular Volunteers must sign an agreement to adhere to the Marist Child Safe Adult Code of Conduct prior to commencing work at College.

The Marist Child Safe Adult Code of Conduct forms part of the contract between the College and any Direct Contact and Regular Contractors. Therefore, all Direct Contact and Regular Contractors are deemed to have agreed to adhere to the Marist Child Safe Adult Code of Conduct upon signing the contract or upon commencing work at the College.

A copy of the Marist Child Safe Adult Code of Conduct is provided to parents/carers, who must sign an agreement to abide by the Marist Child Safe Adult Code of Conduct on enrolment.

## **Consequences for Breaching the Marist Child Safe Adult Code of Conduct**

Staff, including the Leadership Team and Principal, Volunteers and Contractors who breach this Code of Conduct may be subject to disciplinary actions that may result in a range of measures including (depending on the severity of the breach):

- remedial education
- counselling
- increased supervision
- the restriction of duties
- appointment to an alternate role
- suspension or
- in the case of serious breaches, termination of employment, contract or engagement.

Where any other member of the College community breaches any obligation, duty or responsibility within the Marist Child Safe Adult Code of Conduct, Lavalla Catholic College will take appropriate action.

## **Report Any Concerns**

It is Marist policy that any breach of the Marist Child Safe Adult Code of Conduct is a child safety incident. Therefore, all Staff, Direct Contact and Regular Volunteers, and Direct Contact and Regular Contractors who witness, or suspect, any breach of this Code of Conduct must report their concern internally and, if required, also externally.

Our Child Safeguarding Program includes information for the College Leadership Team, Staff, Volunteers and Contractors about how to identify key indicators of child abuse or other harm and how to report child safety incidents or concerns internally. It also contains detailed procedures with respect to the reporting of child safety incidents or concerns to relevant authorities.

Students are provided with information about and encouraged to use multiple pathways to raise child safety incidents or concerns about or at the College, including breaches of the Marist Child Safe Adult Code of Conduct. These include informal and formal ways, an 'anonymous' way, and external child advocacy or child safety organisations.

Parents/carers, family members or other community members who witness or suspect that there has been a breach of this Code of Conduct, or have concerns that a child or young person associated with the College may be subject to abuse or harm from a member of Staff, a Volunteer or a Contractor, should contact:

- the College's Senior Child Safeguarding Officer, **Doug Doherty, Deputy Principal – Student Wellbeing & Operations**, by phoning 51 74 5272 or 51 74 7355 or emailing [dohedou1@lavalla.vic.edu.au](mailto:dohedou1@lavalla.vic.edu.au); or
- the Principal or, if the concern relates to the Principal, the MSA Regional Director.

You can also raise a concern through the College's **Complaints Handling Policy**.

Communications will be treated confidentially on a 'need to know basis'.

**Whenever there are concerns that a child or young person is in immediate danger, the Police should be contacted on 000.**

**I acknowledge:**

- That I have read and understood this Marist Child Safe Adult Code of Conduct and agree to be bound by it

**STAFF / CONTRACTOR / VOLUNTEER NAME:**

**Signature:**

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**PARENT / CARER 1 NAME:**

**Signature:**

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**PARENT / CARER 2 NAME:**

**Signature:**

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## CAMPS, SPORTS AND EXCURSIONS FUND (CSEF) APPLICATION FORM

School Name

School REF ID

### Parent/legal guardian details

Surname \_\_\_\_\_

First name \_\_\_\_\_

Address \_\_\_\_\_

Town/suburb \_\_\_\_\_ State \_\_\_\_\_ Postcode \_\_\_\_\_

Contact number \_\_\_\_\_

Centrelink pensioner concession **OR** Health care card number (CRN)

-  -  -  **OR**

☐ Foster parent\* **OR** ☐ Veterans affairs pensioner

\*Foster Parents must provide a copy of the temporary care order letter from the Department of Health and Human Services (DHHS).

