22 January 2016

Dear Parents/Guardians,

My name is Paul MacGee, and I would like to take this opportunity to welcome you to the start of the year at Marcellin College. I will be your son’s Year Ten Coordinator for 2016, and I am looking forward to working with parents, guardians and the Year Ten students. Year Ten will present the students with countless opportunities and challenges. I will be encouraging students to take on this year’s theme of ‘Good Christians and Good Citizens, Serve one another with the gifts each of you received, thus becoming good stewards of the graces given by God’. I urge you to encourage your son to set goals aimed at involvement in the academic, social, sporting and cultural dimensions of the College.

The students of Year Ten are now in their final year of junior high school and will be familiar with many of the school routines and requirements. With this in mind, I would like to emphasise the importance of school attendance and grooming. It has been brought to my attention that many families have taken leave outside the school holiday time. Whilst these holidays are very enriching experiences for families it must be noted that they are certainly not endorsed as a year occurrence. Any leave should be carefully considered, and an Application for Exemption from Attendance at School form must be completed and handed to myself at least two weeks prior to going on leave where possible.

The focus of the Pastoral Care Program in Year Ten will be based around the College’s Code of Conduct, Senior school subject selection and the student’s transition into senior studies. Some of the topics that will be covered include respect, justice, organisation and preparation, study skills, mental health and resiliency. The students will also be exposed to a variety of Solidarity Initiatives throughout the year, and it is expected they will support them fully.

Year Ten homeroom teachers work closely with the students on a daily basis and are the first point of contact for your son. It is very important that students are punctual each morning for homeroom as this sets the tone for the school day ahead. Homeroom includes; greeting their homeroom teacher; class prayer; daily announcements; handouts for students; organisation of equipment for class and personal grooming checks. Students should make daily use of their diary entering homework, assessment dates and other upcoming events. It is the student’s responsibility to get their parents to sign their diary weekly. Diaries are an important means of regular feedback to you as parents on what is happening at school in terms of your son’s schoolwork and behaviour. Teacher contact can also be made using email. Teachers email addresses can be located on the College Website (www.marcellin.nsw.edu.au). I thank you in advance for your support on this matter.

Term 1 commences on Thursday 28th January with full school uniform to be worn as there will be no sport on the first day of school. The listing of Term dates may assist each student (and family) in planning for the year ahead:

- **Term 1** Thursday 28/1/16 – Friday 8/4/16
- **Term 2** Monday 26/4/16 – Friday 1/7/16
- **Term 3** Monday 18/7/16 – Thursday 22/9/16
- **Term 4** Tuesday 10/10/16 – Monday 2/12/16

The Marcellin College website is a valuable tool to keep you updated with important dates and College news items. Given the nature of the year and the high number of events that punctuate the year, the listing of these events may assist each student (and family) in planning for the year ahead. These events amongst others are compulsory, and a Medical Certificate will be required if your son is absent.
I would like to draw your attention to the below key dates:

- **College Swimming Carnival**: 29th January
- **College Athletics Carnival**: 29th April
- **Half Yearly Examinations**: 23rd – 26th May
- **Champagnat Day**: 10th June
- **Work Experience Forms Due (Block 1 and 2)**: 21st June
- **Year 10 Senior Subject Information Night**: 15th June
- **Parent/Teacher Night (12.30- 7.30pm)**: 21st June
- **Year 10 Subject Selection Interviews**: 20th July
- **Year 10 Work Experience (Block 1)**: 8th – 12th August
- **Walkathon**: 28th October
- **Year 10 Yearly examinations**: 14th – 18th November
- **Year 10 Work Experience (Block 2)**: 28th November – 1st December
- **Year 10 Mass**: 1st December
- **Year 10 Reflection Morning and Final Day**: 2nd December

Grooming is the other area which I would like to highlight. Students who take pride in their uniform including hair, cleanly shaven often compliments their attitude to school. In this regard, the boys should be well aware of the Marcellin College uniform policy. College uniform should be clean, fit appropriately and worn correctly. The Marcellin College diary clearly sets out these expectations which include the following:

- All students should have a uniform that fits correctly. Trousers should be the correct length and shirts should fit neatly so that the top button can be done up and long enough to be tucked in. The shirt must have a top button.
- All students must have a black leather belt.
- Shoes should be polished black leather business type shoes. They can be lace up or slip on. Skate shoes or the like will not be tolerated, so please do not buy these for your son.
- Students must have the Marcellin College bag. These are only available from the College uniform shop.
- The sports uniform is worn on Thursdays and for PDHPE. All students require a correctly fitted sports shirt, as well as a house coloured shirt. Joggers should be running shoes that are lace up.
- Hair is to be cut short and be neatly groomed at all times. Cuts are to be even graded from the base to the neck. No shaved, stepped, undercut, layered styles, streaking, colouring or dyes are not permitted. If a boy’s hair is not satisfactory they will not be allowed to go to class until it has been fixed.

In addition to the above each student is to have a school issued combination lock which can be paid for at the front office. The reason for this instance is so that I can open a student’s locker should they be away to get books without having to remove the lock with bolt cutters, it also eliminates the issue of students misplacing locker keys or forgetting combinations and not being able to open their locker.

I look forward to working with your son this year and hope it will be a positive experience. If there are any questions or concerns regarding your son please do not hesitate to contact your son’s Homeroom teacher or myself via email.

Yours sincerely,

Paul MacGee
Year Ten Coordinator