2020 Parent Guidebook

Christ the King Campus (Years 7 - 9 Girls)
65 Churchill Ave, Braybrook 3019

St John’s Campus (Years 7 - 9 Boys)
Sacred Heart Campus (Years 10 - 12 Co-ed)
204 Churchill Avenue, Braybrook 3019

t: 03 9296 5311 f: 03 9296 5381
e: communications@cccc.vic.edu.au
www.cccc.vic.edu.au
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College History

Caroline Chisholm Catholic College was founded in 1997, when three schools – Christ the King, St John’s and Chisholm College with roots stretching back more than 50 years – amalgamated to form one college.

All members of the College community have a responsibility to ensure a safe and supportive environment that fosters growth, positive self-esteem and interpersonal relationships.

Students are accepted into Caroline Chisholm Catholic College on the understanding that they and their parents / carers support our Code of Belonging and the educational program we offer. Students and parents / carers familiarise themselves with and accept the values that underpin it.

If the College is to achieve its mission - to educate and prepare our students to be the best they are called to be within a faith-filled and inclusive environment, then there must be clear guidelines. These help develop a basic self-respect and respect and care for one another.

Being a part of our community also requires an acceptance of individual differences and a willingness to accept responsibility for our own decisions.

Caroline Chisholm

Our school is named in honour of Caroline Chisholm, a Catholic social reformer who helped thousands of immigrants to Australia, particularly women, to find safe homes and respectable employment.

As a Catholic College we are committed to providing all students with an environment that values diversity and respects differences in our community, where each person is treated with in a fair and just manner, and one that continues the work of Caroline Chisholm.

The Five Habits of Excellence

All students at Caroline Chisholm Catholic College are expected to prioritise the ‘Five Habits of Excellence.’

They are:

1. Attendance
2. Punctuality
3. Application
4. Completion of Work
5. Involvement in the Caroline Chisholm Catholic College Community
OUR DNA

We are a secondary Catholic College, dedicated to learning excellence, with great staff and excellent facilities. Our students are supported and encouraged to be the best they are called to be.

Values
At Caroline Chisholm Catholic College we achieve our vision & mission by valuing:

- Faith
  We live faith-filled lives and give thanks daily.

- Compassion
  We care and do what is right and just.

- Acceptance
  We respect and embrace the community.

- Excellence
  We strive for and celebrate every success.

Motto
Many Minds, One Heart

Tagline
Leaders in learning excellence

Mantra
Be the best you are called to be

At our ‘heart’

Learning Excellence
Inclusive
Community
why we exist
how we deliver
what we do

We are a Regional Catholic Community

Vision
To be the leader in learning excellence.

Mission
To educate and prepare our students to be the best they are called to be within a faith-filled and inclusive environment.

Our community
Is more than just our position in the West. It's the many individuals we engage with including students, parents, teachers and staff. It's all inclusive of our people, locations and assets.

Learning excellence
is an innovative education and teaching program that includes a core curriculum, elective subjects, sports, music, technology and performing arts, that encourage students to be the best they are called to be.

A leader
Inspires others to achieve. Provides students with learning experiences that allow them to excel through their distinctive talents.

A lived faith →
- ACTIVE prayer
- RESPECTING all faiths
- CATHOLIC curriculum
- FAITH IN ACTION program

An engaged community →
- Family and school community PARTNERSHIPS
- Aus NATIONALITIES
- RESTORATIVE PRACTICES
- SOCIAL AND EMOTIONAL LEARNING
- RESPECTFUL RELATIONSHIPS

An inclusive education →
- VCE, VCAL and VET programs
- ACCELERATED ENRICHMENT PROGRAMS and targeted learning areas
- PERSONALISED learning
- OUTDOOR EDUCATION, MUSIC AND PERFORMING ARTS, AND TECHNOLOGY
- LOTE and International exchange program
- LINKS with universities and other tertiary providers
Symbols of Our Crest

The Cross

The Sacred Heart Cross symbolically represents our commitment to faith, positioning the heart in the centre of all that we do. The Cross with the heart in the middle also reflects the origins of our three schools in religious communities dedicated to the Sacred Heart – The Religious of the Sacred Heart of Jesus and the Brothers of the Sacred Heart.

