WAVERLEY
Christian College

2015
HANDBOOK

NARRE WARREN SOUTH CAMPUS

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NEW CAMPUS OPENS IN NARRE WARREN SOUTH

Waverley Christian College (a Kinder to Year 12 co-educational school of 1200 students) reached maximum enrolments at its site in Wantirna South and had been actively searching for additional land to accommodate the significant demand for places within the College. In 2011, the College purchased a 7.5 hectare school property located in College Drive, Narre Warren South.

Facilities on the Narre Warren South property have been developed since 2007. Buildings consist of an Early Learning Centre; an Administration and Primary School complex including a 250 seat auditorium, library, and primary classrooms; and a Specialist Secondary Centre including general purpose classrooms and specialist facilities for science, computer, food studies, music, art and visual communication. Other facilities include a school ovals, playground equipment, basketball/netball courts, cricket nets, student amenities, and car parks. A 900 seat auditorium/gymnasium will be constructed in 2015.

The new campus commenced operations at the beginning of 2012, with approximately 150 students, initially offering classes from Prep to Year 7. Enrolments have grown to almost 500 in 2015 with the Secondary School extending to Year 10. (An additional Secondary year level will be provided each successive year).

The new campus provides an exciting opportunity to extend Christian schooling in one of Australia’s most rapidly developing municipalities. The new campus will reflect the mission and values of our current school and be a place where young people are nurtured in their faith and educated from a Christian perspective.

For further information on the new campus, including enrolment information, please visit the College website at www.wcc.vic.edu.au

Peter R Sheahan
Principal
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*Updated 17 April 2015*
WELCOME TO WAVERLEY CHRISTIAN COLLEGE

The College exists to support Christian families in the education and training of their children. In a society which rejects the infinite, personal God of the Bible and humanity’s responsibility to Him, the College seeks to provide an environment that presents the truth of God our Creator, and the only hope of humanity, being salvation through our Lord Jesus Christ.

It is the intention of the College to work with families by supporting them and reinforcing Biblical values and standards of conduct. The College is characterised by diverse, challenging, and rich educational experiences within a loving and caring environment. It is our desire that each student both finds and fulfills their potential in God. The College seeks to provide a well balanced and innovative curriculum that meets the needs of every student, from the slow learner to the academically gifted.

We believe school should be a place where children are encouraged to develop positive attitudes about school and themselves.

We believe each child is precious and unique in God’s sight and that we, as Christian teachers, must provide a worthy example for the children under our care. We acknowledge our need to depend upon the enabling power of the Holy Spirit.

It is our hope and desire that students attending Waverley Christian College will experience not only academic success, but also spiritual, social, emotional and physical blessing.

“And all your children will be taught by the Lord, and great will be the peace of your children.”

Isaiah 54:13
**Vision Statement**

To see young people impact the community, our nation, and the world for the Lord Jesus Christ.

**Mission Statement**

To provide Christian families with the opportunity to have their children educated and nurtured from a Christ-centered, Biblical perspective, that prepares them for effective service within society.

**OUR VALUES**

The most important things in life, according to Jesus Christ, are loving God and loving others. These are the foundational values of Waverley Christian College and govern all that we seek to be and do as we work and learn together. In dependence on the grace of our Lord Jesus Christ, we will endeavour to be a school community that reflects His life and values.

**FAITH**

Our belief in God as Creator, Saviour, and Sustainer of all. Our affirmation that Jesus Christ in the Son of God, Saviour and Lord.

Our acceptance of God’s Word, the Bible, as our rule for faith and practice.

Our reliance on God in prayer. Our dependence on God and His grace.

“But because of His great love for us, God who is rich in mercy made us alive with Christ...it is by grace you have been saved”. Ephesians 2:4-5

**RESPECT**

Valuing ourselves and others because all people matter to God and have been created in the image of God.

“You shall love your neighbour as yourself” Mark 12:31

**EXCELLENCE**

Doing everything to the best of our ability for the glory of God.

“Whatever you do, work at it with your whole heart, as working for the Lord…” Colossians 3:23

**LOVE**

Seeking others’ highest good.

“Greater love has no one than this: to lay down one’s life for one’s friends.” John 15:13
INTEGRITY
Being true to what we believe; acting with courage in accordance with Christian principles of moral and ethical behaviour.

“Show yourself in all respects to be a model of good works, and in your teaching show integrity, dignity, and sound speech that cannot be condemned...” Titus 2:7-8

COMMUNITY
Functioning together in a healthy and constructive way. Being good stewards of our God given resources. Serving each other with joy and encouraging each other by using our gifts and abilities for each others’ good, and for the wider community, both locally and overseas.

“If you have any encouragement from being united with Christ, if any comfort from his love, if any fellowship with the Spirit, if any tenderness and compassion, then make my joy complete by being like-minded, having the same love, being one in spirit and purpose.” Philippians 2:1-2

WISDOM
Wise application of learning and knowledge, understanding, good judgement, discernment; insight into the true nature of things.

“A wise person will hear, will increase in learning.” Proverbs 1:5

SCHOOL AIMS
Waverley Christian College is committed to:

FAMILY AND PARENTING
• Support of parents in their role through the provision of and access to resources, assistance, and information that will assist them in the training, nurture and education of their children.
• Provision of a school environment that is both safe and supportive of Christian family values.
• Access of families to the College for their children regardless of socio-economic status.

FAITH AND VALUES
• Demonstrate the love of God and teach Biblical truths.
• Nurture Christian values, standards of morality and ethics.
• Help each student increase in knowledge of God and accept Him as the source of knowledge and wisdom.
• Encourage each student to accept Christ as personal Saviour and to continue to grow and develop in the knowledge of Christ so as to become more like Him. (Ephesians 4:13).
• Help each student understand the present ministry of the Holy Spirit, who lives in each believer, and guides each believer in the understanding and application of Biblical principles. (John 14:26; 16:13; 1Cor. 6:19)
• Help each student gain a knowledge of, appreciation for, and confidence in the Bible as the only inspired, infallible, and authoritative Word of God, and encourage each student to be consistent in personal Bible study.
• Help each student understand the significance of the local church and the necessity for regular attendance and involvement.
• Help each student identify and develop his/her unique gifts and abilities, and the importance of using them for the benefit of the entire Christian community (1 Cor. 12:7; Ephesians 4:16).

