



19th February, 2020 Newsletter No. 1

FROM THE PRINCIPAL

Dear Parents, Guardians and Students

The beginning of the 2020 school year has been very positive in the College and is a landmark year with a record number of students at the College. I would particularly like to welcome our new Year 7 students and our many new students and their families at other year levels who have relocated from other areas in Victoria, interstate and even overseas.

Our 2019 Year 12 students returned a good year of academic achievement and our median VCE score is 29, the same as we recorded in 2017, which is one less than the 30 we achieved in 2015, 2016 and 2018. However, our 40+ scores improved from 4.2% to 5%. We know that a six year journey of learning and teaching takes pace to achieve these impressive results and I congratulate our Year 12 students of 2019, and their teachers, for this very good set of results.

At the end of 2019, we had three of our staff leave the College and another seven teachers either take or continue on leave for the 2020 school year. Caed Stephenson has returned to Roxburgh College after one year at Montmorency and teachers Bronwyn Curran and Maddi Shearer have taken teaching positions at other schools. Kate Furphy has taken up a teaching position in Bendigo for 2020. As a result of these staff who have taken leave, or left the College and also due to enrolment growth, we have three returning staff and eight new teachers at the College for 2020. We welcome Briony Cossar back to the College to teach English after a family leave break. Also returning from family leave as an English teacher is Amy Clarke. Louise Byron is also returning to the College to teach English and Media. Our new teachers joining us are:

- Hayley Davies who will be teaching English and Media.
- Jessica Foley who will be teaching Legal Studies, Business Management and Humanities.
- Steph Grace who will be teaching Food Technology and Mathematics.
- Sarah Higgins who will be teaching Legal Studies and Humanities.
- Adam Hunt who will be teaching Physical Education and Outdoor Education.
- Madeleine McKinlay who will be teaching English and is replacing Deb Metcalfe who is on Long Service Leave in Term 1.
- Our 0.2 instrumental guitar teacher, Nick Costanzo, has left and he has been replaced by Brayden McDonald.

For the first two days of the official school year, our staff was again involved in a comprehensive Staff Development Orientation Program. This program has been carefully planned to achieve excellent outcomes and the best possible start to the 2020 school year for all students and staff. This included insightful presentations to the staff by the Principal Team and staff leaders. This was also very beneficial to the eight new members of staff who have come on board this year.

The Alpha Program, to commence the school year for Year 7 and Year 8 students, ran on the first two days of term. This program was again very successful in allowing Home Group teachers to build and establish valuable relationships with students, setting them up with timetables, lockers, home rooms, new friends and all the necessary imperatives to ensure a smooth and meaningful start to the year. On the afternoon of Friday 24th April, there will be a follow-up session (Elevate) of this program for our Year 7 students.

Our 2020 student numbers are again an endorsement of the standing and positive direction the College has been taking in recent years. In 2018, we were successful in having a designated boundary and cap on our total student numbers endorsed by the Department and Region. Then in 2019 the Department instigated neighbourhood boundaries for all schools which has helped to standardise this process. This year we have limited our Year 7 enrolments to nine classes and we currently have 226

Continued Page 2

FROM THE PRINCIPAL Cont...

Year 7 students. This follows on from 200 in 2019, 293 in 2018 and 213 in 2017. Our numbers at all year levels have increased and, even with limiting our Year 7 numbers, our current student enrolments sit at 1164 students, 85 more than 2019. We continue to be very much a school of choice in our area.

On a highly positive note, our eleventh Annual Awards Evening held on Thursday 19th December, 2019 at the Planetshakers Convention Centre in Lower Plenty. Again it was a true celebration of 'Pride in Achievement'. Congratulations to Awards Co-ordinator, Leading Teacher, Kim Faulkner, and our Awards team of dedicated staff for their wonderful support in organising such an outstanding event. Also impressive were our student leaders and former students who presented to award recipients. It was very affirming to have former high profile students as presenters and I would like to acknowledge and thank them for their contribution on the evening: Caitlin Dale, Justin Esler, Chloe Giles, Isabelle Hall, Macy Houghton, Jessica MacDonald, Martin Rodger and Tyler Rushton.

The audience were given a reflective and motivational speech by Justin Esler (now the Principal of Diamond Valley Special Development School) with some insight into his highly valued school life and how it has helped shape his career and growth as a most impressive young person and educational leader. There is a comprehensive account of our award recipients in our annual College magazine, Montage 2019. Very soon students who ordered and paid for a copy of the magazine will receive it.

Our annual SRC Conference was held on December 11, 12 and 13 at La Trobe University in 2019. This included more than 300 students, 55 'Blue Shirts' and 25 different teachers over the three days. This Conference was led by Leading Teacher, Kim Faulkner, teacher Hamish Yule and Education Support Officer, Karen Giles. This was a wonderful event with impressive team building activities and games. At the conference, our students also determined the charities, causes, events and actions for the 2020 school year that the SRC will undertake.

