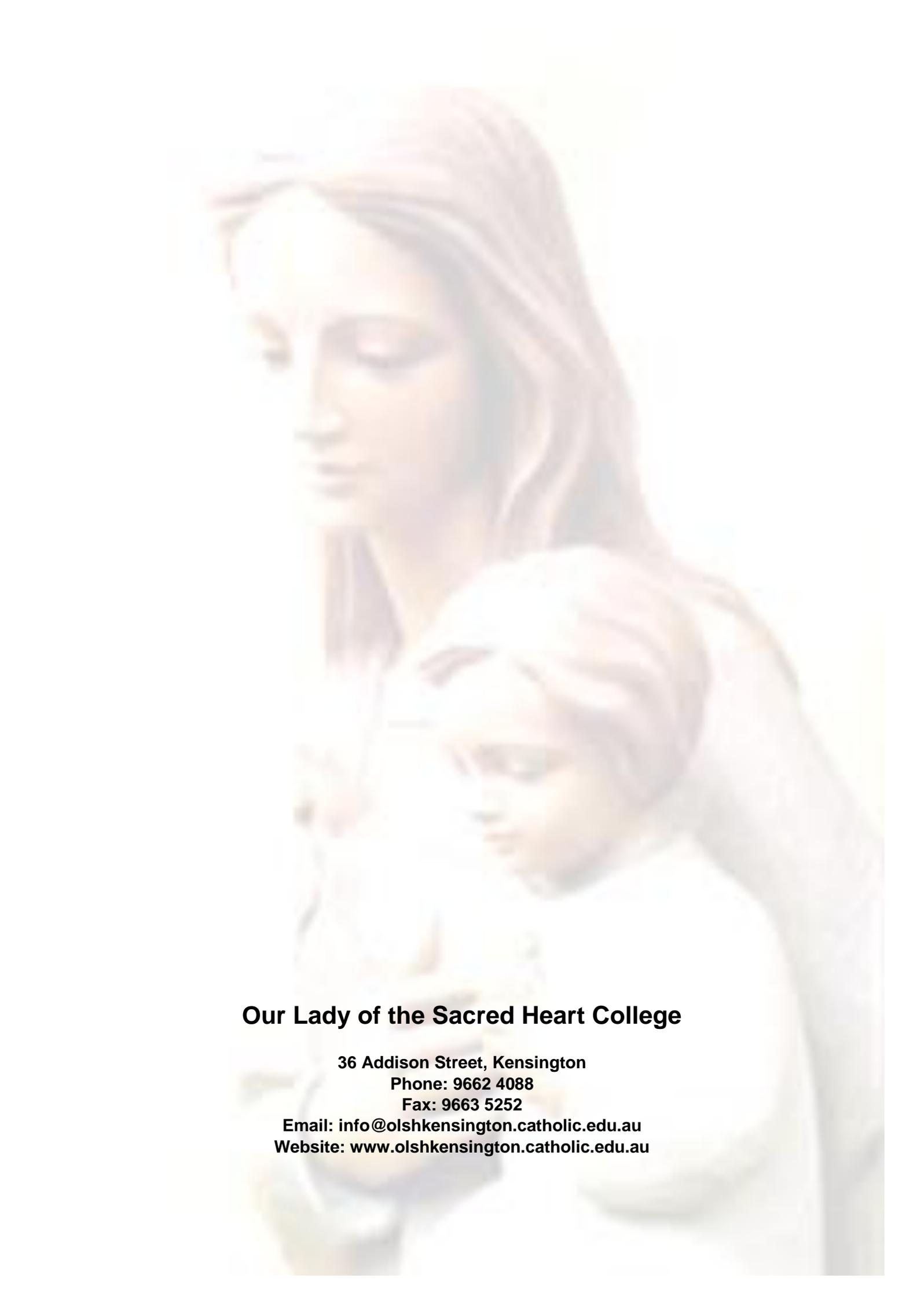




**Our Lady of the Sacred Heart College
Kensington**

Parent Handbook

**Years
8-12
2017**



Our Lady of the Sacred Heart College

36 Addison Street, Kensington

Phone: 9662 4088

Fax: 9663 5252

Email: info@olshkensington.catholic.edu.au

Website: www.olshkensington.catholic.edu.au



Welcome back to Our Lady of the Sacred Heart College.

