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201

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COLLEGE THE CAPTAIN

GISBORNE  
SECONDARY COLLEGE

*2020 Handbook*

GISBORNE  
SECONDARY COLLEGE

# GISBORNE

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SECONDARY COLLEGE

*2020 Handbook*



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## College Vision

*Gisborne Secondary College acknowledges the Wurundjeri people as the traditional owners of the country upon which we learn and work. We recognise their continuing connection to land, water and community and pay respect to Elders past, present and emerging.*

At Gisborne Secondary College, our values are **respect, diversity, innovation and achievement**. Our aim is to provide a wide range of learning opportunities, so that students develop fulfilling and independent lives.

**Respect:** *We care for our environment. We treat each other with care, civility and empathy. We listen to each other.*

**Achievement:** *We aspire to be our best and celebrate excellence in all its forms*

**Innovation:** *We value the freedom to generate ideas, to create and to change things for the better.*

**Diversity:** *We accept each other and acknowledge the right to express our individuality within the College rules and ethos.*

At Gisborne Secondary College, we recognise that all learners come to us with different experiences, understandings and characteristics. In 2020, we will make 'inclusion' a guiding principle of all our work, ensuring that we get to know all our young people properly so we can progress their individual development. We will build positive partnerships with parents, families and the community. We will encourage more student voice in decision making, and more student partnership in our curriculum programs. Our aim is that students will graduate from our College as independent and confident young adults, able to build successful futures, and to participate fully as positive members of the community.



### Gisborne Secondary College Principals 2020

Sarah Rose  
Assistant Principal  
Senior School

[rose.sarah.s@edumail.vic.gov.au](mailto:rose.sarah.s@edumail.vic.gov.au)

Jon Morley  
Principal

[morley.jon.i@edumail.vic.gov.au](mailto:morley.jon.i@edumail.vic.gov.au)

Russell Wiggington  
Assistant Principal  
Junior School

[wiggington.russell.r@edumail.vic.gov.au](mailto:wiggington.russell.r@edumail.vic.gov.au)

**W**elcome to Gisborne Secondary College, an integral part of the Macedon Ranges community.

Established in 1981, Gisborne Secondary College provides a safe, stimulating and inclusive learning environment for over 1200 students in Years 7 to 12.

In Year 7 and 8, our students work from well-structured, orderly learning centres where they engage in a core curriculum including English, Mathematics, Languages, Humanities and Visual Arts. Students have significant learning, well-being and transition support in their early years of secondary schooling.

The importance of a smooth and well-supported transition at these year levels cannot be under-estimated. Students working in the learning centres have the opportunity to develop rich, productive relationships with their teachers and with each other. Our parents speak at length about how connected their children feel in these learning centres, and how strong the family-school communication is.

Keep a look out for our program of high quality, challenging tasks - ASPIRE - when you get here. The ASPIRE program is an exciting program for aspirational students in Years 7-9 who are looking to extend themselves. It is Gisborne Secondary College's 'SEAL' program, but with the difference that students select the tasks themselves.

Our Year 9 Program is very special and ensures engagement and opportunity for young people entering this specific stage of learning and development. One of the key aspects of the program is RAID Day. RAID Day takes its name from the College's values - Respect, Achievement, Innovation & Diversity. Held over a full day, once per fortnight, the day is given over to a range of intense, positive, diverse and engaging activities, events and projects, including an immersion program in Melbourne's CBD.

As students' progress into Years 10, 11 and 12, our College offers a comprehensive range of learning experiences to meet individual needs and potential pathways. There are 50 different VCE courses on offer in 2019, the Victorian Certificate of Applied Learning (VCAL) program at both Year 11 and Year 12, a range of Vocational Education Training (VET) subjects, and the pioneering Headstart Program.

In valuing the right of every student to reach their full potential, Gisborne Secondary College creates a positive, friendly and safe environment, which fosters self-confidence, self-efficacy and a sense of pride and direction. Our students are well-behaved, polite, courteous and happy.

At Gisborne Secondary College, we are preparing young people for living and learning. I hope you can join our great learning community.

***Jon Morley***

**PRINCIPAL**





2019 Investiture Ceremony

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## General Information

### Student Enrolments

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You are eligible to attend Gisborne Secondary College if we are the closest government school to your residential address, if measured by the shortest practicable route. You can see a map of our zone at <https://www.findmyschool.vic.gov.au/#school=1785701>

When enrolling a student, except for Grade 6, a meeting is arranged with the appropriate Assistant Principal at either Junior or Senior School. At this meeting, rules, policies, parental enquiries, College requirements and expectations are discussed. Previous school reports are required at this meeting to assist with placement into an appropriate Mentor group and with subject selections.

### Bushfire At Risk Register / Code RED Days

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Gisborne Secondary College is on the *Bushfire At Risk Register*. This means that on Code RED Days the school will be closed. Staff will not be in attendance and buses will not transport students to school.

Buses that operate out of GSC for the primary schools will also not operate. Where possible there will be three days notice of a Code Red Day, however, it may also be confirmed at 12 noon the day prior. Once a decision has been made, it will not change regardless of changes in the weather.

In the event of a bushfire affecting students in the community during the school day, we have a single standing order to manage bus travel:

*Buses will only leave the College on advice from Victoria Police. In the event a bus is turned back by CFA or Police road block, the bus will return to the college with any remaining students, where staff will supervise them until they can be collected by parents or guardians.*

*Bus drivers will not attempt alternative routes to try and drop students off.*

We strongly advise families to have contingency plans for the safe supervision of their children on these days.

The College day is currently arranged into four periods of 72 minutes each. It is a 10 day timetable.

<b>Normal Day</b>	<b>Bell</b>	<b>Bell</b>	<b>Duration</b>	<b>Music Duration</b>
Locker	8:50	8:55		0.05
Mentor	8:55	9:04	0:09	
<i>Move</i>	<i>9:04</i>	<i>9:07</i>	<i>1:12</i>	
Period 1	9:07	10:19	1:12	
Recess	10:19	10:39	0:20	
Locker	10:34	10:39		0.05
Period 2	10:39	11:51	1:12	
<i>Move</i>	<i>11:51</i>	<i>11:56</i>	<i>0:05</i>	
Period 3	11:56	13:08	1:12	
Lunch 1 <sup>st</sup> Half	13:08	13:36	0:28	
Lunch 2 <sup>nd</sup> Half	13:36	14:03	0:27	
Locker	13:58	14:03		0.05
Period 4	14:03	15:15	1:12	

### Student Assessment

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Gisborne Secondary College follows an assessment model which requires students to satisfactorily complete pre-determined assessment tasks within each subject area. These tasks allow students to demonstrate their understanding of concepts, their knowledge base and the acquisition of skills. Each student will receive a Progress Report in terms 1 and 3, and two Semester Reports.

In Years 7-10, set tasks are assessed in line with the Victorian Curriculum.

VCE assessment tasks receive a letter or score grade indicating achievement on that task, while the VCE Unit of Study receives an 'S' for Satisfactory completion or an 'N' indicating Non-Satisfactory completion.

VCAL assessment is based on the acquisition of a variety of competencies and skills. Students are not graded. They are assessed on skills and competencies acquired.

### Homework

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The completion of homework is important in the development of good organisational skills and sound work habits in students at every level. Teacher-set deadlines should be adhered to in order to ensure satisfactory progress. Teachers may impose sanctions if deadlines are not met.

All students receive homework from their classes. Use the Gisborne Secondary College Student and Parent Portal XUNO to check on the progress and due dates of homework for your son or daughter.

## Purchase Of Books

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The College has arrangements with Campion Education Booksellers for families to purchase books required on the booklists. Stationery required is itemised on the stationery list from Office Choice and if placing an order, it must be pre-paid.

Booklists and Stationery lists are available on the College website under Resources <http://www.gisbornesc.vic.edu.au/payments-books-stationery/>

Hard copies will be available from the General Office.

Booklist orders and stationery will be delivered to your home.

VCE novels are sold each year in late November or early December, to enable VCE students to purchase English / Literature novels for reading during the Christmas vacation.

Resource / Book lists from

**CAMPION**  
EDUCATION

## Photographs

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College photographs are taken early in the year. Students may purchase individual or class photos. Costs vary from year to year and payment is made online direct to the photography company.



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## Allowances & Financial Assistance

### Parent Supported Materials & Services

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Gisborne Secondary College's Parent Supported Materials & Services is based on DET Guidelines and is designed to provide parents with a clear explanation of College Council's reasons for seeking financial contributions from families. Details of charges are available on the College website.

