

# BUNDABERG CHRISTIAN COLLEGE

## PROSPECTUS 2009



“EDUCATION WITH WISDOM”

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# BUNDABERG CHRISTIAN COLLEGE

Bundaberg Christian College is a non-denominational Christian school seeking to offer an excellence in education within the context of a genuine biblical framework. The College aims to encourage students to reach their highest academic potential, to fully develop their God-given gifts, to know Jesus Christ as Lord in every aspect of life, and to love others as themselves.

The College commenced in 1996 after many years of planning and preparation and was established out of the conviction that the Christian home should be supported by a school which shares its values and which is willing to work in close co-operation with parents as they fulfill their God-given responsibilities. The College seeks to offer an educational environment that upholds Christian standards of home and church, for we are convinced that biblical standards of morality and discipline are the best in shaping the young lives of the next generation.

Bundaberg Christian College caters for students from Prep to Year 12. The College teachers are fully-qualified and registered, and their professionalism and Christian commitment are seen daily in the classrooms. Every teacher is a practising Christian who strives to live a life as an example of Godliness. Our teachers seek to uphold the standards that are precious to you, rather than undermining those things that you and your church are trying to communicate to your children.

Because we believe that "all the treasures of wisdom and knowledge" are found in Jesus Christ (Colossians 2:3 ), we are convinced that an education that ignores God cannot be an education in the truth. We are committed to offering a quality Christ-centred education that gives proper recognition to the Lord and to His Word. Therefore, we seek to offer an "Education with Wisdom" (Proverbs 4:7).

We seek to foster Christian standards of behaviour, and to lovingly administer appropriate discipline to guide children in discovering what God says is right.

Our staff will value your child as a special and unique person, created in God's image and gifted by God with different abilities. We aim to assist you in developing your child to be the person God would want him or her to be.

The College is operated as a ministry of Bundaberg Christian College Ltd, a non-profit company whose members are drawn from a number of churches.

## PROFESSIONAL AFFILIATIONS

Bundaberg Christian College is affiliated with CSAQ (Christian Schools Association of Qld).

AISQ (Association of Independent Schools of Qld) and CCS Ltd. (Christian Community Schools Limited). These professional organisations offer support and information.

## THE MOTTO OF OUR COLLEGE

*“EDUCATION WITH WISDOM”*

**“Wisdom** is supreme; therefore get wisdom.  
Though it cost all you have, get **understanding.**”  
*(Proverbs 4:7)*

# **BUNDABERG CHRISTIAN COLLEGE MISSION STATEMENT**

To provide a Christ-centred education within a caring environment, equipping children to make a positive impact on the world around them.

## ***BUNDABERG CHRISTIAN COLLEGE AIMS***

- 1) to provide educational programmes that will assist families to live whole and balanced lifestyles and to be a blessing to the society in which they live;
- 2) to contribute to the educational facilities available in the Bundaberg District by establishing and maintaining an Early Childhood Education (Prep-school), a Primary and a Secondary School;
- 3) to provide an educational facility with high academic standards that is based on:
  - a) an acceptance of the Lordship of Christ,
  - b) an acceptance of the Bible as the revealed Word of God as defined in the Doctrinal Basis of the School;
- 4) to provide an education of high academic and technical standards that also:
  - a) fosters self discipline in the learners while teaching them to accept the discipline of the Church which is the Body of Christ, to be obedient to their parents and to obey the laws of the Government,
  - b) caters for the individuality of the learner and stresses the function of the learners as members of the Body of Christ and of the community,
  - c) trains the learners in the moral and ethical standards of the Bible as interpreted in the teaching of the New Testament and assists them to acquire a biblical world and life view and to appreciate the rights of others to hold different views,
  - d) develops the learner's creative and critical abilities,
  - e) stresses co-operation rather than competition and fosters the development of the gifts, skills and abilities of the learners for the service of Jesus Christ in the Body of Christ and the community.

## ***CONFESSION OF FAITH***

**We believe** that the Bible is God's written word, divinely inspired and infallible in the original autographs of the thirty-nine books of the Old Testament and the twenty-seven books of the New testament in their entirety, and we therefore believe that the Holy Spirit supernaturally guided the human authors to write authoritative statements of truth that are the supreme basis for Christian belief and contact.

**We believe** there is one God in whom there are three co-equal and co-eternal Persons, revealed as the Father, the Son and the Holy Spirit, and we believe that God, of His own Sovereign Will, created the Universe and all that is contained within it.

**We believe** that the Lord Jesus Christ is the uncreated, eternally-existing, only begotten Son of the Father, and that He became a man, conceived by the Holy Spirit, born of the virgin Mary, lived a sinless human life, offered Himself as the perfect atoning sacrifice upon the cross, was raised bodily from the dead, and ascended to Heaven where He is now seated at the Father's right hand.

**We believe** that the Holy Spirit, co-equal with the Father and the Son, is present in the world to convince people of their sin and their need for the Saviour, to lead them to repentance, and to regenerate and indwell those who believe in Jesus Christ as Lord. We also believe that the indwelling Holy Spirit seeks to enable each believer to live in a manner worthy of his or her calling in Christ by manifesting the fruit of the Spirit in his or her life, and bestows at least one spiritual gift upon each believer to prepare him or her for Christian service.

**We believe** that human beings, both male and female, are in the spiritual image of God and the supreme creates within His Creation. We also believe that, through the rebellion of disobedience of the first human beings, this image was marred and that all people are now in a fallen sinful and lost condition which has separated them from God and caused disharmony between themselves.

**We believe** that human beings can never make up for their sin by self-improvement or good works, and that salvation from the penalty of and consequences of sin is offered as a free gift of God and is found only through a personal acceptance of the substitutionary atoning death and bodily resurrection of the Lord Jesus Christ.

**We believe** that human beings were created to live forever, either existing eternally separated from God in Hell because of sin, or living eternally with God because of personal faith in the Lord Jesus Christ.

**We believe** in the actual existence of the Devil, originally created by God in a perfect state, but he chose to rebel against God's authority and is now the father of all evil and opposed to God and God's purposes and seeks to tempt God's people away from the ways of God. We also believe that Satan was defeated through the bodily resurrection of the Lord Jesus Christ, and that he is ultimately subject to the purposes of God and will be confined forever to Hell.

**We believe** that the Church is composed of all believers in the Lord Jesus Christ, and finds visible manifestation in each of the local churches.

