



Lumen Christi Catholic College Handbook

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FOREWORD AND WELCOME

Dear Families

The College Handbook is your reference guide to the 2023 school year. It contains important information about your rights and responsibilities, special events, staff contacts, useful links as well as details about how our College functions on a daily basis.

Please remember to save it in a safe place on your iPad or computer so you can refer to it on a regular basis.

The handbook can also be downloaded from the College website.

If you have any suggestions or items you would like to see included in future editions of the college handbook please let me know.



Shane Giles
Principal



"Be the Light of Christ"



ACKNOWLEDGEMENT OF COUNTRY

*We would like to acknowledge the traditional custodians of this land,
the Yuin people, and pay our respects to the Elders past,
present and future for they hold the memories, the traditions, the culture and hopes of
Indigenous Australia.*

*We recognise and celebrate Indigenous heritage in our four Houses,
Baringa (the light), Monaroo (the people), Bobberrer (the mountains) and Gudu (the waters).*



"Be the Light of Christ"



2023 SCRIPTURAL THEME

1. Each year, a theme is established which further extends our College Motto of "Be the Light of Christ". For 2023 this theme is:



"Be the Light of Christ"



GENERAL INFORMATION

College Principal	Shane Giles, Principal
College Address	388 Pambula Beach Road PAMBULA BEACH, NSW 2549
College Postal Address	Lumen Christi Catholic College PO Box 316 PAMBULA NSW 2549
College Phone	(02) 6495 8888
Web Address	www.lumen.nsw.edu.au
Email Address	lccc@cg.catholic.edu.au



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COLLEGE COMMUNITY COUNCIL

The College Community Council provides the opportunity for members of the College, Parish and Archdiocesan community to support the mission of Catholic Education. Working with the Principal and staff, the Community Council members provide leadership to the College community.

The Community Council has a decision-making role in certain procedure areas and an advisory role in others. The procedures of the College are always set within the wider mission of Catholic Education. In the areas where it has responsibility for the development and monitoring of procedure the Community Council operates within the procedures determined by the Catholic Education Commission and the Catholic Education Office.

The Community Council has responsibility to make decisions in the following areas:

- supporting the development of the Catholic ethos of the College
- supporting the pastoral care strategies
- promoting the College in the local community
- approving and monitoring of the College-based budget including the fees collection and remission procedure
- developing and monitoring of College enterprises
- developing capital and maintenance programs
- developing local strategic plans (finances, buildings, resources) and contributing to Archdiocesan educational strategic planning
- approving College uniform items decided at College level.

The Community Council has responsibility to provide advice in areas such as:

- curriculum offerings
- educational procedures for the College e.g. reporting, homework
- student welfare procedures e.g. discipline, sun safe
- parent support processes
- other matters as requested by the Parish Priest or Principal.

Chairperson
Vice Chairperson
Secretary
Ex Officio
Ex Officio
Parish Priest
Staff Representative
Staff Representative
Staff Representative

To be advised
Victoria Cordova
Richard Conville
Shane Giles
Kevin Kelly
Fr George Ogah
David Crawford
Antoinette Woods
Barb Gough

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OUR COLLEGE

Lumen Christi Catholic College is a co-educational Kindergarten to Year 12 School situated on the Far South Coast of NSW. Established in 2001, the College has an excellent reputation, not only in the local community, but also more broadly within the education sector. We are also proud to be part of the South East Catholic Schools network which develops and forms strategies for a learning continuum from Kindergarten to Year 12 for Catholic schools in the region.

The College continues to develop a welcoming, safe and inclusive Pastoral Care system. Students identify very closely with their House and Pastoral Care class which provides a sense of belonging, builds pride and enables a vibrant learning and social environment at the College. Our College Captains, House Captains and Portfolio Captains provide the necessary leadership for our student body to feel valued, respected and included. Our Pastoral Care program is also enhanced by Retreat days and outreach programs that assist the students in deepening their understanding of religion, spirituality and social justice.



"Be the Light of Christ"



COLLEGE PRAYER

"The Light of Christ"

*Let us be the Light of Christ
Learning to value God's gifts
Inspiring hope and serving others*

*Let us be the Light of Christ
Shining in the dark
Illuminating what is hidden*

*Let us be the Light of Christ
Seeking the lost
And bringing them home.*

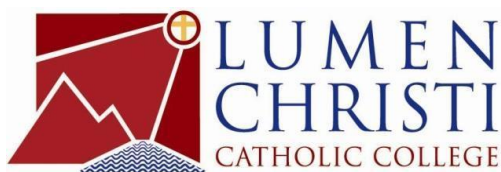
*Let us be the Light of Christ
Sowing seeds on fertile soil
Finding treasure in our experience*

*We are the Light of the world!
Let us be the light of Christ*

Amen

COLLEGE LOGO

Our College logo depicts the geographical area that the College covers including the mountains, the rivers and the sea. The sun or lighthouse depicts God. The name Lumen Christi Catholic College represents the people of the College community. The College colours are rust red, navy blue, white and gold.



COLLEGE MAP

Hard copies of the College Map can be obtained from the College front office. A 3D tour of the College is available on the College website or via [this link](#)

"Be the Light of Christ"



MOTTO, VISION, MISSION & PHILOSOPHY

our VISION

"You are the Light
of the World
Shine Your Light"



our MISSION

**The Lumen Christi Community is
enlightened by the Spirit of God.**

We bring our gifts to help communities
to grow

We make positive life choices

We endeavour to serve others

We seek meaning and purpose in life

We are self-reflective, independent
thinkers and lifelong learners.

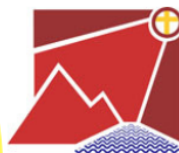
our PHILOSOPHY

In learning, we actively seek answers to
challenging questions, to ask the bigger
questions of how and why, and we express
our knowledge in ways that illuminate our
understanding of the world.

In teaching, we challenge our students to
develop lifelong habits of mind, to be
inquisitive and adopt a growth
mindset that enables them to
strive to improve.

our MOTTO

"Be the light of Christ"



"Be the Light of Christ"



TEACHING AND LEARNING PHILOSOPHY

Lumen Christi is a Learning Community.

The Teaching and Learning Philosophy at Lumen Christi arises from the coming together of our Vision and Mission. Learning is core to all of our activities. Learning is about personal growth, developing good relationships, engaging our communities and fulfilling the potential of our God given talents. We 'shine our light' through the Christian values of Faith, Hope and Love. (1Cor:1:13)

The Transfiguration of Christ tells us about our purpose in the world. The story is about how we recognise Christ, and also how we recognise Christ in ourselves and others. Our recognition of 'God with us' is empowering. (Mt 1:23) It tells us that we are a force for change in the world. Our personal, educational and institutional mission is one for change. Our mission, like the disciples' is for Good News.

Interactions between members of the College community are characterised by the virtues of Faith, Hope and Love. We model these virtues to each other in our work, study and learning; when we greet each other, when we praise, when we challenge, when we strive, when we fall and when we succeed.

In learning, we actively seek answers to challenging questions, to ask the bigger questions of how and why, and we express our knowledge in ways that illuminate our understanding of the world.

In teaching, we challenge our students to develop lifelong habits of mind, to be inquisitive and to adopt a growth mindset that enables them to strive to improve.

At Lumen Christi Catholic College, we do not hide our light under a bushel. We aspire to be the best that we can, learning to value God's gifts inspiring hope and serving others.



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TERM DATES FOR 2023

	TERM BEGINS	TERM ENDS
Term 1	1 February 2023	6 April 2023
Term 2	26 April 2023	30 June 2023
Term 3	18 July 2023	22 September 2023
Term 4	10 October 2023	15 December 2023

OTHER IMPORTANT DATES

- College Open Day – Wednesday, 24 May 2023 – 9:00am to 5:00pm
- College Information Session – Wednesday, 24 May 2023 – 11:45am
- Year 7 2023 Orientation Day – Wednesday, 22 November 2023 – 9:00am to 3:20pm
- Kindergarten 2023 Orientation Days:
 Day 1 – Thursday 2 November 2023 - 9:00am to 10:15am
 Day 2 - Tuesday 7 November 2023 - 9:00am to 10:15am
 Day 3 - Thursday 16 November 2023 - 9:00am to 10:15am
 Day 4 - Tuesday 21 November 2023 - 9:00am to 10:15am
- Subject Selection and Parent/Student/Teacher interview dates will be published on Schoolzine when they become available.

Please contact the College for further information about these dates.

DAILY SCHEDULE

Normal Daily Timetable			
PC	9:00	to	9:10
Period 1	9:10	to	10:00
Period 2	10:00	to	10:50
Recess	10:50	to	11:20
Period 3	11:20	to	12:10
Period 4	12:10	to	1:00
Lunch	1:00	to	1:40
Period 5	1:40	to	2:30
Period 6	2:30	to	3:20

Note: Students are expected to start moving to class when music commences, usually several minutes prior to the time schedule in the table above.

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COLLEGE CAPTAINS

College Captains



Samantha Meaker



Alexander Merrick

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KEY STAFF CONTACTS

Principal	Mr Shane Giles
Principal's PA/Office Manager	Ms Barb Gough
Business Manager	Mr Kevin Kelly
Assistant Principal Pastoral Care	Mr Adrian Wels
Director of Pastoral Care	Mrs Emma Hibbert
Primary Coordinator Pastoral Care	Mrs Cristal Dinwoodie
Assistant Principal Learning Enrichment	Mr David Crawford
Director of Studies	Mr Jamie Lynn
Primary Coordinator Learning Enrichment	Mr Justin Short
Head of Religious Education Catholic Identity	Mrs Eileen Reckord
Head of Religious Education Curriculum	Mrs Antoinette Woods
Head of House Baringa	Mrs Belinda Heffernan
Head of House Bobberrer	Mrs Mia Rawlins-Cook
Head of House Gudu	Mrs Anna Cooke
Head of House Monaroo	Mr Ben Machan
Facilitator of Pedagogy	Ms Wendy Mockler
Mathematics Co-ordinator	Mr Matthew Watters
Science Co-ordinator	Mrs Marlene Veness
PDHPE Co-ordinator	Mr Mark Thompson
HSIE Co-ordinator	Ms Tara Nicol
TAS Co-ordinator	Mrs Jemima Collins
Creative & Performing Arts Co-ordinator	Ms Amanda Lawrence
Learning Technologies Co-ordinator	Mr Derek Gillions
Indigenous Education	To be advised
Information Technologies	Mr Mark Hudson
Learning Enrichment Co-ordinator	Ms Helen Bigelow
Language Teacher	Mrs Janine Watters
Teacher Librarian	Ms Alyson Hulley-Jeffries
Careers/Pathways Specialist	Mrs Ingrid Thompson
VET Coordinators	Mrs Ingrid Thompson/Mr Russell Lyons
Café Manager	Mrs Kylie Spurr
Facilities Manager	Mr Nick Cooke
Student Counsellor	Ms Jessica O'Rourke/ Ms Sam Hutchence
Daily Organiser/Enrolment Officer	Mrs Catherine Martino

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COMMUNICATION

At Lumen Christi there are a variety of formal and informal communication opportunities for parents/carers to find out about their children's progress and what's happening at the College. These include:

Sentral

Sentral is a web-based, modular School Administration, Online Learning and Student Management software suite designed for use in Primary and Secondary schools.

The Sentral Parent Portal allows parents and carers a secure login to view and respond to important information about their child, including absences, student behaviour and Parent/Student/Teacher interview bookings.

Please [email our Sentral Management Team](mailto:pamz.sentral@cg.catholic.edu.au) (pamz.sentral@cg.catholic.edu.au) if you do not have a Sentral Parent Portal login or have any questions about Sentral. The Sentral Student and Parent Portals can also be accessed via the College website. New families will be contacted with registration details at the beginning of each school year.

Visit the Sentral Portal now:



<https://sentral.lumen.nsw.edu.au/portal/login>

Schoolzine

Schoolzine is a free app used to communicate with students and their families and can be downloaded to iDevices and other smart android devices including phones and iPads and Windows desktops (>Windows V8.1). Schoolzine also enables families to sign up for email and push notifications, and to receive the latest information from the College instantly onto their smart device or email inbox.

