



## BRIGIDINE COLLEGE INDOOROOPILLY



# STUDENT AND PARENT HANDBOOK

*Strength & Gentleness*

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# WELCOME TO BRIGIDINE

Like all schools associated with Kildare Ministries (PJP), we value each person and recognise creation as sacred. Our College is a place where hope, justice and courage are hallmarks, and where we continue to interpret the Brigidine Sister's faith ethos of Strength and Gentleness for our contemporary community.

In 2022, our College Community embraces the opportunity to reflect on the College theme of 'compassion'. To connect our spiritual, personal, social and intellectual selves in the imagination and energy of our young women.

Our sense of purpose to educate in faith will build a strong learning community into the future.

A Naoimh Bhrid, gui Orainn.

Mr Brendan Cahill  
College Principal

# OUR VISION

We follow the example of St Brigid, a woman of vision and courage, who actively challenged the social, political and cultural structures of her time.

We commit ourselves to the education and empowerment of young women within the framework and challenge of Catholic philosophy. In living our mission, we will:

- Be faithful to our relationship with God in Jesus Christ.
- Engender a love of learning, hope and a sense of purpose.
- Celebrate the uniqueness of each person in our community through justice and service.
- Welcome all people in the Brigidine tradition of 'Strength and Gentleness'.



# BRIGIDINE CORE COLLEGE VALUES

At Brigidine College, we endeavour to re-interpret the Brigidine vision for a future generation of strong and gentle young women. In living this vision, our staff and our students will:

- Be faithful to our Catholic heritage
- Welcome all people, especially the most vulnerable
- Celebrate all that is good with joy and gratitude
- Engender a love of learning, hope and a sense of purpose
- Model and practise justice and service

**Kildare MINISTRIES**

**OUR VALUES**

- JUSTICE**  
Making the needs of the vulnerable paramount
- WONDER**  
Celebrating all that is good with joy and gratitude
- COURAGE**  
Speaking and acting with integrity
- COMPASSION**  
Walking with and having empathy for all
- HOPE**  
Bringing a sense of purpose
- HOSPITALITY**  
Welcoming All

**BRIGIDINE COLLEGE MISSION STATEMENT**

An inclusive community of faith and learning that challenges and inspires young women to be active voices of **Strength and Gentleness**

A Kildare Ministries school in the Brigidine tradition

**BRIGIDINE**  
FORTITER ET SUAVITER

# OUR COLLEGE EXPECTATIONS

Brigidine College is a place where students, staff and parents work together to achieve quality education.

- The College must be a safe, secure place for everyone.
- The College desires of its students to strive in all fields of endeavour to achieve their personal best.
- Each student is responsible for their own behaviour while wearing the College uniform - in the classroom, at lunch times, at cocurricular activities and while travelling to and from the College.

## GUIDELINES FOR STUDENTS

Students at Brigidine College are expected to:

- be responsible, considerate and polite members of the College community
- maintain a high standard of dress and grooming as set out in the Uniform Requirements of the College
- attend the College daily and be punctual throughout each day
- provide an explanation for any absences
- co-operate with all members of staff and follow all instructions
- complete all required classwork, homework and assignments
- respect and care for the College, its buildings, equipment and environment
- respect other people's property

Any student who chooses not to adhere to these expectations may face consequences including community service or detention.



# CODE OF CLASSROOM BEHAVIOUR

- Arrive on time.
- Arrive with the necessary resources prepared to work.
- Wait patiently and orderly while standing outside the room.
- Enter the room in an orderly manner and wait for the teacher's instructions.
- Follow carefully all directions given.
- Stay on task.
- Show courtesy to all.
- Respect the rights of others to learn.
- Record all homework in their Planner.
- Complete all set homework and written tasks to the best of their ability.
- Take care of the College environment.
- Laptop use is at the direction of the teacher and is primarily for educational purposes.

# Student Behaviour & Expectations

## AROUND THE COLLEGE DURING AND OUTSIDE OF LESSONS

Students are to arrive at the College by 8:15am and report to Home Room by 8:25am. Supervision of students at the College begins at 8:10am daily. If students arrive prior to this time, they should read or study quietly in the Tullow Centre (Library), the Senior Study Hub or the Curragh Café.