**We believe** in the future, personal return to earth of the Lord Jesus Christ, at which time will commence the glorious reign of Christ, and then the full realisation of the Eternal Kingdom of God.

## **ENROLMENT POLICY**

The College enrolment policy is designed to provide clear guidelines for accepting students into the College and for dealing fairly with families if there is a change in their situation or their commitment to the College. Parents/guardians have the right to know what the College expects for the continued attendance of their children.

The Christian principles taught at the College are consistent with family life. The College shares with you the hope that all the children "grow together into Christ" as they add *wisdom to education*. The education programme is designed to produce a community, both of students, parents and guardians, that give them every opportunity to do so.

## ENROLMENT PROCEDURE

From initial contact, whether by visit, phone or letter, the Prospectus and Application for Enrolment (one/family), if requested, will be sent.

If parents wish to go further, on return of the Application for Enrolment and \$40.00 application fee for first student, \$20 for each subsequent child (non-refundable), an interview will be arranged where both parents (where possible) and the student/s will meet with the Principal and a Board Member. The mission, principles and structure of the College will be shared, and parents will be asked to share their commitment to Christ, their commitment to the body of Christ, and how they are exercising their teaching of the ways of Christ in their home.

Parents will be notified in writing of the acceptance or rejection of the application upon recommendation of the College Company.

If the parents believe this College to be right for their children, an Enrolment Form (one for each child) should be completed and returned to the College, together with the Birth Certificate or Extract Copies, recent School Reports, Vaccination Records and Reference from current or recent pastor/church representative.

### ***The College will accept enrolments from homes where:***

- 1) the parents, guardians or care-givers (hereafter referred to as *parents*) understand and are committed to the College's philosophy of education and its implications for the education of their children;
- 2) at least one parent is a Christian who accepts, or after a *Christianity Explained* introduction course is able to accept, at least in theory) the College's *Confession of Faith* as the basis for Christian living;
- 3) the family accepts that the partnership between the College and home may include ministry to the whole family where it assists the child's welfare and growth in Christ.

### ***We will not refuse to enrol a child :***

- 1) *on the grounds of race, creed, sex, intellectual or physical disabilities.* However, the College may not have the expertise and resources to meet the paramount educational and emotional needs of all the children seeking enrolment;
- 2) *if the family is unable to pay full set fees.* Finance will never be a barrier to Christian parents providing a Christian education for their children at our College. Instead, parents can involve themselves in programmes that help the College in other ways as their time and skills permit.

Some Bursaries may be available from time to time.

## STAFFING

All permanent positions at the College will be considered "Callings" as a ministry. Appointments are made by the Bundaberg Christian College Company according to the constitution.

### **The Principal**

As the Executive Officer of the Board of Directors, the Principal is the leader of the College, appointed by the College Company under the leading of the Holy Spirit. Since leadership is not an exercise of **power** but of **gifts**, the Principal will seek to involve all members of the community, staff and parents, in decision-making and education of the pupils, as their gifts are manifested. Thus, the Principal is the main channel between members of the community.

## STAFF

<b>EXECUTIVE</b>	<b>PRINCIPAL:</b> <b>HEAD OF SECONDARY:</b> <b>DEPUTY / HEAD OF SECONDARY:</b> <b>HEAD OF PRIMARY:</b> <b>DEPUTY / HEAD OF PRIMARY:</b> <b>BURSAR:</b>	Mr Mark Bensley Mr Chris Hayden Mrs Rosalee Morris Mr Raymond Yates Mr Peter Edwards Mr Evan Keune
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<b>PRIMARY TEACHING STAFF</b>	Prep 1      Ms Leisa Kingston Prep 2      Mrs Joanna Henderson/Mrs Terri Stower Year 1       Mr Rodney Howard Year 1/2     Mrs Ruth Cahill Year 2       Mrs Trudy McLeod Year 3       Mr Stuart Thornton Year 3/4     Mrs Glenys Rathjen	Year 4       Mrs Caroline Robertson Year 5       Ms Valissa Bauer Year 5/6     Mrs Jenny Winnington Year 6       Mr Tom Douglas Year 7.1     Mrs Megan Cracknell Year 7.2     Ian Rathjen
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**Student Contact Officer: Mrs Megan Cracknell**  
**Staff Contact Officer: Mr Tom Douglas**

<b>SECONDARY TEACHING STAFF</b>	Miss Karen Petersen   Mr Scott Stone Mr Arthur Ross        Mr Colin Spotswood Mr Peter Brown        Mr Andrew Tonkin Mrs Angela Gees       Mr Guy Cooper Mrs Nicole Donnelly   Mr Evan Beasley Mrs Amanda Slyngo	Mr Karl Helbig Mr David Hodges Mr Peter Hodges Mr Bob Hibbard Mrs Rosalee Morris Mrs Kresha Hodges	Mr Chris Nelson Mr Darren Lawrance Mrs Vivien Blignaut Mrs Deborah Nelson Mrs Lynne Howkins
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**Student Contact Officer: Mrs Karen Webb**  
**Staff Contact Officer: Mr Andrew Tonkin**

### SUBJECT CO-ORDINATORS

<b>SECONDARY YEAR LEVEL CO-ORDINATORS</b>	Year 8:            Mrs Angela Gees Year 9:            Mr Scott Stone Year 10:           Mr Bob Hibbard Year 11 & 12:    Mr Arthur Ross	English/Japanese: Maths and Technology: Science/PE: SOSE/The Arts:	Mr Chris Nelson Mr Andrew Tonkin Mr Arthur Ross Miss Karen Petersen
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<b>SPECIALIST STAFF</b>	Special Needs:            Mrs Kathleen Oliver School Chaplain:        Mr Matthew Doolan College Counsellor:     Mrs Susan Wilshaw Distance Ed:             Mr Peter Hodges Careers Co-ordinator:   Mr Peter Hodges Sports Co-ordinator:    Mr Guy Cooper Music Co-ordinator:     Mrs Rosalee Morris VET Co-ordinator:       Mr Peter Hodges Japanese/LE 4-8        Mrs Deborah Nelson	Teacher/Librarian: Special Projects, Accreditation:  Instrumental Music Teachers: Brass/Woodwind/Percussion: Piano & Flute:  Strings:	Mrs Joy Millett  Mrs Vicki Whittle  Mrs Corinne Darby Mrs Adele Pershouse Miss Shannon Petersen Miss Alison Vercoe Mrs Rebekah Tonkin
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Receptionist: Administrative Trainee: Administrative Officer: Administrative Officer: Administrative Officer: Assistant to the Bursar: Executive Secretary to the Principal: Executive Secretary to the Head of Secondary: Network Administrator: Computer Technician: Grounds and Maintenance:	Mrs Meredith Baillie Miss Stephanie Cornelissen Miss Emma Ferguson Mrs Katrina Daniels Mrs Janet McCracken Mrs Cindy Cornelissen Mrs Alison Petersen Ms Juanita de Munk Mr David Hodges Mr Ian Anderson Mr Roger Ide
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## PARENT AND COMMUNITY INVOLVEMENT

The College exists to provide specific professional instruction in areas where parents generally lack expertise and time, i.e. the teaching of formal lessons. However the College community works in partnership and together we meet the aims already mentioned. The College depends very much on parents for assistance and welcomes involvement in many ways.