The structure consists of three distinct areas:

- ▶ **Essential Educational Items -**  
*These are costing that parents can be expected to pay under DET guidelines.*
  
- ▶ **Optional Extras**  
*These are items provided in addition to the standard curriculum program and are offered to all students. They are provided on a user-pays basis and if parents/guardians choose to access them for students, they will be required to pay for them. For example, College Magazine, Production, Ski Camp*
  
- ▶ **Voluntary Financial Contributions** - Parents/guardians, or anyone else can be invited to make a donation to the school for the following purposes:  
*Grounds, Furniture & Equipment Donations. Contributions to the Building Fund, Library Fund and Chaplaincy Fund (these trust funds are approved by the Australian Taxation Office and are tax deductible)*

### Camps, Sports & Excursions Fund (CSEF)

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The Camps, Sports and Excursions Fund (CSEF) provides payments for eligible students to attend camps, sports and excursions. Families holding a valid means-tested concession card or temporary foster parents are eligible to apply. \$125 per year will be paid for eligible primary school students, with \$225 per year paid for eligible secondary school students. Payments will go directly to the school and be allocated to the student. More detailed information and application forms are available from the College General Office.

### Austudy

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To be eligible to receive Austudy or Youth Allowance, students must be at least 16 years of age and be enrolled in and undertaking full time study. Students can collect application forms and information books from Centrelink offices.

### Youth Allowance

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If receiving Youth Allowance, students must remember that their record of attendance at school is monitored. He or she must ensure that they present doctors' certificates and/or parental notes to cover absences.

### Indigenous Students

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Families of students of Aboriginal or Torres Strait Islander background are asked to contact the College regarding allowances and financial entitlements.

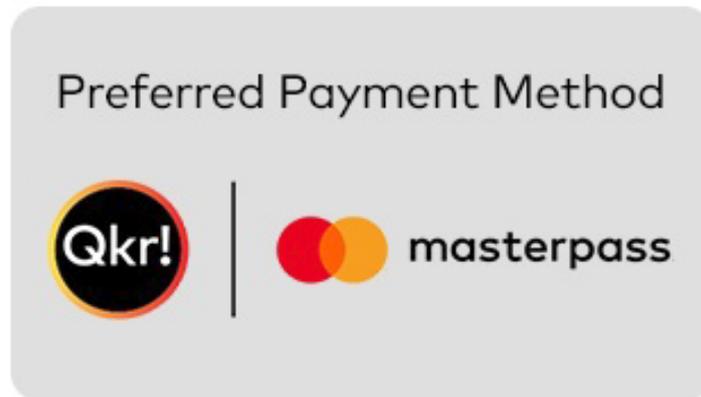
### Conveyance Allowance

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An allowance may be claimed by parents of children who are attending the nearest government school and who travel 4.8 kilometres or more by private transport to reach the nearest school bus. More information is available by contacting the College.

Gisborne Secondary College prefers that all payments and parental consent be completed on the smartphone app called Qkr! (pronounced - Quicker). Qkr! with Masterpass is an app that lets parents pay for school charges and excursions directly from their smartphone. Qkr! for schools means you're not sending your child to school with cash or credit card details and you can have peace of mind knowing they won't forget to hand in their permission forms before the due date.

For more information on Qkr! please go to <http://www.gisbornesc.vic.edu.au/payments-books-stationery/>



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## Information Technology

Gisborne Secondary College has an extensive and sophisticated computer network and a wide range of resources including computers throughout the College, scanners, printers and copiers. We also pride ourselves on the broad range of academic and industry standard software.

In order to equitably share the cost of using these resources, students are credited with printing and photocopying credits through payment of the school fees. Extra credits may be purchased by students through the money window. This system has helped us to manage our printing costs and paper usage / waste. The College employs onsite school-based technicians to assist us in managing and maintaining the resources mentioned, and to support staff and students with the many and varied issues which can and do arise when using so much technology-based equipment.

While the cost to parents of leasing or purchasing a device - either from their own preferred supplier, or JB Hi Fi - for their child is not insignificant this is offset by the savings in many areas of the cost of textbooks which for some subjects are no longer required.

It is also balanced by the fact that the software that is loaded onto their device is covered by the school software licenses, and that students have access to onsite assistance available from our school-based technicians.

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## School BYOD Information

### JB Hi-Fi BYOD Store

JB Hi-Fi Solutions Education portal provides you access to a wide range of Education specific laptops, tablets, accessories and insurance or you can ring JB Education on 1300 730 548

Use the school code: **GISBSEC2020**.

### iPads

Students are welcome to choose to bring their own iPad to school for their preferred device.

iPads should be running iOS 10 or newer. For information on compatible devices visit: <https://www.apple.com/ios/ios-10/>

Students should install the following:

- ▶ Office 365 basic applications, including - OneDrive, Word, Excel & PowerPoint.
- ▶ Adobe Creative Suite.

**These applications are supplied free at the college.**

### Apple MacBooks

It is essential that your MacBook is running OSX 10.10 or higher (this means your computer will be compatible with, and able to operate the Microsoft Teams App).

Students should install the following:

- ▶ Office 365 basic applications, including - OneDrive, Word, Excel & PowerPoint.
- ▶ Adobe Creative Suite.

**These applications are supplied free at the college.**

### Windows Tablets

CPU Processor - Pentium, Core i3 or above recommended. Windows 10 Operating System.

Students should install the following:

- ▶ Office 365 basic applications, including - OneDrive, Word, Excel & PowerPoint.
- ▶ Adobe Creative Suite.

**These applications are supplied free at the college.**

## Windows Laptops

CPU Processor - Pentium, Core i3 or above recommended. Windows 10 Operating System.

Students should install the following:

- ▶ Office 365 basic applications, including - OneDrive, Word, Excel & PowerPoint.
- ▶ Adobe Creative Suite.

These applications are supplied free at the college.



JB Hi-Fi Education Solutions understands that every school and every student is unique. We work with your school to tailor a BYOD programme that enhances interactive learning experiences both at school and in the home.

The customised BYOD portal provides a simple step-by-step system that allows you to purchase your devices, accessories, extended warranty and insurance all from the one place.

As a parent or carer of a student in a participating school you will have access to

 A customised **dedicated online portal** for managing your device purchases

 Education specific **discounted pricing**

 A wide range of **accessories** to support your device

 **Education specific product**, not available in retail stores

 Extended **warranties** and **insurance** Options

 Pick up from **your school** or at your local **JB Hi-Fi store**

 Products **specifically selected and approved** for use by your school

 **Finance options** including interest free finance

## How it works

The online portal offers a step-by-step navigation. To pre-order your child's education device simply:

1. Go to [jbeducation.com.au/byod](http://jbeducation.com.au/byod)
2. Enter your school code `GISBSEC2020`
3. Once logged in, select the relevant student programme.
4. Select your preferred JB Hi-Fi store for pick up, or pick up from your school (where possible).
5. Follow the prompts to choose your device, insurance cover and device accessories.
6. Enter your personal details.
7. Select a payment method and complete your order.
8. If you have any questions, please contact us at [jbeducation.com.au/byod](http://jbeducation.com.au/byod) or call **1300 730 548**.



[jbeducation.com.au/byod](http://jbeducation.com.au/byod)  
1300 730 548  
[education@jbhifi.com.au](mailto:education@jbhifi.com.au)



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## Bus Information

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### Safe Bus Travel

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Safety is, of course, our major concern. We have a great group of drivers and every bus also has senior students as Bus Captains who will help look after younger passengers.

GSC has 18 buses running to and from the school with over 800 students travelling daily. It is imperative that students travel on their correct allocated bus and conduct themselves in a safe and courteous manner. The logistics of co-ordinating bus travel are huge and in the event of an emergency it is vital that our records accurately reflect students on their correct buses. Travel is only permitted from home to the College and back, the system cannot be used for after school activities, work, or getting to a friend's house.

The college allocates students to buses and students are expected to travel only on their allocated bus. Please do not encourage your student to travel on a different bus. In exceptional circumstances parents may contact the College.

Students found travelling on an unallocated bus will be sanctioned by the College and possibly removed from bus travel altogether. You can contact the College, on 5428 3691, if you have specific questions.

Free bus travel is a privilege, not a right.

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### Nearest Government School

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Department of Transport Regulations only permit free bus travel for students for whom Gisborne Secondary College is the nearest government school. Students may apply and possibly be placed on a waiting list to be fare payers if they are not attending their nearest government school, however fares are payable one term in advance at approximately \$120.00 per term, per student.