On Tuesday, 11th February this week, we held our Year 7 Pastoral Care and Music Recruitment evening and it was a great success. It was great to see so many new Year 7 students and their parents join home group teachers, to have a meet and greet and to discuss and share transitioning into secondary schooling.

The evening also presented information to parents on the advantages of studying music and joining the College Music program, together with opportunities for parents and students to try a variety of musical instruments. A big thank you to our Junior School team of Sonia Culcasi, Gemma Pearson and Belinda Bell, Year 7 Home Group Teachers and Sharon Cooke and our Music Faculty for the preparation and smooth running of the evening.

Another successful evening in the College was the VCAL and VCE Parent and Teacher meeting on Thursday 13th February. A large number of Year 12 parents met with the Year 12 teaching staff, VCE Leader, Caitlin Penrose, Year 12 Level Co-ordinator, Kerryn Robinson, Careers Co-ordinator, Michael Weeding, and Year 12 mentor teachers Nicole Carbonaro, Michelle Clark, Ernur Anik, Cathy Dunstan and John Davy. Caitlin, Kerryn and Michael gave very insightful presentations about the year ahead for the students and parents and a lot of important and relevant information was discussed.

On Thursday 6th February we again held our annual House Swimming Carnival at Doncaster Aquarena. This was well attended by students who mostly dressed in their House colours and there were some amazing performances in the pool. The weather was excellent and it was a most enjoyable day for students, staff, parents and grandparents who attended. Thank you to all staff and especially Mr Bruce Collins, our Sport Co-ordinator, for his hard work and organisation that resulted in such a successful event.

On Tuesday 11th February our student leaders and SRC conducted our first whole school assembly for 2020. There were some outstanding reports and presentations as well as a musical performance by our senior musical students. It was the largest group of students assembled in our 51 year history, 1164 of them, and there was a large round of applause when this was announced.

FROM THE PRINCIPAL Cont...

On Tuesday 18th February a special Badge Presentation Ceremony was held in our College Hall. The assembly was conducted by our four College Captains and was also attended by a number of parents, family members and staff including the student enrichment and engagement team, Kim Faulkner, Hamish Yule and Karen Giles. Our College President, Mr Shane Penrose was also supporting the students and made some of the presentations. The achievements of 59 student leaders were acknowledged and badges were presented to the Middle School Captains, Middle School Leaders, Senior Leaders and also Senior and Middle School House Captains. Former student and College Captain, Madison Carroll addressed the group and spoke about her own motivation and experiences as a student leader.

Impressively our student leaders have organised our College to be involved again and field a team in the 'Relay for Life' event, to be held at Willinda Park from Saturday 29th February to Sunday 1st March. The College has fielded a team of supporters since the inception of the event ten years ago and has raised \$99,600 in that time towards Cancer research. This may be the final year of the event at Willinda Park and we seek as much support as possible. If participants register by the 23rd February (online) it is \$10 cheaper per person.

In the latest addition of the Banyule Banner (Jan-Feb 2020), which is the magazine and newsletter of Banyule City Council, the Mayor, Alison Champion, has paid a really nice compliment to the artistic work of our students in the community:

"There is a new landmark at Lower Plenty shops. The long neck turtle rock sculpture designed and produced by local artist Phillip Howe now forms a book end to the serpent seat sculpture at the top end of the shops. Lending their hands, 75 students from Montmorency Secondary College made the mosaics that surround the artwork. Local shopping strips like this provide personalised service and a real sense of community. I encourage you to continue to support them."

Allison is also a proud parent as her own children are students at our College.

Later in this newsletter, there is an article on our College Council elections which take place at this time every year. Parent, staff, community and student representatives are selected for two years and this is a vital part of our College governance. As such, I urge all parents and students who are interested to consider nominating. There is also comprehensive information on our website about the process.

Regards

Allan Robinson

Principal

Leukaemia Foundation

**WORLD'S
GREATEST
SHAVE**

Over the past 10 years the Interact Club of Montmorency Secondary College has raised \$40,000 for the Leukaemia Foundation's cancer research program. This year they are holding an event in the College Gym at Lunchtime on Tuesday 24th March. Students are encouraged to raise funds through sponsorships to either colour their hair, shave (No2) or cut off 30cms for wigs.

The College has a sponsorship page online at:

<http://my.leukaemiafoundation.org.au/montmorencysecondarycollege>

Students are encouraged to raise funds by having family and friends sponsor them on line or via a form available from the General Office. Funds raised manually are to be brought to school on 24th March for the event.

Students wishing to shave or cut 30cms need to have parental permission. A form for this is also available from the office.

Let's support our students and help them achieve their goal for this important course.

For further information I can be contacted at the College or on mobile 0414 359 365 out of teaching hours.

Kind Regards,
Ian Toohill

Late Photo Orders 2020

Dear parents and students of Montmorency Secondary College,

IT'S STILL NOT TOO LATE TO ORDER 2020 SCHOOL PHOTOS BEFORE LATE FEES ARE INCURRED

Your school photo day was held on 12-02-2020 and all students are photographed regardless of purchase. If you did not place an order but would like to, it's not too late to order online.