These include:

- General Classroom help (Teacher aide)
- Specific Classroom help - e.g. art, craft, sewing, reading, maths etc.
- Excursion and Camp Supervision
- Cleaning
- Sport
- Second Hand Uniform Shop
- Canteen
- Book Covering / Library Aide work

### PARENTS AND FRIENDS

The *Parents and Friends* organisation operates within the College. Members meet on campus monthly (except during holidays) at 7.00pm. This is an excellent opportunity for all parents to be involved and to support the College, along with a great way to get to know the other parents. A great time of fun and fellowship is had together. One of the main functions of the P & F is fundraising. The meetings also provide an opportunity for parents to pray together and also socialise together. It is expected that parents enrolling their child in Bundaberg Christian College agree to **attend** at least **3** meetings **a year**. (Conditions of Enrolment - Statement of Support by Parents/Guardians)

### PARENT INFORMATION NIGHTS

From time to time a special meeting will be organised to address specific topics and allow parents to be informed of what is happening at the College in the individual classrooms. These may take the form of "Focus Evenings".



## **CURRICULUM**

*Our College, as the aims suggest, prepares students to live full and effective lives as members of the Body of Christ and as citizens of the Commonwealth of Australia. For this reason, our curriculum is based on Queensland Syllabus guidelines as prescribed by the Department of Education.*

### **EARLY CHILDHOOD EDUCATION CLASSES (Prep – Year 3)**

#### **PREPARATORY YEAR**

Application may be made for a child to be enrolled in Preparatory for the year in which they turn five (by 30<sup>th</sup> June). The Preparatory operates from 8:40am to 2:50pm every day for 5 days.

In Preparatory, children will experience a range of play activities as well as structured activities designed to prepare them for Year 1. The Preparatory is part of the early childhood component of the College and is regularly involved in College activities, programmes and special events. The students wear the primary sports uniform.

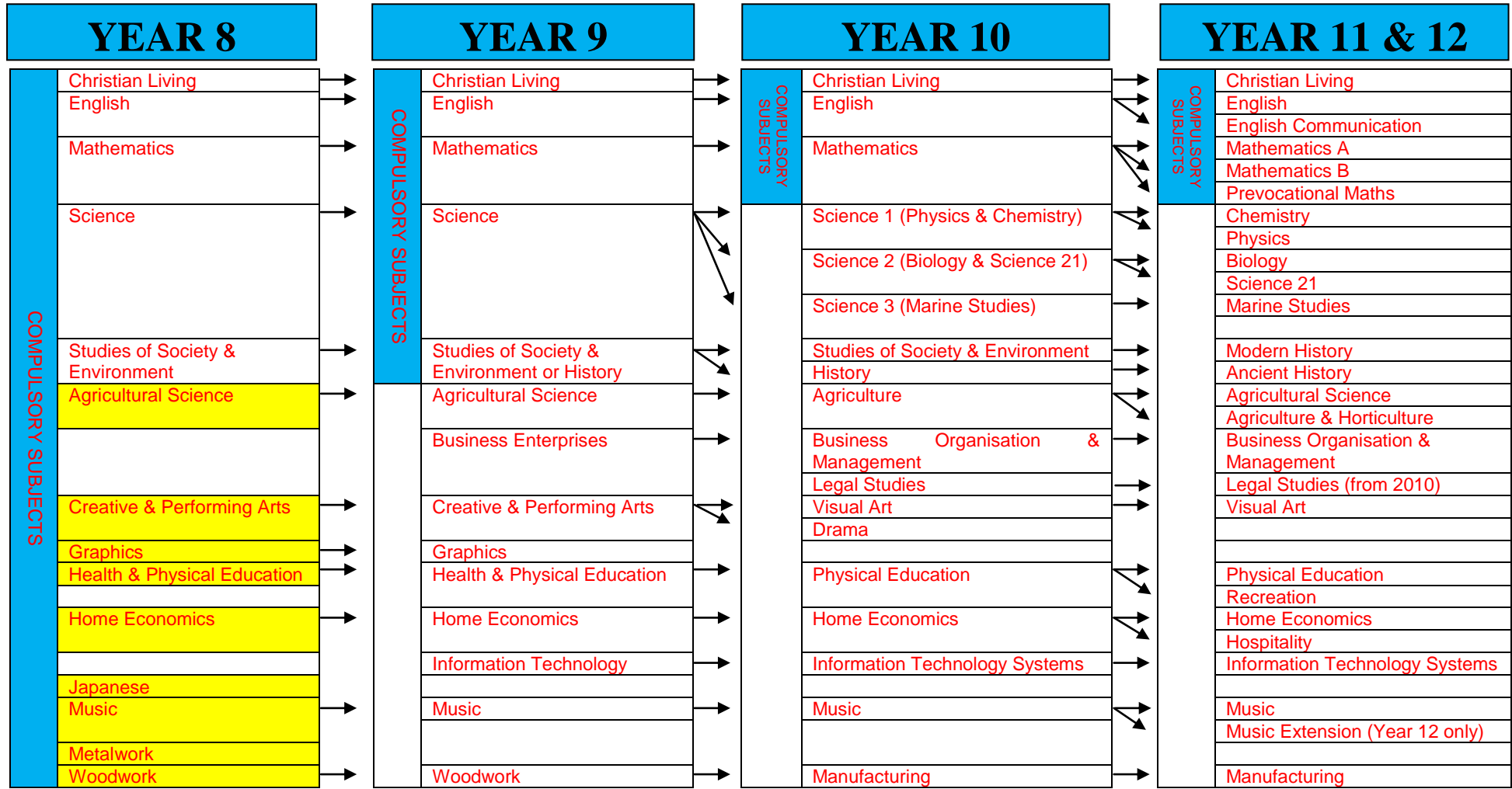
#### **PRIMARY (Years 4 -7)**

The curriculum of the primary school is divided into the same subject areas as those in State Schools in Queensland. Christian Living is taught. The main focus of our curriculum is Christ-centred, which means that God is seen as the ultimate source of all knowledge and the bible is our handbook for life. Some curriculum material is based on Christian Community Schools Ltd and National Curriculum Corporation documents.