The Library is available from 7:45am-5:00pm Monday-Thursday and 7:45am-3:45pm on Fridays. No supervision is available at the College outside of these times. If students are participating in organised training/rehearsals or other events, they should arrive and depart at the advertised times. Students must not gather in fire exit stairwells at any time or use fire exit doors to depart from the College, unless it is an emergency.

During lesson time, no student should be out of the classroom unless they have permission from a staff member and the Out of Class Record (located at the back of the College Planner) has been signed by the teacher concerned. Students should enter a classroom only if a teacher is present. If no teacher is present the class should wait quietly outside the room without blocking the passageway. Please advise St Brigid's if the teacher does not arrive within five minutes of the start of lesson. Students should not be in classrooms and buildings during morning tea and lunch times except in special circumstances such as extreme or wet weather. Food must not be consumed in classrooms and buildings. Students must not use the building lifts at the College unless given permission or exemption.



# Restorative Practices

Restorative practices are part of College culture, relationships, expectations, and learning. It is about restoring, repairing and resolving challenging situations with respect, upholding dignity, and justice.

Restorative practices support positive resolutions to conflict or wrongdoings. It is a way of being, thinking, and interacting about challenging situations; and includes process, accountability, and responsibility. There is a particular acknowledgement that young people are learning as they journey through adolescence.

Positive behaviours and relationships are inspired by the mission and the values of the College to develop women of the future, who can constructively contribute to the world in which they live. Being able to get along with others, make appropriate choices in words and actions, and to resolve issues in a mature, productive way is a life-long skill.

The following questions help understand and restore the concern:

- What happened?
- What were you thinking at the time?
- What have you thought about since?
- Who has been affected, and in what ways?
- What needs to be done to put things right again/fix the situation?
- What impact has this incident had on you and others?
- What has been the hardest thing for you?
- What do you think needs to happen to make things right?

If students are finding situations or interactions with others challenging, they can speak to their Home Room Teacher, House Leader or College Counsellor.



# COLLEGE COMMUNICATION

## SEQTA Engage

SEQTA Engage provides access to student timetables, academic results reports, electronic payments for school fees & other excursions, electronic diary, school calendar; daily notices and access to our Learning Management System. Access details will be detailed with new parents during the laptop collection process in January.

## College Blog

Brigidine Blog is published fortnightly on a Thursday afternoon. The Blog contains updates and news from key College staff members, as well as relevant information and news from the wider Community.

## Social Media

The Brigidine College Facebook and Instagram Pages are platforms where we share all of the good news stories from our College. Our Facebook Page is also used to promote any upcoming events or important notices.

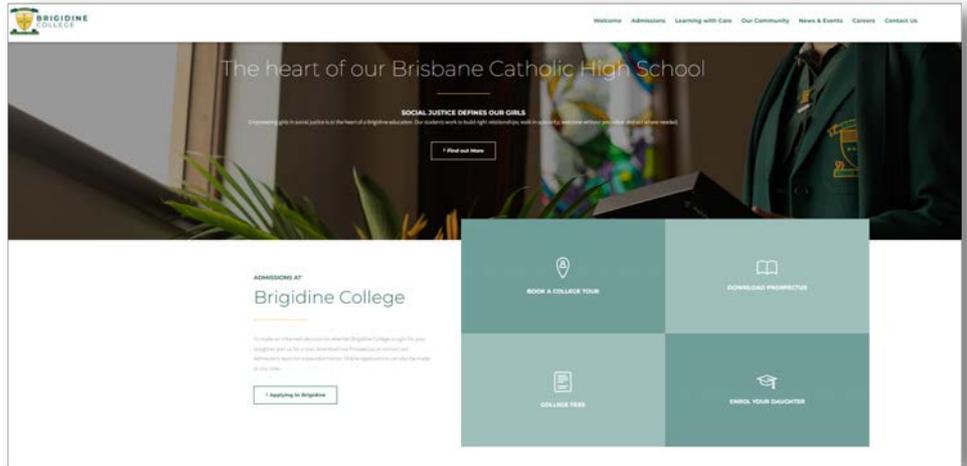
## College App

The College App is your go-to place for information from the College. Please ensure you have subscribed to your daughter's Year level, and also any cocurricular activities she participates in.



# College Website

The College website [www.brigidine.qld.edu.au](http://www.brigidine.qld.edu.au) contains a range of information about the College.