• Help each student with the development of personal Christian convictions and values, and encourage commitment to them during times of pressure and adversity. (Ephesians 6:11-13).

MISSIONS AND SERVICE

• Encourage each student to be sensitive and responsive to the needs of others. (Philippians 2:4)

• Help each student develop the abilities and skills needed to effectively communicate the Gospel of Christ. (Romans 1:16)

• Help each student develop a knowledge of and spiritual concern for other people and cultures, and assume the responsibility each Christian has in the area of world missions. (Matthew 28:19-20)

INTELLECTUAL DEVELOPMENT

• Promote excellence in all aspects of school life.

• Assist students in discovering and developing, as fully as possible, their unique talents and capacities.

• Provide a curriculum relevant to the needs of all students.

• Offer experiences which will motivate and challenge students intellectually, aesthetically, physically and spiritually.

• Encourage students to possess a zest for learning and an understanding that learning is a lifelong process.

• Assist each student in recognising that each area of instruction, whether scientific, historical, mathematical, literary, or artistic, must be understood within the pattern of God’s truth as revealed in the Bible.

• Develop students in:
  (i) skills of literacy, numeracy, analysis, problem solving, information processing and computing.
  (ii) an understanding of the role of science and technology in society, together with scientific and technological skills.
  (iii) a knowledge and appreciation of Australia’s historic and geographical context.
  (iv) an appreciation and understanding of, and confidence to participate in, the creative arts.
  (v) an understanding of, and concern for, balanced development of the global environment.
  (vi) a capacity to exercise judgment in matters of morality, ethics and social justice.

• Challenge each student to strive for excellence and maximum achievement in every area of the instructional program.

• Prepare each student to pursue independent study, to reason logically, and to develop a lifelong interest in learning and intellectual development.

• Prepare each student with the knowledge and skills necessary for further study and occupational competence.

• Assist each student in the development of creative and critical thinking skills, using Biblical principles and criteria as the basis for evaluation.
PHYSICAL DEVELOPMENT

- Assist each student to understand that the body is the temple of God and is to be kept clean and pure and capable of responding to God’s direction.
- Encourage each student to accept personal responsibility for achieving and maintaining physical fitness and practising good health habits.
- Develop in each student an awareness that a healthy physical body contributes significantly to a sound mental, spiritual and social state.
- Assist each student in recognising the dangers inherent in the use of substances harmful to both physical and spiritual well-being, and in accepting responsibility to avoid the use of such substances. Assist each student to develop an interest in the skills needed for life long involvement in physical activities.

SOCIAL AND CULTURAL DEVELOPMENT

- Develop in students the desire to serve God and society, and the skills to exercise leadership.
- Provide a secure and supportive environment where responsible relationships may be developed amongst all members of the school community.
- Develop self-disciplined young people who are optimistic, confident, articulate and resourceful.
- Encourage each student to develop Christian attitudes, accept principles of behaviour, and base decisions on the spiritual, moral, and ethical values of the Bible.
- Prepare each student to assume the responsibility and privileges of citizenship.
- Teach each student the Biblical principles regarding marriage and family life and the personal commitment needed to establish and maintain Christian families.
- Assist each student to acquire the attitudes and skills essential to effective interpersonal relationships.
- Impart to students an understanding of their cultural heritage and national identity.
- Develop an awareness of, and respect for, social, economic and racial differences.
- Equip students with knowledge and skills to become responsible citizens who understand their place in the global context.

CAREER DEVELOPMENT

- Assist each student to acquire a basic knowledge of the economic system, to develop attitudes and skills needed to be a competent consumer, and to apply Biblical principles to the use of personal resources.
- Assist each student to develop respect for the dignity of labour and pride of performance.
- Assist students in developing values, attitudes and basic knowledge essential to the world of work through career awareness and exploration.

CHRISTIAN SCHOOLS

- To actively promote and participate in the cause of Christian education in the wider Christian Schools community.
SCHOOL GOVERNANCE

GOVERNING BODY OF THE COLLEGE
The College is conducted by CityLife Church. The Directors of the Church appoint a School Council to be responsible for the running of the College.

ADMINISTRATIVE STRUCTURE
The Principal is the first in authority and responsibility within the College. The Deputy Principal assumes full responsibility in the absence of the Principal. A Head of Campus leads the Narre Warren South school community.

The Campus is divided into two sub-schools:

Primary (Prep-Year 6)
Secondary (Years 7-10)

The child’s class teacher/home group teacher should be the first point of contact for matters of information, clarification or concern. More serious concerns should be addressed to the relevant Year Level Coordinator.

ADMISSIONS POLICY
Only those students who will enhance the fulfillment of the College’s spiritual mission will be admitted to the College. The College will admit students of any race, gender, national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to its students. It does not discriminate on the basis of race, gender, national or ethnic origin, or financial hardship in administration of its educational policies, admissions policies, scholarship, athletics and other College-administered programs.

A primary focus of the College is to train Christian young people of every ability in the highest principles of Christian leadership, determination to find God’s will for themselves, personal integrity, and good citizenship. Accordingly, the College will admit only those students considered by the Principal to be best able to comply with a disciplined program which sets high Christian standards.

It is the general policy of the College to enrol only children from Christian homes who are themselves Christians; (and where at least one parent is involved in regular fellowship in a local church); who accept the Bible as God’s Word and who are willing to submit to its principles as final authority. In practice, this will mean that each student will be committed to regular and active involvement in a local church; will honestly endeavour to abide by all the College regulations; will refrain from any drug, impure or obscene language, and immoral behaviour; respect authority without being critical or fault-finding.