Full instructions for downloading the Schoolzine can be found on the College website or by using this [link](#)

Schoolzine can also be accessed from our [Schoolzine Communications Centre](#) via the home page of our [College website](#). Parents and students are encouraged to check on Schoolzine for the latest information including:

- Principal Messages and Videos
- Exam and Assessment Schedules
- Latest College news and video clips
- Parenting hints and tips
- Excursion notes
- Cafe menus and rosters
- Uniform Shop news

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Organising a Meeting with Your Child's Teacher

Parents are encouraged to meet with staff members at a mutually convenient time to discuss relevant issues and concerns about their child. Appointments can be made by contacting your child's teacher or our Front Office.

Academic Reports

For Stages 1 - 3, Student Academic reports are provided to parents at the end of each semester. In Stages 4 and 5, Interim reports are provided at the end of Terms 1 and 3, and Semester reports at the end of each Semester after our Awards Ceremonies. In Stage 6, reports are issued at the half yearly and yearly points of the Preliminary and HSC courses.

College Annual Reports

Our Annual Report outlines some of the major achievements of the College and informs the community of outcomes achieved each year. A copy of the report is available on our [College website](#).

Parent/Student/Teacher Interviews

Parent/Student/Teacher interviews are usually conducted in Terms 1 and Term 3 each year aligning with Interim reporting. Please take advantage of these evenings as they are our main time to discuss your child's progress. Parent/Student/Teacher interview bookings can be made via the Sentral Parent Portal. The booking system usually opens one week prior to the scheduled interview dates. Parents/carers will need to have a Sentral logon to make bookings. If you do not have a login please contact our Sentral Management Team by telephoning the College or emailing our [Sentral Management Team](mailto:pamz.sentral@cg.catholic.edu.au) at pamz.sentral@cg.catholic.edu.au.



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RELIGIOUS EDUCATION

The Catholic school finds its true justification in the mission of the Church in announcing the good news of God's love for us. It is based on the educational philosophy in which faith, culture and life are brought into harmony. Through it the local Church evangelises, educates and contributes to the formation of a healthy and morally sound lifestyle among its members.

While recognising that not all students in our schools are members of the Catholic Church, we are committed to nurturing all students in our care within the Catholic tradition.

*“Simply proclaim the Lord Christ holy in your hearts,
and always have your answer ready for people who ask you
the reason for the hope you have. But give it with courtesy and respect.”*

1 Peter 3: 15

Spiritual development is a lifelong process. Lumen Christi aims to nurture, support and celebrate this spiritual development in partnership with the family and the church community.

The Archdiocesan Religious Education curriculum is the key resource in the development of classroom Religious Education programs. The document offers a teaching approach, grounded in the Tradition and Scripture, which engages the learner in a variety of educational experiences to foster faith development.

For more information on our Religious Education Curriculum please contact the College.



College Mass and Chapel

The College Chapel, located at the top of stairs in Block 1, is open for personal prayer and reflection each school day.

Families and the College community are welcome to join us in celebrating all liturgical events.

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OUR PARISHES

Catholic schools are very much a part of the local Catholic community and Parish. At Lumen we are pleased to welcome our Parish Priests, Father George Ogah and Father Adrian Chan. Fr George is the Pambula Parish Priest, serving the communities of Pambula, Merimbula, Eden and Wyndham. Fr Adrian is the Bega Parish Priest, serving the communities of Bega, Tathra, Bemboka, Candelo and Wolumla. We are grateful for their presence and wish both priests every blessing during their time in our beautiful Bega Valley.

We acknowledge the presence of the Sisters of St Joseph and their continued work on the Far South Coast since 1891. Their Charism is embedded deep in the roots of Lumen Christi's development as a College. We always look to Mary MacKillop for inspiration and hope for quality education.

We also acknowledge the presence of members of other churches and faiths in our College family. There are daily situations in class and in College life where we are all grateful for the many expressions of faith and the good that religion inspires.



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Pambula Parish



Fr George Ogah
Parish Priest

79 Main Street, Merimbula NSW, 2548
PO Box 249, Merimbula NSW, 2548
P: (02) 6495 1880 / F: (02) 6495 2550
pambula@cg.org.au
<http://cg.org.au/pambula/Home.aspx>

Our Lady Star of the Sea Eden

Our Lady Star of the Sea Kiah

St Peter's Pambula

St Joseph's Merimbula

St Joseph's Wyndham

[Click here to view weekly
Mass times](#)

Bega Parish



Fr Adrian Chan
Parish Priest

Gipps Street, Bega NSW, 2550
PO Box 6, Bega NSW, 2550
P: (02) 6492 1058/F: (02) 6492 5399
bega@cg.org.au
<http://cg.org.au/bega/Home.aspx>

St Patrick's, Bega

St Josephs's, Candelo

Star of the Sea, Tathra

[Click here to view weekly
Mass times](#)

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LEARNING ENRICHMENT

Our Learning Enrichment program enhances and supports curriculum delivery. Modified programs, Life Skills and Extension are part of the inclusive approach at Lumen Christi to allow all students to access the curriculum at their level. Our inclusive learning environments reflect the learning diversity of the Lumen Christi and wider community. Development of all Lumen Christi students drives our holistic approach and is informed by our mission that we are self-reflective, independent thinkers and lifelong learners.

LEARNING CENTRE

Our Learning Centre provides our students with a flexible approach to study and encourages self-motivated learning.

Students can find a quiet space to study and utilise technology to research books or work in small groups. Learning Centre resources are available for use by staff, students and parents and carers.

Our Information Technology office is located in the College Learning Centre and students are able to access help and advice about technology issues, including BYOD devices.

The Learning Centre is also resourced with a large screen TV for class learning and other College presentations.



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PATHWAYS

Choosing a career path is not always easy and it is important that students can make informed choices based on a thorough understanding of occupations and courses available to them.

Our Pathways Specialists are available to support students and families making decisions about future career paths including careers counselling, excursions and visits to various vocational and educational institutions, as well as work experience programs for our students.

Students also have the opportunity to study a diverse range of career paths as alternatives to standard RoSA and Higher School Certificate study, including HSC via Distance Education and Vocation Education Training (VET).

The College has developed a [Careers website](#) which provides students and their families with the latest careers information. You can use this site to locate University, TAFE and any other type of course across Australia, get information about the HSC, search for job vacancies and much more. Students are also encouraged to regularly check our [Careers Facebook](#) site for more career pathway information.

Please contact the College on 6495 8888 to talk to our Pathways Specialists.



Lumen Christi has a website dedicated to Careers Pathways:

lumenchristicareers.com

The website provides all the latest info to help you make decisions about your future career and life beyond Lumen Christi.

You can use the site to locate University, TAFE and any other type of course across Australia, get info about the HSC, search for job vacancies and much more.

Make sure you sign up for the newsletter which contains the latest careers info....and by subscribing to the Careers Calendar you can receive email alerts about the latest careers events both locally and Australia wide!

If you have any questions or need advice please drop into the Pathways Office, phone 6495 8888 or email ingrid.thompson@cg.catholic.edu.au

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STUDENT WELLBEING

"The person of each individual human being, in his or her material and spiritual needs, is at the heart of Christ's teaching: this is why the promotion of the human person is the goal of the Catholic School." *The Catholic School on the Threshold of the Third Millennium*

Lumen Christi belongs to a system of schools that proudly declares a special consideration for each individual and the development of the whole person.

The Lumen Christi Catholic College Vision and Mission Statement, Core Beliefs and Exit Outcomes indicate the need for our College to provide a positive, safe, supportive and encouraging environment. These documents and this procedure aim at providing a tangible link between contemporary society and the messages of the Gospel. It encourages the development of Christian values and in doing so, enhances the personal and moral development of our students.

Lumen Christi adopts an approach to discipline based on a climate of affirmation, challenge and trust. The promotion of self-discipline is central to the development of our students. It is a student management system underpinned by the LCCC Vision and Mission Statements.

Pastoral Care Program

College Houses



College Houses form the framework for student wellbeing and pastoral care at Lumen Christi. Our Houses are fundamental in developing College and House "spirit" and providing a sense of "belonging" for our students.

Our College House system also provides opportunities for student leadership and informal peer mentoring. Every student at Lumen Christi belongs to one of four Houses – Monaroo, Gudu, Bobberrer or Baringa.

Pastoral Care Classes



Students meet every day with their Pastoral Care or Class Teacher to join in prayer, receive daily messages and discuss any issues they may be facing in their school or home life.

The first point of contact for students and families for any concerns including, illnesses, relationships, behavioural and other difficulties, should be your child's Pastoral Care or Class teacher.

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Weekly Pastoral Care Program



Our weekly Pastoral Program has been developed to focus specifically on student health and wellbeing with an emphasis on many of the contemporary issues facing today's school aged children.

Some of the areas covered include careers pathways, CyberSafety, healthy relationships, study skills, positive psychology, social justice and fitness.

Student Affirmation



Student Affirmation is a positive behaviour program where students are awarded gold, silver and bronze awards. Students are presented with "Light of Christ" certificates during College Assemblies.

Merits accumulate Kindergarten to Year 6 and Year 7 to Year 12.

Immersion Program



An initiative between Parishes, the College, and the local community our Immersion Program provides students with an opportunity to develop a wider view of the world around us and to see firsthand the work of the Church in a broader context.

The Immersion experience is designed to challenge and confront students as they spend time living and helping in an overseas community, assisting local families, visiting schools and identifying an area of need for an ongoing social justice project.

Restorative Justice



Restorative Justice Practices is a whole school commitment to quality relationships. It establishes a philosophy and a set of practices that reflect a commitment to inclusiveness and collaborative problem solving. It provides the College with strategies to manage students with challenging behaviours while maintaining the respect and dignity of all parties.

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Student Retreats



Student Retreats are an integral part of College life and each Year group has a day set aside for a Retreat. Students are expected to attend Retreats as they are considered a compulsory part of the College curriculum.

As part of the transition from Primary School our Year 7 students attend an Orientation Camp at the beginning of their high school education at Lumen Christi. Our Year 12 students also attend a 3 day Senior Retreat in preparation for their final year of high school and the HSC.

College Mass and Sacramental Program



Students are expected to attend College Mass and support the Catholic ethos of the College. Kindergarten to Year 6 students also participate in regular class Masses. Sacramental programs are offered throughout the year and are conducted by our local Parishes.

Faith in Action



Students are encouraged to focus on "inspiring hope" and working within our community to help others. Activities include supporting Project Compassion, St Vinnies Christmas Appeal, Fred Hollows Foundation, local surf clubs, Mary MacKillop Foundation, Ricky's and Pearl's Place and the Social Justice Advocates of the Sapphire Coast. The College is also involved in a program with Imlay House where students volunteer to visit residents and participate in a variety of activities on a weekly basis. We also encourage students to be involved in at least 10 hours of community service during the year. Students are awarded certificates for 10, 20 and 40 hours depending on their commitment.

Counselling Services



The College engages the services of two qualified Counsellors. This service is provided through an arrangement between Catholic Education and Catholic Care. Students and their families can be supported through difficult times including illnesses, relationships, behavioural and other difficulties. You can make a confidential appointment to see the College Counsellor by phoning the College.

"Be the Light of Christ"



RIGHTS AND RESPONSIBILITIES

Student Rights and Responsibilities

Students have the right to ...

- Learn
- Feel safe and secure
- Be known and respected
- A healthy working environment
- Be heard
- Be supported in their faith
- Be included

Students have the responsibility to...

- Encourage others to learn
- Let others feel safe and secure
- Know and respect others
- Keep a healthy environment
- Listen
- Participate in the liturgical life of the College
- Be inclusive
- Use initiative and inform teachers if someone or something needs attention
- Follow the College Code of Conduct

Parent Rights and Responsibilities

Parents have the right to ...

- Be treated with dignity and respect
- Be informed
- Expect a safe environment for their children
- Be supported in their faith
- A quality education for their children
- Be heard

Parents have the responsibility to ...

- Treat others with dignity and respect
- Keep the College informed of pertinent information
- Reinforce the values set by the College
- Support the Catholic ethos of the College
- Support the financial management of the College
- Support the procedures of the College
- Be involved in the life of the College

Staff Rights and Responsibilities

Staff have the right to ...

- Be safe and secure
- Be treated with dignity and respect
- Work in a healthy environment
- Professional development
- Work in a professional environment
- Be supported in their faith
- Be paid
- Be included

Staff have the responsibility to ...