It is with great pleasure that I welcome you to the College for 2017.

Our Lady of the Sacred Heart is a wonderful school and an exciting place to be. Educating girls for 104 years; it is a Catholic school for girls from Years 7-12. OLSH girls are nurtured to be caring, compassionate and discerning young women. As an educational community we strive to engender a passion for lifelong learning.

Our approach to teaching and learning is innovative and dynamic and fosters critical thinking, curiosity and joy in learning. An OLSH education is one which prepares an OLSH girl for the future and equips them to make a difference in the world.

We are looking forward to your daughter joining our OLSH community.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Jenny Fowler', is written over a faint circular watermark.

Jenny Fowler
College Principal

2017 SCHOOL YEAR – EARLY CALENDAR DATES

Friday 27 January

Staff Day

Friday 27 January

**Collection of pre-ordered books
Campion Books
10:00am – 3:00pm
Dance Room**

Monday 30 January

**Students return
Years 7 – 12 Registration morning
8:30am – 12:20pm
Students to meet in the quadrangle.**

Tuesday 31 January

**Normal lessons Years 7 – 12 (Day 2)
All students required at school
from 8:30am – 3:00pm.**

SCHOOL HOLIDAYS – 2017

	SCHOOL CLOSURES	SCHOOL RESUMES
TERM 1 BREAK	Friday 7 April	Wednesday 26 April
TERM 2 BREAK	Wednesday 28 June	Monday 17 July
TERM 3 BREAK	Thursday 21 September	Monday 9 October
CHRISTMAS	Tuesday 19 December	

N.B. The Canteen will be open at recess only on Monday 30 January 2017.

Please refer to the College website for more information about the Canteen –
www.olshkensington.catholic.edu.au

2017 SCHOOL FEES STRUCTURE AND LEVIES

Annual Tuition Fees

	<u>1st Child</u>	<u>2nd Child</u>	<u>3rd Child</u>
Years 7 & 8	\$1652.00	\$1487.00	\$1074.00
Years 9 & 10	\$1832.00	\$1649.00	\$1191.00
Years 11 & 12	\$2440.00	\$2196.00	\$1586.00

Parents will be charged an annual fee in January. If paying fees annually the due date is 28 February 2017. The due dates for term fees are 28 February, 15 May and 15 August.

Families who already have three children attending Catholic Systemic Schools will not be charged school tuition fees at Parochial Primary or Regional Schools for their fourth and subsequent children.

The Archdiocesan Tuition Fees will continue to provide **student accident insurance** cover through Catholic Church Insurances Limited. This 24 hour cover is for school activities during school hours and other approved school activities outside school hours such as school camps, school sports, work placement, and travelling to and from school.

LEVIES - 2017

Maintenance Levy

The Maintenance Levy goes towards the cost of maintaining building, grounds & equipment: **\$195.00** per student.

Parents and Friends' Association Levy

The Parents & Friends' Association Levy goes towards the upgrading of resources and facilities: **\$75.00** per family.

Building Fund Levy

This is necessary to cover the School's required servicing of Loan Repayments for the new building and to provide upgrading of existing building facilities. The Building Fund Levy will be **\$615.00** per annum. Families with children attending more than one Parish Primary or Regional School in the Archdiocese of Sydney, will be billed on a pro rata basis.

Years 8 – 12 Macbook Hire / BYODD Program

Laptop	Year 8
BYODD Program	

2017 SCHOOL FEES STRUCTURE AND LEVIES

Laptop	Year 9
	Period of Time
MacAir 11"	3 years (2015 – 2017)
Annual Laptop Hire	\$397

Laptop	Year 10
BYODD Program	

Laptop	Year 11
	Period of Time
MacAir 13"	3 years (2016 – 2018)
Annual Laptop Hire	\$505
BYODD Program	

Year 11 participate either in the BYODD or Laptop Hire Programs.