Students are expected to maintain Christian standards of honesty; to strive to be of unquestionable character throughout their enrolment; to dress in a neat, clean and modest manner and be well-groomed.

All new students are admitted on probation for their first Term. Their progress will be reviewed before their second Term.
ENROLMENTS
All new families seeking admission into the College must be interviewed by the Principal or his representative. The interview process seeks to ensure prospective families and students are in harmony with the principles and vision of the College as a Christian school. The interview also provides the opportunity for a detailed explanation of College policies.

RE-ENROLMENT
Each year, at the beginning of Term 3, a re-enrolment form is sent home to all families. Parents are required to indicate their willingness, or otherwise, to continue their children’s education at the College, as well as complete church attendance information. This procedure assists in maintaining the spiritual focus of the school community.

ENROLMENT PROCEDURES
STEP 1
Read the College Handbook carefully. Enquiries regarding availability of places should be directed to the Admissions Registrar.

STEP 2
Submit the application form, which must be signed by the parent(s)/guardian(s), with the following attached to the application form:
- Pastoral Letter of Recommendation from a leader in the family’s church
- Photocopy of the student’s Birth Certificate
- Photocopy of the student’s last school report if applicable

A separate application form needs to be completed for each child in the family.

STEP 3
If the College is likely to be able to offer the required place, the Admissions Registrar will telephone to arrange an interview with the Principal, parent(s)/guardian(s) and the student(s). This includes a guided tour of the College.

STEP 4
Following the interview with the Principal, the College will notify the parent(s)/guardian(s) by a Letter of Offer, or otherwise, of the student’s admission into the College. This is accompanied by an Acceptance of Enrolment form to be signed by the parent(s)/guardian(s) and returned to the College with the non-refundable enrolment fee to confirm the child’s place in the College:

<table>
<thead>
<tr>
<th>Child Category</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st child in the family</td>
<td>$100</td>
</tr>
<tr>
<td>2nd child in the family</td>
<td>$80</td>
</tr>
<tr>
<td>3rd child in the family</td>
<td>$70</td>
</tr>
<tr>
<td>4th and subsequent children</td>
<td>$50</td>
</tr>
</tbody>
</table>

WAITING LIST
If the College cannot offer the required place, the parents are advised by mail and the student’s name is placed on the Waiting List. Students are placed on the Waiting List according to the date the application is received.
If the required place becomes available during the school year it is offered to the parents and, if accepted, an interview with the Principal is arranged. The student is then invited to enter the College as soon as practicable.

Families with children already enrolled at a College campus receive priority on the Waiting List for that campus. Families living in the vicinity of the Narre Warren South campus, and who want their children to complete their education at Narre Warren South, will also be given priority on the Waiting List.

FEES

Fees are charged annually, but can be payable in instalments. Please refer to the fee schedule for payment options. Fees are payable within 7 days.

A term’s notice is required in lieu of a term’s fees when a child leaves the college. Full details of current fees are available from the School Bursar.

No child is refused admittance to the College due to financial hardship of the parents. An interview with the School Bursar is required to establish an appropriate fee level.

CURRICULUM

The curriculum comprises the total educational experience offered to students by the College. It is organized on the basis of involvement in a wide range of subject areas. The curriculum takes a unified approach spanning both Primary and Secondary levels. Key features of this approach are:

- The student is assisted in realizing his or her potential as created by God, implying personality development in the physical, emotional, social, aesthetic, moral and spiritual spheres.
- No arbitrary distinction is made between “educational” and “spiritual” perspectives, education being for the total person - spirit, soul and body.
- An integrated curriculum which is student-orientated, maintaining a balance between educational tasks and each student’s individual development.
- Christian teaching and experience are built into and permeate the whole life of the College community.
- In summary, the College does not offer a merely “Christianized” version of a secular curriculum, but instead, a coherent and integral Christian curriculum reflecting what God says about Himself, humanity and Creation.

PRIMARY SCHOOL CURRICULUM

Mathematics: Basic arithmetic processes, fractions, decimals, applying concepts learned in pure to everyday situations, e.g. measurement, area, volume, capacity, graphing, mass, money, problem-solving.

English: Grammar, spelling, literature, comprehension, LEM Phonics, creative writing, poetry, drama, word-processing (computer), reading (oral, silent, serial stories).
Science
Introductions to scientific concepts, experiments related to concepts in theory.

Social Studies
Broad range of basic concepts related to God, the family and our interaction with each other, projects, excursions, discussions, assignments, visiting speakers.

Music
Singing, theory, keyboard, recorder and other instruments.

Physical Education
Athletics, minor and major games, ball-handling skills, gymnastics, creative movement.

Art/Craft
Textiles, painting, construction, modelling, drawing, pottery.

Swimming
Stroke development, stroke correction, water safety skills, survival swimming.

Chapel
Singing, praise and worship, Bible reading, inspired preaching (visiting speakers).

Library
Library skills, books, reading.

Computer
Awareness, keyboarding, word processing, publishing, programming.

Drama
Mime, movements, role-play, improvisation, performance.