The Shield

A symbol of the protection and security, God, our Father offers. Three peaks in the shield itself symbolise three separate schools becoming one College. The four quadrants represent many minds coming together with one heart in the centre.

Motto

Many Minds, One Heart. The College motto reflects a balance between striving for academic excellence and growing like Jesus, in the way students think and the way they love.

Our motto also reflects values that lie at the core of our educational mission; knowledge, learning, faith and honour. The College motto is strongly exemplified in the person and life of our patron Caroline Chisholm.
College Song

With One Heart

Three stars shone in the southern sky
Emitting their own light,
And when they came together
They formed a vision bright,
We now sing with one voice,
A message to impart,
We can live our dreams
If we do it with one heart.

We join our hands together
For excellence we strive,
Embracing social justice
To keep our faith alive,
We dream of a future
Where all can play a part,
We can live our dreams
If we can do it with one heart.

We're called to share our talents,
A kind hand we extend.
Inspired by Caroline Chisholm
Let's be the migrant's friend,
May we hold a love of learning
In our minds and in our hearts,
We're guided by the spirit,
The loving Sacred Heart.

We join our hands together
For excellence we strive,
Embracing social justice
To keep our faith alive,
We dream of a future
Where all can play a part,
We can live our dreams
If we can do it with one heart.
The characteristics of a Caroline Chisholm Catholic College student include:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>An awareness of the importance of God in their lives.</td>
</tr>
<tr>
<td>2</td>
<td>A commitment to our values of Faith, Acceptance, Compassionate, Excellence (FACE).</td>
</tr>
<tr>
<td>3</td>
<td>A developed understanding and appreciation of the world including local, national, international and environmental inter-relationships.</td>
</tr>
<tr>
<td>4</td>
<td>Self-discipline and an ability to organise and manage their time.</td>
</tr>
<tr>
<td>5</td>
<td>Resilience and perseverance.</td>
</tr>
<tr>
<td>6</td>
<td>Being reflective, adaptive and able to problem solve.</td>
</tr>
<tr>
<td>7</td>
<td>Valuing and exercising creativity.</td>
</tr>
<tr>
<td>8</td>
<td>Knowing how to find reliable and accurate information and to think critically about information presented.</td>
</tr>
<tr>
<td>9</td>
<td>Being an active member of a team.</td>
</tr>
<tr>
<td>10</td>
<td>Being literate and capable of effective communication in many forms.</td>
</tr>
</tbody>
</table>
College House System

The House system develop students’ sense of belonging to the College and also in fostering college and community spirit during special days such as Athletics Day, Awards Assemblies & Talent Quests and other College and House celebrations.

The House system aims to provide continuity in pastoral care over Years 7 - 9 and Years 10 - 12, allowing the Learner Mentor the opportunity to establish ongoing support and understanding of students, a means of monitoring their personal development (intellectual, emotional, psychological) and to maintain strong pastoral links with families.

St Ambrose was one of the four original doctors of the Church and is the patron saint of Milan. He is notable for his influence on St Augustine.

Named after St Clare, who was a follower of St Francis of Assisi. She came from a wealthy background but decided instead to live and work with the poor.

Named after St Gemma Galgani who had an immense love for the poor and helped them in any way she could.

St Lorenzo Ruiz was the first Filipino Saint. He is also the first Filipino martyred for the Christian Faith.
Catholic schools see “the infinite potential of each person... which challenges us to stand up in solidarity to make a difference in the world.”
*Catholic Education Melbourne, Horizons of Hope 2017*

Caroline Chisholm Catholic College maintains very high expectations for student behaviour, in order to create an environment in which all members of our college community can be the best they are called to be. At times, young people will make mistakes, and the Behaviour Support Pyramid exists to ensure that responses to these are measured, consistent and restorative. We offer opportunities for students to reform their behaviour in recognition of the gospel values of forgiveness, empathy and understanding. The pyramid serves as a guide for staff and students. Individual circumstances may mean a particular incident is considered to be at a higher or lower level, or may be managed by a different staff member to that nominated. Learner Mentors and College Counsellors can be involved at each level to further support students and restore relationships.