ONLINE ORDERING Your child's photos are now available for secure online purchase

4 EASY STEPS TO ONLINE SCHOOL PHOTO ORDERING

Step 1: [Click Here](#) - For online ordering process for your school, or

Go to www.advancedlife.com.au before photo day and enter your school code YAL V1G LX6

Step 2: Enter your student's details

Step 3: Choose the package that best suits your needs (all orders will be returned to the school for collection)

Step 4: Pay for the photos via the shopping cart (upper right corner of the page)

Please Note: Online ordering is available up to 10 days after photo day and after this time, processing fees will apply to all orders.

Place your order on or before **22-02-2020** to avoid the processing fees!

MONTMORENCY SECONDARY COLLEGE PRIVACY POLICY

Our College 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 the school's collection statement, found on our website <http://www.montysc.vic.edu.au/images/Docs/Policies/CollectionStatement.pdf>

For more information about privacy, see: [Schools' Privacy Policy – information for parents](#). This information is also available in nine community languages.

Wednesday After School Homework Club 2020 (Year 7, 8, 9 and 10)

Dear Parents/Guardians,

The Junior, Middle and Senior Schools are offering a program to help Year 7, 8, 9 and 10 students to keep up to date with their work. This program will run each Wednesday after school for 55 minutes from 3.20 until 4.15 p.m., beginning on the 5th February in the Resource Centre.

If your son/daughter would like the opportunity to undertake homework at school, teachers will be on hand to help them with their work.

If you wish to have your son/daughter permanently booked into the Homework Club each week please let me know via my email address.

dean.mathew.t@edumail.vic.gov.au

Please leave a contact number or email address so that I can notify you if your son/daughter does not attend Homework Club.

Teachers will also be booking in students who are getting behind in their work into this class. In this instance, a notice will go home for you to sign to give permission for your child to attend.

Please contact me on the above email address if you would like more information.

M. Dean

On behalf of the Junior, Middle and Senior Schools

Is your Lollipop person the sweetest?



Nominate your Lollipop person for the 2019/2020 School Crossing Supervisor of the year award.

Jump online and complete a nomination at www.schoolcrossingsvictoria.com.au.

Your support of this program will help ensure your School Crossing Supervisor is shown the appreciation they deserve for their commitment to the ongoing safety of our children

TERM 1 AT A GLANCE

Wed 19th—Fri 21st February	Year 7 Camp 1—7A, 7B, 7C
Mon 24th—Wed 26th February	Year 7 Camp 2—7E, 7F, 7J
Wed 26th —Fri 28th February	Year 7 Camp 3—7D, 7G, 7H
Fri 28th February	Nillumbik/Banyule Division Swimming
Sat 29th Feb & Sun 1st March	Relay for Life
Mon 9th March	Labour Day—Public Holiday
Wed 18th March	Whole School Assembly
Wed 18th March	7:30pm School Council
Thur 19th March	Thinking Carnival
Tue 24th March	Shave for a Cure
Tue 24th March	Year 7 HPV Injections
Wed 25th March	NMR Swimming
Wed 25th March	Student Progress Interview Day 1
Thur 26th March	Student Progress Interview Day 2
Fri 27th March	END OF TERM—Finish 1:22pm
Tue 14th April	Term 2 Begins

SNAKE ALERT

An urgent and important reminder to all students who travel to and from school using the Plenty River path or the sports ovals that they need to be aware tiger snakes are usually active at this time of the year, and that for the last seven years they have been very aggressive during hot weather. Environmental experts predict that snake sightings have again become more prevalent this year. I have spoken to a field officer from the City of Banyule, and he said that short bursts of warm weather and sunshine resulted in snakes emerging from the scrub near the river and sunning themselves on paths and concrete surfaces. We have also had some Council warning signs installed near the river paths warning pedestrians to “Beware of Snakes”.

In February some ten years ago one of our own students was bitten by a snake while walking near the river path at Simms Road Oval, and he spent a considerable amount of time in hospital. There are now warning signs along the path but all students and pedestrians need to exercise extreme caution when travelling to and from school along the river tracks. It is comforting to know that we have a great network of neighbours and pedestrians who use the river path and if there are any sightings of snakes they let the College know immediately.

Take special care,
Allan Robinson—Principal

SCHOOL INJURIES AND INSURANCE

Parents and guardians are responsible for paying the cost of medical treatment for injured students, including any transport costs. Most medical costs will be refundable by Medicare. If you are a member of an ambulance or health insurance fund, you may also be able to claim transport or other expenses from the fund.

Parents and families are encouraged to have Ambulance Fund Membership as any trip in an ambulance is considerably expensive.

The Department of Education and Training does not hold accident insurance for school students. Likewise the school does not currently hold accident insurance for students.