L.O.T.E - Indonesian and French
A Primary Curriculum Guide, detailing courses of study at each Year Level, is available from the College. In 2015, Primary school students in Years 2, 3, 4 and 5 are required to purchase an iPad (specified model) as part of the College’s 1:1 program.
SECONDARY SCHOOL CURRICULUM

YEAR 7
(All Subjects are studied at Year 7)

Full - year subjects
Biblical Studies
Chapel
Information Technology
Drama
English
LOTE (French and Chinese)
Mathematics
Personal Development
Physical Education
Science
Sport

Semester Subjects
Art
Design Technology (Metal/Plastics)
Design Technology (Wood)
Food Studies
Geography
History
Music
Textiles
Visual Communication

YEAR 8
(All subjects are studied at Year 8)

Full - year subjects
Biblical Studies
Chapel
Information Technology
English
LOTE (Chinese and French)
Mathematics
Personal Development
Physical Education
Science
Sport
**Semester Subjects**
Art I  
Art II  
Beginning Acting  
Design Technology (Metal/Plastics)  
Design Technology (Wood)  
Drama and Theatre  
Food Studies  
Geography  
Healthy Choices  
History  
Music Performance  
Outdoor Education  
Photography and Multimedia  
Ready, Set, Cook  
Technology (Wood and Composites)  
Technology (Metal and Plastics)  
Textiles: Design and Technique  
To Market, To Market, To Cook  
Visual Communication I  
Visual Communication II  
What Every Musician Should Know

**YEAR 9**  
*(All subjects are studied at Year 9)*

**Full - year subjects**
Biblical Studies  
Commerce  
English  
Geography  
History  
Mathematics  
Personal Development  
Physical Education  
Science

**Semester Subjects**
Creative Painting and Printmaking  
Photography and Multimedia  
Models and Construction  
Digital and Dynamic Design  
Duke of Edinburgh Award (Introduction)  
Duke of Edinburgh Award (Bronze)  
Dance Appreciation and Analysis  
Functional Design  
Lights, Noises and Movement  
Multicultural Cuisine  
Music Technology
LOTE (French and Chinese)
Song Writing
Sports Development and Leadership
Sports Management
We Are What We Eat

YEAR 10
(All Subjects studied at Year 10)

Full - year subjects
Biblical Studies
Career Education
English
Geography
History
Mathematics
Personal Development
Physical Education
Science

SPECIALIST SUBJECTS
(Students select 4 Specialist Subjects per year or 1 VCE Subject and 2 Specialist Subjects)
Architecture
Advertising
Studio Art Lab I
Studio Art Lab II
Digital Photography
Drama
Web Design
Technology (Electronics)
Technology (Smart Technology)
Let’s Party
Food As Gifts
LOTE (French)
Dance Appreciation and Analysis
Music Performance
Music Preparation
Sports Science 1
Sports Science 2

VCE SUBJECTS AVAILABLE TO YEAR 10
Business Management
Psychology
STUDENT CODE OF CONDUCT

“Don’t let anyone look down on you because you are young, but set an example for the believers in speech, in life, in love, in faith and in purity.”
1 Timothy 4:12

PRINCIPLE 1
Students have the right to feel safe and secure in the school environment, free from intimidation, bullying and harassment, and to be treated with love, justice and equity according to the Scriptures. Students have the responsibility to behave in a considerate and thoughtful manner, and to treat others with love, justice and equity.

PRINCIPLE 2
Students have the right to work and play in an environment free from interference or damage to personal property. Students have the responsibility to respect all property including that of other students, and to do nothing that would harm another’s well-being.

PRINCIPLE 3
Each student has the right to receive Biblical counsel and correction in love when needed from members of Staff. Each student has the responsibility to receive Biblical counsel and correction when needed from members of Staff.

PRINCIPLE 4
Each student has the right to be valued and treated with respect. Courtesy, consideration of others, co-operation and honesty are essential to the proper functioning of a Christian community. Each student has the responsibility to treat others with respect and courtesy, to be honest and co-operative in all aspects of College life, and to respect authority.

PRINCIPLE 5
Each student has the right not to be exposed to harmful substances, influences or immoral behaviour in the school environment. Each student has the responsibility not to behave in a manner that could negatively influence others.

PRINCIPLE 6
Parents have the right to expect that their child will be treated fairly, reasonably and consistently by the Principal and Staff in the implementation of the Code of conduct and to expect that their children will be educated in a loving and disciplined environment in which love for God and others is encouraged. Parents have the responsibility to support the College in its efforts to maintain a positive teaching and learning environment, and to provide a loving and disciplined home environment in which love for God and others is encouraged.

PRINCIPLE 7
Each teacher has the right to be able to teach in an orderly and co-operative environment. Students have the right to learn in an orderly and co-operative environment and to be able to develop their God-given talents and abilities. Each teacher has the responsibility to maintain an orderly and co-operative environment. Students have responsibility to develop their God-given talents and abilities for His glory and to do nothing that would prevent others from learning.
DISCIPLINE PROCEDURES AND SANCTIONS

Teachers will apply appropriate sanctions that follow from the Biblical Principles, standards and rules set by this Code of Conduct.

The College considers that discipline is training. Christian discipline is achieved by training in godliness. Godly training does not eliminate the need for corrective discipline. Rather it forms the context in which corrective discipline can most helpfully take place. Corrective discipline seeks to: bring about reconciliation among members of the College community; restore the student who has erred and bring freedom from guilt, and maintain the purity of the College. Discipline, properly motivated, and applied is an act of love. It is never intended to be a punitive measure applied in isolation from motives of love and care for the individual. Rather, disciplinary measures are applied for the good of the student and his or her ultimate well-being.

Sanctions are graded in severity with the emphasis on students being accountable and learning to take responsibility for their behaviour.

If a student does not comply with any reasonable and clearly communicated instruction of a Principal or teacher, or infringes College rules, then sanctions will be applied.

Sanctions may include:
- discussion between student and teacher
- demerits
- yard duty
- withdrawal of privileges
- detention
- parental contact
- behaviour card
- withdrawal from class
- Saturday morning detention
- suspension
- expulsion


The Student Code of Conduct is available from the College.
ATTENDANCE
Students are encouraged to be in regular attendance unless unavoidable. Excessive absences negatively impact on a child’s progress.

No student may leave the College during the day without permission. Before permission is granted, communication must be made with the College. Parents are encouraged to make all medical and dental appointments etc, if possible, outside of school hours.

Please assist the College in our efforts to care for the students by informing us before hand when your son or daughter is absent.

The College will call if a student is absent for an extended period without explanation to ensure the well-being of the student. This is a legal requirement.

