

Welcome to Mater Christi College  
**YEAR 7 INFORMATION BOOKLET**

2024



**Mater Christi  
College**

Informed  
Compassionate  
Creative



# Excellence in all-girls education



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*Mater Christi College is a community of faith, committed to the respect and dignity of every person. Inspired by the mission and spirituality of the Good Samaritan Sisters and the Rule of Benedict, we value community, stewardship, and justice. All students, staff and visitors are expected to treat others with kindness and courtesy. Our dream is for every young woman who walks through our doors, to have opportunities to explore her interests and talents, to learn about herself and the world around, and to find a place to belong.*



# Principal's Welcome

My wish for our students is to find in Mater Christi College a place to explore possibilities.

At first these will be exciting subjects, fresh co-curricular activities, supportive mentors and of course, new friends. The 'newness' of Year 7 will keep your daughter engaged for a time, but eventually there will be other questions, encounters and discoveries.

As her journey at Mater continues, the possibilities will broaden, and her questions will deepen. This is where we strive to do our best work. For each student who comes here is invited to explore what it means to be...herself.

A girls' school provides a safe environment to explore identity in the midst of a caring, forward-thinking, service-oriented community.

*Meaning-making, Learning, Wellbeing and Enrichment* are the pillars on which we build this educational community, and we are delighted to welcome you.

**Maria Haggett**  
Educator, Principal

"Today you are  
you, that is truer  
than true

There is no one  
alive who is Youer  
than YOU"

Dr. Seuss



# A New Journey

You and your daughter are embarking on an important and exciting journey at Mater Christi College (MCC). The College is a vibrant, inclusive and warm community where students feel safe, build friendships and become intelligent and reflective learners.

You are encouraged to participate fully in the life of the College so that your daughter may become *'a compassionate woman of faith, who will participate actively and creatively in the affairs of society'* (MCC Mission Statement).

## Information and Contacts

This guide highlights information of particular relevance to new students and provides advice on where to find further details. Most information about the College is also available on our website and our parent portal, **My MCC**.

Visit the **Contact Us** page to access phone numbers and email addresses of all key contacts in the College, otherwise try the 'Search' function.

The MCC Student Guide is a useful reference for College guidelines and can also be found on our website.





## Transition from Primary School to Secondary School

The move from primary to secondary school is a social and educational shift that opens up new experiences. Students often go through a range of emotions, display varying levels of confidence and may feel a bit uncertain at times. Secondary school seems initially a complex place – usually a bigger school community with more choices and learning opportunities. Starting secondary school means engaging in different subjects, working with new teachers and the daunting yet exciting prospect of making new friends.

Some students may find it challenging to move away from the familiarity of their primary school. It will take most students some time to adjust to the new demands, routines and structure of secondary school. During the first few weeks, it is normal for them to display a range of emotions. The majority of students adjust and feel comfortable with these changes by the end of the first Term.

There are a number of important things parents can do to support their daughters during this time, including:

### Providing Support and Encouragement

Some young people will surprise you with their resilience during stressful times. Others benefit from having someone there to give encouragement or a smile from the side-line. Reassure them, as difficulties faced are mostly temporary and you will be there for them.

### Listening

Provide your daughter with opportunities to express her feelings about school, friendships or any other topics. Take a genuine interest in what she says and try to keep the focus on positive aspects of her school experiences.

### Be Confident

Your daughter will likely take her cues from you. Showing confidence in her ability to cope will build her own self-confidence and resilience.

## Getting Involved

Early into first term, we will provide opportunities for you to meet your daughter's teachers and other relevant staff. Information about these and other College events will be provided to you via email and on the Parent Portal.

Our newly formed Friends of Mater Association (FOMA) are working on some great family events and activities.

## Contacting Your Daughter's Home Group Mentor

Home Group Mentors can provide first-hand reassurance, monitor progress and help coordinate extra support at school. If you have concerns regarding your daughter, you are encouraged to contact her Home Group Mentor directly and early in the first Term.