Reasonably low cost accident insurance policies are available from some commercial insurers. These cover a range of medical expenses not covered by Medicare or private health insurance. The Department cannot advise parents/guardians on whether to purchase a student accident policy or which policy to purchase. It is recommended that they seek assistance in this matter with an insurance provider.

Private property brought to school by students, staff or visitors is not insured and the Department does not accept any responsibility for any loss or damage.



MUSIC NEWS

Welcome to a new year. We are looking forward to making it an exciting one.

We would like to welcome to the music department Mr Brayden McDonald who will be teaching guitar. Brayden comes to us highly qualified and recommended. We look forward to him working with our other music staff.

Learning an Instrument

Y7 students had their information night on Tuesday. Any student interested in having instrumental lessons, please fill an **expression of interest form**, or contact me..... it's never to late to try an instrument! Please get your forms in quickly, as there are limited places available.

Performances

We have to thank our students for 2 great performances already this year. Our Y7 students were treated to a sample of our instrumental program during their first few days, and also on Tue 11th a wonderful evening was had by parents and students at the music information evening.

A reminder that anyone learning an instrument outside the school is welcome to participate in school ensembles. Please email me to become involved in a school ensemble.

Senior Band – Mondays 3:20pm -4:30pm

Intermediate Band – Mondays

Junior Band – Mondays starting in Term 2

Vocal Group – Tuesday lunchtime

String Group – Wednesdays

Guitar Ensemble - Wednesdays



Upcoming Dates

Feb	Sat 28 th	Lower Plenty Fete – selected student volunteers
Mar	Wed 18 th	School Assembly – senior students
	Tue 24 th	Soiree 6:30pm solo performers, casual dress
May	Mon 18 th	Mid Year Concert 7:30pm
June	Fri 19 th /Sat 20 th	College production MATILDA

Sharon Cooke

Music Coordinator

cooke.sharon.s@edumail.vic.gov.au

Careers in Medicine or Dentistry

UCAT 2020 - ensure you are preparing!

Students who are in Years 10, 11 or 12 who are considering a career in medicine or dentistry, will need to sit a compulsory entry exam known as the UCAT (University Clinical Aptitude Test) before they can apply for relevant placements in the aforementioned fields of study within the universities.

The aim of this newsletter is to inform students who will sit UCAT in 2020 (or later) of our upcoming full-day intensive **UCAT preparation workshop in Melbourne**.

The following workshop will allow students (and their parents) to gain an understanding of the admission process into university medical courses, as well as the essential skills and knowledge to successfully complete the UCAT.

UCAT preparation is highly recommended. Being UCAT-ready means practising UCAT-style questions consistently over a longer period of time as opposed to leaving it until the time when students need to devote their full attention to their Year 12 work.

Simulated UCAT Day Workshop - Melbourne (Richmond)

21 March 2020 (Saturday), 9.00AM - 6.00PM

Parents are invited from 4.30pm onwards

Students in Years 10, 11 and 12 interested in **medicine** or **dentistry** will need to sit the compulsory **UCAT** when applying for one of the above career choices. On the **21st of March 2020**, NIE will be conducting a full-day intensive **UCAT** preparation workshop. Tickets are limited. All details are available via nie.edu.au

While the Simulated UCAT Day is extremely beneficial for Year 12 students, who will be attempting the real UCAT in July 2020, this workshop is also highly recommended to anyone in Years 10 - 11 aiming for a head-start in UCAT preparation. Students will find out details about the test, as well as how to guide their exam preparation over the next 18 months and various techniques and skills for building up and strengthening personal profile for medical school application and entry.

Workshop Overview

The workshop includes an overview of the entire UCAT process - exam, scores, standardisation, applications, university requirements, interviews, professional advice, performance expectations, and more. Each student is individually assessed and fine-tuned for peak performance. Strategic problem solving and tuition in each UCAT construct, and of course medical interviews (MMI and structured panel).

We also encourage parents to become well-informed about the UCAT, medical interviews, requirements and pathways of getting into a medical school in Australia and New Zealand. Hence, parents will be invited to join their children for the final 1.5 hours of the day when UCAT and Pathways into medicine will be discussed in detail.

Our expert teacher will define and explain approaches to each UCAT construct, followed by a full practice test conducted under exam conditions, as well as marking and feedback session. This intensive full-day workshop allows students to identify and explore their true strengths and weaknesses in relation to UCAT-readiness. During the final part of the day, parents are encouraged to join their children and gain an in-depth understanding about the medical interviews, and pathways into medicine.

Cost: \$279 (lunch provided).

Medical Interviews Workshop - lift your performance above the competition, validating your sincerity and burning positive lasting impressions into the minds of the selection panel.

Applications now open for *A Practical Introduction to Temperate Marine Biology* University of Tasmania



A Practical Introduction to Temperate Marine Biology

This predominately field-based unit consists of 5 days on picturesque Maria Island on the Tasmanian East Coast. The unit is open to 24 students and is designed to engage, challenge, excite and inspire students through a hands-on marine science program. It will encourage students to explore issues threatening biodiversity as well as the productivity of the marine system. Climate change, invasive species, pollution, debris and their associated social and economic impacts will be covered.