## Communicating with the College

If parents/caregivers have any enquiries, they can use any of the following methods of communication:



### EMAIL

Send an email to a staff member



### BRIEF NOTE

Leave a brief note in the Student Planner



### MESSAGE

Contact Reception on (07) 3870 7225 who will put you in contact with staff



### INTERVIEW

Contact a staff member to arrange a suitable interview time

# INFORMATION FOR STUDENTS & PARENTS

## St Brigid's Student Services

St Brigid's is the main point of contact between parents and students at the College. This is where students sign in for late arrivals and early departures and also where students are cared for when they are unwell or injured until a parent arrives. The staff at St Brigid's always greet the students with a smile and are available to assist with any worries or concerns that they have throughout the day. If students become ill or are injured at College they will be supported at St Brigid's. All visits to the College sick bay are recorded in the College's Attendance Register. Parents/caregivers will be contacted if deemed necessary

## Absences, Late Arrival & Early Departure

If a student is absent from the College, parents/caregivers are required to email the absentee line, log an absence via the app or phone the College (3371 8525) by 9am to explain the absence. If a student's absence remains unexplained then the College will contact parents/caregivers via SMS. Extended absences will need some form of verification eg Medical certificate. If students are absent from the College on the day of an assessment item, a medical certificate may be required. Extended leave from the College is to be requested by parents/caregivers in writing to the College Principal via [office@brigidine.qld.edu.au](mailto:office@brigidine.qld.edu.au)

Students who arrive after 8:25am, must report to St Brigid's. Students should be accompanied by their parent/caregivers or have a note/an message on the app/absentee line explaining their late arrival. A late arrival is recorded as a partial absence on the College's Attendance Register.

If students must leave the College before 3:05pm, they are required to have a note, app message or email sent to student absentees. The student must then report to the St Brigid's to sign out before they leave the College. All early dismissals will be recorded on the College's Attendance Register.

# Transportation

Students at Brigidine travel by Brisbane City Council Buses, QLD Rail Trains and private bus charter supplied by Southern Cross Bus Charter (shared with Ambrose Treacy College). The details for the chartered bus service for Brisbane's Western, Southern and Centenary Suburbs (Southern Cross Transit) can be found at the following link:

<https://brigidine.qld.edu.au/our-community/transport/>

Students and Parents can also access the 'Finding your way to Brigidine' Video at the following link:

<https://brigidine.qld.edu.au/news-events/video-gallery>



While in uniform, students are clearly identified as Brigidine students. Therefore, all students should be actively supporting the good reputation of the College. Full College uniform is to be worn to and from the College. Exemplary appearance, behaviour and language by students is expected while travelling to and from the College. Once on school grounds, students must not leave without permission.

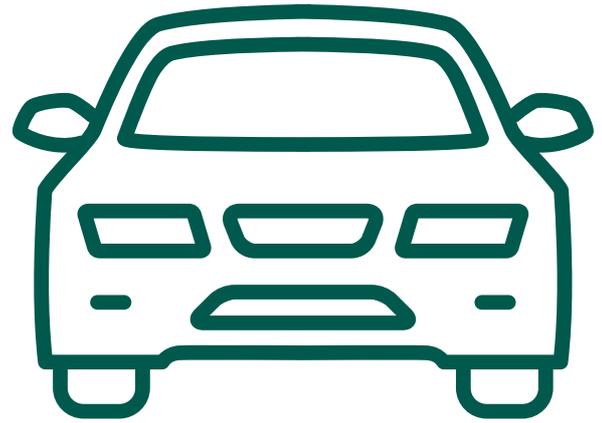
Students are always encouraged to travel in pairs and small groups for safety reasons. All movement to and from the College is to be direct. Students not travelling directly home must be supervised by a parent/guardian while in uniform. Students are not to access public parks, food outlets or Indooroopilly Shopping Centre while travelling to and from the College in uniform, unless supervised by a parent/guardian or directly accessing public transport.

Students travelling to and from the College by bus and train must always conduct themselves appropriately by:

- standing quietly and board bus/train in an orderly manner.
- crossing only at a designated rail crossing when it is safe to do so.
- following the bus/train driver's directions.
- speaking quietly and not create any unnecessary noise.
- offering seats to adults.
- stowing bags away from aisles and leave the doorway free if standing.
- be silent in the quiet train carriage.
- not moving around unnecessarily or placing feet or bags on the seats.
- not using offensive language or behaving in an unsafe manner.

