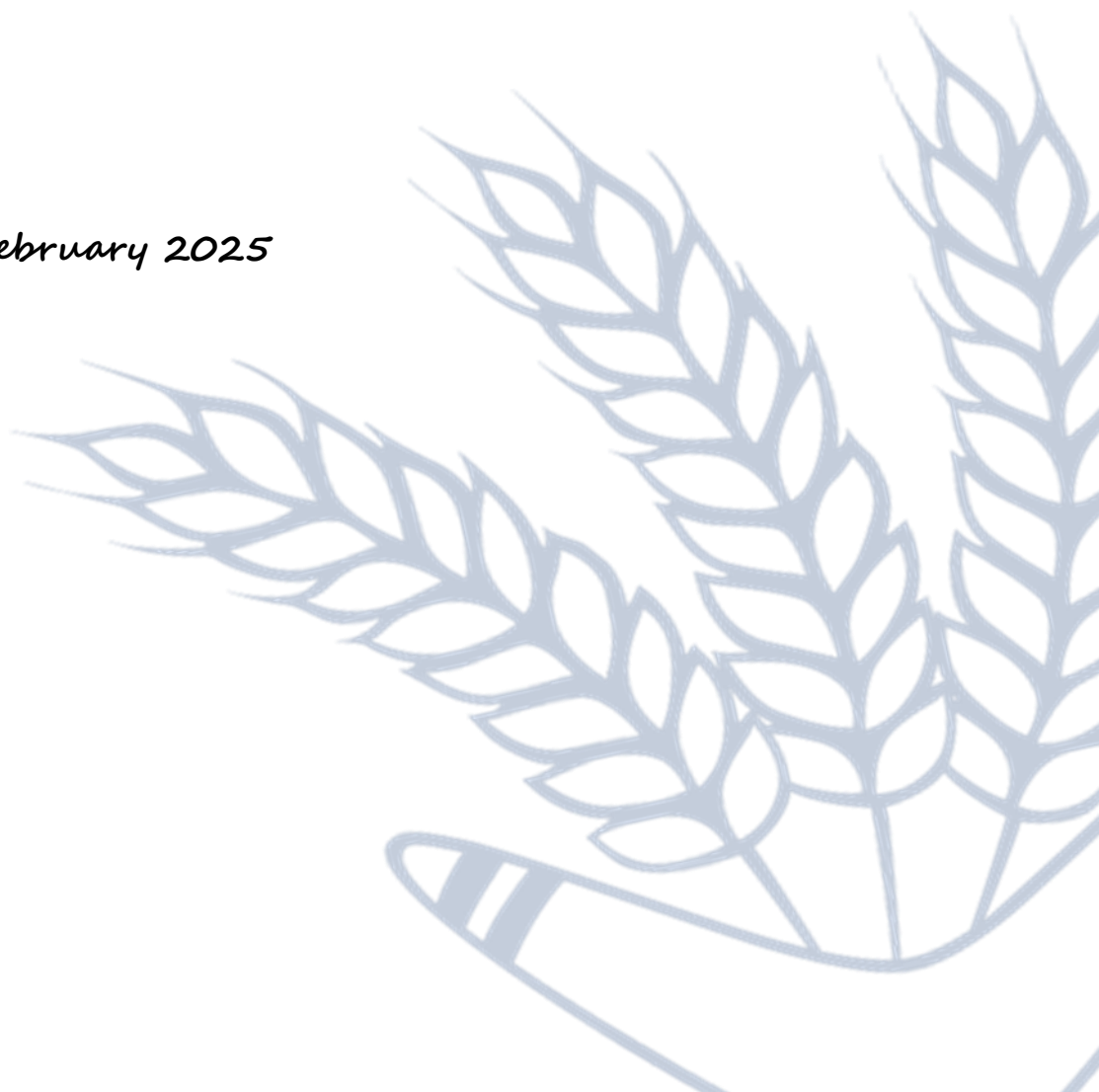




MERREDIN COLLEGE

# Parent Information Booklet

*Updated 20 February 2025*



## Our Vision

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In collaboration with our community, we empower young people to be critical thinkers and innovative leaders, dedicated to achievement and creating a better future for all.