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### Free Bus Travel

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Any student travelling more than 4.8kms by the nearest practicable route to the nearest government school can access the free school bus system. Over one hundred bus stops are serviced. Here is a list of the major routes:

Bullengarook	Kirribilli	Macedon	Mt. Macedon
Riddells Creek	Romsey	South Gisborne	Woodend

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### Paid Local Bus Travel

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In addition, Gisborne Secondary College students can travel from the following locations via a paid bus service:

Lancefield	New Gisborne
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These two buses involve a daily cash payment made to the driver – but remember, these are not official school bus routes and run only because student numbers have enabled companies to run them profitably. As the New Gisborne bus is a private contract bus the College does not keep records of students travelling on this bus.

Gisborne Secondary College is the co-ordinating school for bus travel for the following primary schools:

Bolinda PS	Gisborne PS	Holy Cross PS
New Gisborne PS	Riddells Creek PS	St. Brigids PS

School Bus Travel	Students are eligible for free school bus travel provided they <u>live further than 4.8 km from the nearest government school</u> they will be attending.
School Bus Routes	Students are reminded to be at their bus stop in the morning five minutes before the scheduled time. Buses depart Monday to Friday from Gisborne Secondary College at approximately 3.25 pm. The routes occasionally change from year to year; your Bus Co-ordinator will inform you of any changes.
Correct Bus	Students are to travel on the bus that stops closest to their home – no other stops are acceptable. Please study the routes carefully and complete the bus route and stop number in accordance with your address. The College will make the final decision about which bus a student will travel on. Students caught travelling on the wrong bus may be banned from travel for up to one week in the first instance.
Families	Family members are required to travel together on the same bus.
Bus Lists	These are finalised early in the school year. Students <b>must</b> travel on the correct bus. If students change address, it is vital that the bus co-ordinator is informed of this change immediately so that new arrangements can be made.
Dropping off & Picking Up	Parents should park on the same side of the road as the bus when dropping off and picking up students at bus stops. Always wait until a bus departs before safely crossing the road. Never walk in front of a stationary bus, NEVER. At GSC, please drop students off on the left side of the bus loop.
Parent Parking	No vehicles other than school buses are allowed in the Bus Loop from 3:00pm until the last bus has left the bus loop. Other vehicles entering during this time are breaking the law and may be subject to police action.
Changing Buses	Students may only travel on the bus to which the College assigns them. In <b>exceptional</b> circumstances, parents may request a <b>temporary</b> change, but this will <b>not</b> be granted for social, sporting or employment reasons, and must be approved by the Bus Co-ordinator at least 2 school days beforehand.
Courtesy	Students should obey the driver and the Bus Captains and must stay in their seat and be courteous to other travellers.
Bullying / Unruly Behaviour	Students who behave in an unacceptable manner, including swapping buses and / or bus stops will be banned from bus travel and parents will have to make their own arrangements for transport to and from school. Significant misbehaviours such as breaches of safety guidelines, bullying and not following instructions may also result in further sanctions including suspension from school.
Paid Bus Travel	Students living on the south side of the railway line in New Gisborne may access the paid bus, known as the <b>New Gisborne</b> bus. Students living in Lancefield may access a bus which must be paid for from Lancefield to Romsey. This is known as the <b>Lancefield</b> bus.
2 Households	A separate form must be completed where students are living at different households during the week and require different buses. See the Bus Co-ordinator to obtain a form.
Reminder	Students and parents are reminded that travel is <b>only</b> permitted for students attending classes or exams that day.
Items	Skateboards, scooters and bikes are <b>NOT</b> permitted on the bus. Basketballs, footballs etc. are to be secured in a bag.
Late Buses	If a bus is running late in the morning, students are advised to remain at their stop as a replacement bus is always arranged. We suggest you have a plan with your student about how long they should wait before a decision is made about returning home.

\* Drivers are not expected to administer medical intervention on school buses. It is the responsibility of parents to put steps in place to ensure that medical conditions are managed properly and agree on an appropriate medical plan in conjunction with the Coordinating Principal and bus operator.

## Bus Routes 2020

<b>BULLENGAROOK – SUNBURY COACHES – LOOP 3</b>			
1	8:20	Bacchus Marsh Rd / Carrolls Ln Bullengarook	3:47
2	8:24	Bacchus Marsh Rd / Coffey Rd Bullengarook	3:51
3	8:26	Bacchus Marsh Rd / White Rd old Bullengarook PS	3:43
4	8:30	Bacchus Marsh Rd / Williams Rd Bullengarook	3:56
	8:40	<b>GSC</b>	3:25
	8:43	<b>Gisborne PS &amp; St. Brigids PS</b>	3:30
NB	PM STOPS 3, 1, 2, 4,		

<b>LANCEFIELD – O'RILEYS BUS - LOOP 18</b>			
<i>Payment of \$2.00 per day required, paid to the driver</i>			
1	7:55	V/Line bus stop Foy St / Chauncey St Lancefield	4:08
2	7:57	Lancefield PS	4:05
3	8:00	V/Line bus stop Antique Centre Lancefield	4:00
4	8:10	Main Rd / Old Farm Rd Romsey	3:55
	8:40	<b>GSC</b>	3:25

<b>RIDDELLS CREEK 1 – MOONEE VALLEY COACHES – LOOP 11</b>			
1	7:54	Corrigans Ln / Bolinda – Darraweit Rd D-Guim	4:10
2	7:55	989 Bolinda – Darraweit Rd Darraweit Guim	4:08
3	7:57	838 Bolinda – Darraweit Rd Darraweit Guim	4:07
4	7:59	Bolinda – Darraweit Rd / Quayles Rd D-Guim	4:05
5	8:01	478 Bolinda – Darraweit Rd Bolinda	4:03
6	8:02	455 Bolinda - Darraweit Rd Bolinda	4:02
7	8:05	226 Bolinda – Darraweit Rd Bolinda	4:01
8	8:08	<b>Bolinda PS – Lancefield Rd Bolinda</b>	4:00
9	8:11	Gisborne-Kilmore Rd / Mullalays Rd Bolinda	3:58
10	8:14	Gyro Close (past Meadowbank way) RC	3:52
11	8:16	Gyro Close / Stuart Crt Riddells Creek	3:50
12	8:18	Gyro Close / Argent Crt Riddells Creek	3:48
13	8:19	Sandy Creek Rd / Cutevan St Riddells Creek	3:45
14	8:22	<b>Riddells Creek PS</b>	3:43
15	8:25	Somerville Rd / Bolithos Rd Riddells Creek	3:42
16	8:27	Bolithos Rd / Whittakers Rd Riddells Creek	3:41
17	8:29	Melvins Rd / Somerville Ln Riddells Creek	3:40
18	8:33	Main Rd / Merrifield Rd Riddells Creek	3:38
	8:45	<b>GSC</b>	3:25

<b>RIDDELLS CREEK 3 – SUNBURY COACHES – LOOP 10</b>			
1	8:10	Main Rd / Sutton St Riddells Creek	3:41
2	8:11	Main Rd / Sexton St Riddells Creek	3:42
3	8:13	Main Rd (opposite Richardson St) Riddells Creek	3:44
4	8:15	Sandy Creek Rd / Arrow Crt Riddells Creek	3:46
5	8:17	Somerville La / Ranoch Crt Riddells Creek	3:47
6	8:19	Somerville La / Gap Rd Riddells Creek	3:49
7	8:21	Riddell Rd / Markhams Rd Riddells Creek	3:39
8	8:22	Campbells Rd / Riddell Rd Riddells Creek	3:38
9	8:24	151 Campbells Rd Riddells Creek	3:36
10	8:25	Campbells Rd / Peters Rd Riddells Creek	3:35
	8:35	<b>GSC</b>	3:25
NB	PM STOPS 10, 9, 8, 7, 1, 2, 3, 4, 5, 6		

<b>KIRRIBILLI – ORGANS COACHES - LOOP 12</b>			
1	8:00	Macedon CIs / Kilmore Rd New Gisborne	4:10
2	8:03	Pierce Rd (1 <sup>st</sup> driveway on left) New Gisborne	4:07
3	8:05	Pierce Rd / Hamilton Rd New Gisborne	4:05
4	8:08	Hamilton Rd / Hastings Dve New Gisborne	4:02
5	8:15	141 Shannons Rd New Gisborne	3:55
6	8:20	Shannons / Barringo Rd (Reserve)	3:50
7	8:25	Barringo Rd / Wooling Rd	3:45
8	8:32	<b>New Gisborne PS – Station Rd</b>	3:38
	8:40	<b>GSC</b>	3:25

