

MANSFIELD SECONDARY COLLEGE

Newsletter



2023 Year 7s first day of secondary school & Year 12s first day of their last year!

CALENDAR

Week 1

Fri 3 Feb - 12:15pm Swimming Meeting

Week 2

Mon 6 Feb - School Photos

Wed 8 Feb - Yr 11 Study & Work Skills

Wed 8 Feb - Yr 10 Snr School Induction

Wed 8 Feb - Uniform Shop open for exchanges (lunchtime only)

Week 3

Wed 15 Feb - Uniform Shop open for exchanges (lunchtime only)

Fri 17 Feb - Swimming Carnival

Week 4

Mon 20 Feb - School Photo Back-Up

Wed 22 Feb - Uniform Shop open for exchanges (lunchtime only)

From The Principal

Dear Parents/Guardians,

Welcome to Mansfield Secondary College! We value the partnership we share with parents and guardians, and we look forward to achieving with your children the strong results we traditionally generate. Particularly, welcome to our new students; we have 15 students from other schools joining us, and a big cohort of 85 Year 7's.

Student outcomes are consistently excellent at our college. In terms of both student learning growth and post-secondary pathways, Mansfield Secondary College is a great place to learn and develop. Student pathways from 2022 include apprenticeships, employment and university. In terms of University placements, our 2022 Alumni will be studying at a range of providers including Australian National University (Science, Biomedicine), Melbourne University (Agricultural Science), Monash University (Medicine, Science, Engineering), Deakin University (Nursing, Architecture), and Latrobe University (Health Sciences, Education, Medicine). It is great to be able to put our young people on the next step of their trajectory.

College newsletters give students, parents and alumni a peek into what's going on at the college. Published every fortnight, they complement the ongoing communication that is delivered through our student management program 'Compass'. The link for Compass can be found here: <https://mansfieldsc-vic.compass.education>

We look forward to working with you throughout the year.

Regards
Timothy Hall



Introducing Key People at MSC

We value the opportunity to work together with you, for the good of all the young people in our community. For any learning related needs or wellbeing issues, the Year Level Coordinators are your 'first port of call'. We encourage you to contact the College promptly if you need support, or need to tell us something about your child.

Key Contacts

Year 7 Coordinator – Michelle Comerford (michelle.comerford@education.vic.gov.au)

Year 8 & Junior School Coordinator – Mel Brooks (melanie.brooks@education.vic.gov.au)

Year 9 Coordinator – Jen Wenlock (jennifer.wenlock@education.vic.gov.au)

Acting Year 10 Coordinator (Term 1) – Hilary Myles (hilary.myles@education.vic.gov.au)

Year 10 Coordinator – Claire Wallace (claire.wallace@education.vic.gov.au)

Year 11 Coordinator – Mark Howlett (mark.howlett@education.vic.gov.au)

Year 12 & Senior School Coordinator – Jess Macdowell (jessica.macdowell@education.vic.gov.au)

Wellbeing Coordinator – Brad Freind (brad.freind@education.vic.gov.au)

Business Manager – Anna Francis (anna.francis@education.vic.gov.au)

Other Key College Personnel

Principal – Timothy Hall

Assistant Principal – Janessa Burkhardt

Assistant Principal – Daniel Hough

Head of Curriculum – Nigel Kain

Integration Coordinator – Jenny Hearn

ICT Manager – Abbey McConnell

For any other enquiries or if you are not sure who you should speak with, please contact the School Office team on 5775 2022 or at mansfield.sc@education.vic.gov.au

New Sports House Names

The school continues to value and celebrate the house names chosen by the school community in the early 1960s. An honour board will be created to commemorate the legacy of Bader, Churchill, Hillary and Landy.

Four new sports house names were introduced by the School Captains at the end of 2022. These are 'Delatite', 'Wimba', 'Marrang' and 'Biyal'.

Each one was chosen for its importance in the local landscape and to the Yowung-illam-balluk clan of the Taungurung who lived here for thousands of years.

Delatite (blue house)

The Yowung-illam-balluk clan relied heavily upon the river for its water, food and ability to transport them around their country.

Wimba (yellow house)

Wimba is the Taungurung word for wallaby. Wallabies are involved in many dreamtime stories. Like many animals, the wallaby was a food source, and their pelts could be used for making various items for daily life.

Biyal (red house)

Biyal is the Taungurung word for the River Red Gum and is pronounced bee-yal. The wood from this tree was used by the Yowung-illam-balluk to make canoes, coolamons (bowls), shields and other utensils.

Marrang (green house)

Marrang is the Taungurung name for Mount Buller. It was a meeting place for the Taungurung people and other clans of the Kulin Nation. Corroborees and other events were held there.

Students can see which house they have been allocated via their Compass log in.