## Our Values

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All members of our school community are expected to conduct themselves in line with our school values, **GROW**.

- G** - We are Carin**G**,
- R** - We are Res**pectful**,
- O** - We are Res**po**nsible,
- W** - **W**e Strive to Succeed.



## Learner Dispositions

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Underneath our core expected behaviour of 'We Strive to Succeed' sit the student learner dispositions. We believe providing our students with opportunities to practice and develop these dispositions will enable them to experience more success, grow as lifelong learners and meet our behaviour expectations.



## House System

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The house system is the foundation of our K-12 pastoral care system. It promotes a strong sense of belonging and connection within our school community. On enrolment, every student is allocated to a house.



# The School Day

- **Arriving to school:** Students may arrive at school from 8.30am
- **Breakfast Club:** Available to all students in the Canteen Undercover Area between 8.30-8.45am
- **Home Time:** Teachers are not able to supervise students after 3.05pm (2.30pm on Wednesdays). Please be prompt if children are being collected from classrooms
- **Early Close:** The College closes early on a Wednesday for school development purposes.
- **Administration Office Hours:** 8:00am to 4:00pm every day during the school term.

| Secondary |                 |                         |
|-----------|-----------------|-------------------------|
| Period    | Mon—Fri         | Wednesday (Early Close) |
| 1         | 8:45 - 9:45am   | 8:45 - 9:45am           |
| Home Room | 9:45 - 10:05    |                         |
| 2         | 10:05 - 11:05am | 9:45 - 10:45am          |
| 1st Break | 11:05 - 11:30am | 10:45 - 11:05am         |
| 3         | 11:30 - 12:30pm | 11:05 - 12:05pm         |
| 4         | 12:30 - 1:30pm  | 12:05 - 1:05pm          |
| 2nd Break | 1:30 - 2:00pm   | 1:05 - 1:30pm           |
| 5         | 2:00 - 3:00pm   | 1.30—2.30pm             |

| Primary   |                 |                         |
|-----------|-----------------|-------------------------|
| Period    | Mon—Fri         | Wednesday (Early Close) |
| 1/2       | 8:45 - 11:00am  | 8:45 - 10:45am          |
| 1st Break | 11:05 - 11:30am | 10:45 - 11:05am         |
| 3/4       | 11:30 - 1:30pm  | 11:05 - 1:05pm          |
| 2nd Break | 1:30 - 2:00pm   | 1:05 - 1:30pm           |
| 5         | 2:00 - 3:00pm   | 1:30 - 2:30pm           |

## Important Dates 2025

### TERM DATES (Students attend on these days)

- Term 1: Wednesday, 5 February - Friday, 11 April
- Term 2: Monday, 28 April - Friday, 4 July
- Term 3: Monday, 21 July - Friday, 26 Sept
- Term 4: Monday, 13 October - Thursday, 18 December

### SCHOOL DEVELOPMENT DAYS (Students do not attend on these days)

Students are not required to attend school on the following dates. On these days, staff undertake professional learning and strategic planning.

- Term 2: Friday, 30 May
- Term 3: Monday, 21 July
- Term 4: Monday, 13 October

### PUBLIC HOLIDAYS (DURING THE SCHOOL TERM)

Students are not required to attend school on the following public holidays, which fall during the 2025 school terms.

- Labour Day: Monday, 3 March
- Good Friday: Friday, 18 April
- WA Day: Monday, 2 June

### SCHOOL EVENTS

All major school events are included in our School Calendar. Parents can access the calendar via Compass (log in required).

# Student Attendance

It is a legal requirement that every child of school age attend school every day unless they are unwell. The likelihood of successful learning is strongly linked to regular attendance and engagement in educational programs. Students who do not attend regularly risk poor academic achievement and a greater risk of social disadvantage. If a child misses:

- Five days each term, they miss three terms of school
- One day a week, they miss one and a half years of school
- 1.5 days a week, they miss just over two years of school
- Three days a week, they miss just over four years of school

## ABSENCES AND LATENESS

### Notify the school of an absence

Parents are responsible for informing the school if their child is absent and the reason for this absence. Parents are asked to notify the school on the first day of any absence, providing a reason for the absence, and a likely date of return.