<b>MT. MACEDON – ORGANS COACHES - LOOP 6</b>			
1	8:15	Trading Post – Mt. Macedon	4:03
		<b>PM Mabel Cres / Ryans Rd / Alton Rd</b>	4:01
2	8:18	Douglas Rd / Governors Rd Mt. Macedon	4:00
3	8:20	Governors Dve / Mabel Cres Mt. Macedon	3:58
4	8:22	Waterfalls Rd / Ferrier St Mt. Macedon	3:54
5	8:27	Bent St / Victoria St Macedon	3:49
6	8:29	Bent St / McBean Ave Macedon	3:47
7	8:30	McBean Ave / Bellhouse St Macedon	3:44
		<b>PM Centenary / McBean St Macedon</b>	3:41
8	8:34	Mt. Macedon Rd / Crombie Rd Macedon	3:40
9	8:37	Kemp Rd / Hamilton Rd New Gisborne	3:37
	8:39	<b>Holy Cross PS</b>	3:35
	8:45	<b>GSC</b>	3:25

<b>RIDDELLS CREEK 2 – SUNBURY COACHES – LOOP 15</b>			
1	8:00	Macedon St / Evans St (Met Stop) Sunbury	4:14
2	8:03	Riddell Rd (alongside Lions Park) Sunbury	4:09
3	8:06	Riddell Rd (Met Stop, St. Annes) Sunbury	4:06
4	8:08	Riddell Rd / Phillip Dve Sunbury	4:04
5	8:13	Riddell Rd / Settlement Rd Sunbury	4:00
6	8:15	Riddell Rd / Palmers Rd Sunbury	3:57
7	8:18	Riddell Rd / McDonalds Ln Riddells Creek	3:54
8	8:23	<b>Riddells Creek PS – Sutton St Riddells Creek</b>	3:43
9	8:25	48 Somerville Ln Riddells Creek	3:45
10	8:26	Whittakers Ln corner Gap Rd Riddells Creek	3:46
11	8:28	Whittakers Ln / Bolitho Rd Riddells Creek	3:48
12	8:29	Bolitho Rd / Somerville Ln Riddells Creek	3:49
		<b>GSC</b>	3:25

<b>RIDDELLS CREEK 4 – SUNBURY COACHES – LOOP 19</b>			
1	8:20	Racecourse Rd / Richardson St Riddells Creek	3:35
2	8:22	Racecourse Rd / Amess Rd Riddells Creek	3:36
3	8:25	46 Kathryn Crt Riddells Creek	3:39
4	8:26	Kathryn Crt / Amess Rd Riddells Creek	3:40
5	8:28	282 Sutherlands Rd Riddells Creek	3:43
6	8:29	241 Sutherlands Rd Riddells Creek	3:44
7	8:30	Sutherlands Rd / Stokes Ln West Riddells Creek	3:45
	8:43	<b>GSC</b>	3:25

ROMSEY A – SUNBURY COACHES – LOOP 13			
1	8:05	Service Rd near Caltex Star★Mart Romsey	4:06
2	8:10	Lancefield Rd / Greens Lane Romsey	4:01
3	8:11	Lancefield Rd / Kettlewells Rd Romsey	4:00
4	8:16	Kilmore Rd / Mt. Charlie Rd Riddells Creek	3:55
5	8:22	Riddells Creek PS	3:49
	8:46	GSC	3:25

ROMSEY C – SUNBURY COACHES – LOOP 14			
1	8:10	Lions Club Res. – Cnr White Ave Romsey	3:53
2	8:12	Digby Dve Romsey	3:51
3	8:15	Chintin Rd – 1 <sup>st</sup> driveway on left Monegeetta	3:44
4	8:18	Chintin Rd - Five Ways Monegeetta	3:41
5	8:21	Monegeetta opp. CFA	3:40
	8:40	GSC	3:25

SOUTH GISBORNE 1 – SUNBURY COACHES – LOOP 5			
1	8:08	Melton Rd / Braeside Rd–Bus Shelter Sth. Gisb.	3:40
2	8:10	Melton Rd / Outawood Rise Sth. Gisb.	3:42
3	8:12	Melton Rd / Couangalt Rd Sth. Gisb.	3:44
4	8:13	560 Couangalt Rd Sth. Gisb	3:45
5	8:15	Couangalt Rd / Tweddle Rd Sth. Gisb.	3:47
6	8:16	Couangalt Rd / McGeorge Rd Sth. Gisb.	3:48
7	8:18	McGeorge Rd / Watsons Rd Sth. Gisb.	3:50
8	8:20	Weigall Rd / Welsh Rd Sth. Gisb.	3:52
9	8:21	177 Weigall Rd (oop. Armco railing)	3:53
10	8:23	Couangalt Rd / Cabbage Tree Lane Sth. Gisb.	3:55
11	8:30	164 Emmaline Dve Sth. Gisb.	4:02
12	8:32	Panorama Dve / Highview Crs Sth. Gisb.	4:04
13	8:33	Panorama Dve / Outlook Lane Sth. Gisb.	4:05
14	8:35	Panorama Dve / Outlook Lane Sth. Gisb.	4:07
	8:45	GSC	3:25
	8:50	Gisborne PS & St. Brigids PS	3:35

WOODEND 1 – ORGANS COACHES – LOOP 8			
1	8:15	Old Coles 19 <sup>th</sup> Hole Shopping Centre - Woodend	
		PM St. Ambrose – Templeton St Woodend	3:50
2	8:18	Black Forest Dve / South Rd Woodend	3:47
3	8:22	Black Forest Dve / Brick Kiln Rd Woodend	3:45
4	8:25	Black Forest Dve / Spencer Rd Woodend	3:42
	8:45	GSC	3:25

WOODEND 3 – ORGANS COACHES – LOOP 7			
1	8:15	Woodend Primary School Woodend	4:02
2	8:20	Macedon Caravan Park Macedon	3:50
3	8:22	Macedon Hotel Macedon	3:48
4	8:24	Macedon PS Carrington St / Smith St	3:45
5	8:26	Cnr Carrington St / Bent St Macedon	3:43
6	8:27	Bolobek (Mt. Macedon Rd) Macedon	3:40
	8:35	Holy Cross PS	3:35
	8:45	GSC	3:25

ROMSEY B – SUNBURY COACHES – LOOP 20			
1	8:10	High St / Jinker Way Romsey	3:50
2	8:13	Romsey Op. Shop – Barry St Romsey	3:55
	8:43	GSC	3:25

ROMSEY D – SUNBURY COACHES – LOOP 16			
1	8:10	Romsey Hotel Romsey	4:05
2	8:20	Gyro Close Riddells Creek	3:55
3	8:25	Sandy Creek Rd / Price Dve Riddells Creek	3:50
	8:40	GSC	3:25

SOUTH GISBORNE 2 – SUNBURY COACHES – LOOP 4			
1	8:01	Batman Ave Shops Sunbury	4:10
2	8:08	Cnr Gap Rd / Wilsons Ln Sunbury	4:07
3	8:12	Namnan's Way / Napier St Sth. Gisb.	4:03
4	8:14	Millett Rd / Horneman Rd Sth. Gisb.	4:01
5	8:15	Millett Rd / Fielding Dve Sth. Gisb.	3:59
6	8:18	Millett Rd / Jeffrey Crt Sth. Gisb.	3:57
7	8:20	Millett Rd / Blackhill Rd Sth. Gisb.	3:55
8	8:24	Couangalt Rd / Heard Crt Sth. Gisb.	3:51
	8:35	GSC	3:25
	8:40	Gisborne PS & St. Brigids PS	3:35

WOODEND 2 – ORGANS COACHES – LOOP 9			
1	8:15	Service Rd @ Clock Tower Woodend	
		PM St. Ambrose – Templeton St Woodend	3:55
2	8:22	Blackforest Dve / Nursery Rd after Nursery Rd.	3:38
3	8:25	Black Forest Dve / McBean Ave (Macedon Caravan Park)	
		PM Foodies Service Station – Black Forest Drive Macedon	3:35
	8:45	GSC	3:25

NEW GISBORNE PAID BUS			
\$2.00 each way - This bus is provided for students in the New Gisborne area that live less than 4.8km from GSC and for students using the train service.			
1	8:34	Station Rd (Milk Bar / Post Office)	
		PM Station Rd / Early St	3:45
		PM Station Rd / Ferrier Rd	3:34
2	8:35	Station Rd Service Rd (Farrell St)	3:33
3	8:38	Station Rd PTV Stop (opp. Cherry Lane)	
		PM Station Rd / Cherry Ln PTV stop	3:32
4	8:39	Station Rd ( Opposite Service Station)	
		PM Station Rd	3:30
	8:45	GSC	3:25

## FARE PAYER BUSES

Students are eligible for FREE school bus travel provided they **live further than 4.8 km from the nearest government school** they will be attending. *Students not attending their nearest government school, may apply to travel on a bus, provided there are seats available and a payment of \$120.00 per term per student is paid 1 term in advance. Contact the Bus Co-ordinator to apply.*

## CODE RED DAYS

Gisborne Secondary College is on the Bushfire at Risk Register. This means that on Code Red Days the school will be **CLOSED**. Staff will **NOT** be in attendance and buses will **NOT** transport students to school. Buses for the primary schools will also **NOT** operate.