Laptop	Year 12
	Period of Time
MacAir 13"	3 years (2015 – 2017)
Annual Laptop Hire	\$455

ICT Levy

The ICT Levy covers such costs as: ICT charges to schools for broadband access, licence fees, data charges and antivirus management. The ICT Levy will be **\$430.00** per annum for all students except those on the BYODD Program. Students on the BYODD Program will pay an ICT Levy of **\$150.00** per annum.

Student Administration Fee

A fee of **\$240.00** is charged per student per year.

This covers a variety of items including such things as:

- Official School Planner
- College Yearbook
- Library Fee
- General Equipment
- Cost of Printing reports and Official Certificates
- NSW Combined Catholic Colleges (CCC) Sports Association fee
- Entrance Fee and Bus Fares to selected College events
- Administrative and Printing costs
- Padlock for lockers

2017 SCHOOL FEES STRUCTURE AND LEVIES

Subject Resources Fees

This fee covers a variety of items such as the printing of class notes and examinations, stationery materials, and consumables, Allwell Testing, English, Maths and Science Competitions, Art Resources and Wood for Technology, Caps for Food Technology. New in 2017 will be Year 7-12 Mathsonline, in addition to the current Mymathsonline program. The Subject Resource Fee for 2017 will be **\$140.00** per annum.

Excursions

The cost for excursions and incursions for 2017 are as follows:

Year	Amount (per annum)
8	\$110.00
9	\$245.00
10	\$310.00
11	\$60.00
12	\$50.00

Please note the Year 9 and Year 10 excursion levy includes admission, activities and transport to the Catholic Youth Festival. Elective excursions eg. Theatre shows, Senior First Aid course, Creative & Performing Arts subject excursions, Year 11 & Year 12 Retreats and the Year 12 Graduation Dinner are not included in the amounts above. These will be billed separately in January 2017.

School Sports Fees

Years 8 - 10 students will have a compulsory Sports afternoon every fortnight in 2017. Each term, students will pay for a programme of Sport at either an external location or on the school premises. The Sport Fee will be **\$180.00** per annum. This is an essential part of the school curriculum. Those who do not pay will be required to perform alternative duties on sports afternoons. The Sport Fee for Years 8 – 10 has increased due to:

- extra days added to 2017 schedule
- sport lessons have increased from 1 hour to 1 hour & 15 minutes
- an increase in bus transport costs as students will be travelling by hired bus to and from sporting venues

Students wanting to participate in extra-curricular sport or selected for representative sport will be charged an additional fee.

PAYMENT OF FEES 2017

The College office will be open from 9.00am to 3.00pm from **Thursday 19 January 2017 to Wednesday 25 January** to receive school fee payments. The office will be closed on **Thursday 26 January**, Australia Day holiday.

Catholic Education Foundation – applications for support from the Catholic Education Foundation will be available to Catholic families who are seeking to enrol their child in Years 7 – 12 and who are in genuine need of financial help. The bursary criteria will be consistent with the Sydney Catholic Schools' enrolment policy.

Fee Relief is available for those families experiencing financial difficulties. A Confidential Family Financial Information Application Form must be completed. Please attach all relevant income and expenditure documents and return to the Bursar.

How to pay for School Fees:

BPAY - please refer to the BPAY section on the top right hand corner of your School Fee Statement. This is our preferred method of payment.

DIRECT DEBIT can be arranged through your bank account. Our BSB Number is 062-784 and our Account Number is 8343100.

CASH AND CHEQUE payments can be paid in person at the College Office Monday to Friday from 8.30am to 4.00pm.

EFTPOS facilities are available at the College for payment. Credit card payments (Visa and MasterCard only) can be made over the phone during Office Hours.