- Email: [merredin.college@education.wa.edu.au](mailto:merredin.college@education.wa.edu.au)
- Phone: 9041 7520
- Compass: [merredincollege-wa.compass.education](http://merredincollege-wa.compass.education)

### Arriving late or leaving early

- Students are required to arrive at school before the first bell at 8:45am.
- Students are to attend Administration if they are late to school or need to leave early. Students will not be permitted to leave without contact from a parent.
- Parents are to advise the school, via Compass, email or phone, when their child is:
  - Absent from school
  - Late to school
  - Required to leave school early

### Extended Planned Absences (including family holidays)

Extended planned absences (non-medical) are to be avoided, where possible. Family holidays, during the school term, are strongly discouraged. Many concepts (such as literacy and numeracy) are taught in a sequence. Missing school means missing out on learning – which can make it difficult to catch up later.

For longer term absences or holidays during the school term, parents are to apply to the principal in writing. Emails can be directed to the school email address, addressed to the principal.

### Supplying work for absent students

Schools are often asked for work when students are absent from school. For unavoidable absences (typically for medical reasons), teachers may provide work to students. In this case, teachers will provide:

- work in line with the classwork to be missed, OR
- any work missed upon return to school, OR
- guide the student towards study activities.

In most cases work will be accessible online.



# Communication

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Email is the school's main form of communication. Parents are encouraged to maintain up-to-date student contact information at the school and regularly check their email inbox and junk mailbox.

Contact between the home and school is greatly encouraged. Parents/guardians are invited to make an appointment at any time to discuss their child's strengths, weaknesses and interests as well as voice any concerns they may have regarding their child's educational development. Parent-Teacher conferences and class open Evening for each class will be held early Term 1. Class policies and practices will be outlined. This will be a general information session and not a time to discuss individual children.

## HOW DOES THE SCHOOL COMMUNICATE WITH FAMILIES?

Staying in touch with our school community and keeping everyone informed is very important to us. We use a range of methods to communicate with you.

- **Compass** is the school's management system. It provides parents with online access to their child's timetable, attendance, links to email teachers, school calendar and conference (parent-teacher) bookings. Compass is used to communicate with parents via email and SMS.
- The **Merredin College Facebook** page is used to remind parents of upcoming events and to celebrate achievements within our school community.
- Our **school website** is public facing and serves the wider community, prospective employees and families seeking to enrol their child. It contains links to Compass and other important portals and sites for parents.
- The school's newsletter, **MC Link**, is emailed to parents electronically 2-4 times per term. It contains timely and important information, upcoming events and community notifications.
- **Seesaw (K– Year 6)** connects families with their child's learning and their classroom teacher. Parents can view, and comment on, their child's work, and communicate with the classroom teacher. The teacher will post reminders and general communication.
- **Connect (Years 7-12)** is a learning management system. Students and parents can access class notices, student reports, assessment results, learning material, submit assessment tasks, monitor attendance and much more. When parents are registered to Connect, email notifications are automatically turned on. It is strongly recommended that these settings are adjusted in settings. (spanner and screwdriver symbol—top right when in a browser).

*Information and login details for Compass, Connect and Seesaw are provided by the school at enrolment. If you do not have login information please phone (08 90417520) or email, [merredin.college@education.wa.edu.au](mailto:merredin.college@education.wa.edu.au).*

## HOW CAN PARENTS COMMUNICATE WITH THE SCHOOL?

- **In person:** Enquires can be made at Administration or to make an appointment.
- **Compass:** Use Compass to email your child's teacher(s), book conferences (parent-teacher meetings), enter an attendance note.
- **Email:** Email the school, [Merredin.College@education.wa.edu.au](mailto:Merredin.College@education.wa.edu.au).

Parents/guardians are invited to make an appointment to discuss their child's strengths, weaknesses and interests as well as voice any concerns they may have regarding their child's educational development. Parent-teacher conferences and open classrooms are conducted twice a year.

Please contact the school as soon as possible if:

- You have a concern about your child's academic or social progress
- You need to update a child's health information.
- There are changes in family circumstances.
- You want to make or reschedule a meeting.