The subject areas offered are:

- English
- Mathematics
- Science
- S.O.S.E. (Study of Society & the Environment)
- Visual Arts and Crafts
- Music
- H.P.E. (Health & Physical Education)
- Christian Living
- Sport
- Languages Education - Japanese
- KIP (Keyboarding & Information Processing)

# SECONDARY 2009 CURRICULUM OFFERINGS



Represents 1/3 Year Subjects

## **DEVOTIONAL AND CHRISTIAN STUDIES**

All activities involving Christian values, education and behavioural patterns shall be non-denominational, adhering to the guidelines of our *Confession of Faith*. These include Bible Study, devotions, chapel, incidental instruction as deemed necessary by the teachers and specific instruction integral to units of study undertaken as part of the school programme. Pastors, lay speakers and visiting groups invited to address the school will be made conversant with our guidelines and expected to avoid denominational bias or causing offence in their approach to members of the school.

## **STUDENT LEADERSHIP**

College Prefects and Captains (School & House) will be elected from the Senior class. Class leaders will be chosen (1 boy, 1 girl) and will represent their class mates at Student Rep Council which meets once a month. Year 7 Captains will take a leadership role in the Primary School.

## **EVALUATION / ASSESSMENT**

*Progressive Evaluation* is being carried out by the teachers throughout the year. The information obtained (by various methods) is recorded and used in reports to parents. Written reports will be either posted or handed to parents at an interview at the end of Semester One and Semester Two. This is a good time for discussion regarding your child's progress. A copy of the reports will be kept on file at the College. Teachers may request interviews at other times and would welcome parents' requests for interviews also.

This written report is one way in which you can keep informed of your child's progress at school. It is only **part** of a reporting process which also involves discussions with the teachers, interviews, visits to the classroom and general observation.

Please remember that;

1) **YOUR CHILD** is a young person who is changing at a rapid pace. The child's progress is affected by *maturity, physical development, relationships and Christian understanding*. This report can tell you only what is happening at the moment.

2) **YOUR CHILD'S TEACHER** is a trained professional who is seeking to minister on your behalf. While seeking to be positive and encouraging, the teacher must in all fairness to you and the child, be humbly realistic in the evaluation presented.

3) **THE CURRICULUM** contains many things that cannot be measured. Wisdom, insight, integrity, attitude and enjoyment are parts of the curriculum, but are difficult to evaluate. Hence this report can be, at best, an indication of where the teacher believes your child to be in their learning.

Pupil Assessment Reports will include information for all academic subjects as well as social development, behaviour and work habits.

## Reporting Descriptors

### Achievement Ratings - Years 1 - 10\*

Standard	Descriptor
A	The student is demonstrating excellence and exceeding the expectations for this year level.
B	The student is demonstrating excellence and meeting expectations for this year level.
C	The student is meeting the expectations for this year level.
D	The student is experiencing difficulty and/or not meeting the expectations for this year level.
E	The student has provided minimal evidence to demonstrate the expectations for this year level.
NR	The student has not been given a rating for this subject as there is insufficient evidence for an appropriate judgement.

\* All Senior Subjects are assessed against their own specific criteria which are set externally by the Queensland Studies Authority

### Effort Ratings

Standard	Descriptor
A	The student is always ready for class, enthusiastically participates in all class activities, attempts all set tasks and strives for personal excellence.
B	The student is ready for class, actively participates in class activities, and attempts all set tasks.
C	The student is ready for class, attempts set tasks and participates in class activities.
D	The student is sometimes prepared for class, attempts set tasks with direction, and participates in class activities with limited levels of engagement.
E	The student has provided minimal evidence to demonstrate the expectations for this year level.

### Conduct Ratings

Standard	Descriptor
A	The student follows all teacher directions, adheres to College procedures, chooses to influence others towards positive behaviour, and willingly offers assistance to staff and students.
B	The student follows teacher directions, adheres to College procedures most of the time, sets an example for others, and gives assistance to staff and students when requested.
C	The student follows teacher directions, and adheres to College procedures most of the time.
D	The student follows most teacher directions and adheres to College procedures with regular prompting, however, does not lead others towards negative behaviours.
E	The student regularly ignores teacher directions and College procedures, and leads others towards negative behaviours

### Criteria Descriptors

**Knowledge and Understanding:** The essential facts, concepts and rules in a subject area.

**Ways of Working:** Skills and processes that use, and are applied to, the above knowledge.

**Communication:** The ability to communicate these understandings and processes in a variety of Forms (written, oral and visual) to a range of people or groups, and for particular purposes.

**Self and Others:** How the student works alone and with other people, in areas such as the management of time and resources, group work, initiative and creativity.

## COLLEGE UNIFORM POLICY

It is the desire of the College to honour and bring glory to God and we believe that we can contribute to this in our presentation of dress and behaviour. Uniforms have been introduced to identify and build unity among our students.

The College has high standards associated with dress and will be strict in enforcing its dress code. Where students fall short of the standards then both they and parents will be asked to help remedy the situation via an infringement notice. Any part of the uniform worn incorrectly will be considered as a uniform infringement.

At all times students should attend and leave School in *complete* School Uniform (as listed below) including College Hat, Black Shoes and Navy Socks which are to be clean, well maintained and pressed (where appropriate). Clothing (especially dress/skort and shorts lengths) should be modest and within the normal variations caused by rapidly growing young people. Only items of clothing specified in the uniform list are to be worn to, from and at School. There are no exceptions to this rule, other than by note to be provided by the Parent or Guardian for any infringement. Damaged clothing or footwear should be repaired quickly or replaced. Repeated uniform infringements will be brought to the attention of the Principal and Parents will be contacted.

**COLLEGE COLOURS**      The College colours are **pacific aqua** and **navy blue**.

**The College uniform** is available for purchase through the Bundaberg Clothing Factory, 88 George Street, Bundaberg. Phone 4153 1505. Cash, cheque or credit cards will be accepted.