**Level 1**
- Learner Mentors
- Classroom / Yard Duty
- Teachers and Other Staff
- Uniform infringements
- Failure to follow staff directions
- Offensive / inappropriate language or behaviour
- Inappropriate use of mobile phone / technology

**Level 2**
- House Coordinators
- Learner Mentors
- Restorative conversation, communication with parent / carer, log on Compass
- Community service lunchtime detention
- Breaking ‘hands off’ rule
- Late to class or Learner Mentor
- Using another student’s possessions without permission
- Failure to submit an assessment task without a valid reason

**Level 3**
- Directors of Campus
- House Coordinators
- Restorative conversation, communication with parent / carer, log on Compass
- After school detention
- Persistent Level 1 behaviour
- Inappropriate behaviour in a public place or online
- Damage to property
- Bystander in a fight

**Level 4**
- Deputy Principals
- Directors of Campus
- Restorative conversation, communication with parent / carer, log on Compass
- Suspension / contract
- Persistent Level 2 behaviour
- Three detentions in a term relating to same behaviour
- Unsafe / destructive behaviour
- Disrespectful and dishonest behaviour towards a staff member
- Damage to College property

**Level 5**
- Principal
- Deputy Principals
- Restorative conversation, communication with parent / carer, log on Compass
- Suspension / contract
- Persistent Level 3 behaviour
- Theft
- Physical violence
- Sustained bullying / harassment
- Possession of illegal substances / items, truancy
- Restorative conversation, communication with parent / carer, log on Compass

**Behaviour Support Pyramid**

Illegal activities
- Major theft
- Serious violence
- Restorative conversation
- Suspension
- Negotiated transfer
- Referral to police

Illegal activities
- Major theft
- Serious violence
- Restorative conversation
- Suspension
- Negotiated transfer
- Referral to police

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- Major theft
- Serious violence
- Restorative conversation
- Suspension
- Negotiated transfer
- Referral to police

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- Serious violence
- Restorative conversation
- Suspension
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Illegal activities
- Major theft
- Serious violence
- Restorative conversation
- Suspension
- Negotiated transfer
- Referral to police
College Administration

2020 Bell Times

<table>
<thead>
<tr>
<th>Timetable</th>
<th>Day 1, 2, 3, 5, 6, 7, 8, 10</th>
<th>Day 4</th>
<th>Day 9</th>
</tr>
</thead>
<tbody>
<tr>
<td>Locker Bell</td>
<td>8:40am</td>
<td>9am</td>
<td>9am</td>
</tr>
<tr>
<td><strong>Period 1</strong></td>
<td>8:45 – 9:57</td>
<td>9:05 – 10:17</td>
<td>9:05 – 10:17</td>
</tr>
<tr>
<td><strong>Learner Mentor</strong></td>
<td>9:59 – 10:17</td>
<td></td>
<td><strong>No Learner Mentor</strong></td>
</tr>
<tr>
<td><strong>Period 2</strong></td>
<td>10:42 – 11:54</td>
<td></td>
<td>10:42 – 11:54</td>
</tr>
<tr>
<td><strong>Period 3</strong></td>
<td>11:59 – 1:11pm</td>
<td>11:59 – 1:11pm</td>
<td>11:59 – 1:11pm</td>
</tr>
<tr>
<td>Lunch</td>
<td>1:11 – 1:51</td>
<td>1:11 – 1:51</td>
<td>1:11 – 1:51</td>
</tr>
<tr>
<td><strong>Period 4</strong></td>
<td>1:56 – 3:08</td>
<td>1:56 – 3:08</td>
<td>1:56 – 3:08</td>
</tr>
<tr>
<td>CTK Dismissal</td>
<td>3:06</td>
<td>3:06</td>
<td>3:06</td>
</tr>
<tr>
<td>SJ Dismissal</td>
<td>3:08</td>
<td>3:08</td>
<td>3:08</td>
</tr>
<tr>
<td>SH Dismissal</td>
<td>3:10</td>
<td>3:10</td>
<td>3:10</td>
</tr>
</tbody>
</table>

Bells will sound for movement between periods.