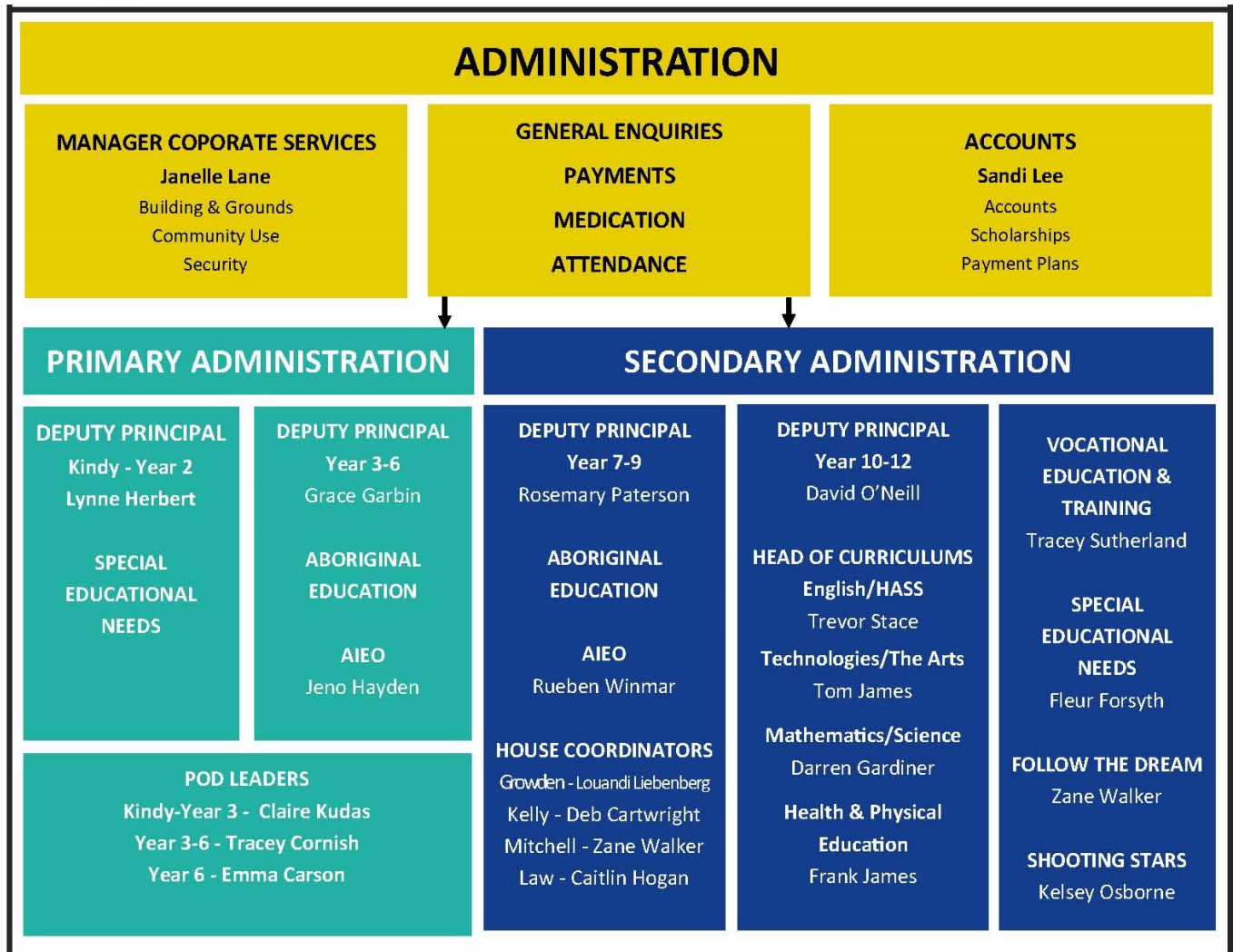
## WHO DO I CONTACT?

### Primary

- In most situations, first email your child's teacher.
- If you wish to speak with a Deputy Principal or Principal, contact administration to make an appointment.

### Secondary

- For curriculum related enquiries please email your child's teacher(s) or Head of Curriculum.
- Alternatively, if you wish to speak with a Deputy Principal or Principal, contact administration to make an appointment.



## COMPLAINTS

We genuinely value parent feedback, as it assists us to improve. Conversely, if something is going well, please also let us know.