PUNCTUALITY
All students are required to be on time for the start of school. Students who are late to College should bring a note from parents explaining the lateness. Unexplained lateness may result in a detention (Secondary). Continued lateness will necessitate a conference with parents and the College.

TRAVELLING TO AND FROM COLLEGE
Students using public transport should be quiet and courteous, being seated where possible, except when an adult needs the seat. No student is to stand in a doorway, or eat or drink whilst travelling. Bags should be kept out of the way of other travellers. Uniform should be worn correctly whilst travelling to and from the College.

DELIVERY AND COLLECTION OF CHILDREN
Students must not arrive at the College before 8.15 am. Primary students must be collected by 3.30p.m. and secondary students by 3.50 pm. The school cannot assume responsibility for the safety of children in the school grounds outside the times specified above.
AFTER SCHOOL SUPERVISION
The stated school policy requires primary and secondary students to have been picked up within 15 minutes of dismissal time. This means primary students should have departed by 3.30pm and secondary students by 3.50pm. Where families have both primary and secondary students, the 3.50pm departure time applies.

If students are involved in an official after school activity eg sport, dance, chess, Afterschool Care etc, then siblings must either:
  i. be working in the library (secondary)
  ii. be waiting with their parent/carer
This means that no student will be left unsupervised in the school grounds.

Primary students not collected by the appropriate time will be sent to Afterschool Care and parents billed accordingly. Where students are involved in official after school activities, parents are asked to be prompt in picking their children up at the conclusion of the activity to save any unnecessary waiting around.

AFTER SCHOOL PROGRAMS
Afterschool Care for Primary students runs from 3:30pm to 6:00pm each week night during the school term. It includes an afternoon snack, programs for varied indoor and outdoor activities and, where practical, homework supervision.

The Afterschool Care program is a registered provider. Government rebates on care costs are applicable. Application forms and further details concerning the running of the Bible Club and current prices may be obtained from the General Office. Please note that students need to be registered prior to attendance. Due to health considerations, e.g. food allergies, any unregistered student will not be provided with food or drink (apart from water).

BUS SERVICE
The College provides a bus service that runs from Wantirna South campus to the Narre Warren South campus in the morning, and returns from Narre Warren South to Wantirna South in the afternoon. The bus departs from Wantirna South at 8:20am and returns to Wantirna South at around 4:00pm. Primary-aged children who use this service are welcome to join one of the After School Programs at Wantirna South upon their arrival.

Application forms and further details concerning the bus service may be obtained from the General Office.

REPORTING TO PARENTS
The College uses the following means of communication to parents. Most of these will give indications of how your child is progressing, working and behaving.

Take advantage of all information arriving home!
PRINCIPAL’S AWARDS
These are awarded in recognition of an excellent level of effort by students in all aspects of the curriculum. They are also awarded to students whose personal qualities enhance the tone of the classroom.

ENCOURAGEMENT AWARDS (PRIMARY)
These are awarded by teachers to acknowledge a student’s personal effort in a particular area.

HOMEWORK DIARY
The responsibility for academic achievement is placed on students. Realistic goals are set and if the student does not meet those set for the day, he or she will be required, at the discretion of the teacher, to complete the work at home. Should the student have homework, this will be indicated in the diary. The diary is to be signed by the parents and returned the next day. Continual uncompleted daily goals indicate the need for attention and follow-up.

PROGRESS REPORTS
The assessment system of the College is designed to give parents a true indication of the student’s progress and standard of learning. The College academic year is divided into four Terms. Parent/Teacher interviews are conducted at the end of the First and Third Terms while detailed written reports are sent home at the half-year and end of year.

ACHIEVEMENT TESTS
All students (apart from Prep classes) take achievement tests during the school year. The tests are used to measure a student’s general knowledge and mastery of reading, language, mathematic and spelling skills.

PRINCIPAL’S NEWSLETTER
This newsletter contains general news and announcements from the Principal to facilitate the smooth running of the College. It also includes items of interest, College events, sporting results, student achievements, staff and student contributions. The Newsletter is distributed electronically. It is vital that parents read the Newsletter to be fully aware of all that is happening in the life of the College.

You are welcome to telephone and arrange to come to the College to discuss any areas of concern or just to look at how your child is working. The College appreciates the interest and concern of parents and encourages as much communication as possible.
DRESS CODE

The College’s dress code reflects standards of decency and acceptable presentation. The most effective way to achieve an appropriate standard of dress within the School context is by the wearing of a uniform.

Parents are required to see that students have sufficient items of uniform so that it is never necessary for a student to wear soiled, damaged or non-uniform items to College. Hair is to be groomed in a neat and appropriate manner. Shoes are to be well-polished.

Uniforms must be worn during College days and travelling to and from the College. The only exception is when students have PE. They may wear their PE uniform all day on the day they have PE/swimming. Parents are asked to ensure that students wear the correct PE/swimming uniform as detailed.

All students must wear their PE uniform in a neat and tidy manner. Students are encouraged to wear full tracksuit during the colder months but this is optional. However, accessories (ie. Parka, gloves) may only be worn over the tracksuit, not instead of the tracksuit. Uniforms may be worn outside school hours, but they must be complete. Students in incorrect uniform are required to present a signed note from their parent to their teacher explaining the reason for being out of school or PE uniform. Such occurrences should be rare and only in unforeseen circumstances.

SUMMER/WINTER DATES
Summer uniform is to be worn from the start of the College year until MID-APRIL, and from MID-OCTOBER until the end of the year.

During Term 2 and 4 an overlap period of summer/winter uniform may be permitted at the discretion of the Principal. Winter uniform is to be worn from MID-APRIL until MID-OCTOBER.

SENIOR/JUNIOR UNIFORM SIZES
All students must wear senior uniform once they are in the Secondary School. Primary students all wear the junior uniform.

EXCURSIONS
Normal uniform is required unless the nature of the excursion suggests otherwise, e.g. snow trips. Parents will be notified if casual dress needs to be worn.