### Student details

Child's surname	Child's first name	Student ID	Date of birth (dd/mm/yyyy)	Year level

I authorise the Department of Education and Training (DET) to use Centrelink Confirmation eServices to perform an enquiry of my Centrelink customer details and concession card status in order to enable the business to determine if I qualify for a concession, rebate or service. I also authorise the Australian Government Department of Human Services (DHS) to provide the results of that enquiry to DET.

I understand that:

- DHHS will use information I have provided to DET to confirm my eligibility for the Camps, Sports and Excursions Fund and will disclose to DET personal information including my name, address, payment and concession card type and status.
- this consent, once signed, remains valid while my child is enrolled at a registered Victorian school unless I withdraw it by contacting the school.
- I can obtain proof of my circumstances/details from DHS and provide it to DET so that my eligibility for the Camps, Sports and Excursions Fund can be determined.
- if I withdraw my consent or do not alternatively provide proof of my circumstances/details, I may not be eligible for the Camps, Sports and Excursions Fund provided by DET.
- information regarding my eligibility for the Camps, Sports and Excursions Fund may be disclosed to the Victorian Department of Health and Human Services and /or State Schools Relief for the purpose of evaluating concession card services or confirming eligibility for assistance.

You are able to request access to the personal information that we hold about you, and to request that any errors be corrected, by contacting your child's school.

Signature of applicant \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## CSEF ELIGIBILITY

Below is the criteria used to determine a student's eligibility for the Camps, Sports and Excursions Fund (CSEF).

### Criteria 1 – Eligibility

To be eligible\* for the fund, a parent or legal guardian of a student attending a registered Government or non-government Victorian primary or secondary school must:

- on the first day of Term one, or;
- on the first day of Term two;
  - a) Be an eligible beneficiary within the meaning of the *State Concessions Act 2004*, that is, be a holder of Veterans Affairs Gold Card or be an eligible Centrelink Health Care Card (HCC) or Pensioner Concession Card (PCC) holder, OR
  - b) Be a temporary foster parent, and;
  - c) Submit an application to the school by the due date.

\* A special consideration eligibility category also exists. For more information, see: [Camps, Sports and Excursions Fund \(education.vic.gov.au\)](https://education.vic.gov.au/csef)

Parents who receive a Carer Allowance on behalf of a child, or any other benefit or allowance not income tested by Centrelink, are not eligible for the CSEF unless they also comply with one of (a) or (b) above.

### Criteria 2 - Be of school age and attend school in Victoria

School is compulsory for all Victorian children aged between six and 17 years of age inclusive.

For the purposes of CSEF, students may be eligible for assistance if they attend a Victorian registered primary or secondary school. Typically, these students are aged between five and 18 years inclusive.

CSEF is not payable to students attending pre-school, kindergarten, home schooled, or TAFE.

### Eligibility Date

For concession card holders CSEF eligibility will be subject to the parent/legal guardian's concession card being successfully validated with Centrelink on the first day of either term one (27 January 2021) or term two (19 April 2021).

## PAYMENT AMOUNTS

### CSEF payment amount

The CSEF is an annual payment to the school to be used towards camps, sports and/or excursion expenses for the benefit of the eligible student.

- Primary school student rate: \$125 per year.
- Secondary school student rate: \$225 per year.

The CSEF is paid directly to your child's school and will be allocated by the school towards camps, sports and/or excursion costs for your child.

**For ungraded students**, the rate payable is determined by the student's date of birth. For more information, see: [Camps, Sports and Excursions Fund \(education.vic.gov.au\)](https://education.vic.gov.au/csef)

**Year 7 government school students** who are CSEF recipients are also eligible for a uniform voucher. Secondary schools are required to make applications on behalf of parents so please register your interest at the school.