Scholarships available

Five interstate and four Tasmanian scholarships are available to cover all costs of this week long experience. This includes return economy flights from nearest capital city (interstate winners only), two nights Hobart hotel accommodation at IBIS Styles hotel (interstate/northern Tasmania winners only), the standard fee for the course (\$645), transport from Hobart to Maria Island, accommodation on the island, catering on the island, and hire of all required dive and survey gear.

How to apply

To enter, students need to submit an [expression of interest online](#). They will then receive an email with details on how to complete their application online, which includes 300 words on why they want to explore the marine environment on Maria Island. Applications close midnight AEST on Monday 24 February 2020.

The course is limited to 24 places and held between 20 and 26 April 2020. After scholarships have been awarded, paying places on the course will be offered based on the strength of the student's application.

Michael Weeding
Careers & Pathways

La Trobe University Melbourne Campus



Experience Clever gives you the chance to experience uni for a day by taking part in fun and dynamic workshops led by real lecturers. Year 10, 11 and 12 students and their parents are invited to get hands-on and discover what being a uni student is really like.

You'll attend workshops, lectures, seminars and meet the academics who'll be teaching your course. Chat with current students and get the inside scoop on Life at La Trobe and what to expect when you study with us.

Date: Friday 3 April 2020

Time: 9.00am – 3.30pm

Location: Union Hall
La Trobe University
Melbourne Campus, [Union Building](#)

Link: <https://www.latrobe.edu.au/study/life/events/experience-clever/melbourne-campus>

Year 10 Work Experience Program 2020

In 2020, all Year 10 students will complete one week of Work Experience - from Monday 11th May to Friday 15th May.

The two main purposes of Work Experience are:

- to allow students the opportunity to become temporary members of the workforce and thereby to realise some of the different obligations and circumstances of post-school life
- to guide students in the choice of permanent careers by enabling them to learn more about the tasks involved and the training required in various occupations

Some students may complete their work experience week at another time, as placements at organisations such as the Austin Hospital, Victoria Police and Northern Hospital are offered throughout the year. Students first need to fill out the preparation form (the Work Experience Student Form) and return it to the careers office. Once this information has been entered in the database, the official Work Experience Arrangement Form (WEAF) will be generated and distributed to each student. The WEAF must be completed (signed) by all parties: students, employers, parent/guardian, in the areas highlighted on the form. These forms will be issued as arrangements are confirmed, and it is the students' responsibility to ensure that their forms are signed and contain all the necessary and correct information. Please note, the principal is the last person to sign the form and the form needs to be checked by the Careers Coordinator prior to the final principal signature.

The minimum rate of payment is \$5 per day. In the case of educational, charitable, not-for-profit or community welfare organisations, it is likely that students will receive no payment, or asked to agree to donate the wages back to the organisation with the parents' consent. Students receive no payment for work in Commonwealth Government departments and instrumentalities.

It is a general expectation that students find potential work experience employers for themselves, and they are encouraged to have an interview before work experience; but the school will assist in suggesting employers and making contacts where necessary, and in organising all necessary arrangement forms. During the work experience week, all efforts will be made for students to be visited by a teacher and student evaluation forms will be distributed to all work experience employers.

It should be remembered that willing employers are not always available, and some students may not secure their first choice. Remember too, that approaching an employer does not guarantee acceptance, and if no response is received within a reasonable time, students should contact the employer again and/or try somewhere else. It is essential that all placements be arranged by the end of Term One, so that all legal documents can be completed in time. WorkCover and Public Liability Insurance are provided by the Department of Education, and more information is available if requested by employers.

If parents have any queries about work experience, or wish to volunteer to have a work experience student in their own workplace, we would be pleased to hear from you.

Regards

Michael Weeding
Careers & Pathways
9422 1625

Year 9 Careers Advisory Service

The Department of Education and Training is supporting all secondary schools to provide comprehensive career education this includes a new, free, career advisory service for Year 9 students.

The careers advisory service forms part of the Victorian Government's \$109m investment to transform career education in Victorian schools. This service is being provided by Career Education Association of Victoria (CEAV) in partnership with the Department of Education and Training.

The service is designed to help students make better choices about subject selection, vocational education and training, senior secondary school certificates and further study. All year 9 students in Government Schools will have access to:

an online personal career discovery tool that identifies potential suitable careers in a report

analysis of their career assessment report by an accredited career practitioner

a follow-up one-on-one career counselling session to discuss the outcomes of their assessment and future options.

As part of the overall career planning process for young people, the career advisory service recognises the importance of learning career planning skills over time and of understanding an individual's strengths and preferences.

The service uses a personal online career discovery tool (Morrisby Online) which provides objective and relevant information about the student and the opportunities available. As part of the service, your child will receive a confidential profile generated through the online career discovery tool. As a parent or carer, your child is able to invite you to view their profile via a secure website.