MISCELLANEOUS:

JEWELLERY: Jewellery, such as rings, bracelets and earrings are not permitted to be worn by girls or boys. However, girls with pierced ears may wear one pair of small gold or sliver studs or sleepers (one per ear) in the ear lobe. Secondary students: A small gemstone is permitted in studs. Clear studs should not be worn. A small cross on a fine chain necklace may be worn by boys and girls under their uniform. Non—allowed jewellery will be confiscated and returned at the discretion of the Head of School.

Tattoos are not permitted.
HAIR: Boys: Hair should be off the collar and ears. Fringes should be above the eyebrows. Hair should be **evenly layered**. No variations or extremes in hairstyle, including undercuts, bowl cuts, flat tops and number 1 crew cuts and dyeing, etc., are permitted.

Gel may be used to keep hair in place, but not for ‘spiking’ hair. Boys are to be clean shaven, and side burns should be no longer than the ear lobe.

Girls: Fringes are to be off the eyebrows. Shorter hairstyles must ensure that hair is off the face and off the shoulders. Longer hair may be worn 'half-up, half-down'. If hair is longer than shoulder length it **must** be tied back with any of the following:
- royal blue satin scrunchies and toweling rings
- royal blue ribbon or royal blue/brown/black elastic

The following accessories may be used in addition to the above:
- royal blue or silver clips, or brown combs
- royal blue hair bands - plastic or velvet horseshoe (plastic or fabric) or fine nylon ribbed

**Hair Colouring:** It is the College’s preferred position that hair is not artificially coloured in any way. However, students in Years 7 to 10 are permitted to subtly colour their hair with natural hair colours in shades close to their natural hair colour.

**MAKE-UP:** No make-up is to be worn, other than clear nail polish even on casual dress days. False nails are not permitted. For girls in Years 10, skin toned foundation/concealer may be subtly applied.

**DRESS:** Dresses and skirts are to be worn at the appropriate length, i.e. kneecap to be fully covered when standing (Primary); part of the kneecap to be covered (Secondary).

**HATS:** All students must wear the official school hats during recess, lunchtimes, and outdoor activities during Term 1 and 4.

**LOST PROPERTY:** The Lost Property department has a system of fines for claiming articles. Unclaimed articles will be disposed of to the second hand uniform shop.

**SECOND HAND SHOP**
A range of second-hand uniform items is available at the College Uniform Shop which operates between 8.30 to 10.00am and 2.30 to 4.00 pm on Wednesdays. The shop is a non-profit venture.

**PURCHASING UNIFORM ITEMS**
The official College uniform suppliers are Lowes and Buxwear. Those items not supplied by Lowes or Buxwear are available from the College Uniform Shop. Details of all operations are included in this information.

Please find on the following page a listing of the College’s uniform requirements. To avoid variations in school uniform, it is necessary to purchase specified items from Lowes, Buxwear or the College Uniform Shop and not other stores. Where neither is designated, uniform items may be purchased from Lowes, Buxwear or a department store.
SUMMER:
Terms 1 and 4
Girls, Primary
School dress, Peter Pan collar (Lowes or Buxwear)
Blue WCC jumper (Lowes or Buxwear)
White socks - short, fold-over top style
Black lace-up traditional school shoes
School hat - Universal Pixie (Lowes or Buxwear)

Girls, Secondary
School dress, button front (Lowes or Buxwear)
School dress, button front - New Style (Lowes or Buxwear)
Blue WCC jumper with Logo (Lowes or Buxwear)
Navy VCE jumper with Logo (Lowes or Buxwear)
White socks - short, fold-over top style
Black lace-up traditional school shoes
School hat - Universal Pixie (Lowes or Buxwear)

Boys, Primary:
Grey shorts, semi-tailored (elasticised back waistband) (Lowes or Buxwear) Surrey or Buxwear
White short-sleeved open-necked shirt Midford or Beare & Ley or Buxwear
Blue WCC jumper (Lowes or Buxwear)
Grey socks - short, fold over top style with royal blue/yellow stripes (Lowes or Buxwear) - Compulsory
Black lace-up traditional school shoes
School hat - Universal Flat Top (Lowes or Buxwear)

Boys, Secondary:
White shirt, short-sleeve Midford or Beare & Ley (at least 2)
School trousers - college grey (Lowes or Buxwear) Surrey or Buxwear
Black or grey belt (optional)
Blue WCC jumper with Logo (Lowes or Buxwear)
Navy VCE jumper with Logo (Lowes or Buxwear)
Grey socks - short fold over top style, royal blue/yellow stripes (Lowes or Buxwear)
Black lace-up traditional school shoes
WCC Tie (Lowes or Buxwear)
School hat - Universal Flat Top or Slouch hat (Lowes or Buxwear)
Grey shorts, pull in side tab (Lowes or Buxwear) Yakka or Buxwear
WINTER:
Terms 2 and 3

**Girls, Primary**
- Blue/gold plaid skirt pinafore (Lowes or Buxwear)
- Lemon blouse, Peter Pan collar (Lowes or Buxwear)
- Blue WCC jumper with Logo (Lowes or Buxwear)
- Black lace-up traditional school shoes
- White socks long knee-hi, fold-over top style, or **navy** tights

**Girls, Secondary**
- Blue/gold plaid skirt (Lowes or Buxwear)
- Lemon blouse, peaked collar with or without Logo (Lowes or Buxwear)
- Navy VCE jumper with Logo (Lowes or Buxwear)
- Blue WCC jumper with Logo (Lowes or Buxwear)
- Black lace-up traditional school shoes
- White socks - long knee-hi, fold-over top style or **navy** tights
- WCC Tie (Lowes or Buxwear)

**Boys, Primary:**
- School trousers - college grey , semi-tailored (elasticised back waistband) Lowes or Buxwear) *Surrey or Buxwear*
- Black or grey belt (optional)
- White shirt - long-sleeved *Midford or Beare & Ley or Buxwear*
- WCC Tie (Lowes or Buxwear)
- Blue WCC jumper with Logo (Lowes or Buxwear)
- Grey socks
- Black lace-up traditional school shoes