## HOW TO COMPLETE THE APPLICATION FORM

### NOTE: ALL SECTIONS MUST BE COMPLETED BY PARENT/LEGAL GUARDIAN

1. Complete the PARENT/LEGAL GUARDIAN DETAILS section.  
Make sure that the Surname, First Name, and Customer Reference Number (CRN) details match those on your concession card. You will also need to provide your concession card to the school.  
If you are claiming as a Foster Parent or a Veteran Affairs Pensioner, you will need to provide a copy of documentation confirming your status as a temporary Foster Parent or provide your Veterans Affairs Pensioner Gold card to the school.
2. Complete the STUDENT/S DETAILS section for students at this school.
3. Sign and date the form and return it to the school office as soon as possible. The CSEF program for 2021 closes on 25 June, 2021.  
CSEF payments cannot be claimed retrospectively for prior years.

**Queries relating to CSEF eligibility and payments should be directed to the school.**



## INSIGHTS

# Making new friends and staying in touch with old classmates



As a parent there is a great deal you can do to help your child adjust socially at the start of the school year. Here are some tips to help.

### Encourage your child to be open to new friendships

An open, friendly attitude is a child or young person's best social asset. Students who open to forming new friendships are more likely to succeed than those who seek solitude, who are critical and who limit themselves to just one or two familiar faces. Encourage your child or young person to seek out new friendships, even though they may feel uncomfortable or strange at first.

### Encourage healthy relationships

Do all you can to encourage healthy relationships based on respect and common courtesy. Generally, when a relationship is healthy a child feels safe, valued and able to speak up. Unhealthy relationships, such as cliques, are restrictive, one-sided and are full of gossip and criticism.

### Encourage inclusiveness

Studies have shown inclusiveness to be one of the prime social skills shared by socially successful students. Encourage your child or young person to include others in games, conversations, team activities and other group activities. Inclusiveness is not just a wonderful friendship skill, it's strong leadership attribute as well.

### Encourage friendships with both genders

If you are in a co-education environment encourage your child to form friendships with both boys and girls. This is particularly valid if your child has siblings of their own gender, or don't have siblings. It's through these early relationships that we gain the confidence to mix with different genders in the later years. Forming friends across genders helps to break down the mystique that sometimes forms, when a child has little contact with the 'other' gender.

### Stay in touch with former classmates and school friends

Encourage your child to maintain friendships with former classmates and groups outside of school as this helps to insulate against unfriendly behaviour that they may experience with their close social circle.

## Provide social scripts

Your child may benefit from being provided with some social scripts that they can use in common social situations such as meeting a new friend, joining in a game or asking someone else for help. Boys, in particular, can benefit when given the words to use in a variety of different social situations.

## Forming new friendships can take time

Meeting new students and forming new friendships can be anxiety-inducing. If this is the case for your child, then it helps to acknowledge their feelings of discomfort, but also remind them that these feelings will pass. As well discuss the fact that feeling comfortable with new friends often takes time, particularly if your child by nature is reserved or slow to warm up in social situations.

Helping kids work through friendships can be tricky for a parent as you don't have a great deal of control over what happens at school. However, with empathy, patience, encouragement and a supportive attitude you can do a great deal to help your child make a smooth social transition.



### Michael Grose

Michael Grose, founder of Parenting Ideas, is one of Australia's leading parenting educators. He's an award-winning speaker and the author of 12 books for parents including *Spoonfed Generation*, and the bestselling *Why First Borns Rule the World and Last Borns Want to Change It*. Michael is a former teacher with 15 years experience, and has 30 years experience in parenting education. He also holds a Master of Educational Studies from Monash University specialising in parenting education.