## Driving to School

How a student travels to and from the College and/or College activities is a matter for parents/guardians. While travelling to school in College uniform, students should ensure their manner and behaviour meet expectations. There are no on-campus parking facilities for students. Students permitted by their parents/guardians to drive, are asked to park at a distance to the College grounds, to enable staff and visitors to park more closely. Students should not be parking on Fairley street between Ward and Campus Streets.



## Lockers, Lost Property & Prohibited Items

All students will be provided with a locker in which to store their textbooks and personal belongings. The College will hire a combination lock to each student. Students are required to leave their school bags in their lockers and carry their laptop bags to each lesson. Students have access to their lockers at appropriate times. No unnecessary valuable items are to be brought to the College. This includes large amounts of money. Smaller valuable items required for classes (calculators etc) are to be stored in students' lockers until required.

If any student finds an article of lost property, it should be handed in at St Brigid's. Unclaimed lost property will be disposed of after a reasonable time.

The following items are not permitted within the College:

- a) chewing gum and/or bubble gum
- b) cigarettes, vapes, alcohol, illegal drugs
- c) any dangerous weapons (all types of knives including pocket knives)

Any of these items are prohibited at any school/ College sanctioned activity.

Students breaching this requirement may face serious consequences including suspension and the termination of their enrolment.

If a student has an illegal item at school, the Principal or Principal's delegate can inform the police.

# Personal Electronic Devices



Personal electronic devices may be brought to the College but must remain turned off between 8.15 am and 3.05pm and locked in Lockers for the duration of the school day.

Personal electronic devices will be confiscated by staff if they are seen between these times. Students will be able to reclaim the personal electronic devices from the Principal's office with appropriate consequences given. Disclosure of inappropriate material on personal electronic devices must be reported.

## Student Photo ID Card

College photographs are taken early in the school year. Once taken, all students will be issued with a Photo ID Card soon after. All students require this card when releasing printing, purchasing items at the Curragh Cafe or Brigid's Cloak and borrowing library books. It is essential that students have the card with them at school at all times. This card can be used as proof of age and ID eg travel. If a student loses his/her card, a replacement card will be issued at the cost to the student.

## Student Timetables

All students are required to be at school by the first bell at 8:20am. Home Room commence at 8:25am and period 6 finishes at 3:05pm each day.

The College operates on a 10 Day Cycle. The College calendar and SEQTA will indicate the day of the cycle. Students need to plan ahead in order to ensure that they bring the correct books and other materials to school. Students will be issued with their timetables via SEQTA on their first day.

# THE CURRAGH CAFE

The Curragh Café operates each day at first and second breaks. To ensure quick and efficient service student must pay using their Student ID Cards with fund from their MyMonitor account. Students can preorder online using MyMonitor before 8:25am each day. Students will only be served at the Curragh Café before school, during morning tea and lunch.

All students are to line up in an orderly manner and they are expected to be extremely courteous to the staff and volunteers who are serving them. Students cannot use another students ID Card and must have their ID card with them to purchase.

The Curragh Café relies on volunteers to assist. If you would like to volunteer, please contact the Curragh Café.

The Curragh Café – College Tuckshop  
Phone: 07 3002 0622  
Email: [tuckshop@brigidine.qld.edu.au](mailto:tuckshop@brigidine.qld.edu.au)  
Hours of Service: 8:00am – 1:30pm



# BRIGID'S CLOAK

Brigid's Cloak is located on the lower level underneath Kildare Hall.

Trading hours are:

Monday 7.30 am to 2.30 pm

Wednesday 12.30 pm to 5.30 pm

Friday 7.30 am to 2.30 pm

Contact Brigid's Cloak

Email: [uniform@brigidine.qld.edu.au](mailto:uniform@brigidine.qld.edu.au)

Phone: 07 3002 0624



# College Uniform & Grooming

Emphasis is always on neatness, good grooming and wearing the school uniform with pride and dignity. Students are expected to wear the full College uniform (with the exception being based on the PE Uniform Policy each year), including hat, while travelling to and from school, while at school and when representing the College. Hats and sunscreen are to be worn daily for sun. The Dean of Student Formation and House Leaders arbitrate on what constitutes acceptable grooming at the College.