- Maintain a safe College environment
- Treat others with dignity and respect
- Maintain a healthy environment
- Continue professional development
- Behave in a professional manner
- Support the Catholic ethos of the College
- Do their job
- Be inclusive

"Be the Light of Christ"



STUDENT CODE OF CONDUCT

Behaviour

Students at Lumen Christi Catholic College

- Display a high standard of behaviour at all times
- Behave courteously at school and in public
- Do not discriminate against others on the basis of race, disability etc.
- Respectfully speak to others
- Use language that is not offensive
- Address teachers and others by their correct title
- Support the "hands off" policy at all times
- Do not engage in antisocial behaviours, such as bullying or threats – "zero tolerance"
- Are aware that illegal drugs, alcohol and smoking are prohibited, and that appropriate action be taken should such situations arise.

Routine

At Lumen Christi Catholic College

- Supervision of students commences at 8:45am
- Students are not to enter school buildings before 8:50am
- Students who are late to school are required to sign in at the Front Office
- Students who are late to class are required to have an explanatory note from their previous teacher
- Student who have permission to leave early from College must have a note from their parents and visit the Front Office to arrange an exit pass
- Students greet their teacher and respond to their teacher's directions to allow orderly management of the class
- Students are expected to bring the required equipment from their locker for two lessons
- Students can access their lockers before school, at recess, lunch and after school
- Student who travel home on buses are to remain in the designated area until the bus arrives
- Student lockers are to be secured with a lock at ALL times.

Equipment

Students at Lumen Christi Catholic College

Treat school equipment, buildings and surroundings with care and take responsibility for keeping learning areas clean and tidy

- Personal listening devices are not to be on the College grounds for students in Years K-10. For students in Years 11-12 they may be used during private study or at the teacher's discretion but are not to be in the general playground
- Do not bring valuables or large amounts of spending money to school
- iPads are not to be used during recess/lunch – unless for legitimate study/homework in the Learning Centre

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Lumen Christi Catholic College Handbook

- Must not use their mobile phone whilst on College property prior to 3:25pm and are aware that repeated use will result in parents being contacted to collect the mobile phone. Phones are to be secured in lockers whilst at school.

Playground

Students at Lumen Christi Catholic College know that

- They are to remain within bounds
- They take responsibility for keeping the grounds clean
- They sit to eat their recess and lunch; they do not congregate near the cafe; only use the cafe for purchases
- Food is not to be taken onto the oval at any time
- Engaging in dangerous behaviours such as throwing objects, contact games or climbing structures is not permitted.

Uniform

Students of Lumen Christi Catholic College

- Wear their uniform correctly and with pride at all times whether in or out of school.



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ATTENDANCE

Daily Program

College begins at 9:00am each day. Students follow a timetable or program arranged by the College. It is expected that students will meet the requirements of the timetable.

Lateness

Students arriving to school after 9:00am must go immediately to the Front Office and sign in.

Exit Pass

Students leaving the College grounds during school hours must provide a permission note from their parents/carers and present themselves to the Front Office to be signed out by the appropriate adult. Year 12 may leave the College after their last lesson of the day with the permission of the AP Pastoral Care.

Roll Marking

Attendance is recorded during each Year and Pastoral Care Class each morning and again in each Year 7-12 subject class via Sentral. It is the student's responsibility to ensure that their attendance is recorded.

Absence Explanation

The College requires an explanation for all absences. Absences can be notified by:

- providing a note signed by a parent/carer explaining each day's absence
- emailing the College at lccc@cg.catholic.edu.au
- telephoning the College on 6495 8888; or
- logging onto the Sentral parent portal and completing absence explanation.

Students who know they will be absent for periods of more than (2) days (holiday, medical reasons, or sporting commitments) should hand a note, signed by the parent/carer, to their Pastoral Care Teacher so these absences may be recorded. An Application For Extended Leave must be completed in cases where a student will be absent for a period exceeding ten school days.

Variation to College Routine Procedure

Variations to College routine in the form of excursions, field trips, camps, work education, or sporting events are offered at Lumen Christi to supplement and extend the range of learning experiences and activities normally offered at the College for students.

As such the College offers a variation to students under the following terms and conditions:

- If they are not compulsory then alternative arrangements will be made. Non-involvement does not mean time off.
- Students can be excluded from participating if:
 - deadlines for payment and return dates of forms are not met;
 - standards of behaviour have not met College expectations;
 - uniform requirements are not met
- In most instances, the College is the starting and finishing point of each activity unless directed by a note explaining otherwise.
- Students who cannot comply with the above terms and conditions should not seek to participate in the activity.

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ASSESSMENT & EXAMS

Lumen Christi uses current assessment practices which are informed by New South Wales Education Standards Authority (NESA) support documents.

Assessment plans and schedules for your child can be downloaded from the College Schoolzine app (Parent/Student Notes Tab) or our [Schoolzine Communication Centre](#).

Examinations and assessment tasks are set where applicable. Each student is given an assessment schedule so they can plan their workload.

Assessment Tasks (Years 7 - 9)

- At least two weeks before the due date, the assessment task with the assessment criteria and outcomes clearly stipulated, will be issued to the students (Task Sheet)
- Students will be informed of their performance in relation to the outcomes and criteria listed on the Task Sheet
- Results in the form of a mark or percentage may be assigned at the teacher's discretion. Rubrics required for a marked assessment task will be outlined on the initial Task Sheet.

Non-Submission of Tasks (Years 7 - 9)

In the circumstance where students submit assessment tasks after the due date, the following practice is to be adopted by all teachers at Lumen Christi Catholic College

(A) Unexplained lateness

If an assessment is submitted after the due date, without an acceptable reason the following will take place:

- A note is made to your parents in the Assessment Record, found in Sentral to inform them that the task has not been submitted by on the due date. You must then hand in the Assessment item on the next school day. If you do not have that particular subject on the next day it is your responsibility to seek out the teacher.
- If the items have not been submitted after three days, a letter will be written to your parents explaining that:
 - You have not handed in your assessment item within three days of the date due and as a result you have received zero marks
 - You are required to submit a fair attempt of the assessment item within one week from the date of the letter to the Head of Faculty
 - You may be required to do an afternoon detention if the assessment item has not been handed in by the date given in the letter
- The item is to be completed during the detention. If you complete the item before the detention, you must still attend detention
- When the task has been completed the teacher will then allocate a grade for the task.

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(B) Absent

Where students are absent from school the date a task is due to illness or 'special circumstances', the task must be completed at the earliest convenient time (usually the first day back at school); this time will be made in consultation with the teacher.

Assessment Years 10, 11 and 12

Assessment booklets for Years 10, 11 and 12 are placed on Schoolzine. These booklets explain assessment and the rules for assessment.



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INFORMATION TECHNOLOGY

The College network is provided for staff and students to facilitate resource sharing, collaboration, innovation and communication.

The College Information Technology (ICT) facilities include computer labs, portable devices such as iPads and Macs for specific purposes in such classes as Music and Art. Kindergarten to Year 6 students have access to class sets of devices.

In addition to the computer resources, the College has also invested in Interactive Whiteboards (IWBs) which contributes to the College's dynamic and engaging learning environment.

Use of College technological resources and facilities are regarded as a student privilege, which may be withdrawn if they are misused. The network facilities and associated technology is to be used for educational purposes. All students must comply with the Acceptable Network Usage Procedure before they are able to use the facilities.

To have access to Information and Communication Technologies at Lumen Christi Catholic College students need agree to and follow practices as contained in our Student Acceptable Use Agreement and Procedure. Copies of this Agreement are available from the College Front Office or can be downloaded from the College website at [Student Acceptable Network Use Agreement & Procedure](#).

BYOD Program

Teaching methods have changed drastically over the years. No longer is "chalk and talk" or copious notes on the whiteboard seen as the way students learn. The classroom has become more interactive with students far more engaged in their own learning. Technology enables them to explore diverse learning styles. Information Technology is becoming an integral part of everyday life and central to higher education and the workforce.

The use of technology at Lumen Christi is as an education tool and will not replace all teaching and learning.

Lumen Christi's BYOD program includes all devices, not just iPads. This means that students in Years 7 to 12 can now bring a compliant device and engage in all technology-based classroom activities. The change to web-based technologies i.e. Google Suite, now means that any internet enabled device that runs a web browser can operate effectively as a learning device. The Google Suite provides document creation and sharing, as well as an online storage capability for all documents.

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Staff and students have recognized the additional benefits that laptop style devices can bring to the learning environment. Surveys have been conducted throughout the College and the results have led to an Open BYOD Proposal being presented to the College Leadership Team, as well as our Community Council. This Proposal was approved and now means that the College provides classroom-based technology in Kinder to Year 6 and technology in Years 7 to 12 is personally owned BYOD. The College will also maintain computer laboratories for specialist subject areas where more processing power and data storage is required.

The types of devices which can now be used as part of the BYOD program are:

- iPad
- Chromebook
- Laptop (Windows and Apple Mac)
- The minimum recommended requirements are:
 - Minimum Screen Size 9.7"
 - Battery life to last the school day
 - 5GHz Wireless
 - Minimum of 32GB of storage
 - Laptops are required to have a Solid State Drive.

If you have any further questions regarding the changes to the LCCC BYOD Program, please don't hesitate to contact derek.gillions@cg.catholic.edu.au or phone 6495 8888.



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COLLEGE UNIFORM



Lumen Christi Catholic College K-6 PRICE LIST 2022-2023



SUMMER UNIFORM	SIZES	PRICE	ACCESSORIES	SIZES	PRICE
GIRLS WHITE SUMMER SHORT SLEEVE RIBBED BLOUSE WITH EMBROIDERY	4, 5, 6, 8, 10	\$37.50	BUCKET HAT WITH LOGO	S/S, S/M, L/XL	\$18.50
			SPORTS CAP - HOUSE COLOURS	ONE SIZE	\$18.50
GIRLS NAVY CHECK SKIRT	4, 6, 8, 10	\$57.00	BACKPACK WITH LOGO	MEDIUM	\$70.00
	12, 14, 16, 18	\$59.00	SCARF WITH EMBROIDERY	ONE SIZE	\$17.50
GIRLS NAVY CHECK SKIRT WITH UNDERSHORT	8, 10	\$63.50	GIRLS WHITE 'LCCC' ANKLE SOCKS 3 PACK (UNTIL SOLD OUT)	5-8, 9-12, 13-3, 2-8, 6-11	\$21.00
	12, 14, 16	\$66.50			
GIRLS NAVY TAILORED CHECK SHORTS	4, 6, 8, 10	\$43.50	BOYS NAVY 'LCCC' ANKLE SOCKS 3 PACK	5-8, 9-12, 13-3, 2-8, 7-11	\$21.00
	12, 14, 16	\$46.50			
BOYS SUMMER SHORT SLEEVE CHAMBRAY SHIRT WITH EMBROIDERY	4, 5, 6, 8, 10	37.50	UNISEX FOOTBALL SOCKS	9-2, 2-7, 7-11	\$14.50
			UNISEX 'LCCC' FOOTBALL SOCKS	9-2, 2-7, 7-11	\$14.50
BOYS NAVY TAILORED SHORTS	4, 5, 6, 8, 10	\$41.50	NAVY COTTON TIGHTS - 2 PACK	3-5, 6-9, 10-12, M, L, XL, XXL	\$22.50
	12, 14	\$42.50			
WINTER UNIFORM	SIZES	PRICE	NAVY OPAQUE COTTON TIGHTS	S-M, T-XL	\$14.95
GIRLS NAVY CHECK PINAFORE	4, 6, 8, 10	\$60.00	NAVY OPAQUE MICROFIBRE TIGHTS	S-M, T-XL	\$12.50
	12, 14, 16	\$62.00	CHECK SCRUNCHIES	ONE SIZE	\$5.00
GIRLS WINTER CHECK TAILORED PANTS WITH ADJUSTABLE WAIST	4, 6, 8, 10	\$47.50			
	12	\$49.50	ALICE CHECK HEADBANDS	NARROW	\$9.50
GIRLS WHITE LONG SLEEVE BLOUSE WITH EMBROIDERY	4, 5, 6, 8, 10	\$38.50		WIDE	
	12, 14, 16, 18, 20, 22, 24, 26	\$39.50	ART SMOCK	XS, S, M	\$20.00
BOYS WINTER LONG SLEEVE CHAMBRAY SHIRT WITH EMBROIDERY	4, 5, 6, 8, 10	\$37.50			
	12, 14, 16	\$38.50			
BOYS NAVY TAILORED PANTS	4, 5, 6, 8, 10	\$46.00	SHOP LOCATION		
	12, 14	\$47.50	Uniforms are available exclusively through the on campus school uniform shop or online.		
GIRLS NAVY KNITTED WOOLLEN CARDIGAN WITH EMBROIDERED LOGO	4, 6, 8, 10	\$79.50			
	12, 14, 16	\$82.50	OPENING HOURS		
UNISEX NAVY KNITTED WOOLLEN JUMPER WITH EMBROIDERED LOGO	4, 6, 8, 10	\$79.50	For up to date opening hours please go to the Pickles website and select your school from the SHOP ONLINE SCHOOLS drop down menu.		
	12, 14, 16	\$82.50	PLEASE NOTE: the uniform shop is not accessible during school holidays, therefore online orders will be filled once school returns.		
UNISEX NAVY COTTON JUMPER WITH EMBROIDERED LOGO	4, 6, 8, 10	\$79.50			
	12, 14, 16	\$82.50	APPOINTMENTS for new student fittings are available on our website. To book an appointment, select your school on the the SHOP ONLINE SCHOOLS drop down menu and click on the "BOOK NOW" button.		
GIRLS NAVY COTTON CARDIGAN WITH EMBROIDERED LOGO	4, 6, 8, 10	\$79.50			
	12, 14, 16	\$82.50			
UNISEX NAVY WOOL FELT JACKET	4, 6, 8	\$125.00			
	10, 12, 14, 16	\$135.00			
SPORTS UNIFORM	SIZES	PRICE	DELIVERY AND SHIPPING INFORMATION		
TRI COLOUR SPORTS POLO SHIRT + EMBLEM	4, 6, 8, 10, 12, 14, 16	\$38.50	Please allow up to 7 working days for online order processing. Delays may occur during peak periods or due to temporary stock shortages.		
UNISEX NAVY ELASTIC WAIST MICROFIBRE SPORTS SHORTS	4, 6, 8, 10, 12, 14, 16	\$30.00	Online orders may be:		
GIRLS NAVY MICROFIBRE SPORTS SHORTS WITH EMBROIDERED LOGO	8, 10, 12, 14, 16, 18, 20, 22, 24	\$30.00	• Delivered free to your child's classroom during term time only		
NAVY ELASTIC WAIST MICROFIBRE TRACK PANTS	4, 6, 8, 10	\$45.00	• Delivered to a nominated address for \$12.50		
	12, 14, 16	\$47.50			
NAVY MICROFIBRE TRACK JACKET	4, 6, 8, 10	\$75.00			
	12, 14, 16	\$78.50			