**All students:**
- Wet weather jacket, navy blue, waterproof with tuck in hood, may be worn to and from the College on cold days – (Lowes or Buxwear)

**Boys, Secondary:**
- White shirts - long-sleeved *Midford or Beare & Ley or Buxwear*
- WCC Tie (Lowes or Buxwear)
- School trousers - college grey (Lowes or Buxwear) *Surrey or Buxwear*
- Black or grey belt (optional)
- Navy VCE jumper with Logo (Lowes or Buxwear)
- Blue WCC jumper with Logo (Lowes or Buxwear)
- Grey socks
- Black lace-up traditional school shoes

**ALL STUDENTS:**
- Wet weather jacket, navy blue, waterproof with tuck in hood, may be worn to and from the College on cold days – (Lowes or Buxwear)
SPORT/PHYSICAL EDUCATION

Girls:
- Shorts - navy Primary and Secondary (Lowes or Buxwear)
- WCC PE Shirt - polo, Primary and Secondary (Lowes or Buxwear)
- White socks - sport, covering the ankle (not anklets or bobby socks)
- Predominately White Lace-up Runners
- WCC Tracksuit - Primary (Lowes or Buxwear)
- WCC Rugby Top - Secondary (Lowes or Buxwear)
- WCC Track Pants - Secondary (Lowes or Buxwear)

GIRLS SWIMWEAR:
- Primary and Secondary
  - WCC One Piece Bathers (College Uniform Shop only)
  - Optional WCC Swimming Shorts and Rash Vest (College Uniform Shop only)

All students from Prep to Year 12 are required to have correct Swimming and Physical Education uniforms from the beginning of the school year.

Boys:
- Shorts - navy Primary and Secondary (Lowes or Buxwear)
- WCC PE Shirt - polo, Primary and Secondary (Lowes or Buxwear)
- White socks - sport, covering the ankle (not anklets or bobby socks)
- Predominately White Lace-up Runners
- WCC Tracksuit Primary (Lowes or Buxwear)
- WCC Rugby Top Secondary (Lowes or Buxwear)
- WCC Track Pants Secondary (Lowes or Buxwear)

BOYS SWIMWEAR:
- Primary and Secondary
  - WCC Swimming Shorts (College Uniform Shop only)
  - Optional WCC Rash Vest (College Uniform Shop only)

OTHER
- Bags: Official school and sports bags only (Lowes or Buxwear) Must not be decorated with stickers or labels of any type.
- Art Smocks: Order through the College Official College Hairwear and Library bags: these are available at the College Uniform Shop

All personal possessions including books and uniforms should bear the name of the owner.
**DAILY SCHEDULE**

<table>
<thead>
<tr>
<th>Time</th>
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<th>Secondary</th>
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<tbody>
<tr>
<td>9.00</td>
<td>Devotions</td>
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<tr>
<td>9.15</td>
<td>Session 1</td>
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<tr>
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<td>11.15 Lockers</td>
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**Mon-Wed & Fri**

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<tr>
<td>12.05</td>
<td>Session 4</td>
<td>12.10</td>
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<tr>
<td>12.50 (eating)</td>
<td>Lunch</td>
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<tr>
<td>1.00 (play)</td>
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<td>1.45 Lockers</td>
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<tr>
<td>1.45</td>
<td>Line Up</td>
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<tr>
<td>1.50</td>
<td>Session 5</td>
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<tr>
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<td>2.45</td>
<td>Session 6</td>
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<td>3.30 End of Day</td>
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**GENERAL OFFICE HOURS**

8.30 am - 5.00 pm, Monday to Friday

**WORKING BEES**

To assist in keeping fees to a minimum, a parent from each family is asked to attend one rostered working bee per year. A maintenance levy of $100 is payable if families choose not to participate in one of the working bees. Parents may choose to attend the general working bee (held on the Saturday before school starts for the year), or be rostered on a monthly working bee.
This Notice is provided to you by Waverley Christian College (the College). It specifically itemises the reason for collecting information about students and their families and the way in which information will be used by the College.

1. The College collects personal information, including sensitive information about students and parents or guardians before and during the course of a student's enrolment at the College. This may be in writing or in the course of conversations. The primary purpose of collecting this information is to enable the College to provide education to the student and to enable them to take part in all the activities of the College.

2. Some of the information we collect is to satisfy the College's legal obligations, particularly to enable the College to discharge its duty of care.

3. Laws governing or relating to the operation of a school require certain information to be collected and disclosed. These include relevant Education Acts, and Public Health and Child Protection laws.

4. Health information about students is sensitive information within the terms of the Australian Privacy Principles under the Privacy Act. We may ask you to provide medical reports about students from time to time.

5. The College from time to time discloses personal and sensitive information to others for administrative and educational purposes. These may include other schools, government departments, medical practitioners, and people providing services to the College, including specialist visiting teachers, sports coaches, volunteers and counsellors. If we do not obtain information referred to above we may not be able to enrol or continue the enrolment of your child.

6. Personal information collected from students is regularly disclosed to their parents or guardians. On occasions, information such as academic and sporting achievement, student activities and other news (including photographic and video images) is published in the College newsletters, magazine, website, presentations, intranet, noticeboards, promotional materials, etc.

7. The College may store personal information in the 'cloud' which may mean that it resides on servers which are situated outside Australia.

8. The College's Privacy Policy sets out how parents or students may seek access to personal information collected about them. However, there will be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others, where access may result in a breach of the College's duty of care to the student, or where students have provided information in confidence.

9. The College Privacy Policy also sets out how you may complain about a breach of privacy and how the College will deal with such a complaint.
10. As you may know the College from time to time engages in fundraising activities. Information received from you may be used to make an appeal to you. It may also be disclosed to organisations that assist in the College's fundraising activities solely for that purpose. We will not disclose your personal information to third parties for their own marketing purposes without your consent.