## Formal College Day Uniform

- College tartan dress with the College hat; OR
- Tartan blouse with formal navy long pants or formal navy day shorts;
- Navy College ankle socks with formal shorts/long pants;
- College and House badges worn on the College tie (Green for Years 7-9, Navy for Years 10-12);
- Black leather lace-up shoes with low heel (formal hard leather, cleaned and polished);
- White College ankle-length day socks;
- Green College woollen pullover, navy College stockings in cooler weather;
- Green College blazer worn between Mother's Day and Father's Day dates;
- Green College scarf (optional) worn which can only be worn when wearing a blazer or jumper.
- College school bag (backpack/carry bag/trolley bag) and College excursion bag.
- College tartan dress must be worn at mid-calf length and be in good repair.
- At formal occasions such as Awards and Acknowledgement Evening and Graduation, the College tartan dress or navy long pants must be worn.



# Free Dress/Alternate Dress Days

At times, the College will participate in awareness and fundraising initiatives that may involve amendments to the uniform. These initiatives will be clearly identified, with guidelines published for appropriate attire and the permitted time will be communicated. The wearing of badges, ribbons or wrist bands that support awareness and fundraising initiatives are only permitted during the time designated for supporting that cause and must be approved.



## Physical Education or Sports Uniform

- College sports skirt or shorts;
- College sports collared shirt;
- College bike pants;
- White College ankle-length sports socks;
- College sports hat
- Joggers/sports shoes that support growing feet (Dunlop Volley, Converse and Vans are not appropriate);
- College tracksuit in cooler weather only.
- The PE Uniform Policy with times in which the students can wear the PE uniform is supplied to students at the beginning of each year.
- College sports kit bag may be used for the sports uniform or cocurricular needs.
- Students must change their clothing in a designated changeroom or bathroom for privacy and student protection.

## Bags

- The College branded bags are the only permitted bags to be used, including during exam blocks.
- Bags must be stored in lockers during school hours, including during exam blocks.



## Hair

- The College ribbon, College tartan scrunchie or hair-toned (e.g. black/brown) hair ties are the only acceptable hair accessories.
- No claw clips or spiral hair ties.
- Hair should be off the face and in a style that is conducive to classroom work, health and safety.
- Hair that reaches the collar should be tied back.
- No extremes in style, colour or cut are allowed.
- Hair is not to be shorter than a 5 blade.
- Undercuts are not permitted.
- Students who use hair dyes or colours that appear unnatural will not be permitted to return to the College until the colour is removed

## Jewellery, Adornments, Make Up and Nails

### Permitted:

- One matching pair of ear sleepers/studs(no bigger than 5 mm) worn in the lowest hole in the ear lobe only. These are to be plain gold , silver or pearl only.
- No bracelets are to be worn unless it is a medical bracelet for students with severe allergies or conditions.
- Badges should be worn on the tie only. Permitted badges include: College, leadership, House and Mission groups.
- If required for religious purposes, plain thin silver or gold neck chain with a religious symbol (not visible outside the uniform).
- Nails should be neat and tidy and not hinder participation in activities at the College such as science experiments, music and sport.

### Not Permitted:

- Helix earrings, nose, eyebrow, lip, tongue or other body piercings or Earring spacers. or any other jewellery not specified above. Tattoos.
- No make-up to be worn.
- No facial accessories such as false eyelash extensions, glitter, etc. are to be worn.
- No fake tan to be used.
- Coloured, fake and French nails are not acceptable.

# PE UNIFORM POLICY

For all Physical Education (PE) lessons, students are required to change into their Brigidine Sports uniform.

If a PE lesson falls in Period 1 or 2, students can wear their uniform to school but must change back into school uniform at the morning tea break. Class teachers will go through the timetable with the students in the first lesson back, so they know when the PE lessons are.

If the PE lesson is in P5 or 6, students need to change at lunchtime, but they do not need to change back into school uniform to return home.