## Establishing Consistent Routines Both at Home and at School

Routines and expectations will support your daughter as she settles into secondary school and sets up positive practices for her future years. For example, having a copy of your daughter's school timetable on the fridge door may help with preparation for the day ahead. Others find creating lists together of what to do each day can help students know what is going to happen and what is expected. We encourage you to find your own way to help her feel safe and secure.

## Providing Practical Support

Be prepared for the first day. For example, the prospect of having to negotiate the trip to school on public transport may be challenging. Consider accompanying your daughter on the train or bus as a 'test-run' before the first day. This will help familiarise her with the journey. Your daughter may wish to pair up with a friend or sibling to help her gain confidence and build independence. The College will provide a transport buddy for the first few afternoons.

## Helping Establish New Friendships

Your daughter will expand her friendship group and make new friends. You can support this process by providing the opportunity for her to invite new friends home.



### Providing Balance

Make sure your daughter maintains a healthy balance across the other aspects of her life. For example, ensure she enjoys positive activities outside of school - e.g. family outings, time with friends from primary school, and other extra- curricular activities. Sleep is an essential requirement for balance and teenagers need between 9 and 10 hours of sleep every night.

### Problem Solving

Make the time to listen to and talk with your daughter. Sometimes young people are overly challenged with problem solving. If your daughter tells you of a problem she is having, ask her to suggest three things she thinks that she may be able to do about it. This gives you the opportunity to understand how your daughter is viewing the problem and also provides a way for you to offer suggestions as to how the problem might be solved.

If you feel that your daughter needs additional support as she settles into secondary school, please feel free to contact the College. The Home Group Mentor is the first point of contact. Support is also available through the Year Learning Leader (YLL) or College Psychologists. The best outcomes are achieved when we work together.

### Student Involvement

#### Big Sister, Little Sister Program

Our Big Sister Little Sister program helps foster relationships and a sense of belonging, bringing Year 7s and 10s together in a range of fun activities throughout the year. Through the program each Year 7 student has an older student who can support them during the first three years of secondary school, as they settle into life at the College.

#### College Houses

Your daughter will be a member of Lyons, Gibbons, MacKillop or Chisholm House. We hold a number of House related activities throughout the year, including Swimming Carnival, Athletics and Performing Arts. These encourage a sense of belonging and friendly competition amongst the student community.

**LYONS**

**GIBBONS**

**MACKILLOP**

**CHISHOLM**

# School Operations

## Upcoming Dates

The **College Calendar** on our website and **My MCC** is an important reference throughout the year.

### 2023

2 Oct	Charter Bus applications due
6 Oct or 10 Oct	Grade 6 Testing  AGAT Testing/Year 7 2024 Achievement & General Abilities Test 3.30pm-4.20pm
27 Oct	School Fee Billing emailed
13 Nov	Resource Lists available online – link sent by email
28 Nov	Year 7 2024 Orientation Program <ul style="list-style-type: none"><li>• Students should wear their primary school sports uniform</li><li>• Students will need to bring morning tea and their pencil case</li></ul>
Dec	PSW uniform fitting appointments. An email will be sent to families in December with a booking link to the uniform fitting.  All uniform fittings and purchases will be in-store at our new supplier PSW, 1/5 Intrepid Avenue, Berwick.
8 Dec	Resource Lists ordered before 8 December and over \$200 receive free home delivery.
12 Dec	Start of the year details emailed

### 2024

3 Jan (Ongoing)	PSW uniform shop is open: Monday – Friday 9.00am - 5.00pm and Saturday 10.00am – 2.00pm PSW is located at 1/5 Intrepid Avenue, Berwick
1 Feb	First day for Years 7 and 10
2 Feb	School Photos First day for Years 8, 9, 11 and 12
Term 1	Camps, Sports and Excursions Fund (CSEF) applications open from Term 1
16 Feb	Catholic Education Discount (CED) application due
29 April – 1 May	Year 7 Camp - Phillip Island Adventure Resort



Student Profiles

Select Profile Select Pastoral Profile Social Behaviour

Year Level: 10, Homeroom: 10C, House: Lyons House  
Homeroom Teacher: Mr Pete Woodhouse