Office Hours

204 Churchill Avenue: 8:00am – 4:30pm (student entrance opens at 8am)
65 Churchill Avenue: 8:00am – 4:00pm (student entrance opens at 8am)

Finance: 8:00am – 4:00pm
Student Free Days: 8:00am – 4:00pm

Daily Communication

College Phone Number: **03 9296 5311**

Please NOTE: The College’s phone number 9296 5311 will be displayed on your mobile phone if you have a missed call from a staff member at the College. Individual staff phone extensions are not displayed. Please assist reception with your child’s student ID and name when returning calls. This will assist in the effectiveness of your query.

Student Absence Number: **03 9296 5333**
Website: [www.cccc.vic.edu.au](http://www.cccc.vic.edu.au)
Compass

The Compass Parent Portal (Compass) provides information about Caroline Chisholm Catholic College and your child’s progress.

Through Compass you will be able to:

- View your child’s attendance, and enter an explanation in Compass for absence or lateness, if an explanation is not recorded on Compass a hardcopy note must be supplied to the College
- Email your child’s teachers
- Update your mobile number and email address
- View your child’s timetable and school events
- View your child’s assessment tasks
- Order and pay for school photos
- Downloading and viewing your child’s Semester Reports and Progress Reports
- Booking Learner Mentor meeting

Compass can be accessed in two ways:

Click on the Compass icon on the homepage of the College website.
Download the Compass App for your smartphone by visiting your online store (iTunes, Google Play, etc.). Search for ‘Compass School Manager.’
The App is free to download.
You can access Compass via the following link https://cccc-vic.compass.education/

Your username and password are provided to you by the College.

You will be required to change your password and confirm your email address and a mobile phone number when you first log in.

Your email address and mobile phone number may be used by the College for communications throughout, including email correspondence and SMS texts.

If you have lost the details or forgotten your password, you can recover your details by clicking the ‘Can’t access your account?’ link on the front page.

If you require support with logging into your account or specific College events please contact the College’s internal Compass Support Team by emailing CompassSupport@cccc.vic.edu.au or calling the College on 9296 5311.

For all other technical enquiries, please contact Compass Education directly to assist you by phone, email or Live Chat.

Phone: 03 9005 5217
Email: support@compass.edu.au
Chat: https://www.compass.education/contactus

Student ID Cards & Compass Sign In

Students will be given an ID card to indicate they are a student of the College. It is always to be carried with them as it is used to borrow books, photocopying, purchasing food from the Canteen, signing in and out of the College, and is to be shown or given to any member of the
College staff who requests it. If the ID card is lost, please report it to Student Services immediately. To replace a lost or stolen the ID card must be ordered online via Compass. Current charge for replacement cards is $10.

It is imperative students attend the College Photo Day in early February as new ID card photos are taken at the beginning of the school year. A student’s ID card can also be used as proof for Myki student concession travel.

**Student Absences**

A Student Absentee Line has been established so absentee calls can be answered directly by Student Services, rather than going via the main Reception. The number is **9296 5333**. If your call is unanswered, please leave a voice message.

Caroline Chisholm Catholic College sends SMS messages to notify parents / carers of student absences.

If your child is absent, a text will be sent asking parents / carers to contact the College and confirm their child’s absence from College following the start of period one.

**Parents / carers are encouraged to call 9296 5333 before 8:30am**, to inform the College of their child’s absence.

Please provide the following details:

- Student ID
- Child’s name
- Learner Mentor Group
- Your name
- Reason for absence
- Date your child is likely to return to College

On the day, your child returns to College, they must bring a note to confirm their absence which is to be given to their Learner Mentor. The note needs to contain the above information with the parent / carer signature.

For any absences longer than two days, a medical certificate must be provided. A medical certificate is also required if your child is absent from a compulsory College event including Athletics Day or Sacred Heart Day. If you know that your child will be absent from the college for an extended period, please advise your child’s Learner Mentor in writing as soon as possible.

**Late To School**

If students come to College after **8:40am** it is considered late. The student entrance will be locked and signing in late via Compass is required through the campus reception.

If late, students must do the following:

- Sign in at a Compass kiosk and receive a late slip.
- Have late pass signed by their Learner Mentor, Subject Teacher or House Coordinator, depending on when they arrive at College.
- Students are required to bring their late pass to College the following day with a parent / carer signature and give it to their Learner Mentor

If a student is coming late to College after an appointment, parents need to provide a note for students to bring to College.
Non-Return of Notes

- Absence and late notes must be provided as soon as the student returns to College.
- Every non-return of notes will be followed up by the Learner Mentor.