A Credit Card Deduction Authority is available for regular fortnightly or monthly instalments from your credit card. Please ask at the College Office for a Deduction Authority.

CENTREPAY is an easy way to stay in control of your finances. Centrepay is a free direct bill paying service offered to customers receiving Centrelink payments. Please ring the Business Manager or Bursar for more information, or check the Centrelink Website at www.centrelink.gov.au

COLLEGE UNIFORM 2017

The stockists of the OLSH College uniform are:

Wylie's - 629 Anzac Parade, Maroubra Junction (9344-5777)

Berelle – 1/96 Maroubra Road, Maroubra (9349-2705)

Lockers for padlocks will be provided to students. The cost is included in the Student Administration Fee.

At OLSH College we take pride in our appearance and wish to present a professional image to the community. To achieve this, a high standard of dress is required from students at all times.

- a. All Senior Skirts must be worn at the length of below the knee. Dresses must be worn at the length of middle knee or below. Shorts must be to top of knee length.
- b. School shoes are to be black lace-up style with no platform heels.
- c. The College Blazer is the outer garment for warmth to and from school, on excursions and at official ceremonies. It is a compulsory part of the Winter Uniform and is to be worn to and from School.
- d. The College bag is the only one to be used by students. A College tote bag may be used when walking between classes and out of the school on excursion.

Summer Uniform

Junior	Senior
College summer uniform Navy ankle socks Optional Dark Navy Dress Shorts College short sleeved blouse	College senior skirt Short sleeve College blouse Navy ankle socks
Sports	
College sports shorts College sports top College sports cap Lace up sport shoes and white ankle socks	Sports uniform should be retained from the junior school for wear at the carnivals.

Note: In cooler weather the blazer is to be worn to and from school.

COLLEGE UNIFORM 2017

Winter Uniform

Junior	Senior
College Plaid Tunic College Blouse Navy 30 Denier Navy Jumper College Blazer Optional Dark Navy Dress Slacks College Blouse Navy Socks	College Senior Skirt College Blouse Navy 30 Denier Navy Jumper College Blazer
Sports	
College Sports Tracksuit College Sports top Lace up sport shoes and white ankle socks	Sports uniform should be retained from the junior school for wear at the carnivals.

Optional Item:

Navy scarf is optional with the uniform.

If students feel that it is necessary to wear more clothes for warmth during winter, they must be worn under the regular uniform eg. spencers, thermals. Assorted jumpers and tracksuit jackets are not acceptable.

General Uniform

Uniform should be neat, tidy and all items clearly labelled with the student's name.

Plain black leather lace up, flat-heeled shoes are the only acceptable form of footwear for students. All variations (eg. buckles, high heels, moccasins, boat shoes and sport shoes) are not allowed. If a student appears in non-regulation footwear, parents will be requested to have those shoes replaced.



Students must wear full College uniform to and from the College even in exam blocks.

The College dress shorts or dress slacks **may not** be worn on formal occasions such as College Liturgies and representative activities.

COLLEGE UNIFORM EXPECTATIONS 2017

Hair

Hair must be tied back and must not be coloured in unnatural or multi-coloured tones. Hair should be well groomed, neat and tidy. Untidy and bizarre hairstyles are not permitted. Hair needs to be in such a condition it does not invite comment. Ribbons, scrunchies and headbands must be navy or dark green

Jewellery

The only jewellery that is permitted with the school uniform is as follows:

- one small gold or silver chain with a cross or Christian symbol may be worn around the neck. The chain should be long enough so it can't be seen.
- a watch - Smart watches are not allowed.
- one set of small round gold, silver or clear stone studs or small sleepers worn in the lowest lobe of the ear.
- Studs should not be colour and no pearls. Size should not exceed 3mm
- No nose studs or any other visible facial piercing will NOT be accepted.

Nails

Coloured nail polish, shellac artificial acrylic/gel nails and makeup (except for natural coloured lip balm) is not to be worn with the uniform at any time. Nails should be kept to an appropriate length to prevent a student harming themselves or others during the course of school activities.