Once the assessment has been completed, the student will be provided with a report and a 1:1 career counselling session. There is an opportunity for you (the Parent/Guardian) to attend this thirty minute session with the qualified Careers Consultant with your child. The Careers Consultant will provide you and your child with a 30 minute one on one interview about what your child's profile suggests and how they can use it to help them with subject choices and to explore future career options and pathways.

Please note the career advisory service is not intended to replace the regular career planning activities undertaken at your child's school. The service is provided to support career education in schools at no additional cost to you or the school.

Career Advisory Service Parental Consent Form

The career advisory service is being provided on behalf of the Department of Education Victoria by the Career Education Association of Victoria (CEAV) and Career Analysts (on behalf of the Morrisby Organisation). Information for the purposes of delivering and managing the career advisory service for Year 9 Students in Victorian Government Schools.

Information privacy:

- Information collected is treated confidentially in line with Department of Education Victoria, CEAV and Morrisby Organisation privacy policies.
- Information collected is accessed and used only for the purpose of providing the career advisory service and school career guidance activities.
- Individual students will be able to access and manage their stored information via their Morrisby login once they have established their profile (app.Morrisby.com).
- Information collected is accessible only to the necessary CEAV and Career Analysts staff, including the assigned CEAV Careers Consultant, authorised school staff and the Morrisby Organisation.
- Some personal information is required to create the student's profile in the online personal career discovery tool. If elements of this information are not provided, the results and service may not be as useful to the student as it otherwise may be.

Montmorency Secondary College

The career advisory service will be undertaken by students during term 2 during the normal school day. More details will be published closer to the date. At this point-of-time all we require is parental permission on XUNO.

Regards,

Michael Weeding
Careers & Pathways
9422 1625

**MONTMORENCY SECONDARY COLLEGE
OPEN NIGHT & SCHOOL TOURS**



WEEKLY TOURS

Small group tours and information sessions are conducted regularly at the College throughout February, March, April and May. Tours are capped in size to ensure each participant has a personalised tour. If you are considering enrolling your child at Montmorency Secondary College we warmly invite you to join us on a tour to see our College in action.

Bookings for College tours can now be made online via the College website **www.montysc.vic.edu.au**

Please allow one ticket per person (adult or child) attending. Maximum 3 tickets per family
If you need to cancel or change a booking please contact the General Office on 9422 1500. Bookings can also be made through the General Office.

**OPEN NIGHT AND INFORMATION EVENING
TUESDAY 28TH APRIL, 2020**

SCHOOL COUNCIL ELECTIONS 2020

An election is to be conducted for members of the School Council of Montmorency Secondary College.

There are three (3) Parent Member Category vacancies on the Montmorency Secondary College School Council in 2020. I would urge parents to seriously consider nominating for this important opportunity. It is vital that we have a full contingent of members, particularly in the Parent and Community categories. We know that many of you lead extremely busy lives, however, it is not a big time commitment and the opinion, input and feedback that Parent Members provide, is both positive and essential.

Parents of students at the College who are employed by the Department of Education and Training (DE&T) can nominate as a parent representative as long as they do not teach at the school where they nominate.

Following on from this article, is a Fact Sheet from the Department of Education and Training which may answer any questions you have regarding nominating for School Council.

Nominations for the Parent Member Category of the Montmorency Secondary College School Council will open 9.00am Monday 17th February, 2020 and close at 4.00pm on Monday 24th February, 2020. The term of office is for two years, commencing in March 2020. A nomination form is attached to the end of this Newsletter for your convenience.

Please return nomination forms to Rose Taranto by 4.00pm Monday 24th February, 2020.

If you have any questions regarding the School Council elections, please do not hesitate to contact the College on 9422 1500.

Also at this time, nominations are being sought for the Student Member Category of School Council. There is one (1) vacancy in this category this year and all students are encouraged to nominate. Further information will be emailed to students separately. If your child would like to nominate for the Student Member Category of School Council, you may find the information on Page 9 and 10 helpful.

Allan Robinson Principal

SCHOOL COUNCIL ELECTIONS—INFORMATION FOR PARENTS

WHAT IS A SCHOOL COUNCIL AND WHAT DOES IT DO?

All government schools in Victoria have a school council. They are legally constituted bodies that are given powers to set the key directions of a school within statewide guidelines. In doing this, a school council is able to directly influence the quality of education that the school provides for its students.

WHO IS ON THE SCHOOL COUNCIL?

For most school councils, there are three possible categories of membership:

- A mandated elected Parent category – more than one-third of the total members must be from this category. Department of Education and Training (DET) employees can be Parent members at their child's school as long as they are not engaged in work at the school.
- A mandated elected DET employee category – members of this category may make up no more than one-third of the total membership of school council. The principal of the school is automatically one of these members.
- An optional Community member category – members are coopted by a decision of the council because of their special skills, interests or experiences. Department employees are not eligible to be Community members.

Generally, the term of office for all members is two years. The term of office of half the members expires each year, creating vacancies for the annual school council elections.

WHY IS PARENT MEMBERSHIP SO IMPORTANT?