Leaving School Early

If a student needs to leave College early for an appointment or any other reason, the following process is required:

- Parents provide a note for students to bring to College explaining why they need to leave and at what time. Where the note is unclear, the College may seek parent confirmation.
- Students give the note to their Learner Mentor who will issue the leave pass.
- Parents must report to reception to collect their child.
- All students require written permission by the primary parent/carer when travelling by public transport or being collected by a non-primary parent/carer.

Messages to Students

Parents are encouraged not to message their child during College hours, especially during class time. However, if there is an important matter please contact the college on 9296 5311 and speak to the receptionist. They will then follow up your request immediately.

Lost Property

Please ensure all uniform, textbooks, College supplies etc. are clearly labelled with the student’s ID number which will help us return lost belongings to their rightful owner. Lost property is located within Student Services.

Lockers and Locks

Students are allocated a locker with a combination lock, to store books, materials and equipment at the beginning of the College year. Students are not allowed to use any other lock. The locks supplied by the College provide security for the student’s possessions if students don’t give their combination to other students. If a student forgets the combination to their lock, they are to see Student Services, their Learner Mentor or House Coordinator, who keep a record and will assist them.

Where a significant issue of concern arises, the College reserves the right to access student lockers. The lockers are always to be locked except when collecting and returning equipment. Students are not allowed to share or swap lockers with someone else without the consent of their House Coordinator.

If a student loses their lock, they can purchase a new one from the College for $20 via our accounts department.

Change of Details

Parents / carers can update their contact details via Compass. If you do not have a Compass log in, please contact the College.

Alternatively, you are able to collect a Change of Details Form from reception, complete it and return it to the College. Your details will be updated accordingly.
Transportation

College Buses

A College shuttle bus operates between the two sites – 65 and 204 Churchill Avenue. Students travelling on board are reminded to follow all the normal standards of behaviour.

Bus Travel

Bus transport is an important component of College life and the College depends on an efficient and cooperative bus service. Moreover, the College also is concerned that safety issues on bus transport is not jeopardised by the behaviour of students.

Students travelling on buses to and from the College are to respect the rights of fellow passengers and students. Students adhere to the normal standards of behaviour expected whilst at school. Rowdiness, shouting from and in the bus is not tolerated, nor is any behaviour, which may distract the driver from his task. All students are expected to be seated for the duration of the journey. A Myki card must be used by all students.

It is the expectation of the school that senior students will set a suitable example by their own conduct and assume responsibility for the conduct of their juniors.

The College works closely with the bus companies who are legally responsible for the safe passage of the students in their care and they and the College may take appropriate action against students who misbehave.

Public Bus Services

Buses operate daily to and from the College. Please note departure and arrival times are subject to change without notification. Refer to the respective bus operators’ website for notifications and changes to schedules.
Sunshine / St Albans

In addition to the standard 408 and 410 bus services throughout the day the following special services operate for our students:

In the morning, a special 410 bus leaves the Sunshine station at 8:10am.

At the end of the day a Special 408 bus leaves the College at 3:15pm and travels to the Sunshine station and then to North Sunshine.

The bus company can be contacted on 9390 0111 and visit www.ptv.vic.gov.au for any updates or disruptions to bus routes.

Route No:  4409

<table>
<thead>
<tr>
<th>Depart:</th>
<th>St John’s / Sacred Heart campus</th>
<th>15:15</th>
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</thead>
<tbody>
<tr>
<td>Depart:</td>
<td>Christ the King campus</td>
<td>15:18</td>
</tr>
<tr>
<td>Arrival:</td>
<td>Irving St / Albert St, Footscray</td>
<td>15:30</td>
</tr>
<tr>
<td>Distance:</td>
<td>5.9 kms</td>
<td></td>
</tr>
<tr>
<td>Description:</td>
<td>Depart Caroline Chisholm Catholic College (St John’s), Braybrook via Churchill Avenue, (R) Ashley St, (L) Barkly St, (R) Victoria Street, (L) Paisley Street, (R) French Street, (L) Irving Street</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Set down at the corner of Irving Street / Albert Street</td>
<td></td>
</tr>
</tbody>
</table>
Route No: 4412