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## Student Information

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### Uniform

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School Council has approved the reintroduction of formal uniform at Years 7 and 8 for 2020. We are replacing the grey pants with navy blue, and requiring that all pants, shorts, sports items and jackets carry the school logo, so that we get a more consistently smart look across the school. In 2020, Years 7 and 8 students will only be permitted to wear the sports uniform on days when they have Sport / PE. This will be extended to other year levels in 2021, (not yet determined by Council) so we suggest that when trackpants/ sports shorts need replacing next year, you purchase the new formal items instead. Year 7 and 8 students will always be required to wear black leather shoes, unless they have sports or PE.

Furthermore, from 2020 VET students who are undertaking trade VET subjects (Auto, Building & Construction, Engineering or Plumbing) will be required to purchase our new GSC VET clothing, with hi-vis tops (polo with long or short sleeves, and windcheater, all with logo), and navy-blue cargo pants with double thickness knees. Order at *Beleza Uniform Shop* 42C Aitken St Gisborne 5428 1285.

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### Uniform Passes

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If correct college uniform cannot be worn, a note signed by parents must be provided. A uniform pass **MUST** be obtained from the study centre before Mentor Assembly.

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### Footwear Technology Classes refer to page 20

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Students will not be permitted to participate in technology classes, or practical science classes if footwear is deemed inadequate. For all classes footwear must be 'black leather shoes' (plain black polishable leather shoes) with black laces or black leather boots.

High heels, t-bar or ballet slip ons are not acceptable and boys and girls are not to wear 'skate' shoes.

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### Footwear Physical Education Classes refer to page 21

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Students will not be permitted to participate in Sport / PE classes if footwear is deemed inadequate. For these classes, performance sports shoes must be worn. 'Sports Shoes' refers to running or cross trainers. 'Skate Shoes' are unacceptable as they do not provide adequate support for sporting activities.

Thongs, sandals or other types of 'open' footwear are not to be worn at school. This includes casual clothes days.

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### Excursions

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Uniform passes are not issued to students attending school excursions. Students without correct uniform may be excluded from excursions.

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### Sun Hats

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Gisborne Secondary College is committed to safety. We expect all Year 7 & 8 students to wear a hat when outside in the sun in Terms 1 & 4. Sun hats can be purchased from our uniform supplier, or a standard wide brimmed blue sun hat can be used.

Uniform is available from the Beleza Uniforms store located at 40c Aitken Street, Gisborne. Ph: 5428 1285.

<b>SUMMER UNIFORM</b>	
Summer check dress	College navy trousers
Short sleeve button up blue shirt	College navy shorts (not cargo shorts)
Navy woollen jumper with emblem	Short sleeve button up blue shirt
College rugby top with emblem	Navy polo with emblem
Sun hat *	Black leather shoes or black leather boots
<b>WINTER UNIFORM</b>	
Tartan check skirt	College navy pleated trousers
Navy blue trousers with emblem	Long sleeve blue button up shirt
College rugby top with emblem	Scarves - plain white, black or navy
Black / navy tights / navy or white socks	Black leather shoes or black leather boots
Official college jacket with emblem	
<b>SPORTS UNIFORM</b>	
Navy polo with emblem	Navy shorts with emblem
Navy track pants with emblem	College rugby top with emblem
Official college jacket with emblem	Plain white long or short sleeve t-shirt <b>ONLY</b> to be worn under shirt
White sports socks	Lace up sports shoes
* It is compulsory for students to wear a sun hat in Terms 1 & 4.	

## EVERYDAY UNIFORM



## SPORTS UNIFORM



## ACCESSORIES



## Shoes

The following types of shoes are APPROVED uniform for Gisborne Secondary College.



### Shoes

Shoes or boots worn as part of the formal school uniform and in all technology, science classes must comply with the following criteria:

- Black polishable hard leather upper
- Be of sturdy construction. Anything resembling a ballet style shoe or slip on is not acceptable.
- Have a heel, but not exceeding 3 cm in height No skate or runner style shoes are permitted.
- Fully enclose the foot ie. no holes or areas not covered by the leather upper.

### Notes:

1. Due to Occupational Health & Safety requirements, students will not be permitted to participate in technology or practical science classes when in the incorrect footwear, or runners, even where a parental note is provided.

2. Students wishing to obtain a long-term uniform pass for medical reasons will require a medical certificate from a podiatrist or physiotherapist. In this case students will be expected to obtain suitable alternative black footwear, but will still require approved safety footwear, as stated above, for use in technology & practical science classes.

The following types of shoes are NOT APPROVED uniform for any classes at Gisborne Secondary College.

Do NOT purchase these as they CANNOT be worn for school use.



## Shoes cont...

The following types of shoes are APPROVED uniform for Gisborne Secondary College Sport & PE classes

The only footwear permitted with the College Sport Uniform are runners with appropriate arch support or Dunlop volleys. Please find below a list of pictures that shows you the ONLY permitted footwear with the College Sports Uniform.



These shoes below in the next 4 sections have a flat base and offer insufficient support to a teenager's foot when participating in sport and physical education classes.

Converse All Stars (Standard & High Top) **NOT** Permitted



High Top Boots (All Brands) **NOT** Permitted



Skate Shoes (All Brands) **NOT** Permitted



Billie Shoes Laced or Unlaced **NOT** Permitted



On 26 June 2019, the Minister for Education, the Hon. James Merlino MP, announced a new mobile phone policy for every government school in Victoria.

The new mobile phone policy requires that students who choose to bring mobile phones to school must have them switched off and securely put away during school hours. Gisborne Secondary College's Mobile Phone policy is consistent with government policy.

At Gisborne Secondary College, we believe that it is crucial that all students are given the best environment in which to learn without interruptions and distractions created by mobile phone activity. The College is also committed to ensuring that classrooms and yard areas are supportive, productive environments and that students feel safe while they are at school. The use of mobile phones at school can lead to problems such as:

- harassment and bullying
- distraction in class
- social division
- conflicts of interest regarding duty of care within the school
- illicit filming and photographing of staff and students
- mental health issues

Gisborne Secondary College accepts that students may bring a mobile phone to school, particularly if they are travelling independently to and from school or to extra-curricular activities. It also accepts that staff may bring their phone to their workplace.

However, during school hours, (i.e., between the start of Mentor Assembly and the final bell at 3.15pm) students' mobile phones must be:

- kept securely in the student's locker, or
- deposited at the General Office

Students are not permitted to access their mobile phones during class time, lunchtime and recess.

Students with special needs that require the use of a mobile phone will be provided with a specific phone pass.



## Absence from School

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If your child is absent from school, The Department of Education requires a parent / carer to notify the school on the day with a reason to why your child is absent. To notify us of an absence you can either call our absence line before 9.30am on 5428 0899, send an email to [gisborne.sc@edumail.vic.gov.au](mailto:gisborne.sc@edumail.vic.gov.au) or send a message through our XUNO portal.

## Early Departure / Late Arrival

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The Department of Education requires schools to have a student collection policy in place for the safe collection of students from school, both during and after normal school hours. **IMPORTANT: Students can ONLY be collected by their parent or by a person who has been authorised by the parents to pick up their child. Please note: Photo ID is required to collect a student from school.**

Students who are arriving late to school must report to the General Office and be 'signed' in by their parents. If you have pre-arranged a time to meet your child at the General Office, please ensure that you have given them a note to show their class teacher so they can be released from class.

If you are collecting your child because they are unwell, please ensure they have reported to the First Aid Attendant. ALL students must report to the First Aid Attendant if they are unwell before they can be signed out at the General Office.

Students are not permitted to leave school during the day except in special circumstances such as an appointment. Students should provide year level coordinator / teacher a note to leave the classroom and be signed out at the front office by parent / carer. The student must 'sign in' if returning to school.

## Injury / Illness at the College

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Students who become ill / injured at school will be referred to the sick bay facilities. Parents will be contacted if the child needs to be sent home. Please ensure that the College has up-to-date contact numbers of parents and emergency contacts for this purpose.

In cases of an emergency, where the parent cannot be contacted, the College will take whatever action is considered necessary for the safety of the child. This may include calling an ambulance. For this reason, we strongly recommend to all the parents that they subscribe to the Ambulance Services of Victoria.

Students requiring regular medications must supply a completed 'Medication Authority Form' and return this from to Sick Bay along with their supply of medication (*forms are available from sick bay*). Medication must be kept in sick bay, students are not permitted to keep such medication in bags or lockers.