Purchase your uniforms at www.picklesschoolwear.com

Go to the **SHOP ONLINE SCHOOLS** drop down menu and choose your school

Prices valid from 1 Oct 2022 to 30 Sept 2023



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Lumen Christi Catholic College Handbook



Lumen Christi Catholic College 7-12 PRICE LIST 2022 - 2023



SUMMER UNIFORM	SIZES	PRICE	SPORTS UNIFORM	SIZES	PRICE
JUNIOR GIRLS WHITE SUMMER SHORT SLEEVE BLOUSE WITH EMBROIDERY YEAR 7-10	12, 14, 16, 18, 20, 22, 24, 26, 28	\$38.50	UNISEX TRI COLOUR SPORTS KNIT POLO SHIRT + EMBLEM	12, 14, 16, 18, 20, 22, 24, 26, 28, 30, 32, 34	\$38.50
GIRLS NAVY TAILORED CHECK SHORTS	12, 14, 16	\$46.50	UNISEX NAVY ELASTIC WAIST MICROFIBRE SPORTS SHORTS	12, 14, 16, 18, 20, 22, 24, 26, 28	\$30.00
GIRLS NAVY CHECK ALL SEASON SKIRT	18, 20, 22, 24, 26, 28	\$49.50	GIRLS NAVY SPORTS SHORTS	8, 10, 12, 14, 16, 18, 20, 22, 24	\$30.00
GIRLS NAVY CHECK ALL SEASON SKIRT WITH UNDERSHORTS	14, 16	\$59.00	UNISEX NAVY LCCC TRACK PANTS	12, 14, 16, 18, 20, 22, 24, 26	\$47.50
	18, 20, 22, 24, 26, 28	\$61.50	NAVY REP RUGBY SHORTS	XXS, XS, S, M, L, XL, XXL	\$32.50
	8, 10	\$63.50	NAVY FOOTBALL SOCKS	9-2, 2-7, 7-11	\$14.00
	12, 14, 16	\$66.50	NAVY MICROFIBRE TRACK JACKET	12, 14, 16, 18, 20, 22, 24, 26	\$78.50
JUNIOR BOYS SHORT SLEEVE CHAMBRAY SHIRT WITH EMBROIDERY YEAR 7-10	18, 20, 22, 24, 26, 28	\$68.50	UNISEX SPORTS CAPS - AVAILABLE IN HOUSE COLOURS	ONE SIZE	\$18.50
BOYS NAVY TAILORED SHORTS	12, 14, 16, 18, 20, 22, 24, 26, 28, 30	\$38.50			
	8, 10, 12, 14, 16, 18, 20, 22, 24, 26, 28, 30	\$45.50			
WINTER UNIFORM	SIZES	PRICE	ACCESSORIES	SIZES	PRICE
GIRLS WHITE LONG SLEEVE BLOUSE WITH EMBROIDERY YEAR 7-10	12, 14, 16, 18, 20, 22, 24, 26, 28	\$39.50	BACKPACK WITH LOGO	MEDIUM	\$70.00
GIRLS WINTER CHECK TAILORED PANTS	12, 14, 16	\$49.50		LARGE	\$75.00
	18, 20, 22, 24, 26, 28	\$52.50	UNISEX SCARF WITH EMBROIDERY	ONE SIZE	\$17.50
BOYS WINTER LONG SLEEVE CHAMBRAY SHIRT WITH EMBROIDERY YEAR 7-10	12, 14, 16	\$38.50	SENIOR GIRLS TIE	ONE SIZE	\$22.50
	18, 20, 22, 24, 26, 28, 30	\$41.50	SENIOR BOYS TIE	137cm, 147cm	\$22.50
BOYS NAVY TAILORED PANTS	10, 12, 14, 16	\$55.00	UNISEX BUCKET HAT WITH LOGO	S/S, S/M, L/XL	\$18.50
	18, 20, 22, 24, 26, 28, 30	\$57.50	GIRLS WHITE 'LCCC' ANKLE SOCKS 3 PACK	2-8, 6-11, 11-14, 14+	\$21.00
GIRLS NAVY KNITTED WOOLLEN CARDIGAN WITH EMBROIDERED LOGO	12, 14, 16	\$82.50	BOYS NAVY 'LCCC' ANKLE SOCKS 3 PACK	2-8, 6-11, 11-14, 14+	\$21.00
	18, 20, 22, 24, 26	\$85.00	GIRLS NAVY COTTON TIGHTS	S/M, T/XT	\$14.95
UNISEX NAVY WOOLLEN KNITTED JUMPER WITH EMBROIDERED LOGO	12, 14, 16	\$82.50	NAVY OPAQUE MICROFIBRE TIGHTS	S/M, T/XT	\$12.50
	18, 20, 22, 24, 26	\$85.00			
UNISEX NAVY COTTON JUMPER WITH EMBROIDERED LOGO	12, 14, 16	\$82.50			
	18, 20, 22, 24, 26	\$85.00			
GIRLS NAVY KNITTED COTTON CARDIGAN WITH EMBROIDERED LOGO	12, 14, 16	\$82.50			
	18, 20, 22, 24, 26	\$85.00			
UNISEX RUST SCHOOL BLAZER WITH EMBROIDERED LOGO	8, 10, 12	\$185.00			
	14, 16	\$190.00			
	18	\$195.00			
	20	\$200.00			
	22, 24, 26, 28	\$205.00			
SENIOR 11-12 YEARS ONLY	SIZES	PRICE			
SENIOR GIRLS WHITE SHORT SLEEVE BLOUSE WITH RUST PIPING & LCCC	10, 12, 14, 16, 18, 20, 22, 24, 26, 28	\$38.50			
SENIOR BOYS WHITE SHORT SLEEVE TIE COLLAR SHIRT WITH EMBROIDERY	14, 16, 18, 20, 22, 24, 26, 28, 30	\$39.50			
SENIOR GIRLS WHITE LONG SLEEVE BLOUSE WITH RUST PIPING & LCCC	10, 12, 14, 16, 18, 20, 22, 24, 26	\$39.50			
SENIOR BOYS WHITE LONG SLEEVE TIE COLLAR SHIRT WITH EMBROIDERY	14, 16, 18, 20, 22, 24, 26, 28, 30	\$41.50			

SHOP LOCATION

Uniforms are available exclusively through the on campus school uniform shop or online.

OPENING HOURS

For up to date opening hours please go to the Pickles website and select your school from the SHOP ONLINE SCHOOLS drop down menu. **PLEASE NOTE:** the uniform shop is not accessible during school holidays, therefore online orders will be filled once school returns.

APPOINTMENTS for new student fittings are available on our website. To book an appointment, select your school on the the SHOP ONLINE SCHOOLS drop down menu and click on the "BOOK NOW" button.

DELIVERY AND SHIPPING INFORMATION

Please allow up to 7 working days for online order processing.

Delays may occur during peak periods or due to temporary stock shortages. Online orders may be:

- Delivered free to your child's classroom during term time only
- Delivered to a nominated address for \$12.50

Purchase your uniforms at www.picklesschoolwear.com

Go to the **SHOP ONLINE SCHOOLS** drop down menu and choose your school

Prices valid from 1 Oct 2022 to 30 Sept 2023



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SUMMER UNIFORM – TERMS 1 & 4	
K to Year 10 Boys	K to Year 10 Girls
Chambray shirt with logo (short or long sleeved)	Blouse with logo and blue piping (short or long sleeved)
Navy shorts with logo or	Navy check skort (length just above knee) * skirts sold until stock runs out or
Navy long pants with logo	Navy check pinafore * or
Navy socks with logo	Navy check shorts * or
Black belt	Navy check long pants
Navy jumper or cardigan with logo	White socks with logo
College hat	Navy jumper or cardigan with logo
Black school shoes (see samples)	College hat and Navy Hair Accessories only
	Black school shoes (see samples)
Year 11 to 12 Boys	Year 11 to 12 Girls
White shirt with logo (short or long sleeved)	White shirt with logo and rust piping (short or long sleeved)
Navy shorts with logo or	Navy check skort* (length just above knee) or skort with socks or
Navy long pants with logo	Navy check long pants
Navy socks with logo	Navy check shorts*
Black belt	White socks with logo
Navy jumper or cardigan with logo	Navy jumper or cardigan with logo
College hat	College hat and Navy Hair Accessories only
Black leather school shoes (see samples)	Black leather school shoes (see samples)
WINTER UNIFORM – TERMS 2 & 3	
K to Year 10 Boys	K to Year 10 Girls
Chambray shirt with logo (short or long sleeved)	White shirt with logo and blue piping (short or long sleeved)
Navy long pants with logo	Navy check pinafore or
Navy jumper or cardigan with logo	K - 6 skirts always available – Navy check skirt* sold until out of stock or skort (both length just above knee) (all with navy tights) or
College blazer (navy felt jacket K to 6 only).	Navy check long pants
Navy socks with logo	Navy jumper or cardigan with logo
Black belt	Navy tights
College scarf (optional)	College blazer (navy felt jacket K to 6 only)
Black school shoes (see samples)	Black school shoes (see samples)
	Mary Jane shoes allowed K – 6 only
	College scarf (optional) Navy Hair Accessories only
Year 11 to 12 Boys	Year 11 to 12 Girls
White shirt with logo (short or long sleeved)	White shirt with logo and rust piping (short or long sleeved)
Navy long pants with logo	Navy check skirt* sold until out of stock
Navy jumper or cardigan with logo	Shorts or skort (both length just above knee) or
College tie	Navy check long pants
College blazer	Navy jumper or cardigan with logo
Navy socks with logo	College blazer
Black school shoes (see samples)	College Girls Tie
Black belt	College scarf (optional) Navy Hair Accessories only
Black leather school shoes (see samples)	Navy tights
College Scarf (optional)	Black leather school shoes (see samples)
<i>Incorrect wearing of the uniform may result in sanctions, such as detentions</i>	
SPORTS UNIFORM	
K to Year 12 Boys	K to Year 12 Girls
Sports polo shirt with logo	Sports polo shirt with logo
Sports shorts with logo	Sports shorts with logo*
Navy socks with logo	Sports socks with logo
Sports track jacket/pants with logo (optional)	Sports track jacket/pants with logo (optional)
Sports cap or bucket hat with logo	Sports cap or bucket hat with logo
The bucket hat is the official College hat. Caps can only be worn when participating in PDHPE practical class and are only to be worn with the sports uniform.	The bucket hat is the official College hat. Caps can only be worn when participating in PDHPE practical class and are only to be worn with the sports uniform.
Sports shoes (see samples /explanation below)	