Depart: Christ the King campus 15:08
Depart: St John’s / Sacred Heart campus 15:15
Arrival: Sunshine Station – Bay 10 15:23

Distance: 3 kms

Description: Depart Caroline Chisholm Catholic College (Christ the King), Braybrook via Churchill Avenue, Caroline Chisholm College (St John’s campus), Churchill Avenue, (cont.) Devonshire St, (L) Withers Street, (cont.) into Sunshine station bus interchange
Set down at Sunshine station – Bay 10
Deer Park

An after College service departs from Christ the King campus at 3:05pm and then from St John’s / Sacred Heart campuses at 3:15pm and 3:30pm. This bus travels to Deer Park West and is operated by Transdev.

Route No: 4408 / 4416 School Deer Park Special

<table>
<thead>
<tr>
<th>Depart:</th>
<th>Christ the King campus</th>
<th>15:10/15:25</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depart:</td>
<td>St John’s / Sacred Heart campus</td>
<td>15:15/15:30</td>
</tr>
<tr>
<td>Arrival:</td>
<td>Westwood Drive / Ballarat Rd, Deer Park West</td>
<td>15:40/15:55</td>
</tr>
<tr>
<td>Distance:</td>
<td>11.3 kms</td>
<td></td>
</tr>
<tr>
<td>Description:</td>
<td>Depart Caroline Chisholm Catholic College (Christ the King), Braybrook via Churchill Avenue, Caroline Chisholm College (St John’s campus), Churchill Avenue, (R) Duke Street, (L) Ballarat Road, (R) Westwood Drive, (R) Service Road</td>
<td></td>
</tr>
</tbody>
</table>

Set down at Westwood Drive / Ballarat Road
Bicycles

Bicycles may be brought to school provided students wear a helmet. Students should only ride bikes on driveways within the school grounds. In other parts of the school grounds students should walk their bikes. When travel from school in the dark might occur it is the expectation that students’ bikes will be fitted with appropriate lighting. Students will not be permitted to leave school grounds without a helmet or appropriate lighting (where relevant). Parents will be asked to arrange transport for the student in cases where safety requirements are not met.

Excursions, External Sporting Activities & Camps

Students travelling on College-sponsored excursions and camps are subject to the usual College expectations. The leading teacher may also provide additional expectations. Final approval of students attending College sponsored excursions and camps will be authorised by the usual College processes after appropriate consultation.

Serious disciplinary matters may be dealt with on the spot but will usually be addressed upon return to the College. Director of Campus is informed as soon as practical. The Camp Director, in consultation with College Leadership Team members will take responsibility for managing the response to serious issues which may arise. Parents will be informed of any serious breaches of College Code of Belonging when the primary facts of the breach are established. In serious situations parents may be required to pick their child up from the campsite and excursion location.
Family Assistance

Counselling

Caroline Chisholm Catholic College is committed to providing a safe environment and assisting students to develop appropriate skills and attitudes to resolve problems in academic, psychological, emotional and social contexts.

Professional counselling services are made available to all students. College counselling services are free. Students do not need a referral in order to use the College counselling services.

These services can be accessed by all students simply by emailing the Learner Mentor to request an appointment and visiting the counsellor's office during Learner Mentor time.

Fee Assistance

Caroline Chisholm Catholic College aims to keep fees and charges as low as possible, while ensuring we provide a high quality education with access to resources necessary for students to achieve their best.

The College understands that some families can find the payment of school fees difficult. The College has a genuine desire to help families afford a quality Catholic Education for their children.

The Fees Assistance Program is determined by the College Fees Committee. All applications are considered in the strictest confidential manner.

It should be noted that fee assistance is only applicable to the current school year. Balances from previous years will remain outstanding unless resolved. The Committee will note the family’s attempts, commitment and communication with respect to previous debts when considering each application.

Enquiries or assistance with respect to fee assistance should be directed to College Accounts on 9296 5311.
**College Communications**

**Social Media Channels**

We encourage all families to follow us via our social media channels and engage with the College. Your contribution and participation are appreciated.