**Secondhand** uniforms are available by appointment. Contact Kaylene Smith on 4152 1994.

### PRIMARY - GIRLS UNIFORM

- Day Dress:      Aqua check Dress (for modesty, girls may wear plain black or navy blue Bike Pants under their uniforms – these should not be visible below the hem of the dress)
- Sports      :      Navy blue Skort (plain navy or black Bike Pants may be worn **during** athletic events).  
Aqua Polo Shirt with Logo
- Winter      :      Navy blue with aqua splice zipper Tracksuit Jumper & Track Pants  
(navy blue or flesh tights with socks may be worn with dress)

### PRIMARY - BOYS UNIFORM

- Day Uniform: Aqua check Shirt, worn out (length between hip and leg top)  
Longer leg navy Rugger Shorts (Scotchguarded)
- Sports      :      Navy blue Taslon Shorts  
Aqua Polo Shirt with Logo (length between hip and leg top)
- Winter      :      Navy blue with aqua splice zipper Tracksuit Jumper & Track Pants

## **SECONDARY GIRLS SUMMER UNIFORM**

### **BLOUSE**

*Junior Secondary:* Teal Panama Blouse with College Logo

*Senior Secondary:* White Panama Blouse with College Logo

### **SKIRT**

*Junior Secondary:* Navy blue caesarella with 2 inverted pleats in the front and pocket in the side

*Senior Secondary:* Navy blue caesarella with 2 inverted pleats in the front and pocket in the side

The skirt shall touch the ground when kneeling (for modesty, girls may wear Plain black or navy Bike Pants under their uniforms)

## **SECONDARY GIRLS WINTER UNIFORM**

Same as summer uniform with the choice of:

Navy blue opaque Stockings or flesh Tights with navy blue socks

*Junior Secondary:* Navy blue & V Neck Pullover with College Logo for Years 8 to 9

*Senior Secondary:* Navy blue Blazer with College Logo for Years 10 to 12

**TIE** Navy blue Tie with aqua pin stripes for Terms 2 & 3 and **formal** occasions

## **SECONDARY BOYS SUMMER UNIFORM**

**SHORTS** Navy blue King Gee Shorts / navy blue King Gee Trousers with plain black Belt (fitted and worn above the hips)

### **SHIRT**

*Junior Secondary:* Teal Shirt with College Logo (to be worn tucked in)

*Senior Secondary:* White Shirt with College Logo (to be worn tucked in)

## **SECONDARY BOYS WINTER UNIFORM**

Same as summer uniform with the following:

Navy blue King Gee Long Trousers with a black belt (fitted and worn above the hips)

Navy blue Tie with aqua blue stripes for Terms 2&3 and **formal** occasions

*Junior Secondary:* Navy blue V Neck Pullover with College Logo for years 8 and 9

*Senior Secondary:* Navy blue Blazer with College Logo for Years 10 to 12

## **SECONDARY BOYS & GIRLS SPORTS UNIFORM**

**SHORTS** Navy blue Microfibre Shorts with aqua side splice

**SHIRT** Aqua / navy blue/ white Polo Shirt (not tucked in) with College Logo

**SHOES** Joggers (predominantly blue, white or black, or combination of these three colours) may be worn with the Sports Uniform

**SOCKS** White with teal and navy blue stripe (available from Uniform Shop)

**TRACKSUIT** Navy and aqua Taslon Jacket and Navy blue Track Pants may be added during the cooler months (To be worn only with P.E. uniform on designated P.E.Days)

## **PRIMARY & SECONDARY FOOTWEAR & HATS**

SHOES	Completely black, lace-up, polishable Leather Shoes (Velcro permitted in Preschool only). <b>Should be kept clean &amp; polished.</b> Students will not be allowed into specialist classrooms without the correct shoes, to meet the Workplace, Health and Safety rules. No canvas, fashion shoes or Basketball high-tops will be permitted.
SOCKS	Navy blue Socks (worn folded over, not rolled down and must have at least 7cm of socks showing at all times.)
HATS	
General:	Wide brimmed navy blue Hat with College Logo – Primary only Senior Secondary Hat with Logo is compulsory for Years 8 to 12 (available from College Office ).
Sports:	Navy blue Cap with College Logo (4-12 only) (worn only while actively participating in Sports.)

**Hat to be worn at ALL times in and on the way to and from School unless riding a bike, in which case, an approved helmet must be worn.** Given the incidence of skin cancers in Queensland, there are to be no exceptions to this. **NO HAT, NO PLAY.**

## **JEWELLERY & HAIR POLICY**

### **GIRLS**

No jewellery other than watches and earrings are permitted.

Earrings are limited to one or two pairs only plain gold or silver sleepers or studs in the earlobe.

( Any other body piercings are **NOT** permitted)

**No rings** are to be worn

### HAIR

- (i) Girls' hair is to be well groomed and cut in a moderate style
- (ii) Shoulder length and longer hair should be tied back using black, white, aqua, navy blue ribbons, scrunchies, clips or hairnets.
- (iii) Hair accessories should be functional not ornamental. Hairbands should be worn off the forehead.
- (iv) Girls' hair should be groomed as to not fall across the eyes
- (v) Girls' hair should be natural colour. Senior Secondary students (Years 10 to 12) are permitted moderate variations to hair colour.

### MAKEUP

Students Prep to Year 9 are not permitted to wear makeup. Students in Years 10, 11 and 12 will be permitted to wear moderate makeup.

### **BOYS**

No jewellery other than a watch is permitted.

No earrings, nose studs or body piercings of any kind are permitted.

**No rings** are to be worn

## HAIR

Boys hair must be above the collar and neatly groomed at all times. The emphasis is placed on neat and tidy presentation. Some minor variations in length will be tolerated if hair is neatly groomed at all times. No “flashes”, razor cuts or severe variations in hair levels are permitted (such as obvious undercuts)

However we need to further clarify that:

- (i) No hairstyle or cut which is outside the given guidelines will be tolerated
- (ii) Cuts which include differences in the length of sections of hair must be moderate differences. Generally hair should be evenly layered. Some minor variations will be tolerated, but stark contrasts in hair length will not.
- (iii) Where ‘blades’ are used to cut sections of hair no cut below a number 2 blade is acceptable - or - the scalp should not be easily visible through the short section
- (iv) Boys’ hair should be natural colour. Senior Secondary students are permitted moderate variations to hair colour.
- (v) Boys are not permitted to wear ponytails or use hair accessories.