Many people don't want to tell their story more than once, and may want to go 'straight to the top'. We ask that you make first contact with those in the know, which is almost always the classroom teacher.

If your concern is unresolved, request an appointment with a Deputy Principal. Deputy Principals will keep the Principal informed and involve them when needed.

## COMPLIMENTS

We appreciate that there will be times when issues arise, however, on most occasions the school will operate harmoniously with the support of our community. We encourage parents to take the time to acknowledge the individual, team and school that make a difference for your child. If something is going well, be sure to let us know and everyone know.

# Communication (continued)

## CONTACTING MY CHILD DURING THE SCHOOL DAY?

Parents are asked not to telephone or message their child's mobile phone. Contact via mobile phones can disrupt their learning and that of others. Students may feel they need to be contactable during the day and place them at risk of losing their good standing.

Parents may leave urgent messages at reception (hand-delivered or via telephone) to be provided to their child by the end of the day.

## CONNECT AND RESPECT

Student learning is strengthened when school staff, parents and carers are actively and positively involved in their education. We all share a responsibility for providing a safe, supportive and productive environment.

It is expected that parents and carers will:

- Work together with staff to resolve issues or concerns
- Promote and model expected behaviour
- Use the school's communication channels and processes to address concerns
- Respect the rights of staff to disconnect from work outside of school hours
- Ensure your child attends school ready to learn
- Schedule meetings at an agreed time for an agreed purpose.

The Department of Education has developed the [Connect and Respect](#) resources about working respectfully and connecting with your school.

Department of Education  
GOVERNMENT OF WESTERN AUSTRALIA

**Shaping the future**

# Connect and Respect

**Every student, staff member, parent or carer has the right to feel safe and be safe in our schools.**

We all share a responsibility for providing a safe, supportive and productive environment, free from bullying, harassment, discrimination and violence.

**What we can all expect:**

- mutual respect
- good behaviour
- open communication
- respect for each other's time

**We will not tolerate:**

- offensive, insulting or aggressive language
- malicious or judgemental gossip
- using social media disrespectfully
- any form of violence

**Shared and respectful expectations and values will enable us to work together in the best interests of our children.**

# School Contributions and Charges

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## CONTRIBUTIONS AND CHARGES

Please refer to the Contributions and Charges booklet, found on the school's [website](#), for detailed information about personal items, fees, optional extra cost items and voluntary approved requests.

## PERSONAL ITEMS LIST

Stationery and personal item requirements are emailed in Term 4 for the following year. They can also be found on the school [website](#).

## BRING YOUR OWN DEVICE (BYOD)

Students in Years 4-12 are encouraged to bring their own device (BYOD) to school each day. Personal devices will be registered to the school's network on receiving the signed Acceptable Use Agreement. Information about the BYOD program is available from the school website or the school. This information is provided to parents on enrolment and with the Charges and Contributions information provided to parents at the end of each school year.

## FINANCIAL ASSISTANCE—SECONDARY ASSISTANCE SCHEME (SAS)

The Secondary Assistance Scheme is available to secondary students, up to and including the year in which they turn 18, whose parents have a current Centrelink Family Health Care card, Pensioner Concession card, or Veterans' Affairs Pensioner Concession card.

The scheme includes a:

- Clothing Allowance (\$300 - can be paid to the school or parent) AND
- Educational Program Allowance (\$235 paid directly to the school to cover voluntary contributions).

Eligible families must apply through the school before the end of Term 1, each year.

Students in receipt of ABSTUDY are also eligible to apply for the Secondary Assistance Scheme.

The following information is available on the school's [website](#)

- Contributions and Charges Booklet
- Personal Items List
- Uniform order form

# Student Dress Code

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The student uniform is to be worn daily to and from school and during all school activities.

Merredin College seeks to promote a high standard of dress and personal presentation. The student dress code helps to create a sense of identify and a school culture in which every student has a sense of belonging. It sets the standard expected of students' dress and plays an important role in promoting a positive image for the school.

Dress codes have shown to:

- enhanced school spirit;
- reduce rivalry between students;
- increase convenience and cost saving for parents;
- prepare students for the world of work which includes dress and safety codes.