Parents on school councils provide important viewpoints and have valuable skills that can help shape the direction of the school.

Those parents who become active on a school council find their involvement satisfying and may also find that their children feel a greater sense of belonging.

DO I NEED SPECIAL EXPERIENCE TO BE ON SCHOOL COUNCIL?

Each member brings their own valuable life skills and knowledge to the role. Councilors may need to develop skills and acquire knowledge in areas that are unfamiliar to them. What you do need is an interest in your child's school and the desire to work in partnership with others to help shape the school's future.

HOW CAN YOU BECOME INVOLVED?

The most obvious way is to vote in the elections, which are held in Term one each year. However, ballots are only held if more people nominate as candidates than there are positions vacant.

In view of this, you might consider

- standing for election as a member of the school council
- encouraging another person to stand for election.

WHAT DO YOU NEED TO DO TO STAND FOR ELECTION?

The principal will issue a Notice of Election and Call for Nominations following the commencement of Term one each year. All school council elections must be completed by the end of March unless the usual time line has been varied by the Minister.

If you decide to stand for election, you can arrange for someone to nominate you as a candidate or you can nominate yourself in the Parent category.

Department employees whose child is enrolled in a school in which they are not engaged in work are eligible to nominate for parent membership of the school council at that school.

Once the nomination form is completed, return it to the principal within the time stated on the Notice of Election. You will receive a Nomination Form Receipt in the mail following the receipt of your completed nomination.

Generally, if there are more nominations received than there are vacancies on council, a ballot will be conducted during the two weeks after the call for nominations has closed.

REMEMBER

Ask at the school for help if you would like to stand for election and are not sure what to do

Consider standing for election to council this year

Be sure to vote in the elections.

Contact the principal for further information.



INFORMATION FOR PARENTS OF CHILDREN SEEKING ELECTION TO SCHOOL COUNCIL

What is a school council and what does it do?

All government schools in Victoria have a school council. School councils are legal entities that are given powers to set the broad directions of a school in accordance with their constituting Orders and the *Education and Training Reform Act 2006*. In doing this, a school council is able to directly influence the quality of education that the school provides for its students.

Who is on the school council?

For all schools with a student cohort of year 7 and above, there are four possible categories of school council membership:

- **A mandated elected Parent member category** – more than one-third of the total members must be from this category. Parents and Guardians of children attending the school are eligible for membership in this category.
- **A mandated elected DET employee member category** – members of this category may make up no more than one-third of the total membership of school council. The principal of the school is automatically a member of this category.
- **A mandated elected Student member category (2 positions)** – members of this category are enrolled at the school and in year 7 or above.
- **An optional Community member category** – members are co-opted by a decision of the council because of their special skills, interests or expertise. DET employees are not eligible to be a Community member.

How long is the term of office?

Generally, the term of office for all members is two years. The term of office of half the members expires each year, creating vacancies for the annual school council elections.

Why is Student membership so important?

Students have a unique perspective on learning, teaching and schooling. Electing Student members onto school council allows all students to have a say in the future direction of their school and ensures student input into decision making.

Mandating student representation onto school councils will assist in the development of students' skills, including leadership skills, and communication skills.

Does my child need special experience to be on school council?

Each member brings their own valuable skills and knowledge to the role. However, councillors may need to develop skills and acquire knowledge in areas that are unfamiliar to them in order to perform their duties as a councillor.

Student members are encouraged to attend the Department's free face-to-face Improving School Governance

school council training to support them to undertake their role. Training is also available online.

What does my child need to do to stand for election?

The principal will issue a Notice of Election and Call for Nominations following the start of Term 1 each year.

If your child decides to stand for election, they can arrange for a student in Year 7 or above to nominate them as a candidate or they can nominate themselves for the Student member category.

Once the nomination form is completed, it should be returned to the principal within the time stated on the Notice of Election. A Nomination Form Receipt will be issued following the receipt of the completed nomination.

Unlike the Parent or DET employee member categories, if two Student member positions are available and in the first call for nominations only one nomination is received, the student is not automatically declared elected. The principal will immediately post, in a prominent place in the school, a notice calling for further nominations. These nominations are to be received within three school days from the closing of the first call for nominations.

If after the second call for nominations one other nomination is received, then both students are appointed to council.

If there are more nominations received than there are vacancies on council, a ballot will be conducted during the two weeks after the call for nominations has closed.

The principal will distribute ballot papers and will provide clear instructions to the voters and candidates. Voters may only vote once in a ballot. The two candidates with the highest number of votes will be elected to council.

School council meetings

School councils must meet at least eight times a year and at least once per school term. The president chairs all meetings and all members of the council are expected to attend.

Councillors can attend meetings in person or by videoconferencing or teleconferencing.

Following the school council elections, council members will determine an appropriate time and location to hold meetings throughout the year. For example, council may agree that meetings will take place on the first Wednesday of each month in the school library.

For most school councils, meetings are located at the school and are held in the evening to ensure the majority of members can attend. Meetings typically last for around 2.5 hours.