Makeup

Make up (foundation, eyeliner, mascara, false eyelashes, coloured lip gloss) are not permitted.

No visible tattoos will be accepted.

The Principal/Assistant Principal reserves the right to alter and interpret the above provisions.

Students who fail to meet College expectations and ignore their responsibilities will face consequences. The following structures and consequences act as an outline that will guide teachers and students. Behaviours and consequences will be judged on their own individual circumstances in discussions with all levels of teachers and with notification to parents where necessary. Consequences include:

- Planner Comment
- Clean up Team
- Lunch time detention
- Loss of day to day privileges
- Tuesday after school detention (notice to parents required)

In serious cases, the Leader of Learning Pastoral Care, Assistant Principal or Principal will inform parents and the consequences may include:

- Loss of privileges
- Pupil free day detention
- In-school or out of school suspension
- Provisional enrolment contract

STUDENT TRANSPORT SCHEME 2017

PUPILS WHO ARE ELIGIBLE FOR FREE TRAVEL IN 2017 ON PUBLIC TRANSPORT ARE TO **ONLY USE THEIR BUS PASS WHEN TRAVELLING TO AND FROM SCHOOL.**

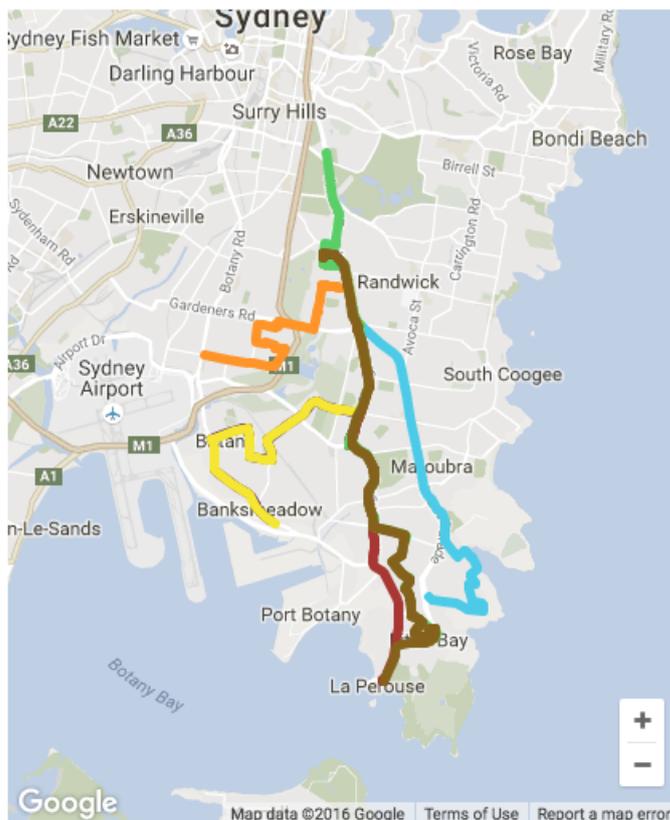
In 2017 eligible students will be issued with a 2017 School Opal Card. Free transport is available on Government trains and buses where students live more than 2.0 kilometres (radial distance) from the College, measured on a radius from the centre of the school site. Please refer to the Transport for NSW Fact Sheet and Brochure included in the Orientation Pack for details on how to apply.

As in past years, a short period of time will be allocated where all school children will be permitted to travel free to allow distribution of passes.