NOTE: PE uniform is only to be worn by PBL classes or on days where there is a double PE/PASS/ or ADP lessons and on specially nominated days by College. Incorrect wearing of the uniform may result in sanctions, such as detentions

BACKPACKS

College backpacks (Small & Large)

Lumen Christi Catholic College Uniform Policy additional notes:

Jewellery:

- Chains with religious medallions only (not longer than 25mm) worn inside shirt or blouse
- No jewellery to be worn during practical sports classes
- No necklaces, anklets, bangles or wristbands to be worn K to 12
- No rings to be worn K to 10, small signet ring permitted 11/12
- Body jewellery, such as tongue, nose or eyebrow rings, are to be covered or a clear replacement worn K to 12
- Plain (silver or gold) studs or sleeper earrings (no larger than 15 mm) permitted K to 12, one in each ear

Tattoos:

- Tattoos are illegal in NSW for children under 16 years old
- Tattoos must be covered at all times

Hair:

- Extreme hairstyles and hair colours not permitted. (NB: No shorter than number 3 head shave)
- All students to be clean shaven
- Long hair must be tied fully back
- Navy hair accessories only

Make-up:

- No make-up or nail polish to be worn K to 6
- 7 to 12 make-up and nail polish must not be noticeable

Hats:

- The official College hat is to be worn in Terms 1 and 4
- Students are to wear their hat upon leaving the classroom
- Students without hats are to have their name recorded in Sentral
- An optional cap is available for use only during practical PDHPE classes and on official sports days such as swimming and athletics carnivals and when representing the college at the various sporting events
- The cap can only be worn with the official college sports uniform
- The cap is not an alternative to the bucket hat at any other time. Caps are available in House colours

Blazers:

- Blazers are to be worn to and from school and vice-versa in Terms 2 & 3, up until recess and for formal occasions

Mufti Days:

- Uniform free days are held periodically throughout the year
- The money raised on these days is donated to charity organisations supported by the College
- Midriff/singlet tops are not permitted
- Cut-off shorts are not permitted
- Covered footwear, sun safe clothing (including broad brim hats) and modest clothing should be worn
- Students are not to wear clothing with patterns/images/wording of an offensive nature on these days
- Normal college jewellery/hair rules apply

Shoes:

- All shoes must meet WH & S requirements
- School shoes must be black, leather, covered in, be below the ankle and polishable (see samples below)
- Mary Jane style shoes permitted for K – 6 only
- Sports shoes must be lace up runners, joggers or cross-trainers
- Skate shoes, Dunlop Volleys, canvas or casual shoes not permitted (see samples below)

College Backpacks: Small & Large available



Examples of College approved school shoes

Examples of Backpacks & College approved PE shoes



Examples of shoes that are **not** permitted*:
(Mary Jane shoes permitted K – 6 only)

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COLLEGE UNIFORM SHOP

Our College Uniform shop is located upstairs in Block 1 of College, enter via the main entrance to the College and follow the signs or ask for directions at the Front Office.

The shop will open each Term:

- Tuesday & Thursday 8:30am - 10:30am
- Additional opening days as advertised via Schoolzine

Can't make it into the shop? You can order online - use the link key to visit our online Uniform Shop. Orders placed via the online shop could take up to 7 working days to be delivered depending on stock availability. Online Orders can be delivered to your child's classroom, free of charge. Alternatively, you may nominate a postage address for delivery via Australia Post.

To visit our online uniform shop and view price lists and order forms please [click here](#) or visit www.picklesschoolwear.com/

For further information please contact Jess, our Uniform Shop Manager at the shop during opening hours on 6495 8851.

SECOND HAND SWAP AND SHOP AND FACEBOOK UNIFORM PAGE

Preloved College uniform can be advertised on Facebook on a page run by Lumen Christi parents. Login to your Facebook account and search for 'Lumen Christi Uniform Pambula'.

LCCC Uniform Swap and Shop and Facebook Disclaimer

Persons advertising College uniform via Facebook do so at their own risk. Persons advertising on this site are required to provide personal information i.e. name, which will become available to the general public via the internet and Facebook. Lumen Christi Catholic College accepts no liability for any claims or losses as a result of information provided. Lumen Christi Catholic College accepts no responsibility for items purchased or swapped and gives no warranty as to the condition, suitability or provenance of any item purchased or swapped. It is the purchaser's responsibility to take all reasonable measures to check the condition, suitability and provenance of any item purchased or swapped for their own protection. Lumen Christi Catholic College accepts no liability for any claim or loss resulting from any transaction taking place as a result of the information provided on Facebook. All advertisements published on Facebook are at the discretion of Lumen Christi Catholic College. The College reserves the right to edit or remove advertisements at any time.

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HOMEWORK

Philosophy

At Lumen Christi student achievement is promoted in a supportive and positive environment. Homework is a large factor in holistic learning involving both school and home in partnership. Students, staff and parents share goals for achieving ongoing success in learning. Homework is part of this and includes out-of-school tasks assigned to preview, review and extend classroom work. At Lumen Christi, teachers assign homework to reinforce the lessons taught in the classroom, stimulate further interest in the topics taught, and develop independent study skills.

Methods

Practice

Practice tasks reinforce newly acquired skills or knowledge. These tasks are most effective when carefully evaluated by the teacher, when matched to the ability and background of the individual student, and when students are asked to apply recent learning directly and personally in their own environment.

Preparation

Preparation tasks are intended to provide background information. Such tasks could include readings of the class text, research, collecting materials for a class activity and other tasks requiring the gathering or organising of information before a class including assessment tasks. Effective preparation tasks require guidelines on how and why the task should be completed.

Extension Tasks

These tasks encourage individualised and creative learning by emphasising student initiative and research.

College Procedures for Homework

Homework is assigned by the class teacher during the lesson. Students note the homework task and the due date in their student diary. When collecting, checking or correcting homework, a note is made by the teacher in Sentral if the task has not been attempted.

Time Allocation

For homework to be effective, it needs to become part of the student's out of school routine. Time should be devoted regularly to each Key Learning Area according to a homework schedule. The amount of time needed increases as the student progresses through their education.

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Suggested daily allocations for homework

Kindergarten	10 to 20 minutes
Year 1 and 2	30 minutes
Year 3 and 4	30 to 45 minutes
Year 5 and 6	45 minutes to 1 hour
Year 7 and 8	1 to 1.5 hours
Year 9 and 10	1.5 to 2 hours
Year 11 and 12	2 hours plus

All students in Primary School are expected to read every day and record their reading on their iPads (Years 5 & 6) or in their Home Reading Record Book (Kindergarten to Year 4).



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COLLEGE COUNSELLOR

The College engages the services of two qualified Counsellors. The service is provided through an arrangement between Catholic Education and Catholic Care. Students and their families can be supported through difficult times on issues including illnesses, relationships, behavioural and other difficulties. You can make a confidential appointment to see our College Counsellor by phoning 6495 8888 or by dropping into the Front Office to complete an appointment form. Students can also obtain a form from the Pastoral Care staff room.

Email: Jessica.O'Rourke@catholiccare.cg.org.au
Samantha.Hutchence@catholiccare.cg.org.au
Phone: 6495 8888

EMOTIONAL UPS AND DOWNS

... ARE NORMAL BUT SOMETIMES IT ALL GETS TOO MUCH

Angry? Hassled? Confused? Alone? Stressed? Scared?

Tackle problems with a plan – Be positive – It doesn't have to be this way
Tough times don't last forever – YOU can turn things around
Acknowledge you feel bad.

SLOW DOWN AND THINK

Decide how things could be better. Tell someone you trust (friends as great but for bigger problems talk to an adult). Feeling better might mean writing down your thoughts or ringing someone. You can help a friend by being a good listener and suggesting they speak to an adult.

MAKE A REAL DECISION

Value yourself. Have some strategies ready when the pressure is on.

WHO CAN YOU TALK TO?

A parent
Teachers
School Counsellor
Other trusted adults
Kids Helpline free call 1800 551800
Open Doors Counselling and Educational Services free call 1800 647 995
www.opendoors.com.au or info@opendoors.com

[Don't forget to Check out our links page for more information about where to get help](#)

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ENROLMENT

Enrolment at Lumen Christi is open to all who are willing to support the philosophy, values and aims of Catholic schooling. Families who choose a Catholic school for their children do so on the understanding that they respect and agree to support the Catholic identity of the school and acknowledge the importance of religious education for their children.

All enrolments are subject to an enrolment interview with the College Principal or a member of our College Leadership Team. An online enrolment application must be completed before a student will be accepted for enrolment.

The Enrolment period for Kindergarten and Year 7 students commences in Term 2 preceding the year your child commences College. A \$200.00 non-refundable enrolment fee is payable for all Kindergarten enrolments. This is credited to your child's College fees in Term 1.

Enrolments for the current year are accepted throughout the College year and are dependent on class availability.

Priority for Enrolment

In accordance with the Catholic Education Office of Canberra & Goulburn priority for enrolment is:

- Baptised Catholic students who attend a Catholic school or are members of the local parish community in rural areas where a Catholic school is not available
- Siblings of other students already attending the school
- Other children who have been enrolled in a Catholic school for a substantial period of time
- Other students who are willing to support the Catholic ideals of the College.

PARENT COMMITMENT AGREEMENT

The Parent Commitment Agreement is required to be signed when your child enrolls at Lumen Christi Catholic College. A copy of the document can be downloaded from the College website via [this link](#)



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PARENT CHARTER FOR CATHOLIC SCHOOLS

Catholic schools in the Archdiocese of Canberra Goulburn work in partnership with parents and their school communities to promote a shared responsibility for the education of each child. This Charter provides the principles and expectations that will help to achieve this critical partnership.

1

This partnership recognises:

- Parents as the primary and continuing educators of their children.
- The contribution that parents make by valuing the Catholic identity of our schools. The shared responsibility for the moral, spiritual, emotional and social development of students in our schools.

2

Parents can expect that their child's school will:

- Provide an excellent education based on the traditions of Catholic teachings.
- Strive to maintain a safe, secure and welcoming environment for their children. Involve parents as the first educators in any decisions that affect their child's learning or well being.
- Provide timely and accurate information about their child's progress.
- Demonstrate respect for the privacy of families in all interactions, including through the use of technology and social media.

3

The School can expect that parents will:

- Actively support school procedures and expectations.
- Work collaboratively with school leaders, teachers and staff.
- Respect the skills, knowledge and experience of school leaders and teachers.
- Demonstrate respect for the school and staff in all communications including digital technologies and social media.
- Contribute to the life of the school in ways that reflect their interests, skills and experience. Support their child's consistent and punctual attendance at school.
- Fulfil their commitment to pay all fees in a timely manner, and in hardship circumstances to actively work with the school to seek out mutually suitable arrangements for their payment. Respect a teacher's working hours in terms of response times to emails and phone calls. Request a formal interview time with their child's teacher when there is a concern to be discussed.

4

Integral partners in the life of school communities, the school with parents have a co-responsibility to:

- Value and respect the Catholic identity of the School, its relationship to its parish community and the teaching of Catholic beliefs.
- Model Christian values and support the ethos of Catholic schools with all members of the School community.
- Value and respect the diversity of faiths and cultures within the School community. Contribute to a welcoming and inclusive school community.
- Support the child's learning at school and home.
- Contribute to consultation and decision making processes.
- Work toward resolving grievances through respectful discussion and negotiation.
- Contribute to a culture where privacy and confidentiality are assured.
- Ensure respectful and caring relationships are reflected in the ways in which staff, students and parents interact when engaging in sporting and extra-curricular activities. Acknowledge and support the work of the School Community Council/Board and associated committees.