Important Information - Includes some new procedures

MOBILE PHONES

Students are to leave Mobile Phones in their locker throughout the ENTIRE day. Messages can be left by calling the School on 5775 2022. Phones **cannot** be used for canteen purchases, we will only accept a physical card.

MESSAGES TO STUDENTS/STUDENTS LEAVING EARLY/USE OF PA

This year to reduce classroom disruptions, we will only be using the PA to call students to the Office during recess and lunchtime (or when absolutely necessary).

If your child has an appointment or you are collecting them early during a school day, please either:

- give them a note to hand to their teacher
- leave a voicemail or speak to the Office team ahead of the collection time so we have time to advise the student
- send a note through Compass ahead of time

LEAVING THE SCHOOL GROUNDS

Year 7-11 students who need to leave school grounds during the day must meet a parent/guardian at the School Office to be signed out. Alternatively, parents must call the Office to discuss or email mansfield.sc@education.vic.gov.au

UNIFORM & UNIFORM SHOP

Full uniform is expected of all students. If students require a 'uniform pass', they must see their Year Level Coordinator at the beginning of the day. The Uniform Shop is open every Wednesday at lunchtime (12.40pm - 1.30pm). Orders can be placed via the MSC website and families are notified by email when ready to collect.

SCHOOL PHOTOS

Students are expected to be dressed in full school uniform (not PE uniform, if they have PE on Monday they will change beforehand). Students will be given a photo order form after their school photos on Monday 6 Feb, to take home. If your child does not get their form or loses it, spares are at the School Office, alternatively you can contact National Photography (03 9428 9420 or www.nationalphotography.com.au)

LOCKERS

ALL Students (Years 7 - 12) must have a lock for their locker. These can be brought from home (spare keys left at the School Office for safekeeping), or combination locks are available to buy from the School Office for \$15.

SICK BAY

Students not feeling well are to go to the Sick Bay which is located next to the library. Parents will be contacted by the First Aid staff when required. Students are not to call parents directly.

PARENT PICK UP/DROP OFF ZONES

View Street - We encourage parents to drive along View Street from the roundabout, rather than using Reynolds and Finlason Streets - it is far easier! Equally, we respectfully discourage parents from using the staff carpark (opposite Finlason Street) for drop-off or pick-up as it is an identified risk point for pedestrian/car collisions.

PAC Carpark - The PAC carpark is also an appropriate option for parents to park and wait for students.

LOST PROPERTY

We highly recommended that all student items are labelled, including stationery, laptops (laptop chargers), bags, clothing. All lost property is handed into the Office and held for one month only.

LANTERN

We produced the Lantern (school magazine) last year for the first time in many years, any 2022 students who did not collect one and would like a copy, please see the School Office.

INSTRUMENTAL MUSIC - EXPRESSIONS OF INTEREST

We are excited to launch the instrumental music program again this year, please see the notice on Compass and contact Paul Riley via paul.riley@education.vic.gov.au or the School Office ASAP to register your interest.

MEDIA CONSENT

We remind families that if you do NOT wish for photos of your child to be included in newsletters, website, newspapers or social media etc, you need to advise us. If you wish to discuss, please contact the Office 5775 2022.

PRIVACY POLICY

Our school collects, uses, discloses and stores student and parent personal information for standard school functions or where permitted by law, as stated in the Schools' Privacy Policy. Please take time to remind yourself of our school's collection notice, <https://www.education.vic.gov.au/Documents/Schools-Privacy-Policy-English.pdf>

Parent Payments

PARENT PAYMENT OPTIONS

Payment Method Options: Centrepay, BPAY, Cash, Credit Card, EFT, Cheque or through Compass (Course Confirmation).

BPAY:

If you do not know your BPAY details, please contact the School Office team.

Direct Deposit to:

Account Name: Mansfield Secondary College
BSB: 083 755 Account No: 515 906 741

Please include your child's SURNAME and email finance@mansfieldsc.vic.edu.au detailing what the contribution amount is to be allocated to.

Credit Card:

If you wish to pay by credit card, please call or pop in and see the School Office team.

Camps, Sports and Excursions Fund (CSEF)

The CSEF provides payments for eligible students to attend various activities: school camps, swimming and school-organised sport programs, outdoor education programs, excursions and incursions.

Parents/students holding a means-tested Health Care Card valid on the first day of Term 1 may be eligible. Foster parents and Veterans Affairs cardholders may also be eligible.

Year 7s

Year 7 students that are recipients of the CSEF automatically qualify for the State School Relief uniform package.

CSEF and SSR Forms are available from the School Office. Completed forms, with a copy of your Centrelink Card, should be submitted to the Mansfield Secondary College School Office.