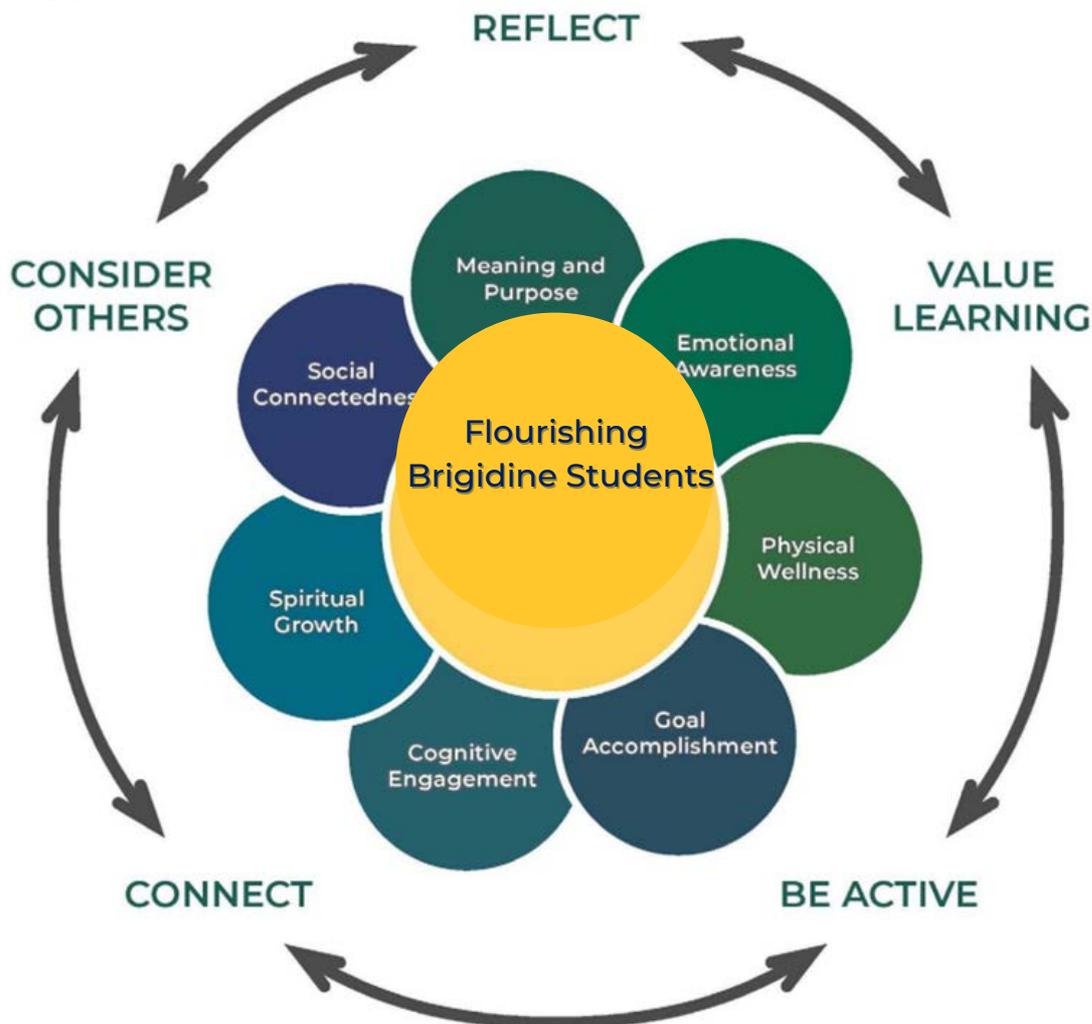
PE uniform must be appropriate to the term and weather conditions and must include a Brigidine sports hat. We promote sun safety and would like the students to do the same. The formal hat is not appropriate for running about. Footwear too, needs to be suitable for physical activity so casual trainers should not be worn.

If a student is without their PE uniform for a PE Lesson and does not have a valid reason/note, they will receive a uniform “strike” (or a half-strike if they are without part of their uniform). 3 strikes in one term will result in a restorative session held at lunch time as well as the completion of a reflection document to be signed by both the student and their Parent/Guardian. This is a contract for improved organisation in the future, and we hope will be a sufficient deterrent to prevent any further uniform indiscretions in a term.