### Student Timetable

	Home Group	Move to Period 1	Period 1	Move to Period 2	Period 2	Move to Period 3	Period 3	Move to Period 4	Period 4
Day 1 Monday 14/8	10HG_C NNA (B305)		10ENGG CRT4 (B305)		10TMCB LZI (A101)		10MGMD DDI (E202)		
Day 2 Tuesday 15/8	10TMCB LZI (A101)						10SLSB CRT5 (E102)		
Day 3 Wednesday 16/8	10HG_C PWD (A208)				10ENGG CRT4 (B305)		10RYMB PWD (B305)		10MGMD DDI (E202)
Day 4 Thursday 17/8			10SLSB KSA (E102)		10PG_C JGG (B305)		10TMCB LZI (A101)		
Day 5 Friday 18/8	10HG_C PWD (B305)		10SLSB KSA (E102)		10MGMD DDI (E202)		10ENGG KJA (B305)		
Day 6 Monday 19/8	10HG_C PWD (B305)		10MGMD DDI (E202)		10HPED RMA (E201)		10ENGG KJA (B305)		10TMCB LZI (A101)

## Communication

Mater Christi fully embraces the opportunities that technology provides for communication and learning. In summary:

### Email

Email is our primary means of communication with families for invitations, notice of upcoming events, excursion advice etc. Look out for these emails in case your filters direct them to 'junk'.

### SMS

SMS is used for reminders, emergency notification and absence notifications.

### My MCC (Parent Access Module)

Parents/carers will be emailed a welcome letter which includes instructions on how to set up their My MCC accounts. Each parent is able to set up a separate account using their own email address. My MCC is accessible via the College website.

My MCC provides access to password secured information, including:

- College Calendar
- Attendance, learning tasks, reports, timetables
- Student Progress Meeting bookings
- Knowledge Banks
- Quick Links to Fee Account and MaterShop

### SIMON (Learning Management System – LMS)

Mater Christi College Students use the SIMON LMS which provides them a portal to the College calendar, their timetable, learning areas including access to their class lesson plans, learning tasks, reports and more. SIMON is the student version of My MCC (PAM) and is accessible using their school email address and password.

### Website

The College website hosts a range of reference material, news, videos and events.

### Social Media

The College also uses social media, particularly Facebook and Instagram to feature and celebrate student activities and achievement. LinkedIn is also a platform that is used to highlight staff and alumnae profiles, employment opportunities and college achievements.

## College Uniform

As a Good Samaritan College in the Benedictine tradition, we recognise the dignity of all individuals. We also believe that wearing the uniform correctly is a display of respect for self and for the College community.

Enrolment at the College implies acceptance of the following uniform policy guidelines:

- Students must wear MCC uniform on all school occasions
- Non-uniform items are not permitted
- Uniforms must be kept neat and clean at all times. Dresses and skirts are to be worn no shorter than the top of the knee
- All clothing should be named clearly
- Students must wear items from the summer, winter or PE uniform sets. Mixing of these uniform sets is not permitted

More information about the College uniform, including uniform policies, is available on our website.

### Uniform Shop

Mater Christi has developed **updated uniform items**, and the transition for students to wear the new uniform is at the beginning of 2026. We encourage new students to wear the updated uniform where possible. For families who have already purchased the existing

uniform, this is acceptable until the transition period is completed. This approach helps gradually phasing in the new uniform while accommodating families who have already invested in the previous uniform.

Students and families were consulted about the new uniform, and some factors that were considered were comfort, fabric, sustainability, cost and overall consistency of the brand. We believe our new and current families will be impressed with the new look of our students.

The MCC uniform is **exclusively** available from PSW. PSW will stock both the newly developed uniform as well as the current uniform. PSW also offers an online shop for your convenience.

Payment options include cash, all major credit cards, EFTPOS, ZipPay and PayPal.

### Uniform Fitting Days

The fitting days will be in December at PSW in Berwick. An email will be sent out with a booking link for families early in December. On these days experienced staff completely fit students while allowing room for growth.