OLSH College Kensington

Current from 9th October 2016

Select a school route



391 [OLSH College Kensington to Bunnerong Rd & Moorina Ave Matraville](#)

[OLSH College Kensington to La Perouse](#)

392 [Sydney Boys & Girls High Schools to Little Bay](#)

399 [OLSH College Kensington to Malabar Heights](#)

611 [OLSH College Kensington to King St & Botany Rd](#)

667 [Banksmeadow \(Discovery Cove\) to OLSH College Kensington](#)

668 [La Perouse to OLSH College Kensington](#)

[Little Bay to OLSH College Kensington](#)

669 [OLSH College Kensington to Banksmeadow \(Discovery Cove\)](#)

SYDNEY BUSES ROUTES 2017

For updated information and additional bus services
please refer to the website

<http://www.sydneybuses.info/schools/olsh>

MORNING BUSES

667 AM

AM Services

Days of Operation	muwtf	muwtf
Trip Note	-	-
Banksmeadow (Discovery Cove)	07:37	07:41
Kelloggs	07:47	07:51
Pagewood Primary School	07:51	07:55
Eastgardens	07:55	07:59
Kingsford (in)	08:02	08:06
OLSH College Kensington	08:07	08:11

668 AM

AM Services

Days of Operation	muwtf	muwtf
Trip Note	-	-
La Perouse	07:30	-
Little Bay	07:36	07:55
Bunnerong & Franklin Sts Matraville	07:46	08:05
Eastgardens	07:51	08:10
Kingsford (in)	07:56	08:15
OLSH College Kensington	07:59	08:18

L94 From La Perouse via Anzac Parade, Kingsford to Anzac Parade, Kensington

303 From Sans Souci/Dolls Point via The Grande Parade, General Holmes Drive, Mascot, Eastlakes, University of NSW, Anzac Parade, Kensington

308 Smidmore Street, Marrickville via St Peters Station, Redfern to Central

SYDNEY BUSES ROUTES 2017

MORNING BUSES

- 370** From Leichhardt Depot, Annandale, Sydney University, Newtown, Green Square, University of NSW
- 374** Arden & Dolphin Streets Coogee, Alison Road, Cleveland/Anzac Parade, Central
- 393** Little Bay (Anzac Parade) to Anzac Parade, Kensington
- 395** Maroubra Beach to Anzac Parade, Kensington
- 399** Little Bay (Anzac Parade) via Malabar Heights to Anzac Parade, Kensington
- 400** Burwood (Burwood Road at Westfield) to University of NSW, Kensington

AFTERNOON BUSES

611 PM

PM Services

Days of Operation	muwtf	muwtf
Trip Note	-	-
OLSH College Kensington	15:14	15:16
Day Ave & Anzac Pde	15:17	15:19
Gardeners Rd & Eastern Ave	15:22	15:24
Eastlakes (Maloney & George)	15:25	15:27
Eastlakes (Lismore St)	15:28	15:30
King St & Botany Rd	15:36	15:38

669 PM

PM Services

Days of Operation	muwtf	muwtf
Trip Note	-	-
OLSH College Kensington	15:18	15:20
Kingsford	15:25	15:27
Bunnerong & Heffron Rds	15:30	15:32
Kelloggs	15:38	15:40
Botany (Banksia St)	15:42	15:44
Banksmeadow (Discovery Cove)	15:46	15:48

SYDNEY BUSES ROUTES 2017

AFTERNOON BUSES

391 PM

PM Services

Days of Operation	muwtf	muwtf	muwtf
Trip Note	-	-	-
OLSH College Kensington	15:14	15:14	15:20
Kingsford	15:22	15:22	15:28
Eastgardens	15:30	15:30	15:36
Bunnerong Rd & Moorina Ave	15:39	15:39	15:45
Matraville			
La Pouse	-	-	15:51

392 PM

PM Services

Days of Operation	muwtf
Trip Note	-
Sydney Boys & Girls High Schools	15:24
OLSH College Kensington	15:34
Kingsford	15:42
Eastgardens	15:50
Bunnerong & Franklin Sts Matraville	15:58
Little Bay	16:09

399 PM

PM Services

Days of Operation	muwtf
Trip Note	-
OLSH College Kensington	15:14
Kingsford	15:23
Maroubra Junction	15:30
Beauchamp Rd & Anzac Pde	15:36
Malabar	15:39
Malabar Heights	15:50