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FEES

The College Community Council will set the fees for each year in the last term of the previous year. The Council will take into account the needs of the College and the general economic situation.

Fees are broken up into 3 categories:

- **CE Tuition**

65% of this fee is forwarded on to CE and contributes towards salary costs. The remaining 35% is directed towards the list below.

- **College Levy**

Includes, but is not limited to:

- Updating of classroom equipment, resources, consumables
- Curriculum resources, text books
- Purchase/replacement of sports equipment
- Pastoral Care
- Extra curricular activities
- Library
- Photocopying
- All textbooks (hire)
- Utilities (electricity, gas, telephone, rates etc)
- Insurance
- Purchasing and updating of ICT hardware and software
- Cleaning
- Building and grounds maintenance
- Teaching Assistant salaries

- **Building Levy**

Includes, but is not limited to:

- Servicing College loans for Stage 2, Stage 4 and the Resource Centre refurbishment
- Cleaning and maintenance salaries

Fees may be paid in advance any time throughout the year however, for accounting purposes, four Term accounts will be issued for Kindergarten to Year 11 and Year 12 will be invoiced for the full year in the first 3 terms. The College fees may be paid by Qkr!, cash, cheque, credit card, direct debit or BPAY.

The fee schedule can be obtained from the College website, Schoolzine Communications Centre, our Schoolzine app and the Front Office. Families experiencing difficulty making payments must contact the College Fees Officer on 6495 8888 so that a payment plan can be developed.

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COLLEGE HOUSES

Our four College Houses form an integral component of our pastoral care program and contribute to College "spirit" and sense of belonging for our students. Houses comprise of students from Kindergarten to Year 12 allowing an informal peer mentoring atmosphere and an opportunity for our senior students to develop leadership skills.

There are four houses at Lumen Christi - Baringa, Bobberrer, Gudu and Monaroo. Our Houses are integral to our College spirit and hoped that students understand the value of their House.

Our Houses are named in recognition of the ongoing custodianship of the South East region of New South Wales by the Yuin Nation - the light of creation the sustaining elements of water and land and the redeeming qualities of our relationships. In these elements we recognise the legacy of the custodians and understand that we have a special responsibility in our region. We see in our Houses the language of the Elders and know that we are all people of God the Creator, Jesus our Redeemer and the Holy Spirit.

It is expected that all students will represent their house at our annual Swimming, Cross Country, and Athletics Carnivals. House points are awarded for participation at the College Carnivals and for such things as community service hours, inter house sporting and cultural competitions and the cleanliness of the House area, both inside and in the playground.

HOUSE SPORTING RECORDS

House of the Year	Athletics	Cross Country	Swimming
2001 - Baringa	2001 - Bobberrer	2001 - Baringa	2001 - Baringa
2002 - Baringa	2002 - Baringa	2002 - Baringa	2002 - Bobberrer
2003 - Baringa	2003 - Baringa	2003 - Baringa	2003 - Bobberrer
2004 - Gudu	2004 - Monaroo	2004 - Gudu	2004 - Bobberrer
2005 - Bobberrer	2005 - Gudu	2005 - Gudu	2005 - Bobberrer
2006 - Monaroo	2006 - Monaroo	2006 - Baringa	2006 - Monaroo
2007 - Monaroo	2007 - Monaroo	2007 - Gudu	2007 - Monaroo
2008 - Bobberrer	2008 - Bobberrer	2008 - Gudu	2008 - Monaroo
2009 - Monaroo	2009 - Bobberrer	2009 - Baringa	2009 - Monaroo
2010 - Baringa	2010 - Monaroo	2010 - Baringa	2010 - Gudu
2011 - Monaroo	2011 - Monaroo	2011 - Baringa	2011 - Monaroo
2012 - Bobberrer	2012 - Bobberrer	2012 - Bobberrer	2012 - Monaroo
2013 - Monaroo	2013 - Monaroo	2013 - Monaroo	2013 - Monaroo
2014 - Bobberrer	2014 - Bobberrer	2014 - Bobberrer	2014 - Monaroo
2015 - Monaroo	2015 - Monaroo	2015 - Monaroo	2015 - Monaroo
2016 - Baringa	2016 - Baringa	2016 - Baringa	2016 - Baringa
2017 - Gudu	2017 - Baringa	2017 - Gudu	2017 - Gudu
2018 - Baringa	2018 - Baringa	2018 - Baringa	2018 - Baringa
2019 - Baringa	2019 - Baringa	2019 - Baringa	2019 - Bobberrer
2020 - Bobberrer	2020 - Bobberrer	2020 - Bobberrer	2020 - Gudu
2021 - Bobberrer	2021 - Bobberrer	2021 - Bobberrer	2021 - Gudu
2022 - Bobberrer	2022 - Baringa	2022 - Bobberrer	2022 - Gudu

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HOUSE CAPTAINS

Monaroo House Captains



Carly Van Bracht



Brodie Seenan

Monaroo Junior House Captains



Dori Henchaichone



Harvey Bandt

Monaroo (yellow) is the people who care for each other, who nurture the land, are sustained by the waters and whose relationship binds all.

Patron Saint is Blessed Mary MacKillop

"Never see a need without doing something about it"

Bobberrer House Captains



Lexi McGrath



Lachlan Daniel

Bobberrer Junior House Captains



Lucy Gamlin



Zak Trethewey

Bobberrer (red) is the land, the mountains, the bush and the beaches; it is the Earth which provides for all of us and as God's creation, we care for and nurture the Earth.

Patron Saint is St Francis of Assisi, Patron Saint of ecology.

"May we become faithful stewards of the earth."

"Be the Light of Christ"





Baringa House Captains



Summer Went



Jack Wallace



Baringa Junior House Captains



Amelia Kennelly



William Zandt

Baringa (white) is light, the sun, moon and fire; it is God's creative energy which provides life to all.
Patron Saint for Baringa is St Lucy of Syracuse, Patron Saint of the blind.

"Anticipating the Light to Come"



Gudu House Captains



Alexandra Marks



Fletcher Manning



Gudu Junior House Captains



Torah Risstrom



Thomas Brabham

Gudu (blue) is the water, the sea, rivers and snow;
it is the sustaining force in our environment.
Patron Saint for Gudu, the water, is St Brendan 'The Navigator',
Patron Saint of sailors.

"May he guide us on our journey"

"Be the Light of Christ"



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 Indigenous Snr Captains		 Indigenous Jr Captains	
			
Nesta Williams	Nate Scarpin	Sophia Thomas	Zoe Veness



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COMMUNITY SERVICE

Our Vision

You are the light of the world!
Shine your light.

Students at Lumen Christi are encouraged to be involved in community service activities. These activities are recorded on Sentral. Certificates are presented to students at the annual Semester 2 Awards Ceremony in recognition of gaining at least 10 hours of community service during the year.

Suggested Service Activities

- Volunteer work for charities e.g. St Vincent de Paul, Red Cross
- Fundraising for charities e.g. Red Shield Appeal
- Volunteer work for elderly or sick neighbours
- Working bees for school, Parish or community organisations
- Visiting elderly people – spending time with them, performing for them
- Participating in organised community events e.g. ANZAC Day March
- Clean Up Australia Day
- Umpiring and/or coaching sporting teams
- Making items to be sold at fetes for charities, Parish
- Volunteer work at Lumen Christi e.g. Library Monitor, writing newspaper articles
- School cleanliness and other activities approved by LCCC staff

Procedure

- You may participate in service activities with a friend or small group if desired
- Talk about your ideas for your service activities with your parents before setting out to complete any activity
- Meet with the supervisor of the organisation – introduce yourself, arrange activity and hours and learn about any special conditions related to your volunteer work
- Inform the supervisor when you complete your service activity or leave the premises
- Keep this a Service Record slip with you at the time of your service activity to be verified by a responsible adult or supervisor
- Return your signed Service Record slip to your PC teacher who will ensure it is recorded on Sentral.

Your Goal

- 10 hours of service by the end of the year with at least two different categories of service activity
- The minimum time of any category is one hour
- Home chores are not to be included as 'charity begins at home'.

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TRAVELLING TO AND FROM COLLEGE

Bus Companies

The majority of students at Lumen Christi travel to and from College by bus. Buses deliver and pick up students within the College grounds. Students can apply for a bus pass at:

<https://apps.transport.nsw.gov.au/ssts/#/howToApply>.

For information about your child's bus please contact one of the following local bus companies:

- Sapphire Coast Buslines (6495 6452) transports students from Eden, Pambula, South Pambula, Bega, Merimbula, Tura Beach, Kalaru, Jellat Jellat, Wolumla, Bald Hills, Millingandi, Tathra and Wyndham.
- Scarlett's Bus Service (6492 3956) transports students from Bemboka, Kameruka, Candelo and Wolumla to Wolumla for connection with Sapphire Coast Buslines.
- Symonds Bus Service (6493 4871) transports students from Bermagui.

A bus line also operates for students travelling from Bombala. Please contact the College Principal if you think you may require this service.

The School Drive Subsidy is available to NSW residents in areas where there is no public transport from their home and you have to drive to the nearest bus stop. Further information regarding eligibility can be found at:

<https://apps.transport.nsw.gov.au/ssts/#/schoolDriveSubsidy>.

Bus Travel Code of Conduct

The Student College Code of Conduct applies when travelling to and from the College on buses. In addition, the Code of Conduct issued by Transport NSW includes:

To ensure their safety and the comfort of other passenger's students will:

- behave safely at all times
- respect the needs and comfort of other passengers
- behave appropriately at all times
- protect bus property and report any vandalism
- show their travel passes to the driver on boarding and when requested
- only use the travel pass for its intended purpose
- maintain travel pass at all times
- follow the driver's instructions about safety on the bus (e.g. instructions on where to sit)
- adhere to the law that bans smoking on buses
- only eat or drink (other than water) on the bus with the written permission of the bus operator
- keep arms, legs and other parts of their bodies inside the bus
- only attract the attention of the driver in the case of an emergency

Bus Companies reserve the right to exclude students for travel where the Code of Conduct has been breached.

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Parking and Car Park Safety at Lumen

School car parks can become busy and congested, particularly around 8:30am and 3:15pm each day when parents are transporting their children to and from College.

The first right hand section of the College staff car (15 bays) are available for student drop off and pick up and longer term visitor parking. Parking in spaces other than those allocated for this purpose poses a significant danger to students moving between vehicles.

"L" plate drivers are not permitted to drive into or park in the College car parks. This College policy applies to all "L" plate drivers entering the carpark, including staff, students and parents/carers. Parents and carers supervising a "L" plate need to swap drivers before they enter the College car park.

It is a condition of entry to this car park that parents and carers comply with signage and follow the directions of College staff at all times. Please note a 5 km speed limit applies to College car parks and movement through this carpark is in an anti-clockwise direction only.

Parents can also utilise the "Kiss and Go" zone in Culgoa Crescent and the designated drop off zone adjacent to the staff car park inside the school. There are signs clearly marking these areas.

Please note the "Kiss and Go" in Culgoa Crescent is classified as a "No Parking" area between 8:30am to 9:30am and 3:00pm to 4:00pm. RMS legislation states that you must not stop for more than 2 minutes and you must remain in or within 3 meters of the vehicle in any "No Parking" designated area. Fines and loss of licence points may apply.

Keep our students (your child) safe!

Our students are counting on you to exercise patience and common sense in and around school car parks. Remember to slow down and don't make illegal and dangerous moves like:

**U-turns
3 - point turns
Double parking**

Student Car Parking

All senior students driving to College must park at the Pambula Sporting Complex car park. Students are not permitted to park their vehicles in College visitor or staff car parks. Any queries regarding student driving or car parking at the College should be directed to our Director of Pastoral Care.

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STUDENT HEALTH AND MEDICAL

Sick Bay

If students are not feeling well or are injured at school, they should let a staff member know as soon as possible.

If a student presents at sick bay the student's family may be contacted and a decision will be made as to whether they are able to return to class or need to be picked up by a family member to recover at home for the remainder of the day.

Sick bay is located adjacent to the College Front Office.

Students with Medical Conditions

It is the responsibility of the parent/carer to notify the College at the time of enrolment, or if the student is enrolled, as soon after diagnosis as possible, that their child has a medical condition that may require support or special consideration at school. Such medical conditions could include:

- severe asthma, type 1 diabetes, epilepsy and anaphylaxis
- any student who is diagnosed as being at risk of an emergency
- any student who requires the administration of specific health care procedures.