For further information please refer to the school's Student Engagement Policy or access the Uniform Order Form on the school's website



# Student Behaviour and Engagement

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Merredin College provides an inclusive and safe educational environment where students:

- Are welcomed, safe, and experience a sense of belonging.
- Feel their unique strengths and talents are understood, valued, and nurtured.
- Have a voice in decisions that affect them.
- Learn to take responsibility for their actions and behaviour.
- Feel a strong sense of purpose as learners.
- Are respected and valued as diverse people (disability, culture, gender identity or expression, health, religion).

There is a team of staff available to support your child's engagement and well-being at school.

- Deputy Principals
- School Nurse
- Chaplain
- Education Assistants
- Psychologist
- House Coordinators
- Aboriginal Islander Education Officer (AIEO)
- Homeroom teacher
- Learning Support Coordinator
- Classroom teacher

## GOOD STANDING

Every student will begin the school year with Good Standing. Students with Good Standing are provided opportunities to participate in extra-curricular activities and reward events that occur through the year.

Loss of Good Standing will prevent a student from:

- Extra-curricular activities and events including:
  - representing the school in after-school activities
  - social events such as discos and the School Ball.
- School representation at interschool carnivals and competitions, including as an umpire, coach, official or helper.
- School excursions that are not compulsory for the delivery of the curriculum (eg: Country Week, Volleyball).
- Individual and group reward activities.

For further information on behaviour, student mobile phones, good standing and positive recognition please refer to the school's Student Engagement Policy.

## EXTRA-CURRICULAR ACTIVITIES

### Sporting Events and Carnivals

Students participate in various school-based sporting events and have the opportunity to participate in numerous interschool carnivals. This can include; interim swimming, volleyball, athletics, swimming, cross country and much more. The week long Country Week Championships held in Perth is an anticipated annual event for Year 10-12 students.

All events are shown on our school calendar in Compass.

### Social Events

In conjunction with The Merredin College P&C students have the opportunity to participate in social events such as: family events, discos and the school ball.

## HOUSES/FACTIONS

Students are placed in one of four Houses when enrolled at the school. Students earn points for their house through academic and sporting performance, cultural activities and positive behaviour. The Houses are:

- Growden (Red)
- Kelly (Green)
- Mitchell (Yellow)
- Law (Blue)

### Homerooms

Secondary students are placed into vertical Homerooms contain Y7-12 students. Homerooms meet 4 times a week and are involved in house competitions and challenges.

# General Information

## ASSEMBLIES

Assemblies reinforce the school values and positive behaviour and provide an opportunity for students to showcase their talents and achievements.

- Primary assemblies are conducted twice per term in the covered assembly area. Each class from Pre-Primary to Year 6 will host an assembly.
- Secondary assemblies are held once to twice per term in the school gymnasium.

Assembly dates are shown on the school calendar in Compass.

It is requested that younger siblings/children are closely supervised by parents during the assembly.

## BIKES AND SCOOTERS

Students that travel to school using a bike, scooter or skateboard are to secure these near the Southern entrance in primary and behind the Well-being hub in secondary. They will not be stored in classrooms or the Administration. It is advisable that all bikes, scooters or skateboards and helmets be secured using personal locks. By law, children are required to wear helmets for their personal safety.

Bikes, scooters and skateboards are to be walked whilst on the school grounds.



## FOOD AND DRINK

Students are to bring a plastic drink bottle for use in the classroom and at breaks. These can be refilled using the cold water fountains during breaks.

### Breakfast Club

Breakfast is often referred to as 'the most important meal of the day'. Breakfast breaks the overnight fasting period, re-fuelling your body with glucose to boost energy and alertness, while also providing other essential nutrients required for good health. To assist families with extended travel times or who may miss breakfast, Merredin College offers a breakfast program that operates from 8.15am – 8.35am each morning in the primary under covered assembly area. Healthy breakfast options are available. Students are welcome to enter the school grounds early to access the breakfast program although must remain in the canteen assembly area until 8.30am.

### Packed recess and lunch

There are two breaks scheduled throughout the school day. Students should bring enough food for both breaks. It is recommended that parents pack recess and lunch separately to assist primary students to spread their eating over both breaks.