*Please note: It is important that the College is always aware of every student's whereabouts and that we have a record of any illness or injury.*

If you have any concerns regarding your child's absence, please don't hesitate to call us on 5428 3691.

## Extended Absence

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Naturally, the ideal time for a student holiday absence would be during our school term holidays but in the case that it is unavoidable, Gisborne Secondary College has an 'Application for Extended Student Absence' form that you are required to complete prior to your child's absence. This form includes a work programme section and needs to be returned to school and signed by the year level coordinator for approval. You can obtain one of these forms from the general office.

## Family Information

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Student information provided by parents / guardians is important to the College for many reasons. It is vital that the College be advised of any changes as soon as they occur, particularly in relation to parent and emergency contact information and medical details.

Information such as parent education and occupation is also very important to the College, as it is used by the Department of Education and Early Childhood Development to allocate equity funding to Gisborne Secondary College. Equity funding ensures equality in education opportunities for all students across Victoria. All information held by the College is treated with the utmost sensitivity and confidentiality.

## Lockers

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At the beginning of the school year each student is allocated a locker for storage of books, electronic devices and other belongings. Information about locks will be provided to the students. Students are responsible for their lockers.

The College does not take responsibility for thefts from lockers or bags. If money and other valuables must be brought to school, they should be left at the General Office.

Bags are not permitted in the classrooms and therefore all possessions should be stored in lockers, and in the spaces provided in Learning Centres.

## Chameleon – College Magazine

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Chameleon is the College magazine. It is produced before the end of the school year by a team of staff and students. It contains photographs, drawings, pieces of written work and memorable moments reflecting the past year and can be purchased through the College. Orders for the Chameleon must be paid for by October.

## Student Representative Council (SRC)

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The SRC is an elected body of students from all year levels, which represents the opinions and beliefs of the student population. These representatives meet on a regular basis. Issues discussed and decisions made are referred to the College Administration.

The SRC is a very active body, involved in many aspects of school governance and supporting various non-profit organisations through fundraising efforts.

## Parking at the College

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Parents are reminded not to enter or park in the bus loop from 3:00pm until the last bus has exited the school in the afternoon.

## Bicycles

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Whilst bikes are not a popular mode of transport to and from the College, bike racks are provided. Students are not permitted to ride their bikes in the school grounds. It is the responsibility of the parent and the student to provide suitable security for the bike, and to ensure helmets are worn whilst riding.

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## Parent Engagement & Involvement

There is strong evidence linking parent engagement with their child's schooling with improvements of wellbeing and academic achievement. While at primary school, parents are often involved in voluntary work or events, at secondary school involvement is more about showing interest and involvement in student learning and staying informed about the current learning programs and areas of study your child undertaking. We encourage you to stay connected with the College through the school portal, attend Parent – Teacher meetings and contact us anytime with your thoughts or feedback. Furthermore, there are opportunities each year to get involved in the College Council which invites parent representation early in Term 1 each year.

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## College Council

The College Council is a decision-making and policy formulating body, comprised of parents, community members and staff, who are elected. The Council is directly responsible both to the DET and to the wider College community. Members of the College community are welcome to attend Council meetings, which are held monthly. Council Sub Committees are responsible for the areas of: Finance, Facilities & Environment, Planning and Policies, and Wellbeing.

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## Parent / Teacher Interviews & Student Led Presentations

The College reports regularly to parents regarding student progress.

<b>Written Reports</b>			
Term 1 Interim Report	Term 2 Full Semester Report	Term 3 Interim Report	Term 4 Full Semester Report
<i>Additional Progress Reports completed at the request of a parent / guardian or at the discretion of the Learning Centre Co-ordinator or Year Level Co-ordinator</i>			

<b>Student / Parent / Teacher Interviews</b>	
Term 1 Week 10	Term 3 Week 10

<b>Student Led Presentations</b>
Afternoon & Evening sessions during the year

## GSC Sustainability Team



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## Communications

The College communicates regularly with students and their parents in a variety of ways.

Our most important methods of communication include: our 'Parent and Student Portal' <https://intranet.gisbornesc.vic.edu.au/portal/> and our College website [www.gisbornesc.vic.edu.au](http://www.gisbornesc.vic.edu.au).

Every fortnight a Parent Newsletter is published, which contains important information about the College, recent developments and forthcoming events, along with other notices from groups connected with the College. You can arrange to have the newsletter emailed out, or you can read it on the College website. Students can also collect a hard copy from the General Office.

General assemblies are held once per term in the 'The Stadium'. These assemblies are attended by the whole college and are run by the Principal, Assistant Principals and Student Leaders.

Learning Centre Co-ordinator's and Year Level co-ordinator's meet with their students for regular assemblies, as required.

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### Parent / Student contact during school hours

Parent/guardians wishing to contact their child during school hours can call the College on 5428 3691 and a message will be relayed to the student.

If a student wishes to contact their parent/guardian during school hours there are College phones available for use. The student can ask an Assistant Principal, Year Level Co-ordinator or Learning Centre Co-ordinator for permission to use a College phone.

Parents should NOT ring or SMS their children while they are in school.

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### XUNO - The SMT (Student Management Tool) Parent & Student Portal

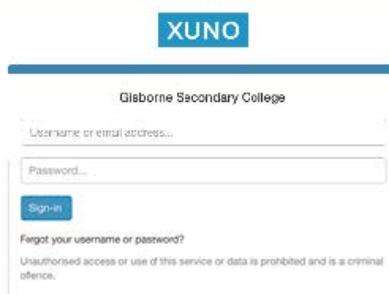
The Parent and Student Portal online tool will allow you and your student to interact and communicate with the College in powerful ways. Once your student is enrolled and has commenced, a letter will be emailed introducing you to the site and providing you with log-in details.

To begin with as a parent, you can log in and see your student's details, as well as your own contact details held by the school. From here you can email the school an update if they're incorrect. You will be able to check attendance – which shows all attendance for the year, as well as attendance in real time as its being marked by teachers. You can download a copy of your child's reports, and all school reports will be published to parents via the portal. Parents needing a hard copy will need to register with the school so we can ensure they are available.

You can also catch up on all the important dates, events and news from Gisborne Secondary College, as well as start a conversation with your child's teachers. The portal will display your child's timetable.

Parents and students are able to view assignments, classwork and homework, and check when work is overdue. You will be able to use the portal to book a parent teacher interview or course advice appointment.

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XUNO

Gisborne Secondary College

Username or email address...

Password...

Sign in

[Forgot your username or password?](#)

Unauthorised access or use of this service or data is prohibited and is a criminal offence.

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### The Learning Centres, Year Level System & Houses

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Student wellbeing, engagement and pastoral care starts in student's year levels. Each student has a Year Level Co-ordinator; Year Levels are further divided into Mentor Groups, with a specific teacher mentor. Students and parents are encouraged to speak to their Mentor or Year Level Co-ordinator if they are experiencing any issues or difficulties.

In Years 7 & 8 each of the Learning Centres is recognised as a separate learning community in which each student is well known by staff and students. Each Learning Centre has two Year Level Co-ordinators and is divided into mentor groups.

At Years 9 – 10 there are two Year Level Co-ordinators and at Years 11 – 12 there is one Year Level Co-ordinator.

We also have eight House Leaders from our staff who will continue to organise events to celebrate house spirit.

Year Level Co-ordinators promote the following goals for students:

- To develop a strong sense of connectedness and support.
- To provide each student with a sense of identity as part of a smaller community within the College.
- To allow students the opportunity to develop personal and ethical qualities.
- To encourage students to contribute their energies, talents and skills and achieve success beyond the level which might be expected in a larger student group.
- To actively encourage students into experiences which they may not otherwise involve themselves.

Students meet each morning in Year Level Mentor groups and the Year Level Co-ordinator will have initial responsibility for wellbeing, pastoral care and student behaviour matters.

As students move from Year 9 to 12, they are be expected to take on a greater leadership role within the college by acting as a positive role model, looking after younger students and participating in, and occasionally leading, the weekly discussion and activity sessions. Where the seriousness of an incident, either disciplinary or welfare, goes beyond the expertise or authority of the mentor, the matter is passed to the Year Level Co-ordinator for further action, but the mentor will be kept informed.

## Student Wellbeing Leader

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Our Student Wellbeing Leader oversees and coordinates student services in the College, including student counselling, wellbeing programs, integration, Chaplaincy, liaising with relevant personnel and with external agencies.

## The Chaplain

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Our Chaplain is a further resource person for students and the College community and problems, or issues can be discussed confidentially.