#### PSW

1/5 Intrepid Avenue, Berwick

Trading Hours:

Monday – Friday: 9.00am – 5.00pm

Saturday: 10.00am – 2.00pm

### Uniform Shop Dates

## 2023

December 2023	A link will be sent with fitting times for families to visit PSW in Berwick. Trading hours are: Monday – Friday: 9.00am – 5.00pm Saturday: 10.00am - 2.00pm
Friday 22 December	Last day of trading: 9.00am - 5.00pm

## 2024

Wednesday 3 January	First day of trading: 9.00am - 5.00pm
2024	Monday – Friday: 9.00am – 5.00pm Saturday: 10.00am - 2.00pm





## Transport

Students travel to the College in various ways - train, public bus, charter bus, car or by walking.

Mater Christi Charter Buses service areas that do not have direct public transport to the College, including Berwick, Narre Warren, Endeavour Hills, Lysterfield, Rowville, Wantirna, Clyde, Lilydale and Montrose.

Information on the Charter Bus annual family fee for 2024 can be found on the college website. To secure your place on your preferred bus, applications must be returned by Monday 2 October 2023.

For any Transport or Conveyance Allowance queries please contact the Finance Team at: **accounts@materchristi.edu.au**

More information about transport can be found on our website.

## Traffic Management

Safety around the College is a key priority for drivers, pedestrians and local residents.

For the safety of all and to assist with traffic flow, please observe the following when driving near the College:

- Enter Bayview Road from the South end (Belgrave-Gembrook Road), NOT the Belgrave end, during peak times (8.00am – 9.00am and 2.30pm – 3.30pm)
- Use the drop-off zone on the school side of Bayview Road
- Do not enter school grounds during peak times
- Keep clear of ALL driveways, school entrances and in front of the FIRE STATION
- Travel with full attention and observe 40kph zoning
- Obey all parking signs – Council Parking Officers are often in the area
- Avoid double parking





# Curriculum and Learning

## Curriculum

The International Baccalaureate Organisation's (IBO) Middle Years Program (MYP) is the learning and teaching framework that the College's curriculum design is based on at Years 7-10. The Victorian Curriculum is intertwined with the MYP framework when designing the scope and sequence of learning activities in each Domain.

In order for students to experience a broad academic curriculum as they enter and transition to learning in secondary school, there are no elective options in Year 7.

The College offers studies across nine key Domain learning areas: English, Mathematics, Religious Education, Science, Humanities, Health and Physical Education, Arts, Technology and Languages (Chinese and French). The curriculum in each Domain learning area is based upon the Victorian Curriculum Content Descriptors and MYP subject group objectives.

## Reporting Procedures

Progress Reports, which provide feedback about a student's learning behaviours and progress, are issued at the end of Terms 1 and 3. An opportunity to meet with your child's teachers, Progress Meetings, are also provided soon after the publishing of each Progress Report. An End of Semester report is issued at the beginning of Term 3 and at the end of Term 4. These reports provide a summary of your child's academic achievement in each subject studied in Semesters 1 and 2.

Parents/carers can also monitor their child's academic progress on an ongoing basis via the My MCC parent/carer portal. Students and families can view Assessment Task grades and performance on assessment rubrics, as well as teacher comments. Students are encouraged to discuss feedback provided in a timely manner with their teachers and parents/carers.

KEY LEARNING AREAS			
Key MYP Subject Groups in Year 7	Compulsory Subjects (Full Year)	Compulsory Subjects (Semester)	Interdisciplinary Learning (Term)
<ul style="list-style-type: none"> <li>• Language and Literature</li> <li>• Mathematics</li> <li>• Individuals and Societies</li> <li>• Sciences</li> <li>• Language Acquisition</li> <li>• Physical &amp; Health Education</li> <li>• Arts</li> <li>• Design</li> </ul>	<ul style="list-style-type: none"> <li>• English</li> <li>• Mathematics</li> <li>• Religious Education</li> <li>• Humanities</li> <li>• Science</li> <li>• Chinese and French</li> <li>• Health &amp; Physical Education</li> </ul>	<ul style="list-style-type: none"> <li>• Music</li> <li>• Visual Art</li> <li>• Digital Technologies</li> <li>• Design Technology - Textiles</li> </ul>	<ul style="list-style-type: none"> <li>• Working to Create a Better World</li> <li>• Fitness &amp; Statistical Data</li> </ul>



## Home Study

Students are encouraged to set themselves goals with regard to the work that needs to be completed each night. The main purposes for completing school work at home are:

- prepare for classroom learning
- consolidate classroom learning
- enrich learning
- draft/edit assessment tasks before submission.