### Canteen

The Merredin College P&C operates the school canteen providing a range of foods that adhere to the WA School Food and Drink Criteria (WASFDC). Lunch orders are made in the morning and are available for the second break. The summer and winter menu is advertised in the school newsletter (MC Link) that is emailed to parents. A copy can also be found on the school website and stored in 'School Documentation' in Compass.

Primary classes have a basket in the classroom for lunch orders. Orders must be submitted by 9am. Teachers will not write out orders or provide change. Student helpers will collect ordered lunches from the canteen and deliver them to the classroom. Where possible, correct money is to be placed in a lunch bag with your child's name, room number, order and amount enclosed, written on the front of the bag.

Secondary students submit orders directly to the canteen before the commencement of the school day (8:45am) and collect orders from the canteen at second break.

### Crunch and Sip

As part of the Healthy Schools Program Crunch & Sip® is scheduled every day at 2pm for primary students. Re-fuelling by eating fruit or vegetables in the afternoon assists physical and mental performance and concentration in the classroom. Students are to bring fruit or vegetables to school to be eaten at this time in the classroom.

We also encourage students to have a drink bottle, filled with water only, with them in the classroom throughout the day to prevent dehydration and disruptions to their learning.

# General Information

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## **EVACUATION/EMERGENCY PROCEDURES**

In the event of a significant disruption to the school's routine evacuation or lockdown/protect in place procedure may need to be enacted. Parents will be advised via SMS in these situations. The procedures are revised and practiced to ensure staff and students are familiar with what is expected.

These procedures form part of the school processes to take all reasonable precautions to reduce foreseeable risks.

## **EXCURSIONS/INCURSIONS**

We use Consent2Go software to manage school excursions/incursions. Parents will receive an email from Consent2Go for all excursions and/or incursions. Permission is provided online by accessing the link contained in the email. Some excursions/incursions may attract a cost to parents in line with the annual Contributions and Charges. This fee can be paid online via direct bank transfer or in cash at administration. Classrooms teachers do not handle parent money, this is to be taken directly to administration where a receipt will can be issued. In the event of financial difficulty, please contact the Manager Corporate Services.

## **HEALTH MANAGEMENT**

Parents will be requested to complete an applicable management/action plan for identified student health conditions on enrolment. Parents are required to update this information when there are changes and will be invited to update this information annually.

### **Medication**

Medication that needs to be taken by students during school hours is to be registered at Administration. Parents will be required to complete an authorisation for staff to administer medication. Staff will keep a record of each occasions medication is administered.

Secondary students are permitted to carry 1 x dose of over the counter medications (in the original blister pack) on their person. This is applicable to medications such as paracetamol and ibuprofen. Medications that cannot be carried as a singular dose are to be registered at Administration. Under no circumstances are students to provide medications (including over the counter) to other students.

### **Communicable diseases (ie: head lice; hand foot and mouth; chicken pox; measles, ringworm etc)**

Parents are encouraged to inform Administration if your child contracts an easily transmittable disease. A note will go home to all children in the class (without identifying the child) so that parents can monitor for symptoms and act promptly to minimise further spread.

Students with hair shoulder length or longer are expected to wear their hair tied back to limit the spread of Head Lice.

### **Sickness and Accidents**

Students are not to attend school when they are feeling unwell. If a student is unwell during the school day or is significantly injured a parent will be notified.

## **ITEMS OF VALUE (TOYS, GAMES, SPORTS EQUIPMENT)**

Students are strongly advised not to bring items of personal or financial value (toys, games, sports equipment, collector cards etc) to school, as they can be damaged, misplaced or stolen.

An exception is where students are asked, by their teacher, to bring a personal item to school as part of the learning program (e.g. class themes, student presentation or news)

## **LIBRARY**

The library is open between 8.30am and 3.30pm every day and during second break.

Primary classes visit the library each week. Students require a waterproof library bag (as itemised on the Personal Items List) to borrow books and are asked to take good care of them at home. If a child damages or loses a library book, parents will be responsible for replacement costs.

## General Information

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### LOST PROPERTY

Lost property boxes are located in the primary office and Student Services (secondary). Please ensure that all items of clothing and items brought to school such as lunch boxes, drink containers, pencil cases, etc are marked with your child's name. All efforts will be made to return lost items to their owner. Lost property is retained at the school until the end of each term.