# Kildare Canteen Menu

Breakfast Options – 7:30am to 8:30am	
Breakfast to Go Muesli & Yoghurt	\$3.00
Egg & Bacon Muffin	\$3.00
Fruit Smoothie's	\$4.00
Toasted Sandwiches	From \$2.00
Baked Beans/Spaghetti on Toast	\$3.50
Cereal & Milk Cornflakes, Weet-bix	\$3.00
Café Style Raisin Toast (2 slices)	\$3.00
Ham & Cheese Croissant	\$2.00
Jaffles with Spaghetti or Baked Beans	\$3.00
Yoghurt 150ml	\$2.00

Hot Food Choices	
Baked Spuds	\$6.00
Soft Chicken Tacos (x2)	\$5.00
Nachos with Sour Cream & Salsa	\$5.00 Guacamole \$1.00 extra
Soup of the Day (Cup)	\$2.50
Hash Browns	\$0.80ea or 3 for \$2.00 2 in a roll for \$2.50
Potato Cakes	\$1.00 or in a roll for \$2.00
Wedges	\$2.50
Potato Gems	\$2.00
Steamed Dim Sims	\$0.80ea or 3 for \$2.00
Pizza Toasties	\$1.50
Cheese Burgers (Beef, Chicken)	\$3.50
Pies / Pasties	\$4.00
Sausage Rolls	\$3.00
Spinach & Cheese Rolls	\$3.50
Homemade Sausage Rolls	\$1.00
Hot Dogs	\$3.00
Devil Chicken Fillets	\$2.50
Devil Chicken Roll	\$3.50
Chicken Strips (Sweet Chilli, Salt + Vinegar)	\$1.50ea
Focaccias- vegetarian	\$5.00
Salami, cheese tomato	\$5.50
Chicken & Avocado	\$6.50
Chicken & Bacon	\$6.50
Egg & bacon muffin	\$3.00
Hot Noodle Cups	\$2.50

Drinks	
250ml Flavoured Milks Chocolate, Strawberry, Vanilla	\$2.00
300ml Flavoured Milks Chocolate, Strawberry, Vanilla	\$2.20
480ml/600ml Flavoured Milks Chocolate, Strawberry, Vanilla	\$4.00
Prima Juices Tropical, Apple, Orange	\$1.50
250ml Up & Go's Chocolate, Strawberry, Vanilla	\$2.50
Coffee Cappuccino, Latte, Flavours	Small \$4.50 / Large \$5.00
Hot Chocolate	Small \$4.50 / Large \$5.00
Teas	Small \$3.00 / Large \$3.50
Iced Teas Lemon, Peach, Raspberry, Mango	\$3.50
Soft Drinks	\$2.50
Bottled Water	\$2.00

Sandwiches, Wraps and Rolls	
Fresh Chicken, Ham, Salami or Tuna	\$3.00
Fresh Chicken, Ham, Salami or Tuna with Salad	\$5.00
Plain Salad	\$4.00
Egg + Lettuce	\$3.50
Cheese	\$2.00
Cheese + Tomato	\$2.50
Ham, Cheese & Tomato	\$3.50
Chicken, Avocado & Lettuce	\$4.00

Sweet Treats	
Muffins Choc Chip, Blueberry, Raspberry	\$4.00
Homemade Slices Hedgehog, Mars Bar, Caramel, Lemon, Peppermint	\$1.50
Homemade Cupcakes [GF] Assorted Flavours	\$1.00
Chocolate Balls	\$1.00
Yo Yo's [GF]	\$1.00
Cookies [GF]	\$2.50
Jam Donuts	\$1.20
Coffee Scrolls	\$2.00
Vanilla Slice	\$3.50
Jelly Slice	\$3.50





Early Days is a series of FREE workshops for parents and other family members of young children (0-7 years) who are on the autism spectrum. They are also suitable for parents who feel their child may be on the spectrum but have not received a formal diagnosis.