## FACIAL HAIR

All male students are to clean shaven

## DISCIPLINE

*Discipline involves training as well as correction. Correction without training and instruction is futile.*

"Train the child in the way he should go....." Proverbs 22:6

“.....bring them up in the training and instruction of the Lord.” Ephesians 6:4

## DISCIPLINE AND CORRECTION

Correction is often mistaken **for** Discipline. Correction is a part of Discipline. The two are an inescapable part of the educative process.

*A very small part of this process involves corporal punishment and then only when **all other methods of persuasion have failed.** Two points need to be borne in mind.*

1) **Discipline is for the good of the child.** It will not be used to help ease the feelings of the teacher or help with control of the class by the use of threats.

This means that :

- a) discipline will be fair,
- b) the child must know why it has been given;
- c) it should be undertaken immediately by the educator involved;
- d) discipline should be positive and corrective, contributing to the child's self-control;
- e) the punishment is to **build up**, not **humiliate**. Severe "lecturing", or corporal punishment by paddle or cane will be given in private, though the fact they have been so dealt with will not necessarily be secret.



2) **Discipline will be administered in love.** A "worldly" person disciplines to suit their own best interests but God disciplines those He loves (Hebrews 22: 6, 7). Corporal discipline will be used for moral or rebellious issues only.

## **CORPORAL PUNISHMENT**

Any student who does not co-operate with the high standard of disciplined behaviour expected by the College will be dealt with by teachers using their authority in accordance with the teaching of Scripture and with Christian love. Corporal Punishment may be used if considered appropriate.

Corporal punishment may be administered in the event of serious verbal or physical abuse, theft or misbehaviour. Parents will be contacted. The Principal or his delegated representative will administer the punishment with a witness.

## **COLLEGE RULES**

For the ease of younger students in the learning and application of College behavioural requirements, the general rules are :

- 1. Obey the instruction of those placed in charge of you.**  
( Heb 13:17 - "*Obey your leaders and submit to their authority.*")  
(1Pet 2:13 - "*Submit yourself for the Lord's sake to authority instituted among men..*")
- 2. Respect the opinions and feelings of all people, including yourself.**  
(1Pet 2:17 - "*Show proper respect to everyone : Love the brotherhood of believers...*")
- 3. Respect all property and possessions : yours as well as others.**

## **CODE OF CONDUCT**

- 1. RESPECT GOD** In all you do seek to honour and obey God. The Great Commandment.  
*"Love the Lord your God with all your heart, with all your soul and with all your mind."* Matthew 22:34-46
- 2. RESPECT THE STAFF** Follow their instructions, address them politely, seek their help in learning.  
*"Remind your people to submit to rulers and authorities, to obey them and to be ready to do good in every way."* Titus 3:1
- 3. RESPECT YOUR FELLOW PUPILS** Be helpful whenever you can. Don't cause fights and don't do anything that might cause injury. Seek to build up and encourage each other.  
*"Therefore encourage one another and build one another up, just as you are doing."* 1 Thessalonians 5:11
- 4. RESPECT THE PROPERTY OF OTHERS** Don't steal or damage it, and be sure to hand in lost property.  
*Exodus 20:15 "You shall not steal."*
- 5. RESPECT THE TRUTH** Be honest in all situations and never make up lies about others.  
*"Rid yourselves, then, of all evil; no more lying or hypocrisy or jealousy or insulting language."* 1 Peter 2:1
- 6. LEARN ALL YOU CAN** Make up your mind to pay attention to your work, join in College activities and develop your skills during your school years.  
*"Pay attention to your teacher and learn all you can."* Proverbs 23:12

7. **LOOK AFTER THE COLLEGE** Take care of the buildings, furniture, grounds, and all the property your parents and the State pays for. Keep everything clean and tidy.  
*“Do what is right and fair; that pleases the Lord more than bringing Him sacrifices.” Proverbs 21:3*
8. **EARN THE COLLEGE A GOOD NAME** Dress properly, behave well, respect visitors, play sport fairly, do your best in all College activities.  
*“Do not let anyone look down on you because you are young, but be an example for the believers in your speech, your conduct, your love, faith and purity.” 1 Timothy 4:12*
9. **BE IN THE RIGHT PLACE AT THE RIGHT TIME WITH THE RIGHT EQUIPMENT** Never miss school or any lesson without proper permission, and always be in bounds. Always bring the right equipment to each lesson.  
*“Whoever knows what is right to do and fails to do it, for him it is sin.” James 4:17*
10. **HAVE THE RIGHT ATTITUDE** In all you do be gracious and loving, showing Christian qualities.  
*“Your attitude should be the same as that of Christ Jesus.” Philip 2:5*

## **LIBRARY**

The College has quite an extensive library of its own thanks to many generous donors. We are using Alice borrowing system, which is a computerised cataloguing and borrowing system. Parents may also take advantage of our library, as family cards are available.

## **STUDENT ID CARDS**

All students from Years 8 to 12 are required to have an ID card. Parents may request an ID card for their children in lower grades. (Available at the beginning of the year)

## **COLLEGE HOUSES**

Upon Enrolment each student is placed in a Sporting House. Family members will be allocated the same house team.

The names of the College Houses are from the Solomon Island language and are common to most dialects. The College has established contact with a sister school in the Solomon Islands.

HOUSE NAMES: FONU (Pronounced For-noo) which means Turtle. Colour:- Green  
 KIRIO (Pronounced Kir-i-or) which means Dolphin. Colour:- Red  
 BOLA (Pronounced Bor-la) which means Dove. Colour:- Yellow

## **BUS SERVICE**

A bus service is available to the College students. If you would like to avail yourself of this transport please phone the Bus Coordinators:

John Pearson on 4154 4222 or mobile 0427 544222 – Gin Gin & Agnes Water runs.

Stewarts Bus Service on 4153 2646 – Elliott Heads to Innes Park North run.

Duffys Bus Service on 4151 4226 – Bargara, Burnett Heads, Bundaberg areas.

## **TUCKSHOP**

A Tuckshop currently operates in the College for recess and lunch orders on Mondays, Wednesdays and Fridays. Ordering procedures and costs etc will be notified in the College Newsletter. The Tuckshop runs as a function of the P & F. Tuckshop Convenor is Mrs Theresa Pascoe.

## NEWSLETTER

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A **weekly** Newsletter will be sent home with the **youngest** child each **Wednesday**. This is a very **important** communication link between the College and the home. Please ensure you **receive** and **read** the Newsletter each week, as this may be the only notification of coming events or notices.