Facebook: @carolinechisholmcatholiccollege  
Twitter: @CCCC_Braybrook  
Instagram: @carolinechisholmcatholiccoll

**Website**

The College website provides detailed curriculum information for prospective and current families. The website also features the latest news, invitations to events and directory of staff.

To learn more, visit [www.cccc.vic.edu.au](http://www.cccc.vic.edu.au).

**Publications**

The College produces several publications for students and families. This includes a fortnightly newsletter, Churchill Avenue News that families can subscribe to by visiting [https://carolineccc.schoolzineplus.com/subscribe](https://carolineccc.schoolzineplus.com/subscribe).

Twice a year we produce a semester wrap up that is delivered as a digital version for students and families to download.


The College’s annual yearbook, The FACE, is a celebration of the year that was. Each year, students reflect on their busy time at the College with class photos, key College events and celebrations covered.

Graduating from Caroline Chisholm Catholic College doesn’t mean losing your connection to the College. Our students automatically transition into our alumnus upon graduation and can remain a part of our community and the many benefits it has to offer. We celebrate past students and achievements through Alumni Times, a bi-annual publication.

## 2020 Term Dates

<table>
<thead>
<tr>
<th>Term</th>
<th>Term Starting Dates</th>
<th>Term Finishing Dates</th>
</tr>
</thead>
</table>
| Term 1 | Thursday 30th January  
*Year 7 students commence*  
Friday 31st January  
*Year 8 – 12 students commence* | Thursday 26th March  
(normal dismissal time) |
| Term 2 | Tuesday 14th April  
(normal dismissal time) | Friday 26th June  
(normal dismissal time) |
| Term 3 | Monday 13th July  
(normal dismissal time) | Friday 18th September  
(normal dismissal time) |
| Term 4 | Monday 5th October  
(normal dismissal time) | Friday 4th December  
(normal dismissal time) |

### Term One Key Dates to Remember

These dates were correct at time of printing. Please check the College website and Compass for changes and updates throughout the 2020 school year.

- **Thursday 30th January**: Start of Term 1: *Year 7 students commence*  
  *Years 8 – 12 students commence*  
  College Photo Day  
  New Families Welcome & Conversation Evening  
  Commissioning Mass and Assembly  
  Learner Mentor Conversations: 4 - 8pm  
  Learner Mentor Conversations: 8:30am - 1:30pm  
  **Student free day**  
  **Labour Day Public Holiday: College Closed**  
  House Athletics Carnival  
  End of Term 1: Students dismissed at normal time

- **Monday 9th March**:  
  Thursday 12th March  
  Thursday 26th March

### Term Two Key Dates to Remember

- **Tuesday 14th April**  
  12 – 14 May  
  Sunday, 17th May  
  Monday 18th May  
  Thursday 28th May  
  Friday 29th May  
  Friday 26th June

- **Start of Term 2: All students return**  
  NAPLAN Testing  
  College Open Day (11am – 2pm)  
  Staff Professional Learning: **Student free day**  
  Learner Mentor Conversations: 4 - 8pm  
  Learner Mentor Conversations: 8:30am - 1:30pm  
  **Student free day**  
  Sacred Heart Day Mass and Fair  
  End of Term 2: Students dismissed at normal time
Term Three Key Dates to Remember

Monday 13th July
Friday 7th August
Monday 10th August
11th – 19th August
Wednesday 12th August
Friday 28th August
Wednesday 9th September
Friday 18th September

Start of Term 3: **All students return**
Staff Faith Formation Day: **Student free day**
Staff Professional Learning: **Student free day**
Learner Mentor Conversations / Subject Selection
Subject Selection Day (normal school day)
Staff Professional Learning: **Student free day**
GAT Exam
End of Term 3: Students dismissed at normal time

Term Four Key Dates to Remember

Monday 5th October
Monday 2nd November
Tuesday 3rd November
Friday 6th November
Friday 4th December

Start of Term 4: **All students return**
Staff Professional Learning: **Student free day**
**Melbourne Cup Public Holiday: College closed**
Evening
End of Term 4: Students dismissed at normal time

Disclaimer:
Uncontrolled when printed.
A digital copy of this guidebook will be updated by the Communications Department and made available on the College website. Printed version details are correct at the time of printing.