For information, please visit: www.education.vic.gov.au/csef

Conveyance Allowance

If you are an eligible bus traveller and live more than 4.8kms from your closest bus stop, you may be eligible to claim Conveyance Allowance to assist with travel costs.

Forms are available from the School Office. Applications close late February 2023. Eligible applicants can either be reimbursed by EFT and paid each term, or your conveyance allowance can be credited to your family account.

For more information, go to:

<https://www.education.vic.gov.au/school/teachers/transport/Pages/conveyance.aspx>

Change of Address???

Have you moved??

It is important that you update the School. Please email any change of address (or contact details) to the School Office on mansfield.sc@education.vic.gov.au

Uniform Policy

We direct your attention to the letter sent out to all families this week, you can also view this on the Compass Newspaper.

In 2023 the College will continue to have a strong focus on school uniform and requires students to wear the correct items of clothing to school and during PE classes.

Uniform items that students are required to wear to school and during PE are available in the College uniform shop via the web link below. I encourage families to review their child's uniform and make the appropriate purchase for the school year.

<https://mansfieldsc.vic.edu.au/shop/>

The Uniform Shop is also open Wednesdays at lunchtime.

Regular offending items of clothing that should NOT be worn to school include -

- Hoodies
- Coloured shoes
- Sporting team hoodies
- Girls wearing active wear tights
- Boys wearing PE shorts to class
- Track pants

Any concerns, please discuss with the relevant Year Level Co-ordinator.

Canteen - Help Please!

We are sure most parents would agree that a School Canteen is a valuable facility in a school and a convenience for most students and parents.

Our Canteen Manager, Jane Kay, has the canteen running smoothly, but she needs a helper each day for preparation and service.

Volunteers need no experience, can be Aunty, Uncle, Grandparent etc, we just ask that our helpers are reliable with a can-do attitude and a Working With Children Card. (We even supply lunch!)

If you need a Working With Children card, please go to this website:

<https://www.workingwithchildren.vic.gov.au/individuals/applicants/how-to-apply-1>

We only need a few hours of your day, 11:30am to 1:30pm.

If you can help, even once, this year, please contact Jane, via the School Office.

Thank you!

School Communications

Website

Our Website is the place to go for school policies, forms, important notices, and home to our online Uniform Shop.
<https://mansfieldsc.vic.edu.au/>



Newsletters

Our fortnightly newsletters are a great resource and we strongly encourage both students and parents to read through these. The Newsletters are produced specifically for families and have a calendar of upcoming events, important notes plus highlights and photos of happenings around the school.



Facebook

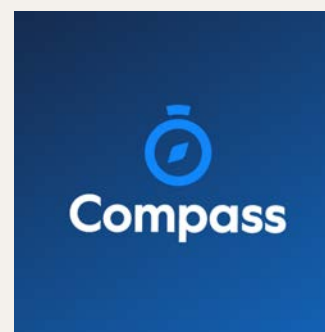
You will find important notices and highlights of the student's year on our Facebook page. It is **not** a main communication tool.
<https://www.facebook.com/people/Mansfield-Secondary-College/100063773973865/>



Compass

Compass is the College's primary communication portal.

It is very important that parents (and students) have set up their log ins and access this tool regularly.



Accessing Compass

If you have not logged into Compass and don't know how to, please contact the School Office on 5775 2022 or by email mansfield.sc@education.vic.gov.au. We will send you a 'welcome email' (tip: check your junk mail folder, this initial email may be in there!) The Office team can also reset forgotten passwords and advise your family code.

Tips:

- Your username is NOT an email address, it is your family code (for a student, it is their student code) eg.ABC0012
- **Download the App on your smartphone**, it is very handy for a quick review of a timetable or making an attendance note and turning the **Notifications ON** means you will be prompted when notes are uploaded (saves you missing notes if you don't access your emails very often).
- Some aspects of Compass are only available/or easier to navigate when using a desktop/laptop, rather than a phone (eg. Progress Reports)

Attendance:

In Compass, you will be able to track your child's attendance and also notify MSC of an upcoming absence. Please ensure that all absences are reported.

Please download the Compass App

APPLE: <https://apps.apple.com/au/app/compass-school-manager/id778415974>

ANDROID: https://play.google.com/store/apps/details?id=com.jdlf.compass&hl=en_AU

What can I do through Compass?

View timetables, tasks that are due, reports, events/excursions, book Parent-Teacher-Student Interviews, contact teachers directly etc. We also encourage you to view these videos, which have been created by another school, but are still a great guide to show you the features of Compass and how to navigate your way through the program (note: some features may not be utilised by MSC yet).

Click these links to view:

https://www.youtube.com/watch?v=bwZlYlqoBK0&feature=emb_imp_woyt

https://www.youtube.com/watch?v=s4uiQxg_BOY

The Office team can answer most of your Compass queries, if not, we will find out for you!