### TERM DATES 2009

**TERM 1** Tuesday 27<sup>th</sup> January 2009 to Friday 3<sup>rd</sup> April 2009 (Years P-12)  
(10 Weeks)

**Holidays:** Monday 6<sup>th</sup> April 2009 to Friday 17<sup>th</sup> April 2009

**TERM 2** Monday 20<sup>th</sup> April 2009 to Friday 26<sup>th</sup> June 2009  
(10 Weeks)

**Mid-Year Break:** Monday 29<sup>th</sup> June 2009 to Friday 17<sup>th</sup> July 2009

**TERM 3** Monday 20<sup>th</sup> July 2009 to Friday 18<sup>th</sup> September 2009  
(9 Weeks)

**Holiday:** Monday 21<sup>st</sup> September 2009 to Friday 2<sup>nd</sup> October 2009

**TERM 4** Monday 5<sup>th</sup> October 2009 to Friday 20<sup>th</sup> November 2009 (Year 12)  
(10 Weeks) Monday 5<sup>th</sup> October 2009 to Friday 27<sup>th</sup> November 2009 (Years 10 -11)  
Monday 5<sup>th</sup> October 2009 to Tuesday 8<sup>th</sup> December 2009 (P - 9)

**COLLEGE HOURS:** School commences at 8.40am and finishes at 3.00pm.  
Students who arrive after 9:00am must report to the Office to obtain a late note.

**OFFICE HOURS:** 8.00am - 4.00pm

### PRIMARY TIMETABLE

8.40am	Assembly (Mon) Home room (Tues - Fri)
9.00 – 10.40am	Morning Session
10.40 - 11.00am	<b>Little Lunch</b>
11.00 – 1.20pm	Middle Session
12.40 – 1.20pm	<b>Big Lunch</b>
1.25 - 2.55pm	Afternoon Session
2.55 - 3.00pm	Home room dismissal

### SECONDARY TIMETABLE

8.40am	Assembly (Mon) Home room (Tues - Fri)
9.00 - 9.50am	Period 1
9.50 - 10.40am	Period 2
10.40 - 11.00am	<b>Morning Recess</b>
11.00 - 11.50am	Period 3
11.50 - 12.40pm	Period 4
12.40 - 1.20pm	<b>Lunch</b>
1.25 - 2.10pm	Period 5
2.10 - 2.55pm	Period 6
2.55 - 3.00pm	Home room dismissal

## CO-CURRICULAR ACTIVITIES

These activities may be available according to instructors and interest.

- Music
- An instrument tuition programme exists incorporating Piano and Strings
  - Choirs both Junior & Senior
  - Musical/Drama Performances
  - Christian Dance
  - A Chapel band
- Sport
- Appropriate team sports e.g. Netball, Basketball, Soccer, Hockey, AFL, Tennis.
- Clubs
- Chess, Craft, Music and a variety of others to be developed.

## FINANCIAL MATTERS

### APPLICATION FEE

A non-refundable fee of \$40 for the first student and \$20 for each subsequent child shall be included with the form to cover processing costs of the application for enrolment at the College.

### TUITION FEES

Parents will be notified of fees for the following year, annually at the beginning of Term 4. Tuition fees do not cover such extra costs as stationery, uniforms and any other Extra Curricula activities e.g. Band fees, Craft, Dance Group, Woodwork Materials, Home Economics Materials etc.

### STUDENT WITHDRAWAL NOTICE

**Written notice of a student withdrawal is required one term prior to departure date**, unless otherwise agreed with the Principal. In the absence of this notice, the School may charge one term's fees for lack of notice. **For students not continuing the following year, notice is required by the beginning of fourth term.**

### TEXT AND EXERCISE BOOKS

Parents will be notified of Stationery items as needed from time to time. This will normally be done at the end of Term 4 in preparation for the new school year. A Stationery List will be issued for each class level including approximate costs. Stationery and Book lists are available from the College office. **Stationery costs are at the parent's expense.**

Workbooks are purchased by the College and handed out to the students on the first day. **The cost of Workbooks is included** in the Levies.

*Parents shall provide for the pupil the books and materials (eg Home Economics - Material) listed by the College to ensure the child will benefit from the education that is provided at the College.*

## PAYMENTS AND DISCOUNTS

Invoices for school fees and levies are issued at the commencement of each term (February, May, July and October). Parents are asked to ensure payment is made by the due date. However, if the Year's fees are **paid in full**, by the end of the first week of first term, a **discount of 5%** will be allowed.

Payments can be made via: Cash/Cheque, EFTPOS, Bankcard, MasterCard, Visa, BPAY or alternatively, fees can be made via direct debit from your bank account weekly, fortnightly or monthly.

The College is dependent upon the timely and full payment of accounts to meet operating costs. Non-payment will be followed up promptly. When parents face unexpected financial difficulties it is important that discussions are held with the Bursar. Special hardship concessions are also available on application to the Bursar.

### Voluntary Building and Library Fund Donations are Tax deductible

Tax deductible Building and Library Funds are available for those who wish to make a donation to assist with the College building costs or the purchase of books for the library. Please consider this as an investment in your child's education and future and as a bonus, enjoy the tax deduction it provides.

### *FEE INFORMATION FOR 2009*

<b>BUNDABERG CHRISTIAN COLLEGE</b>				
<b>Tuition Fees - 2009</b>				
<b>Student Grades</b>	<b># Children</b>	<b>Year Total</b>	<b>Term</b>	<b>Discount PA</b>
Years 11 & 12	1 <sup>st</sup> Child	2820.00	705.00	
	2 <sup>nd</sup> Child	2520.00	630.00	300.00
	3 <sup>rd</sup> Child	2220.00	555.00	600.00
	4 <sup>th</sup> Child	1920.00	480.00	900.00
	5 <sup>th</sup> Child	1620.00	405.00	1,200.00
Year 8, 9 & 10	1 <sup>st</sup> Child	2540.00	635.00	
	2 <sup>nd</sup> Child	2260.00	565.00	280.00
	3 <sup>rd</sup> Child	1980.00	495.00	560.00
	4 <sup>th</sup> Child	1700.00	425.00	840.00
	5 <sup>th</sup> Child	1420.00	355.00	1,120.00
Years Prep - Primary	1 <sup>st</sup> Child	2260.00	565.00	
	2 <sup>nd</sup> Child	2040.00	510.00	220.00
	3 <sup>rd</sup> Child	1820.00	455.00	440.00
	4 <sup>th</sup> Child	1600.00	400.00	660.00
	5 <sup>th</sup> Child	1380.00	345.00	880.00

## **Compulsory Levies**

To streamline the collection of monies for extra activities including supplementary costs and subject costs, we have a levy payment system to assist in spreading the costs evenly throughout the year. We anticipate that this will assist parents/guardians in budgeting.