An emergency response strategy known as an "Individual Health Care Plan" is developed and implemented. If written information provided by the parent confirms that their child has been assessed as having an at-risk medical condition, an Individual Health Care Plan will be formulated by the Principal in consultation with the parents and staff. The Individual Health Care Plan will incorporate an emergency response plan and will be based on advice from the student's parents and medical practitioner. As soon as your child's Health Care Plan is finalised, it will be displayed in a restricted area of the College. This area will not be accessible to students, parents or the general public.

Whilst the provision of medical information is voluntary, if you do not provide all or any of this information, the College's capacity to support your child's health needs could be impaired. Parents should also remember to keep their child's information as up to date as possible by advising the College of any changes to your contact details or your child's medical condition.

Dispensing of Medication at the College

The College does not accept lightly the obligation to dispense medicines to students. The Principal is to be informed in all cases of students who required medication during the school day and should be assured that it is necessary for the student to consume medication during the school day.

Parents and carers are to provide a consent form or letter with the name of the medication, dosage, time of ingestion, contact person and name of medical practitioner in case of emergency. Parents of students requiring longer term medication e.g. Ritalin, will need to complete a series of forms in conjunction with their medical practitioner and the College Principal.

Please note that the College does not administer Panadol to students from sick bay.

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Common Illnesses (Exclusion Periods)

The following illnesses may occur during your child's time at school. The following table is a guide to the time your child should be kept at home should an infection occur.

Measles	Exclude for 7 days from appearance of rash
Rubella (German Measles)	Exclude for at least 7 days
Mumps	Exclude for at least 2 weeks. Swelling must have subsided
Ringworm	Return to school when appropriate treatment has commenced, supported by medical certificate on request of College
Impetigo (School Sores)	Exclude until sores have fully healed. The child may be allowed to return provided that appropriate treatment is being applied and that all sores on exposed surfaces are covered with a clean dressing
Head Lice	Re-admit when appropriate treatment has commenced.
Conjunctivitis	Exclude until discharge from eyes has ceased
COVID-19	Exclude until symptoms are no longer present
Chicken Pox	Exclude for 7 days after the first spots appear

Student Immunisation Program

The NSW Department of Health requires that all children provide their school with a copy of their Immunisation Certificate prior to commencement.

Nurses from the NSW Department of Health visit the College to offer student immunisation throughout the College year. Details and permission forms for student immunisation are sent home to families at the beginning of each year. Immunisation dates are advertised via Schoolzine. If you require details about your child's immunisation records or the vaccination program please contact Greater Southern Area Health, Bega on 6492 9620.

LOCKERS

Each Year 7 - 12 student is allocated a locker. Lockers are to remain locked at ALL times.

EXCURSION NOTES & PAYMENTS

Major excursions in Year 5, Year 6, Year 7, Year 9, Year 10 and Year 11 have been included in the College Levy in 2023. Excursion notes are sent home in hardcopy with students and available on Schoolzine under the:

- Your child's Year Group tab; and
- Events tab.

Some excursions are not available to all students. If you are unsure of your child's eligibility to participate in a College excursion please contact the College for confirmation before completing your form or making a payment.

Qkr! by MasterCard is the College's preferred payment method for excursions not included in the College Levy, College fees, other school-related payments as well as Seaspray Café orders.

Download the Qkr! app to your mobile device from the Play or App store, or open the [Qkr! Web Shop](#) on your computer - add your child's name, link your credit card and you are ready to start.

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Watch out for the Qkr! logo on your child's excursion notes as this will indicate that payments and consent can be made via Qkr!

For further information about Qkr, including how to sign up please visit the [Qkr! page on the College website](#) or contact Kate Liddell for assistance.

Cash payments will still be accepted for those parents and carers not choosing to take advantage of Qkr!

Students with hard copies of permission notes and payments should drop these in the College "drop box" which is located between the College Front Office and the light well. All money and notes should be placed in a College envelope and clearly marked with your name, your PC class, the date and the amount of money (if any enclosed).

LOST PROPERTY

Please label ALL items of clothing as lost property is a concern for us and expensive for you and your family. These labels need to be checked regularly for clarity. Lost property for secondary students is located just outside the Uniform Shop Level 1 and inside the entry of Block 6 for primary students. Students and parents are welcome to visit lost property at any time to try to recover misplaced items.

SEASPRAY CAFÉ



About Seaspray Café

Seaspray Café is open every day from 8:30am to 1:30pm. Your support of our Café is greatly appreciated.

Healthy Eating at School

The Seaspray Café is a great place for your child to start learning about the enjoyment of healthy eating. Good nutrition enhances your child's ability to learn and take in the information presented in class.

The food your child consumes during the school day contributes to a significant portion of their daily food intake and nutrition. Therefore, it makes sense to try to ensure the best food possible is available in our College Café.

We believe the Seaspray Café provides the means by which children and adolescents can put into practice the theory about nutrition being taught in the classroom at Lumen Christi.

We aim to provide a variety of tasty, fresh, nutritious food, catering for a variety of tastes, for you and your child, every day.

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Cafe Menu

The cafe Menu is available from the Cafe and the College front office. Digital copies of the menu are available on the [College website](#), the [Sentral Parent and Student Portals](#) and Schoolzine App and [Schoolzine Communications Centre](#).

How to Order

Sometimes no matter what we do, mornings are a rush to get out the door. That's why being able to simplify that part of the day is so important. With Qkr! by Mastercard, you no longer need to spend valuable time organising cash for lunch orders — you can do it all on your mobile device or computer at a time that suits you. By using Qkr! you can ensure your child is eating well by managing their canteen orders. Place your Qkr! order by 9:30am each morning or alternatively order up to two weeks in advance.



Qkr! is Seaspray Café's preferred payment option!

How to Sign Up for Qkr!

Signing up for Qkr! is easy and all it takes is a few minutes. Download the app to your mobile device from the Play or App Store or open the Qkr! Web Shop on your computer - add your child's name, link your credit card and you are ready to start ordering!

Cash order payments will still be accepted for those parents and carers not choosing to take advantage of Qkr!. Place your payment in a paper bag marked with your child's name, Year, PC class and order details and your child can drop it into the order box located outside the Seaspray Café by 9:30am each morning. Emergency lunch orders can be placed by 12pm if you miss the cut off period. Over the counter cash sales at breakfast, recess and lunchtime are not available when COVID restrictions are in effect.

For further information about the Seaspray Café, please contact Kylie Spurr.

Further information about Qkr!, including download instructions, helpful hints and FAQ's can be found on Schoolzine or the [College website](#), or you can telephone Kate Liddell at the College.

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PRAYERS TO THE LUMEN HOUSE SAINTS

St Mary of The Cross MacKillop (Monaroo) ***Prayer of Discernment (Archdiocese of Brisbane Prayer)***



Blessed are you, O God.
In your loving providence,
You raised up St Mary
in our own land Australia,
as a blessing for those in need.
By the power of the Cross,
may we too embrace
all Christ's works of love.
That we may discern God's will in our life
St Mary of the Cross pray for us
That we may learn to trust in God's care
St Mary of the Cross pray for us
That we may grow in respect for the poor
St Mary of the Cross pray for us
That we may find a passion for justice
St Mary of the Cross pray for us.

The Peace Prayer of St Francis (Bobberrer)



Lord, make me an instrument of your peace,
Where there is hatred, let me sow love;
where there is injury, pardon;
where there is doubt, faith;
where there is despair, hope;
where there is darkness, light;
where there is sadness, joy;
O Divine Master, grant that I may not so
much seek to be consoled as to console;
to be understood as to understand;
to be loved as to love.
For it is in giving that we receive; it is in
pardoning that we are pardoned;
and it is in dying that we are born
to eternal life.
St Francis of Assisi: pray for us.

"Be the Light of Christ"



Prayer to St Lucy (Baringa)



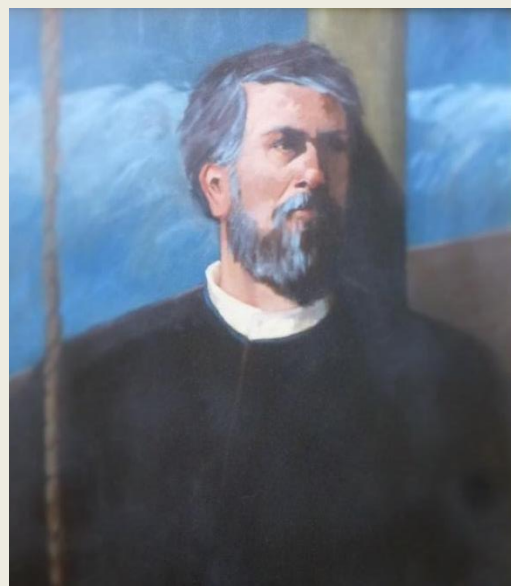
Saint Lucy, your beautiful name signifies light.
By the light of faith which God bestowed upon you,
Increase and preserve this light in my soul so that I may
avoid evil, Be zealous in the performance of good
works, And abhor nothing so much as the blindness and
the darkness of evil and of sin.

By your intercession with God,
Obtain for me perfect vision for my bodily eyes
And the grace to use them for God's
greater honour and glory
And the salvation of all people.

St Lucy: Pray for us Amen

The Prayer of St Brendan (Gudu)

Shall I abandon, O King of mysteries,
the soft comforts of home?
Shall I turn my back on my native land,
and turn my face towards the sea?
Shall I put myself wholly at your mercy, without
silver,
Without a horse, without fame, without honour?
Shall I throw myself wholly upon You,
without sword and shield,
Without food and drink, without a bed to lie on?
Shall I say farewell to my beautiful land, placing
myself under Your yoke?
Shall I pour out my heart to You, confessing my
manifold sins and begging forgiveness,
tears streaming down my cheeks?
Shall I leave the prints of my knees on the sandy
beach, a record of my final prayer in my native land?
Shall I then suffer every kind of wound
that the sea can inflict?
Shall I take my tiny boat across the
wide sparkling ocean?
O King of the Glorious Heaven,
shall I go of my own choice upon the sea?
O Christ, will You help me on the wild waves?
St Brendan the Navigator: Pray for us



*Images of House saints are
photographs of Anne Brosnan's oil
paintings 2014. The paintings have
proudly taken up residence in the
College light well.*

"Be the Light of Christ"



PRAYERS

Preparing to Pray

Leader: Let us remember that we are
In the presence of God

The Sign of the Cross

Leader: In the name of the Father and
The Son and of the Holy Spirit
All: Amen

The Beatitudes

Happy are those who know they are
spiritually poor, the Kingdom of heaven
belongs to them!
Happy are those who mourn;
God will comfort them!
Happy are those who are humble;
they will receive what God has promised!
Happy are those whose greatest desire is to
be what God requires;
God will satisfy them fully!
Happy are those who are
merciful to others;
God will be merciful to them!
Happy are those who work for peace;
God will call them his children!

The Lord's Prayer

Our Father, who art in heaven,
hallowed be thy name.
Thy kingdom come,
thy will be done on earth as it is in heaven. Give us
this day our daily bread and forgive us our trespasses
as we forgive those who trespass against us. And lead
us not into temptation but deliver us from evil.
Amen



Hail Mary

Hail Mary, full of grace,
the Lord is with you.
Blessed are you among women, and blessed is
the fruit of your womb, Jesus.
Holy Mary, Mother of God,
pray for us sinners,
now and at the hour of our death.
Amen

Lord, Help Me Today

Lord, my God
Today is Your gift to me.
Help me to smile when things are pleasant,
To be patient when things are hard
And to always do my best because that's what you
want me to do.
Amen

A Blessing Before Meals (Grace)

Bless us, O Lord, and these Thy gifts, which
from Thy bounty we are about to receive,
through Christ our Lord. Amen.

Eternal Rest

Eternal rest grant to them O Lord,
and let perpetual light shine upon them.
May they rest in peace.
Amen

"Be the Light of Christ"



Following Jesus Command

"I give you a new commandment,
love one another as I have loved you."

