

# PADUA COLLEGE PARENT GROUP

*Opportunities for Parents created by Parents*

Welcome to all new Padua College parents, students and families. The following guide was kindly created in 2015 by a number of parents of current Year 7 students who, whilst they applauded all the information that was forthcoming to them through the school, felt that there were tips that could be passed on to you to help your child settle into secondary school.

This initiative was created through the Padua Parent Group. Parents are welcome to join the Padua Parent Group and help contribute to a number of worthy activities throughout the year.

Let your journey begin...

## **CONGRATULATIONS!**

Your son or daughter has been accepted into Padua College and it is his/ her privilege to start in this amazing school. It can at times be overwhelming for both new Year 7 students and for parents.

You will by now have received your 'Welcome Pack' including the Year 7 Information Handbook. Please read this very carefully as there is lots of important and helpful information which we found was a great start in getting to know Padua College.

## **UNIFORM**

There are new and second-hand uniforms available for purchase at the Dobsons Uniform Shops located at Mornington Campus and Rosebud Campus. Tyabb parents can buy uniform from either shop. The Dobsons staff - Ann Anderson at Mornington and Susan Angel at Rosebud - assist in outfitting all our students, which is usually done when your child is in Grade 6, with an appointment for a fitting. The staff are so very helpful, especially with sizing, as it will be at least 3 months before the uniform will be worn and many children will experience a growth spurt during this time. Just before school starts, remember to check that it all still fits well, and then mark all uniform with your child's name. If the blazer sleeves are too long, then take them up. It is an expensive item that needs to be cared for and sleeves that are too long will only get in the way and wear a lot quicker.

## **BLAZERS**

The students wear their blazers to and from school. When the weather is very hot then the College will let you know that blazers do not have to be worn for certain days. Your child may be told that it is a "blazer-free day" during school and it is important that parents access this information too. Blazer-free days are usually also announced on the College Facebook page:

<https://www.facebook.com/PaduaCollege/>

## **SPORT UNIFORM – when to wear it!**

Students wear their Padua sports uniform in Year 7 on the day they have a double (practical) PE class. When students are travelling to and from school, they must wear the white polo shirt. During their sport lesson, students change into the House-coloured polo shirt, then they change back to the white polo after the lesson has finished. The College hosts interhouse Rally Days and the children will be reminded that on these days they wear their house polo shirt for the entire day.

## **MOBILE PHONE**

A mobile phone isn't necessary, but when your child starts secondary school, many may be carrying a mobile phone for the first time. Students who need to ring parents during the school day can also do so through Student Reception. Padua has a very strict policy on mobile phones, iPods and other technology which is all outlined in their documentation so please read. If your child has their phone with them and is using it during the school day, then it will be taken away. Students should only need their phone before and after school hours, so it should be kept in their locker so it will not get lost.

## LOCKER

Your child will receive a combination lock and they should write down their code and keep it in safe place. Perhaps you could also have a copy of it so if they forget then you will have it on hand. Get your child to practice with their combination lock so they will find it easy when starting school. The locks being new are sometimes very stiff and this lock becomes your child's property for their school life. Lots of teachers are around in the first few weeks and are happy to assist. It is quite normal that your child may struggle with their combination lock at first.

## BOOKLIST, IPAD, APPS and eBOOKS

You will receive your Lamont booklist and it's also available online. There are second-hand books available too. All this information is available on the Lamont website:

<http://www.lamontbooks.com.au/textbooks-stationery/padua-college/>

An iPad will also be required and the College will give options on where to buy and the cost, as well as advice on the recommended cover. If your child drops their iPad they can avoid unnecessary damage with a tough cover. We also suggest getting your child's name engraved on their iPad.

You will receive information from Padua regarding the set-up of the iPad. As parents, one problem we encountered was in creating an iTunes account for your child, as one of the requirements for an iTunes account is that the user is over 13 years of age. Unfortunately, there is no other way around this other than changing your child's year of birth by one year to meet the criteria. It is advised to create this new iTunes account and not use an existing family one as the crossover of data can be an issue for various family members when working with iTunes.

We were also given a list of apps. Some needed to be purchased and others needed downloading, which can be confusing, but don't worry, as the teachers will be able to guide your children with this. Remember after purchasing apps to remove your credit card details! Some parents have been caught with children upgrading apps and not realising that they are charged and ending up with extra costs.

On your child's booklist there will be eBooks attached. These will also need to be downloaded onto their iPad. If you do not find this an easy task, perhaps you know some older Padua students who have all been through this process and who may be able to assist you. When your child starts school their teachers will also be able to assist. Teachers will run an iPad "boot camp" session at school to assist getting all iPads to the required level.