# STUDENT FORMATION & WELLBEING

The Formation Program at Brigidine is inspired by the Kildare Ministries values and Brigidine tradition; it works towards developing a link between academic and pastoral care. With the vision of creating confident, reflective and compassionate young people, who are committed to transforming the world, the college's Student Formation Program aims to provide students with the opportunity to grow through personal development. Various events and activities are developed to strategically challenge students whilst in a supportive environment. Challenges can be emotional, social, spiritual, and physical. Every student faces different challenges at various times, and the college is committed to preparing and supporting students through these experiences. The Formation Program aims to: foster a sense of belonging and connectedness; enhance positive emotions, engagement and relationships; provide a sense of accomplishment; recognise that wellbeing is both an outcome and a process; and support the whole child to enhance learning overall. The Formation Program consists of timetabled lessons and also includes Student Formation events such as camps, guest speakers and other experiences.



# THE HOUSE SYSTEM

All students and staff are welcomed into one of six Houses, each led by a House Leader. Within each House, there are six Home Rooms which consist of students from Years 7-12. The House and Home Room group promote a strong sense of community. Home Room groups meet each morning, excepting assembly days, for pastoral care and administration with the Home Room Teacher. The Houses are:

<p style="text-align: center;"><b>Chanel</b></p> <p><b>CHANEL</b></p>  <p>Chanel House is named after St Peter Chanel who is the patron saint of Oceania. He worked as a missionary in the Pacific until he died a Martyr in 1841 where, following his death, many converted to Christianity.</p> <p><b>Value:</b> Hospitality <b>Mascot:</b> Rooster <b>Colour:</b> Red</p>	<p style="text-align: center;"><b>Delany</b></p> <p><b>DELANY</b></p>  <p>Delany House is named after Bishop Daniel Delany who founded the Brigidine Sisters in Ireland in 1807. He saw the need for people to have the rights and benefits of a Christian education.</p> <p><b>Value:</b> Courage <b>Mascot:</b> Lion <b>Colour:</b> Gold</p>
<p style="text-align: center;"><b>Damien</b></p> <p><b>DAMIEN</b></p>  <p>Damien House is named after St Damien of Molokai. He moved to the island of Molokai to work with lepers where he transformed the island into a community of respect and dignity. He himself died of leprosy.</p> <p><b>Value:</b> Compassion <b>Mascot:</b> Eagle <b>Colour:</b> Blue</p>	<p style="text-align: center;"><b>De Porres</b></p> <p><b>DE PORRES</b></p>  <p>De Porres House is named after St Martin De Porres, a Dominican Brother and patron saint of social justice. He is a great role model for service and mission to those in need.</p> <p><b>Value:</b> Hope <b>Mascot:</b> Dragon <b>Colour:</b> Green</p>
<p style="text-align: center;"><b>Foley</b></p> <p><b>FOLEY</b></p>  <p>Foley House is named after Mother Brigid Foley, the first College Principal from 1929 to 1933. Mother Brigid's passion was education. She was known as an excellent teacher, providing training in both academic pursuits and character.</p> <p><b>Value:</b> Wonder <b>Mascot:</b> Panther <b>Colour:</b> Magenta</p>	<p style="text-align: center;"><b>MacKillop</b></p> <p><b>MACKILLOP</b></p>  <p>Australia's first saint, Mary MacKillop is the patron of MacKillop House, Patron of Australia and founder of the Josephite Sisters. She was an ordinary woman who did extraordinary things. Students in MacKillop aspire as Mary did to "never see a need without doing something about it."</p> <p><b>Value:</b> Justice <b>Mascot:</b> Phoenix <b>Colour:</b> Jacaranda</p>

# BELONGING AT BRIGIDINE...

*Hi, I'm Casey and  
this is how I  
belong at  
Brigidine...*



*I am in Chanel  
House*

Patron: St Peter Chanel  
Mascot: Rooster



*My Homeroom is Chanel  
5 and my Home Room  
Teacher is Ms Thomas.*

*I meet with my PC every day and this  
group is made up of Chanel students  
from each year level with approximately  
25 students in total. I will stay with this  
same Home Room for the whole time I  
am at Brigidine.*

# STUDENT SUPPORTS

The Student Support Team consists of Dean of Student Formation, House Leaders, Junior School, Middle School and Senior School Program Leaders, Access and Diverse Learning Program Leader and College Counsellors.

Appointments with the College Counsellors can be made via the Counselling Portal on SEQTA.