### **My Child and Autism Workshop for Parents**

**Part 1: Wednesday 10th February 2021:  
7.30 – 9.00pm**

**Part 2: Thursday 11th February 2021:  
7.30 – 9.00pm**

**Part 3: Wednesday 17th February 2021:  
7.30 - 9.00pm**

*\*must attend all workshops*

### **Understanding Behaviour Workshop for Parents**

**Part 1: Tuesday 2nd March 2021:  
7.30 -9.00pm**

**Part 2: Wednesday 3rd March 2021:  
7.30 -9.00pm**

**Part 3: Tuesday 10th March 2021:  
7.30 -9.00pm**

*\*must attend all workshops*

### **Encouraging Interaction: through play and social learning workshop for parents**

**Part 1: Tuesday 30<sup>th</sup> March 2021:  
7.30pm – 9.00pm**

**Part 2: Wednesday 31<sup>st</sup> March 2021:  
7.30pm – 9.00pm**

*\*must attend all workshops*

*It is highly recommended you attend the "My Child and Autism" workshop prior to attending any other workshops*

# **LATROBE VALLEY**

## **'ALL-ABILITY' TENNIS**

### **TERM 1, 2021**



'All-ability' sports are about fun and participation for **EVERYONE!** The local All-ability groups are parent-run and driven, so cater directly to the needs of kids with additional needs in the local area. During the sessions a variety of games and activities are played to learn and develop new skills and are non-competitive. Activities are modified so that everyone can 'have a go!' Participants can also benefit socially by making new friends and feeling part of a team.

We currently run three sporting programs locally, Term 1 – Tennis at Pax Hill Tennis Club, Term 2 & 3 – AFL Footy at West End Junior Football Club and Term 4 – Cricket at Traralgon West Cricket Club. *New in 2021* – Term 2 – Soccer – Morwell Pegasus & Moe United (details coming soon!)

All school aged children with additional needs are invited to join us for 'ALL Ability' Tennis

We will be starting 'All ability Tennis' Term 1, 2021. The tennis sessions will be held at Pax Hill tennis courts in Traralgon, every Thursday evening from 5.30-6.15pm, during Term 1. The cost will be \$25 for the term, payable by the 4<sup>th</sup> session. Siblings welcome to participate but must also be registered.

Tennis will start on **Thursday 4<sup>th</sup> February, 2021.**

*All equipment supplied, just bring a drink bottle and wear a hat/sunscreen!*

*A parent/carer must attend and be willing to participate with the child if necessary.*

Any further queries phone Lou Varsaci 0414540296 or email [varsaci@aussiebb.com.au](mailto:varsaci@aussiebb.com.au) or via the facebook group All ability sports, Latrobe Valley

**changes  
for 2021!  
New Venue  
& New day**

# SuppAUT

Latrobe Region Parent/Family Support group for  
those who have kids with Autism Spectrum  
Disorder (ASD)

SuppAUT is a parent-run group that aims to support one another as parents /families of a child/children with Autism.

The group is open for all, whether your child is a baby, pre-schooler, school aged – specialist school, mainstream school, home-schooled or is an adult – we all need support and can support each other. We share our own experiences, problems, joys, successes and support each other with a listening ear and understanding.

It is a very informal gathering, sometimes a guest speaker is invited. All parents/carers/family members are welcome and children/siblings are welcome too.

We meet every **FIRST FRIDAY** of the month – except during School/Public Holidays.

## 2021 Meeting dates

**Term 1 - 5 Feb 5 March** (Pam from Amaze – talking NDIS)

**Term 2 - 7 May 4 June**

**Term 3 - 6 Aug 3 Sept**

**Term 4 - 5 Nov 3 Dec** (Christmas lunch)



At **ST.PETER'S CAFÉ**

5-7 McDonald St, Morwell

From **10am – 11.30am**



Relaxed atmosphere, lovely food & drink options & play area for little ones

***ALL WELCOME TO COME FOR A CUPPA AND A CHAT!***

For more info or enquiries about the group phone Louise Varsaci 0414540296 or email [varsaci@aussiebb.com.au](mailto:varsaci@aussiebb.com.au)

Join our group on Facebook – SuppAUT Autism support group for families in Latrobe Valley, Victoria