The most important thing is to write down all books with eBooks attached and record all username and passwords and put in a safe place at home. That way, if your child loses them, you have them recorded and refers back to them. If you purchase a second-hand hard copy book, then you may have to purchase separately a new version of the eBook. The individual textbooks and publishers have different rules for eBooks and the College will, to the best of its ability, identify whether you need to purchase a new eBook. The area of eBooks is very new to most including the school and, if in doubt, just ask.

## WHEN SCHOOL STARTS

On the first day of school the Year 7 students, upon arriving at their Padua campus, all meet together in a well-signposted room such as the gymnasium or multi-purpose room. The year starts with prayer as do all assemblies during their time as a student. Each campus will have different arrangements but generally there will be coffee and tea offered to the parents to meet and chat. The first day of Year 7 will only have Year 7 students present at their campus. It's a great way for the students to feel welcomed and get some perspective of their campus.

Your child will be allocated into a House and Homeroom. It is really important that you learn your child's Homeroom Teacher and House Co-ordinator's names. Store them in your phone so that you can remember them and know who to contact if you have any questions. If you need to contact someone at the College then telephone your campus and ask to speak to that person or email them on: [enquiry@padua.vic.edu.au](mailto:enquiry@padua.vic.edu.au) and place the teacher's name in the subject line. All of the main contact information will be available in the first edition of 'The Paduan' iNewsletter.

The children and you will be given lots of information and at times it may feel overwhelming! Just remember it is very normal and it will all ease into place. As parents we shared that for some of our

children it took over 2 weeks for them to get into the routine of school. Depending on the individual child it may take much longer and that is all normal.

## ORGANISING YOUR LOCKER



A really great tip to organise your child is to buy coloured zip around folders (see picture) and then label them on the spine. The folders should be filled with all the work books and text books required for that subject - e.g. Maths=Purple, English=Green etc.

The folders then will stand in your child's locker, which helps them in taking different books to different classes as they will be quick and easy to find. Being organised is so important! You can purchase similar to these from Officeworks for approximately \$7.00 each.

## TIMETABLE

Once students get their timetables on the first day of school, they colour code them into subjects and have a copy for their locker, home and in their diary. We suggest colour coding to same colour that you have placed their subject folders.

Your child's timetable is split into 6 periods each day. They start with Homeroom in the morning followed by two lessons, then recess, 2 more lessons then lunch and the remaining 2 lessons. They are expected to *not* go to their locker between lessons so start talking to your child about having to take 2 of these folders each time they visit their locker before school, at recess and at lunch.

## Student Organiser (Diary) + SIMON eDiary app

As well as the Student Organiser (Diary) Year 7 students will also have the *SIMON eDiary app* as another mode of access to the SIMON Teaching and Learning portal. The app will provide the uploading capability of student work from an iPad. The app will be rolled out during Semester 1 2016.

The hard copy Student Organiser has SOOOOO much information in it, so encourage your children to use it! It will assist your child how and where to study, goal setting, staying motivated, how to take notes in class, how to take notes from the text books, how to write an essay and an essay writing check list, how to deal with stress and much more. We encourage you and your child to thoroughly read the diary back to front if you can before starting school as it has so much valuable information.

## PAM: Parent Access Module

Once your children have started at Padua you will receive login details through the College. Parents have access to their child's timetable, classes, teachers, comments and all subject Learning Areas, due dates of work. All of your children's graded work will appear on PAM and the College will share with you how to access these details via the College website.

## iNEWSLETTER & CALENDAR

The Padua College iNewsletter (*The Paduan*) is regularly emailed directly to you. It is a must-read to know what is happening! Updated calendar dates are included in each issue of *The Paduan*.

## ABSENTEE INFORMATION

When your son/daughter is away sick or having a day off you must contact the Absentee Line at your campus between 8.00am and 9.30am.

### Absentee Phone Lines:

Mornington Year 7-10	5976 0110
Mornington Year 11-12	5976 6330
Rosebud	5982 9550
Tyabb	5978 2770

## Student Progress Meetings (Parent Teacher Interviews)

Students are encouraged to attend Student Progress Meetings with you. It is a great conversation to have with your child present and owning their learning. They do not have to wear their uniform but

many students are still dressed in their uniform from their day. There is a House Welcome night early in Term 1 which was a really great night to attend and again, students do not have to wear their uniform.

## **CANTEEN**

Students can take canteen money to school as there is a canteen at each campus. The menu is on the College website. Students will need to ask at their campus if they can place a lunch order before school.

## **FINALLY**

There are many extra things your children can do e.g. swimming, cross-country, Year 7 band, choir, production, athletics, chess, debating...

Encourage your children to ask and get involved with as many things as they can. If you need more information, contact your child's homeroom teacher via email or call the school and they will get back to you as soon as they are able.

All staff members at Padua are very approachable. If you have a problem then you need to talk to the relevant staff member and don't be afraid to go back until the matter is sorted appropriately.

Enjoy this new phase of your life and get involved!

**Good Luck!**

**Kim Brown and her team of helpful mums,  
Padua College Parent Group**