Dear God,
Help us to be a little loving each day.
Help us to mean what we say
when we pray.
Help us to love more and be
considerate to others.
Help us to grow
and grow from one another.
Make us a disciple of your Word.
Show us how to love and cherish the earth.
Show us how to make straight the paths
Show us how to love one another as Jesus did.
Amen

Glory Be

Glory be to the Father, and to the Son
and the Holy Spirit.
As it was in the beginning, is now,
and ever shall be,
world without end. Amen

Serenity Prayer

God, grant me the serenity
To accept the things I cannot change;
Courage to change the things I can,
And, wisdom to know the difference.
Amen.

Catholic School's Prayer

Jesus, Good Shepherd
Teach us through your
Spirit to walk your way of life,
To live your way of truth
And in all things
To act with love and compassion
Help us to come to the
Father by knowing you,
Loving you and serving you
In each other.
May our schools be places of
Wonder, learning and peace
Where the lessons of today
Prepare us for the
Challenges of tomorrow
May your mother, Mary,
Guide our footsteps
As she guided yours.
This prayer we make in faith
Amen



Morning Prayer

Thank you God for this new day
In my school to work and play
Please be with me all day long
In every story game and song
Amen



Morning Prayer

Father hear our morning prayer.
This day keep us in your care
All we do and all we say,
may it be our best today.
Amen

Afternoon Prayer

Before we go we'll stop and say,
Thank you God for a lovely day.
Amen

Prayer for Christian Unity

Lord, Jesus Christ, At your last supper
you prayed to the Father
that all should be one.
Send your Holy Spirit upon all who bear
Your name and seek to serve you.
Strengthen our faith in you and help us love
one another in humility. May we who
have been reborn in one baptism all be
united in one faith under one shepherd.

For Generosity

Lord teach me to be generous;
to serve you as you
Deserve to be served, to give
without counting the cost,
To fight without counting the wounds,
to work without
Seeking rest, to spend my life
without expecting any
Other return than the knowledge that I'm doing
your holy will.
Amen

A Student's Prayer

Loving Father, I stand before You
in the midst of
Confusion and the complexities of life,
My future sometimes seems
distant and unknown.
Give me, O Lord,
The vision to see the path You set before me.
Grant me the courage to follow Your way,
That through the gifts and talents
You have given me,
I may bring Your life and
Your Love to others.
I ask this through Jesus, Your Son
and my brother. Amen

Prayer to Mary Help of Christians Patroness of Australia

Lord, you place deep in our hearts the
love of Mary, Help of Christians.
Through her prayers grant wisdom to
our leaders and integrity to our
citizens.
Under her protection may our country
be granted harmony, justice and peace
Amen

"Be the Light of Christ"



Transfiguration Prayer

O God,

We open our eyes and we see Jesus,
The months of ministry transfigured to a beam
of light,

The light of the world, your light.

May your light shine upon us.

We open our eyes and we see Moses and
Elijah,

Your word restoring us, showing us the way,

Telling a story,

Your story, his story, our story.

May your word speak to us.

We open our eyes and we see mist,

The cloud of your presence

Which assures us of all we do not know

And that we do not need to fear that.

Teach us to trust.

We open our eyes and we see Peter's
constructions,

His best plans, our best plans,

Our missing the point,

Our missing the way.

Forgive our foolishness and sin.

We open our eyes and we see Jesus,

Not casting us off,

But leading us down, leading us out -

To ministry, to people.

Your love endures forever.

We open our ears and we hear your voice,

'This is my beloved Son, listen to him!'

And we give you thanks.

Amen

Prepared by William Loader 2001

Happy are those who are persecuted
because they do what God requires;
the Kingdom of heaven belongs to them!

Amen

A Creed For Those Who Have Suffered

I asked God for strength, that

I might achieve...

I was made weak, that I might

learn humbly to obey.

I asked for health, that I might

do great things.

I was given infirmity, that I might

do better things.

I asked for riches, that I might be happy.

I was given poverty, that I might be wise.

I asked for power, that I might have the praise
of men and women.

I was given weakness, that I might feel the
need for God.

I asked for all things, that I might enjoy life.

I was given life, that I might enjoy all things.

I got nothing I asked for - but everything I had
hoped for;

Almost despite myself, my unspoken prayers
were answered.

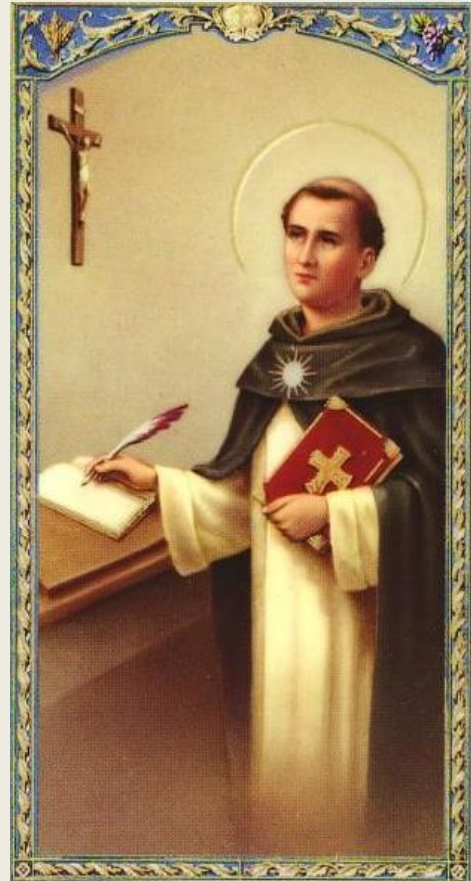
I am, among men and women, most richly
blessed!



A Student's Prayer

By Thomas Aquinas

Creator of all things,
True source of light and wisdom,
Origin of all being,
Graciously let a ray of your light penetrate
The darkness of my understanding.
Take from me the double darkness
In which I have been born,
An obscurity of sin and ignorance.
Give me a keen understanding,
A retentive memory, and
The ability to grasp things
Correctly and fundamentally.
Grant me the talent
Of being exact in my explanations
And the ability to express myself
With thoroughness and charm.
Point out the beginning,
Direct the progress,
And help in the completion.
I ask this through Christ our Lord.
Amen



"Be the Light of Christ"



The Gospel According to Mark (Year B)

The Gospel of Mark, being written between 55 and 70 AD is regarded as the oldest of the four canonical Gospels. At 16 chapters it is also the shortest of the synoptic Gospels, and it is recognised as the primary source for the later Gospels of Matthew and Luke.

Mark writes in a style that is spare and unadorned. As a result, the sayings and deeds of Jesus are presented to us in a very direct way, and Mark is able to communicate his key points forcefully.

Mark was writing for a community that was filled with faith but facing trial and persecution. The Christian community of Rome was made up mostly of gentiles (from non-Jewish backgrounds) so Mark explains all of the Jewish customs, as well as mentioning and explaining words from the Aramaic language spoken by Jesus. The result is a narrative that opens events for the outsider in a very authentic way.

Mark's Gospel poses one central question; "Who is Jesus?", and he answers this throughout: **Jesus of Nazareth is the Messiah, the Son of God.**

It is in the key passages at the beginning, (the Baptism of Jesus Mk1:11), the middle of the narrative, (the Transfiguration, Mk 9:7) and toward the end (the Trial of Jesus Mk 14:61) that we hear this answered emphatically in dramatic and life changing circumstances.

For us at Lumen, we draw special inspiration from Mark's account of the Transfiguration, for it is here that the disciples began to apprehend the true nature of **Jesus the Christ.**

And so, for us the question remains, Who is Jesus? Our answer is in accord with Peter when he states quite simply, "You are the Messiah" Our task is not so simple perhaps, but we continue in faith as we strive each day to **Be The Light Of Christ.**

"Be the Light of Christ"



The Baptism of Jesus (Mk 1:9-11)

In those days Jesus came from Nazareth of Galilee and was baptized by John in the Jordan. And just as he was coming up out of the water, he saw the heavens torn apart and the Spirit descending like a dove on him. And a voice came from heaven, 'You are my Son, the Beloved; with you I am well pleased.'

The Parable of the Sower (Mk 4:1-9)

Again he began to teach beside the lake. Such a very large crowd gathered around him that he got into a boat on the lake and sat there, while the whole crowd was beside the lake on the land. He began to teach them many things in parables, and in his teaching he said to them: 'Listen! A sower went out to sow. And as he sowed, some seed fell on the path, and the birds came and ate it up. Other seed fell on rocky ground, where it did not have much soil, and it sprang up quickly, since it had no depth of soil. And when the sun rose, it was scorched; and since it had no root, it withered away. Other seed fell among thorns, and the thorns grew up and choked it, and it yielded no grain. Other seed fell into good soil and brought forth grain, growing up and increasing and yielding thirty and sixty and a hundredfold.' And he said, 'Let anyone with ears to hear listen!'



The Parable of the Mustard Seed (Mk 4:30-32)

He also said, 'With what can we compare the kingdom of God, or what parable will we use for it? It is like a mustard seed, which, when sown upon the ground, is the smallest of all the seeds on earth; yet when it is sown it grows up and becomes the greatest of all shrubs, and puts forth large branches, so that the birds of the air can make nests in its shade.'

The Transfiguration (Mk 9:2-7)

Six days later, Jesus took with him Peter and James and John, and led them up a high mountain apart, by themselves. And he was transfigured before them, and his clothes became dazzling white, such as no one on earth could bleach them. And there appeared to them Elijah with Moses, who were talking with Jesus. Then Peter said to Jesus, 'Rabbi, it is good for us to be here; let us make three dwellings, one for you, one for Moses, and one for Elijah.' He did not know what to say, for they were terrified. Then a cloud overshadowed them, and from the cloud there came a voice, 'This is my Son, the Beloved; listen to him!' Suddenly when they looked around, they saw no one with them any more, but only Jesus.



Jesus Blesses Little Children (Mk 10:13-16)

People were bringing little children to him in order that he might touch them; and the disciples spoke sternly to them.

But when Jesus saw this, he was indignant and said to them, 'Let the little children come to me; do not stop them; for it is to such as these that the kingdom of God belongs. Truly I tell you, whoever does not receive the kingdom of God as a little child will never enter it.' And he took them up in his arms, laid his hands on them, and blessed them.

The First Commandment (Mk 12:28-31)

One of the scribes came near and heard them disputing with one another, and seeing that he answered them well, he asked him, 'Which commandment is the first of all?' Jesus answered, 'The first is, "Hear, O Israel: the Lord our God, the Lord is one; you shall love the Lord your God with all your heart, and with all your soul, and with all your mind, and with all your strength." The second is this, "You shall love your neighbour as yourself." There is no other commandment greater than these.



COLLEGE SONG - LUMEN CHRISTI SHINE

(Peter Kearney)

Shine your light - Lumen Christi shine
Shine your light - Lumen Christi shine

1. Shine your light - Lumen Christi shine
Like a light on a hill, from the earth to the sky
From mountains to sea you are here eternally
And we honour your light in our family and friends
To the poor and the different our welcome extends
We carry your name, we lift your holy flame -
And keep it bright

CHORUS

*Into the light, into the light, into the light
Oh God is like the sun - here for everyone
Into the light, into the light, into the light
Into the light*

2. Let there be light - Lumen Christi shine
In the life of this place; with you as our guide
We grow in love - may we grow in unity
To be helping each other to carry the load
To be happy to serve and care is our code
We carry your name, we lift your holy flame -
And keep it bright

CHORUS

*Into the light, into the light
Oh God is like the sun - here for everyone
Into the light, into the light
Into the light, into the light
Shine your light - Lumen Christi shine*

"Be the Light of Christ"



OUR NATIONAL ANTHEM

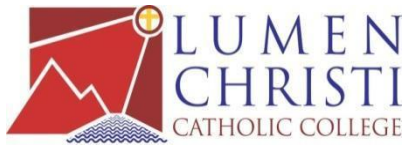
Australians all let us rejoice,
For we are one and free;
We've golden soil and wealth for toil;
Our home is girt by sea;
Our land abounds in nature's gifts
Of beauty rich and rare;
In history's page, let every stage
Advance Australia Fair.
In joyful strains then let us sing,
Advance Australia Fair.
Beneath our radiant Southern Cross
We'll toil with hearts and hands;
To make this Commonwealth of ours
Renowned of all the lands;
For those who've come across the seas
We've boundless plains to share;
With courage let us all combine
To Advance Australia Fair.
In joyful strains then let us sing,
Advance Australia Fair.



"Be the Light of Christ"



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