The suggestion that Year 7 students should complete 6 hours per week over 4 nights is set as an approximate guide (February is homework free). The actual time may vary depending upon the individual student's needs and workload throughout the term.

At Year 7, the emphasis is on creating positive study habits early in secondary school. Learning to be self-regulated and organised are skills that will support students to manage an increased workload when they reach the senior secondary years.

## Instrumental Music

In addition to classroom music, individual instrument or singing lessons are available. Learning a musical instrument improves memory, organisational skills, co-ordination, teamwork and communication skills. Music students enjoy great camaraderie and can enhance their skills through a variety of ensembles and performance opportunities at the College.

Lessons are provided on campus. More information about the College Instrumental Tuition Program can be found on our website.

For any Instrumental Music queries please contact: **[music@materchristi.edu.au](mailto:music@materchristi.edu.au)**







## Resource Lists

The College's resource supplier is Lilydale Books. Resource lists will be available on Monday 13 November. Orders are placed online via Lilydale Books.

All students will be provided with a combination padlock for their individual locker at the start of the school year. Replacement padlocks can be purchased from Main Reception.

## Learning Technologies

### Network and Electronic Usage Guidelines

MCC provides a contemporary learning environment which includes the use of digital and online resources to prepare students for their future. In all instances, students are required to follow College rules and procedures and respect our values, especially those of respect, honesty and integrity.

Within this context, students are provided with a College leased MacBook.

Guidelines, expectations and procedures are provided to protect all students and the security and integrity of the College data and technology infrastructure. The College will take appropriate disciplinary action for non-compliance with these.

All students are required to secure mobile phones in their lockers. They may not be used during the school day unless specifically authorised by a teacher for a particular lesson.

All communication systems within the MCC network, including email and internet/ intranet facilities, are the College's property. The College allows access to and use of its network for legitimate work and education related purposes.

## College Expectations

The communications network at MCC has been set up to provide and maintain:

- The highest level of communication technology and software access
- An environment of ownership, respect and responsibility
- Every opportunity for growth and development in the use of communications technology
- A safe and secure environment for personal work and files
- Internet access for educational purposes

Students are required to formally agree to abide by the conditions of the ICT User Agreement annually.

## Responsibilities

The College accepts no responsibility for lost, stolen or damaged personal mobile devices either at school or travelling to and from school.

The following websites provide further information and support:

- [cybersafetysolutions.com.au](https://www.cybersafetysolutions.com.au)
- [esafety.gov.au](https://www.esafety.gov.au)
- [bullyingnoway.gov.au](https://www.bullyingnoway.gov.au)

# Services

## Student Support Services

Further support for students is provided through the Counselling and Health Care Centres and both are open Monday – Friday during the school terms.

Our registered psychologists support student learning and wellbeing. They are actively engaged in the Pastoral Program and provide counselling, assessment and programs to support individual students. Ongoing or

additional support needs are referred to appropriate agencies and mental health practitioners.

Our registered nurses provide assistance for first aid needs, school-based care for students with chronic medical conditions and health care resources.

Parents may contact Student Support Services via email: **[counselling@materchristi.edu.au](mailto:counselling@materchristi.edu.au)** and **[healthcentre@materchristi.edu.au](mailto:healthcentre@materchristi.edu.au)**





## Health Care Centre Information

Our Health Care Centre is staffed by Division 1 Registered Nurses and is open each day from 8.00am – 4.00pm.

### Information Update

We aim to provide the best possible health care for each student, therefore up-to-date information is essential. Parents are asked to notify the Health Care Centre of changes to any personal or health details as soon as possible.

Phone 9757 0831 or email  
**healthcentre@materchristi.edu.au**

### Students who are ill whilst at school

If a student becomes ill or is injured during the day and is therefore unable to attend classes, the student must go to the Health Care Centre for attention. If necessary, the nurse on duty will contact a parent or carer to collect the student from school. It is essential that communication with home is coordinated by the school (not the student) in order to ensure appropriate duty of care and to manage students' health needs.