## Integration – Program for students with disability (PSD)

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Gisborne Secondary College sees ‘inclusion’ as a fundamental human right. All of our students present with individual characteristics and contexts and we aim to adjust our programs to meet all of these needs. Students who receive funding via the Program for Students with a Disability are no different. Additional support for these students is provided by our Integration Co-ordinator, Integration Aides and other support personnel.

## Student Management

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Since 2006, a ‘Clear Rules Policy’ has been in place at Gisborne Secondary College, which describes our discipline procedures. While this policy still provides a guide for our student managers, we are now moving to adopt a School-Wide Positive Behaviours Support Program. This will be introduced over the 2020 – 2023 period, and we will work together with students and parents on developing expectations for behaviour and the building of positive relationships within the community.

## Year 9 R.A.I.D. Program

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‘R.A.I.D.’ is an acronym of our values: *Respect, Achievement, Innovation and Diversity*, and is the name of our special Year 9 Program. RAID Day occurs fortnightly, with a whole day dedicated to activities and events designed to meet the particular developmental needs of young people moving out of Junior School and into Senior School at Year 10 the following year.

Many of the days are spent off-campus, learning in the community. Students develop adult-like responsibilities through relevant, authentic and intense experiences, such as:

- *City Immersion Days* - everything from work exploration, to city-based events, scavenger hunts, ACMI, Museum, Victorian Library, historic walks and corporate activities
- *Industry and enterprise opportunities for individuals and small groups* - social change, community service, small business
- *Community Projects* - examples include working with local early childhood and kindergartens, sports workshops and local coaching at primary schools, involvement with aged care groups, the Macedon Ranges Shire Council and other community organisations
- *Camps, excursions and guest speakers*
- *Workshops, lectures*
- *Outdoor and Environmental Studies and Projects*
- *Sports and performing arts opportunities*

The Careers and Pathways Leader provides a wide variety of information, support and resources for all students including dates of tertiary institution open days, assistance with further education applications, job applications and resumes, course selection and general advice useful for seeking employment. The Careers and Pathways Leader also arranges Work Experience placements for Year 10 students in many different areas of employment.

### Headstart Program

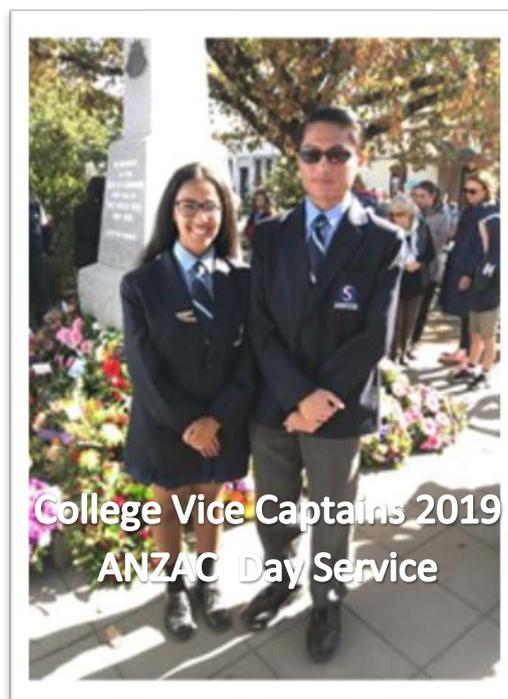
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Head Start is a new education pathway for secondary school students that complements school-based education with an apprenticeship or traineeship. Students can choose to complete their VCE or VCAL over two to three years alongside paid on-the-job training that leads to a qualification.

Head Start is designed to give students the confidence, capabilities and skills that employers in growth industries need. The program recognises that students learn in different ways, have different passions and empower their own career choices.

Head Start students receive career planning advice from the school career practitioner to find the right pathway. A Head Start Pathway Plan tailored to the specific needs of the student and the employer. One-on-one support from a Head Start Coordinator to keep students on the right track. Quality-assured training through TAFE and Skills First contracted providers. Completion of a VCE or VCAL certificate, significant progress towards, or completion of a trade qualification, payment of a fair training wage and a tailored pathway into a priority industry career.

Depending on the requirement of the employer, it is suggested that at a minimum, students will undertake paid employment for: One day per week in Year 10; Two days per week in Year 11; Three days per week paid in Year 12 (this can be undertaken over two years if required)



## Courses Of Study

The tables below outline the subjects offered at Gisborne Secondary College and the number of lessons allocated for each.

The College has a 10 day timetable with 4 x 72 minute lessons each day, each day beginning with a 9 minute Mentor Assembly.

Each year level offers something unique and special to engage students and help them develop aspirations and pathways. At Year 7 & 8 it is the Learning Centres and the Project curriculum. At Year 9 we introduce RAID Day and electives. In Year 10 students join the Senior School and can apply to accelerate into VCE and VET courses.

Year 7	<b>English</b>	Full Year – 6 periods per cycle
	<b>Mathematics</b>	Full Year – 6 periods per cycle
	<b>Humanities</b>	Full Year – 4 periods per cycle
	<b>Science</b>	Full Year – 4 periods per cycle
	<b>Physical Education</b>	Full Year – 4 periods per cycle
	<b>Project Studies and Health</b>	Full Year – 4 periods per cycle
	<b>The Arts</b> – Music, Drama, Visual Art	Semester based – 2 periods per cycle
	<b>Technology</b> – Automotive, Metalwork, Woodwork, Textiles	Semester based – 2 periods per cycle
	<b>Language</b> – Indonesian OR Japanese	Full Year – 4 periods per cycle

Year 8	<b>English</b>	Full Year – 6 periods per cycle
	<b>Mathematics</b>	Full Year – 6 periods per cycle
	<b>Humanities</b>	Full Year – 4 periods per cycle
	<b>Science</b>	Full Year – 4 periods per cycle
	<b>Physical Education</b>	Full Year – 4 periods per cycle
	<b>Project Studies and Health</b>	Full Year – 4 periods per cycle
	<b>The Arts</b> – Music, Visual Communication and Design, Visual Art	Semester based – 2 periods per cycle
	<b>Technology</b> – Digital Technologies, Electronics, Food Technology, Engineering	Semester based – 2 periods per cycle
	<b>Language</b> – Indonesian OR Japanese	Full Year – 4 periods per cycle

Year 9	<b>English</b>	Full Year – 6 periods per cycle
	<b>Mathematics</b>	Full Year – 6 periods per cycle
	<b>Humanities</b>	Full Year – 4 periods per cycle
	<b>Science</b>	Full Year – 4 periods per cycle
	<b>Physical Education</b>	Full Year – 4 periods per cycle
	<b>RAID</b>	Full Year – 4 periods per cycle
	<b>Electives</b> – Art, Ceramics, Dance, Media Studies, Digital Arts, Music Composer, Drama, Visual Communication, English Literature, Living & Learning, Auto Tech, Digital Tech, Electro Tech, Food Tech, Metal Tech, Engineering, Textiles, Wood Tech. (Students select 5)	Semester based – 4 periods per cycle
	<b>Work Skills</b>	Semester 2 – 4 periods per cycle
	<b>Language</b> – Indonesian OR Japanese	Full Year – 4 periods per cycle

Year 10	<b>English</b> – English, Literature	Compulsory Full Year – 6 periods per cycle
	<b>Mathematics</b> – Maths A, B, or C	Compulsory Full Year – 6 periods per cycle
	<b>Humanities</b> – Business Studies, Geography, Ancient History, Living & Learning, Modern History, Living & Learning, Philosophy, Society & the Law	Elective Semester based – 6 periods per cycle
	<b>Science</b> – Biology, Chemistry, Environmental Science, Forensic Science, Physics, Psychology	Elective Semester based – 6 periods per cycle
	<b>Physical Education</b> – PE, Health	Elective Semester based – 6 periods per cycle
	<b>4SP (Senior School Study Support Program)</b>	Compulsory Full Year – 4 periods per cycle
	<b>The Arts</b> – Dance, Media Studies, Digital Arts, Music, Drama, Studio Arts, Visual Communication,	Elective Semester based – 6 periods per cycle
	<b>Technology</b> – Automotive, Computing-Digital Tech, Electronics & Robotics, Food Tech, Engineering, Textiles, Wood Tech.	Elective Semester based – 6 periods per cycle
	<b>Language</b> – Indonesian OR Japanese	Elective Full Year – 6 periods per cycle
Students complete 6 subjects per semester.		