### MERREDIN COLLEGE SCHOOL BOARD

The Merredin College Board is made up of parents, community members, and staff. At least 50% of members must be made up of parents and community members. The board meets up to two times per term in the Administration Boardroom. The School board has an important role in helping to set the strategic direction, providing advice and guidance, setting the student dress code, and aligning school resources to priorities.

Please contact [principal.merredin.Col@education.wa.edu.au](mailto:principal.merredin.Col@education.wa.edu.au) for further information.

### PARENT AND CITIZEN (P&C) ASSOCIATION

The Merredin College P&C meets twice per term and encourages all parents to attend. Meeting times are advertised on the school calendar in Compass and the Merredin College P&C Facebook page.

The P&C provides valuable financial and advisory assistance to the school and is a social focus for parents. The P&C is the sole fundraising body for the school.

The P&C can be contacted via the Facebook or email: [merredincollegepc.sec@gmail.com](mailto:merredincollegepc.sec@gmail.com)

### PARKING AND DROP OFF

Parking is NOT permitted at the front of Administration on Woolgar Avenue before 8—9am and from 2pm-3:15pm to keep the area free for the school buses.

#### Primary parking

Parent parking is available along Throssell Road for drop off and there is also limited roadside parking along Woolgar Avenue. Parents are able to use the ramp in the parking area on Throssell Road to 'kiss and drop'. Kindergarten and pre-primary students are to be picked up at their classroom door by an adult each day.

#### Secondary parking

Parent parking is available on Cunningham Street near the school oval.

Students who drive themselves to school must obtain a Student Driver's Permit and park in allocated student parking on Cunningham Street.

### PRIMARY EXTENSION AND CHALLENGE (PEAC) PROGRAM

PEAC brings selected students, from a number of schools, together to engage in an extension and challenge learning program. This program is offered face-to-face on the Merredin College Site.

### READING

Reading to or with your children is the single most important thing you can do to help children develop a love of books and reading. While bedtime is traditionally story time, don't limit yourself. Keep books in your car, in your bag, by the couch, and even by the bathtub. That way, reading can easily be made part of the day.

If you can, when reading newspapers, magazines and online articles, discuss what you read with your children.

Request reluctant teenagers read to younger siblings. This will engage two children in reading.

### SCHOOL GROUNDS - AFTER HOURS

To reduce costs to the school due to damage and vandalism community members are not permitted on the school site outside of school operational hours (typically 7am-5pm). We ask that community members watch over our school outside of operational hours to protect the environment and resources for our students and staff. If you observe persons on our school outside of hours please call School Watch Free call (1800 177 777) or the WA Police (131 444).

Play equipment is not to be used before or after school as we do not have adequate supervision at these times.

## General Information

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### **SCHOOL BUSES**

Merredin College has a number of school buses, provided by School Bus Services, that service surrounding towns. Students residing within Merredin can apply for a seat, and depending on availability, may be picked up on their way into town from outlying areas.

Applications to use a school bus must be made online at: [www.schoolbuses.wa.gov.au](http://www.schoolbuses.wa.gov.au). Further information can be obtained by phoning (08) 9326 2625.

If your child is currently travelling on an 'orange' school bus and is not changing schools next year, there is no need to reapply as your transport arrangements will remain the same.

### **STUDENT INFORMATION**

It is essential that students' information held by the school is kept current. Information such as parent contact information, health conditions, living arrangements, eligibility for financial concessions, custody arrangements and court orders can be updated by emailing the school ([merredin.college@education.wa.edu.au](mailto:merredin.college@education.wa.edu.au)) or visiting the administration office.

### **STUDENT LEADERSHIP**

There are opportunities for students in Year 6-12 to accept leadership roles within the school. Nomination and selection processes will be advised in the student notices, during assemblies, house meetings, and/or homerooms.

### **TRANSITION AND ORIENTATION**

The school runs a Kindergarten, Year 7 and Year 11 transition in Term 4 of the previous year. At the same time, Merredin Residential College will operate a residential transition.

Parents attend the Kindergarten transition and parent tours are conducted during the Year 7 and 11 transition programs.