### **The following costs are per term:-**

**Prep** **\$29.00**

Pre Literacy & Numeracy Resources, Art & Craft, Excursion, Arts Council, End of Year Activities, Life Education Van, Diary and Sunscreen.

**Yr 1** **\$35.50**

Workbooks, LEM Workbook, Arts Council, Life Education Van, Excursion, Art & Craft, End of Year Activities, Diary and Sunscreen.

**Yr 2** **\$ 35.50**

Workbooks, LEM Workbook, Arts Council, Life Education Van, Excursion, End of Year Activities, Diary and Sunscreen.

**Yr 3** **\$ 31.00**

Workbooks, LEM Workbook, Arts Council, Life Education Van, End of Year Activities, Diary, Excursion and Sunscreen

**Yr 4** **\$53.00**

Camp, Diary, Workbooks, LEM Workbook, End of Year Activities, Arts Council, Life Education Van, Excursions, Music Workbook, Music Levies and Sunscreen.

**Yr 5** **\$78.00**

Camp, Diary, Work Books, LEM Workbook, End of Year Activities, Arts Council, Life Education Van, Excursion, Music Workbook, Music Levies and Sunscreen.

**Yr 6** **\$76.00**

Camp, Diary, Workbooks, LEM Workbook, End of Year Activities, Arts Council, Life Education Van, Excursion, Music Levies and Sunscreen.

**Yr 7** **\$91.50**

Camp, Diary, Work Books, LEM Workbook, End of Year Activities, Arts Council, Life Education Van, Excursion, Music Levies and Sunscreen.

**Yr 8** **\$103.00**

Camp, Diary, Textbook Hire , Mathematics Homework Book, Mathematics Competition, Music levy, Woodwork, PE, Science Performance and Home Economic Materials.

**Yr 9** **\$54.00**

Camp, Diary, Textbook Hire, Mathematics Homework Book, Science Performance and Mathematics Competition.

**Yr 10** **\$105.00**

Camp, Diary, Textbook Hire, Mathematics Homework Book, Mathematics Competition and Work Placement.

**Yr 11** **\$80.50**

Camp, Diary and Textbook Hire.

**Yr 12** **\$86.50**

Roadcraft, Diary and Textbook Hire.

<b>Subject Levies 2009</b>		
<b>SUBJECT</b>	<b>PURPOSE</b>	<b>COST (P/term)</b>
Ag & Horticulture 11 & 12	Excursion & Soil Kit	\$ 40.00
Ag Science 11 & 12	Excursion & Soil Kit	\$ 40.00
Art Yr 10	Materials and Excursion	\$ 7.50
Art Yr 11 & 12	Materials and Excursion	\$ 22.50
Biology Yr 11	Camp, Biozone Manual	\$ 20.00
Biology Yr 12	Biozone Manual	\$ 7.50
BOM Yr 11 & 12	Binding of Assignments	\$ 2.00
Home Ec Yr 9	Food & Textile Costs	\$ 40.00
Home Ec Yr 10	Food & Textile Costs	\$ 45.00
Home Ec Yr 11 & 12	Food & Textiles Costs	\$ 40.00
Hospitality Yr 11 & 12	Excursion and Incidentals	\$ 40.00
Marine Studies- Yr 11	1 <sup>st</sup> Aide , Skin Diving Training and Boating Levy	\$ 45.00
Marine Studies- Yr 12	Camp, Boating Levy	\$ 30.00
Maths B & C – Yr 11 & 12	Westpac Mathematics Competitions	\$ 2.00
Music Yr 9-10	Performance, Computer Levy and Music Book	\$ 10.00
Music 11 & 12	Performance, Excursion, Computer Levy	\$ 37.50
Music Extension Yr 12	Excursion	\$ 25.00
PE Yr 9	Activities Fee	\$ 5.00
PE Yr 10-12	Activities Fee	\$ 7.50
Physical Recreation Yr 11	Excursions and Course Certificates	\$ 52.50
Physical Recreation Yr 12	Excursions and Course Certificates	\$ 37.50
Physics Yr 11 & 12	Electronic Kits	\$ 6.50
SOSE Yr 10	Excursion	\$ 3.00
Woodwork Yr 9	Materials, Apron and Safety Glasses**See Note**	\$ 10.00
Woodwork Yr 10	Materials	\$ 12.50
Woodwork Yr 11	Materials	\$ 20.00
Woodwork Yr 12	Materials	\$ 25.00

\*\*\*\*Woodwork levy for Year 9 in first term will be \$ 20 – the extra amount covers safety glasses and an apron.

**No refund will be given for non attendance at compulsory activities**

**Textbook Hire Scheme: Year 8-12 students only (compulsory)**

All secondary students at the College are provided with textbooks under the Book Hire Scheme. Students are entitled to a textbook allowance from the Government, which, where an approved Textbook Hire Scheme operates, is payable directly to the College. The annual Textbook Hire Scheme gap levy of \$70.00 for years 8-10 and \$100.00 for years 11 and 12 is included in the above mentioned year levies.

**A replacement charge applies to books negligently damaged or lost.**

**Bus Fees - Duffy's City Buses Runs**

In 2009 the charge each term for bus has increased to \$ 110.00 per student. If you have 2 or more students who use this service you can claim a Bus Subsidy through the Non-Government Schools Bus Fare Assistance Scheme. Claim forms are sent out to qualifying families in February and August.

**Gin Gin Bus – Sharon to College**

1 Student	\$153 per term
2 Students	\$197 per term
3 Students or more	\$230 per term

**Gin Gin Bus – Gin Gin – Sharon - College**

Single Student	\$ 197 per term
Family Rate	\$ 310 per term

**Voluntary Building and Library Fund Donations are Tax deductible**

Tax deductible Building and Library Funds are available for those who wish to make a donation to assist with the College building costs or the purchase of books for the library. Please consider this as an investment in your child's education and future, and as a bonus, enjoy the tax deduction it provides.

Yours in Christ

Evan Keune  
**BURSAR**