### Health Regulations

Parents are asked to notify the school if a student has an infectious disease or has been in contact with a person who has. The student may be required to stay away from school for the prescribed time, as indicated by the Department of Health and Human Services.

### Medication

Students requiring medication MUST complete a 'Student Own Medication' form and return it to the Health Care Centre with the required medication so that it can be made available to them when needed. Please make sure the medication is in its original packaging and the expiry date is visible.

## Asthma

It is a legal requirement that we have an annual Asthma Action Plan for each student with an Asthma diagnosis.

### Allergies / Anaphylaxis

Allergies can be life threatening and require rapid medical attention.

If your daughter has an allergy or anaphylaxis, please ensure that the Health Care Centre has the most up to date information at all times.

An Action Plan for Anaphylaxis MUST be completed for students who are at risk. In addition, an anaphylaxis risk management plan and an EpiPen must also be provided to the school.

### Medical Forms

All medical forms are available on our website or can be obtained from the Health Care Centre by emailing our nurses:  
**healthcentre@materchristi.edu.au**

### Sun Protective Clothing and Hats

MCC follows procedures outlined in the Cancer Council Victoria's SunSmart Program.

Appropriate sun protective clothing is included in the PE uniform and students are required to wear the College baseball cap or bucket hat for all outdoor sports in Terms 1 and 4.

Students are encouraged to keep to shaded areas during the high UV period. Sunglasses may be worn. The use of SPF 30+ broad spectrum water resistant sunscreen is encouraged and is available through the Health Care Centre and from PE staff.

# Finance

## My MCC

The **My MCC** tab on the College website provides secure access to the College intranet.

Further details including username and password will be emailed to parents.

## Fee Account

Families can view their Fee Account through **My MCC** and make payments by Direct Debit or Credit Card within a secure environment.

Credit Card details are encrypted and stored within the NAB Transact online payment gateway to ensure compliance with privacy laws and banking regulations.

The Payment Arrangement and Direct Debit Form is available on My MCC/Fee Account.

## Camps, Sports & Excursions Fund (CSEF)

The Victorian Government Camps, Sports and Excursions Fund (CSEF) commenced in 2015 and provides payments for eligible students to attend camps, sports and excursions.

More information about CSEF, including eligibility requirements, is available on our website.

## Catholic Education Discount (CED)

MCC offers an annual rebate to families who have sons attending a Catholic Secondary College.

The application form and more information about CED is available on our website.

## Conveyance Allowance

Students attending MCC may be eligible for financial assistance with transport costs through the Conveyance Allowance.

To be eligible for the Conveyance Allowance a student must reside 4.8km or more by the shortest practicable route from the College.

The Department of Education and Training (DET) pays the Conveyance Allowance to the College for distribution to families.

More information about the Conveyance Allowance is available on our website.

## MaterShop

MaterShop is a debit card system which supports cashless transactions for photocopying, printing, at Café Bene, and for selected optional student activities.

Students use their Mater Christi Student Photo ID Card as the debit card.

Use of the MaterShop service provides students with a safe and secure access to agreed funds.

MaterShop can be accessed and funds transferred via My MCC.

## Café Bene

Café Bene is open from 8.30am to 2.00pm every school day.

Purchases are made using the Student ID Card. The card can be topped up online via **My MCC - MaterShop**. Alternatively students can top up their card at the cash machine in Café Bene, the machine accepts notes only. Please note that the cafe is cashless.

The weekly specials board has a wide variety of delicious options including various dietary options.

Students are able to purchase snacks, lunch and drinks and can pre-order lunches at the beginning of the day and some items (toasties, beef pies, sausage rolls & vegetable pasties) online via **MaterShop**.

More information about Café Bene is available on our website / **MyMCC**.

## myki

Some excursion destinations are best accessed via public transport. All students will require a myki with sufficient funds for those travels.

Information about myki is available on the PTV website.

We recommend that students also register their card.



*We look forward to welcoming you and your daughter to our MCC Community.*





MaterChristi  
College

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