VCE	<b>English</b> – Unit 1-4 English, Unit 1-4 Literature, Unit 1-4 English Language	6 periods per cycle
	<b>Mathematics</b> – Unit 1-2 Foundation Maths, Unit 1-4 General/Further Maths, Unit 3-4 Maths Methods	Compulsory Full Year – 6 periods per cycle
	<b>Humanities</b> – Unit 1-4 Legal Studies, Unit 1-4 Business Management, Unit 1-4 Sociology, Unit 1-2 20 <sup>th</sup> Century History, Unit 3-4 History Revolutions, Unit 1-4 Classics.	Elective Semester based – 6 periods per cycle
	<b>Science</b> – Unit 1-4 Biology, Unit 1-4 Chemistry, Unit 1-4 Physics, Unit 1-4 Psychology	Elective Semester based – 6 periods per cycle
	<b>Physical Education</b> – Unit 1-4 Physical Education, Unit 1-4 Health, VET Outdoor Recreation Year 1, VET Sport and Recreation Year 2.	Elective Semester based – 6 periods per cycle
	<b>4SP (Senior School Study Support Program)</b>	Compulsory Full Year – 4 periods per cycle
	<b>The Arts</b> – Unit 1-4 Dance, Unit 3-4 Media Studies, Unit 1-4 Drama, Unit 1-4 Studio Arts, Unit 1-4 Visual Communication	Elective Semester based – 6 periods per cycle
	<b>Technology</b> – Unit 1-4 Systems Engineering, Unit 1-4 Design Tech Wood, VET Automotive Years 1 & 2, Vet Building & Construction Years 1 & 2, VET Screen & Media Years 1 & 2.	Elective Semester based – 6 periods per cycle
	<b>Language</b> – Unit 1-4 Indonesian, Unit 1-4 Japanese	Elective Full Year – 6 periods per cycle
	<b>Year 11</b> - Students complete 6 subjects per year. One English subject is compulsory.	
<b>Year 12</b> - Students complete 6 subjects per year. One English subject is compulsory.		

VCAL	<b>Literacy</b>	6 periods per cycle
	<b>Numeracy</b>	6 periods per cycle
	<b>Personal Development</b>	6 periods per cycle
	<b>Work Related Skills</b>	6 periods per cycle
	<b>Year 11 - 1 VCE Elective (from list above)</b>	6 periods per cycle
	<b>Year 12 – VET Business</b>	
	<b>4SP (Senior School Study Support Program)</b>	4 periods per cycle
	<b>VET Elective – Internal or external</b>	Varies depending on program
<b>Structured Work Placement</b>	1 day per week but may vary depending on employer.	

VET	<b>Automotive</b>
	<b>Building and Construction</b>
	<b>Electro-technology</b>
	<b>Engineering Studies</b>
	<b>Sport and Recreation</b>

## VET: Vocational Educational Training

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VET is a national system with qualifications that are recognised and can lead to employment anywhere in Australia.

VET qualifications can contribute towards VCE or VCAL. Students develop technical skills through specialised training for a specific job or industry.

## VCAL – Victorian Certificate of Applied Learning

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Gisborne Secondary College offers the Victorian Certificate of Applied Learning (VCAL) as a pathway alternative to the Victorian Certificate of Education (VCE). VCAL offers students the opportunity to gain a nationally recognised qualification that is a hands-on option for students in Years 11 and 12.

The VCAL gives you practical work-related experience, as well as Literacy and Numeracy skills and the opportunity to build personal skills that are important for life and work.

Students who do the VCAL are likely to be interested in going on to training at a Technical and Further Education (TAFE) institute, starting an apprenticeship, or getting a job after completing school. However, if you start your VCAL and then decide that VCE is the right option for you after all, it won't be too late to change your mind.

The VCAL's flexibility enables you to undertake a study program that suits your interests and learning needs. Fully accredited modules and units are selected for the following four compulsory strands:

Literacy and Numeracy Skills Industry Specific Skills	Work Related Skills Personal Development Skills
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If you successfully complete your VCAL, you will receive a certificate and a Statement of Results that details the areas of study you have completed.

## Course Counselling

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Successful progression from one-year level to the next depends upon a student's academic and social readiness. Academic readiness is measured by the student's satisfactory completion of work requirements and assessment tasks within each subject.

Course advice is conducted at all year levels. It is designed to assist students to make the best possible decisions regarding their future, based on academic records and preferred career pathways.

Once a student's course for the following year has been confirmed, booklists will be issued.



## Sport

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Sport incorporates house athletics, cross country and swimming competitions, which can lead onto Western Metro and State Competitions. Students are given the opportunity to participate in a number of inter-school sports, including: tennis, cricket, basketball, football, volleyball, netball, soccer and various other team athletics.



## Instrumental Music

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The College is able to offer Instrumental Music lessons as an extra-curricular activity and is charged accordingly for students who wish to learn piano, guitar, drums, singing, stringed or a brass or woodwind instrument. These lessons build upon the theory and practical work that the students learn in their music classes. Students involved in Instrumental Music are withdrawn from other subjects on a rotational basis. Some instruments are available for hire through the Music Department at the College.



## Excursions & Camps

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The College Council has supported many excursion and camp requests put forward by teachers to enhance their classroom teaching. These requests are considered on their merit and educational value. A detailed Camps Policy has been developed and copies are available from the College. Camps and Study Tours have included overseas trips to Japan, France, England, Greece and Italy and Malaysia.



## Aspire

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Our challenge program for highly aspirational students is called “Aspire”. For a copy of the latest Aspire Booklet, or to read more about how Aspire works visit:

[www.gisbornesc.vic.edu.au/index.php/curriculum/seal-aspire-program](http://www.gisbornesc.vic.edu.au/index.php/curriculum/seal-aspire-program)



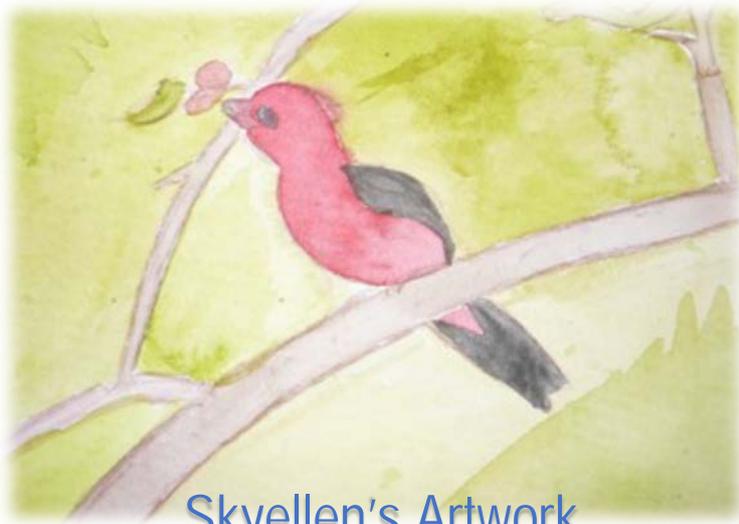


Skyellen's Artwork.





Year 8 Girls Netball Team



Skyellen's Artwork.



Gisborne Secondary College welcomes parental / community participation in all aspects of College life.

If you feel that you would like to be involved in any College activities, please contact the Principal



Melton Rd., Gisborne  
 PO Box 57, Gisborne  
 Victoria 3437  
 T. 03 5428 3691 F. 03 5428 4018  
 Student Absences 5428 0899 before 9.30am  
 gisborne.sc@edumail.vic.gov.au  
 www.gisbornesc.vic.edu.au



**Parent and Student**  
<https://portal.gisbornesc.vic.edu.au/>

**Student Absence Number: 03 5428 0899**

*Please ring before 9:30am*

**COLLEGE DIRECT PHONE NUMBERS**

<b>Administration:</b>		5428 3691	
<b>Attendance Officer:</b>	Beck Anderson	5428 3691	anderson.rebecca.r2@edumail.vic.gov.au
<b>Business Manager:</b>	Michelle Croxford	5428 3691	croxford.michelle.g@edumail.vic.gov.au
<b>Bus Co-Ordinator:</b>	Carmel Beattie	5428 3691	beattie.carmel.n@edumail.vic.gov.au
<b>Canteen</b>	Chalkboard Catering	5428 0721	na
<b>Chaplain</b>	Barb Davis	5428 3691	davis.barbara.a@edumail.vic.gov.au
<b>Finance Manager:</b>	Nicole Alexander	5428 3691	alexander.nicole.n@edumail.vic.gov.au
<b>Integration:</b>	Bronwyn Trevorah	5428 3691	trevorah.bronwyn.b@edumail.vic.gov.au
<b>Sick Bay</b>	Elizabeth / Julie	5428 3691	
<b>Uniform Shop</b>	Beleza	5428 1285	Not on premises
<b>Wellbeing</b>	Belinda O'Meara	5428 3691	o'meara.belinda.b@edumail.vic.gov.au