11. On occasions, information such as academic and sporting achievements, student activities and similar news is published in College newsletters and magazines and on our website. Photographs of student activities such as sporting events, College camps and College excursions may be taken for publication in College newsletters and magazines and on our intranet.

12. We may include students' and students' parents' contact details in a class list and College directory.

13. If you provide the College with the personal information of others, such as doctors or emergency contacts, we encourage you to inform them that you are disclosing that information to the College and why, that they can access that information if they wish and that the College does not usually disclose this information to third parties.

STATEMENT OF FAITH OF CITYLIFE CHURCH

- We believe that the Bible is God’s unique revelation and that every word was supernaturally inspired by the Holy Spirit as it was being written down by various human authors.
- We believe that there is only one God, creator of heaven and earth, who exists eternally as three distinguishable persons - the Father, the Son and the Holy Spirit, each fully God yet each personally distinct from the other (Mat 28:19; 2Co 13:14).
- We believe that all people are created in the image of God and matter deeply to Him.
- We believe that Jesus Christ is the eternal Son of God and the Saviour of the world.
- We believe that salvation is a gift of God received through repentance and faith in Jesus Christ.
- We believe in the Holy Spirit who is equal to the Father and the Son.
- We believe in the necessity of water baptism by immersion in the name of the Godhead in order to fulfil the command of the Lord Jesus Christ (Mat 28:19; Acts 2:34-36; 19:1-6).
- We believe in the baptism of the Holy Spirit as an important experience available to every believer.
- We believe in the healing of the body by God's power as practised in the early church (Acts 4:30; Rom 8:11; 1Co 12:9; Jam 5:14).
- We believe in the Lord’s Table, commonly called “communion” or “the Lord’s Supper”, for believers (1Co 11:28-32; Mat 26:26-28).
- We believe in the reality and personality of the Devil and eternal judgement in the lake of fire for the Devil and his angels (Mat 25:41; Rev 20:14, 15).
- We believe that there is one true universal church made up of genuine believers and comprising many churches in various localities each exercising autonomous government under the headship of Jesus Christ.
FREQUENTLY ASKED QUESTIONS

How can I enrol my children at the Narre Warren South campus?
Simply visit the Enrolment page on the website.

What year levels will be offered?
Prep to Year 10 in 2015 adding an additional secondary year level each successive year, e.g. Year 11 – 2016; Year 12 – 2017.

How many classes will there be at each year level?
In 2015, 2 classes are being offered at Prep, Year 1, Year 2, Year 4, Year 7 and Year 8, with single classes being offered at all other year levels.

How many students in each class?
Class sizes range from low to high twenties, depending on the year level.

What curriculum and programs are offered?
Please refer to Curriculum on the College website.

How can I get all of my children in at once?
Once a child in a family has a place, their siblings are given priority on the Waiting List. It then depends on how quickly places become available for siblings. With the opening of places between Prep and Year 10, it will be possible for families with younger children to be offered places at the same time.

How can I improve my place on the Waiting List?
The simple answer is that you can't. Priority is only given to the siblings of current families, or to families who are returning to the College from a pre-arranged absence. Places are offered strictly on a first come, first-served basis.

What is the priority for offering places?
Current families
Families on the Waiting List
New families

Are students able to transfer from one campus to another?
We would prefer families to choose which campus they would like their children to attend and continue with that choice. The obvious exception to this will be where a family has children at both campuses until places become available for all children at the one campus.

Will places become available at Wantirna South due to students moving to the Narre Warren South campus?
Initial indications are that relatively few current students will be moving to the new campus, so only limited places will become available. Families on the Waiting List who want their children to attend the College are advised to apply for the Narre Warren South campus.
Can my child attend Kinder at Wantirna South and Prep at Narre Warren South?
Only if they are currently enrolled for Kinder at Wantirna South. We will not be placing future enrolments in Kinder unless it is the family’s intention to attend school at Wantirna South.

Are the fees and uniform the same for the Narre Warren South campus?
Yes.

What Languages Other Than English (LOTE) will be provided?
Chinese and French are offered, commencing in Year 3.

Is Kinder provided?
Not at this stage.

Is there a gymnasium on the property?
A new gymnasium/auditorium is planned for construction during 2015.

How many students can the present facilities accommodate?
Approximately 500 students.

How is the Christian ethos incorporated into the curriculum?
Teachers endeavor to incorporate Biblical truths and Christian values across the curriculum. Biblical Studies and Personal Development classes are introduced into the curriculum from Year 7. Please refer to Curriculum on the College website.

Is there a Campus Principal?
Mr. Mark Crnkovic has been appointed as the Head of Campus and is accountable to the Principal.

Is Special Education Support provided for at the Narre Warren South campus?
The Director of Learning Support looks after the needs of children at both campuses. She is supported by Special Education teachers and integration aides.

Is after school care provided?
Not in the traditional sense. However, Bible Club is offered each afternoon after school from 3.30pm to 6pm.

Do we have to be attending church to apply?
Yes. We don't mind which Christian denomination/church you attend, so long as you attend regularly and can provide a letter of recommendation from your church pastor, minister, vicar, priest etc. Please refer to Enrolment - Admissions Policy on the College website.

The College is a ministry of CityLife Church (Please see the Church’s Statement of Faith). However, the Christian teachings of the College focus on the key redemptive truths accepted by all Christian denominations.
What if we start attending church now?
An established pattern of church attendance for a minimum of six months is required for entry to the College.

What VCE subjects will be provided for Year 11 students in 2016?
This will depend on the interests of the Year 11 students. Based on our track record, we are very confident of our ability to prepare students for a successful VCE experience.

What range of VCE subjects will be provided in Year 11 in 2016?
All subjects that are necessary pathways to tertiary study, including English, Mathematics, Sciences, Humanities, Business, Visual and Performing Arts, Technology.