You will need to discuss and arrange transport options to and from the meeting with your child. The school council does not provide transport.

The principal (in consultation with the school council president) will ensure an agenda is prepared for each regular meeting and distribute the agenda, draft minutes from the previous meeting and meeting papers such as sub-committee reports, principal's and president's report to school council members no less than five days before the meeting. All members, including Student members are expected to read all documents and prepare in advance of each meeting.

Conflict of Interest

If your child, as a member of council, or their immediate family has a direct conflict of interest (including a pecuniary* interest) in a matter under discussion at a school council meeting, that member must declare the conflict of interest and must not be present during the discussion unless invited to do so by the person presiding at the meeting.

*For this purpose, pecuniary is defined as: relating to or consisting of money.

Can I attend council meetings with my child?

School council meetings are normally open to the school community. Visitors or observers can be present at a council meeting with prior agreement of the principal and a decision of council. A request to attend must be forwarded either to the principal or president.

There may be times when, for the purpose of confidentiality or other reasons, a council meeting needs to be closed and only the appointed members can attend.

I am a parent member of the council. Can I be a member of the same council as my child(ren)?

Yes, relatives are allowed to be members of the same council.

What if my child cannot attend a council meeting?

If a member is unable to attend a meeting, an apology should be submitted to the principal prior to the meeting.

A member of the school council may apply in writing to the president for extended leave of up to three consecutive meetings.

What if my child decides they no longer want to be a member of council?

The Department strongly encourages students to consider the time commitment of being on council prior to running for election.

Your child should discuss resigning from council with the principal or school council president.

A school councillor is required to formally submit their resignation from council in order to no longer be considered a member.

Code of conduct for school councillors

School councils in Victoria are public entities as defined by the *Public Administration Act 2004*. School councillors must abide by the Code of Conduct issued by the Victorian Public Sector Commission. The Code of Conduct is based on the Victorian public sector values and requires councillors to:

- **act with honesty and integrity** (be truthful, open and clear about their motives and declare any real, potential or perceived conflict of interest and duty)
- **act in good faith** in the best interests of the school (work cooperatively with other councillors and the school community, be reasonable, and make all decisions with the best interests of students foremost in their minds)
- **act fairly and impartially** (consider all relevant facts of an issue before making a decision, seek to have a balanced view, never give special treatment to a person or group and never act from self-interest)
- **use information appropriately** (respect confidentiality and use information for the purpose for which it was made available)
- **use the position appropriately** (not use the position as a councillor to gain an advantage)
- **act in a financially responsible manner** (observe all the above principles when making financial decisions)
- **exercise due care, diligence and skill** (accept responsibility for decisions and do what is best for the school)
- **comply with relevant legislation and policies** (know what legislation and policies are relevant for which decisions and obey the law)
- **demonstrate leadership and stewardship** (set a good example, encourage a culture of accountability, manage risks effectively, exercise care and responsibility to keep the school strong and sustainable).

Indemnity for school council members

School councillors are indemnified against any liability in respect of any loss or damage suffered by the council or any other person in respect of anything necessarily or reasonably done, or omitted to be done by the councillor in good faith in:

- a) the exercise of a power or the performance of a function of a councillor, or
- b) the reasonable belief that the act or omission was in the exercise of a power or the performance of a function of a council.

In other words, school councillors are not legally liable for any loss or damage suffered by council or others as a result of reasonable actions taken in good faith. For further information please contact the school principal.

Schedule 5A: Self-nomination form for Parent member category

I wish to declare my candidacy for an elected position as a Parent member on the *(school council)*

Name

Residential Address:

Contact phone (mobile or landline):

Email:

I am the parent/guardian of

who is/are currently enrolled at this school.

Statement	Yes (Mark with an x)	No (Mark with an x)
I am an employee of the Department of Education and Training and not engaged in work at and for the school:		

I am prepared to serve as a Parent member of the above-named school council. I hereby declare that I am not:

- an undischarged bankrupt
- of unsound mind
- currently serving a sentence for an indictable offence; or
- a registrable offender within the meaning of the *Sex Offenders Registration Act 2004*.

Signature of Candidate

Date:

You will be notified when your nomination has been received.

Personal information provided in this form is collected as part of the school council election nomination process. The information may be used to determine your eligibility as a candidate. Your personal information may be disclosed as a result of inspection prior to the commencement of voting or at any time up to one year from the declaration of the poll.

Your name will be included in a list of school council candidates and nominators (where applicable) posted in a prominent position at the school and for candidates, on a ballot paper (where applicable). Further, the name, membership category, gender, term of office, office held (if any) of school council members and notification whether the member is an employee of the Department will be forwarded to the Department of Education and Training by the principal by 30 April each year as a record of council membership and may be used for statistical purposes.

You can access your personal information by contacting the principal on: 9422 1500

If you choose not to give some or all of the information requested your nomination may not be accepted.

If you have any queries about the school council nomination process, please contact the principal.