## HOUSE LEADERS



Chanel House Leader  
Ms Shannon Metzeling



Damien House Leader  
Mrs Tamara Porter



Delany House Leader  
Ms Jordan Whitney



De Porres House Leader  
Dr Karen Schofield

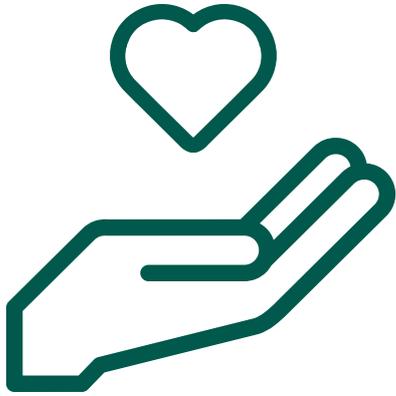


Foley House Leader  
Mr Ben Wilson



Mackillop House Leader  
Ms Lisa Kelly-Crawford

# COLLEGE COUNSELLORS



Ms Jenny Watson



Ms Sharon Scott



Ms Esther Martyn

## Accessing support from the Counsellors

Students can make a booking with any of the counsellors. Sessions with a counsellor are confidential and generally help a student negotiate challenges they may be having at school, with friends, at home or more general issues. When a counsellor is concerned that the student may be unsafe or may need to see an outside specialist to help with mental wellbeing, a parent will be contacted to discuss the pertinent issues raised in the counselling session.

To make an appointment:

- Go to SEQTA Learn.
- Select the 'Portal' icon.
- Select 'Counselling'.
- Select 'Book an Appointment'.
- Select an appropriate time



## STUDENT PROTECTION INFORMATION

Brigidine College is committed to providing students with a caring, nurturing and protective learning environment. Students have the right to be and feel safe at home, at school and in the community.

The College Website contains documents related to Student Protection: Policy Statement, Guidelines, Processes, Reporting Form and Code of Conduct. Student Protection Contacts at the College are Brendan Cahill (Principal), Robyn Killoran (Board Chair), Melissa Dever (Deputy Principal), Dani Sprenger (Dean of Student Formation) and the College Personal Counsellors. All Student Protection Contacts can be reached by phoning: 3870 7225. If harm or abuse is recognised in any form, contact any of the Student Protection Contacts at the College. If you are in immediate danger or a life-threatening situation, call Triple Zero (000). Kids Helpline (1800 55 1800) or Police Link (131 444) are other useful contacts.

# ANTI-BULLYING

Our Mission Statement affirms Catholic values that uphold the dignity of the person.

**Bullying between students will not be tolerated under any circumstance.**

Bullying is an ongoing and deliberate misuse of power in relationships through repeated verbal, physical and/or social behaviour that intends to cause physical, social and/or psychological harm. It can involve an individual or a group misusing their power, or perceived power, over one or more persons who feel unable to stop it from happening. Bullying can happen in person or online, and it can be obvious (overt) or hidden (covert). The College promotes positive wellbeing and appropriate conduct for all students.

Students can report any bullying behaviours/incidents through the S.T.A.R Reporting system.

## STAR: Stand-up Take-action And Report



# LEARNING AT BRIGIDINE

Brigidine College recognises the transformative power of education and is committed to fostering excellence. The focus on education in faith and building strong learning communities is seen as a powerful means of transformation whereby the Gospel values of peace, inclusivity and justice are promoted.

A Brigidine College education aims to:

- provide for a student-centred education that incorporates Gospel values across the curriculum;
- provide a nurturing environment that encourages each person's potential and giftedness;
- improve learning outcomes for all that reflect the learning needs of girls; and
- develop independent reflective learners who are committed to lifelong learning.

Students at Brigidine College commit to:

- learning across all areas of the curriculum;
- completing all set learning activities;
- endeavouring to do their best;
- experience success with increased levels of self-directed learning; and
- becoming responsible for their own learning performance.

Teaching and learning is a cooperative process involving all parents, staff, students and members of the community. All students readily engage with the College curriculum through the commitment, organisation and development of processes and habits that lead to strong and effective outcomes. Brigidine students therefore:

- set attainable and measurable goals;
- identify learning styles and how best to engage in learning;
- provide for and monitor an effective Study Plan;
- engage with strong study skills that underpin learning;
- provide for the completion of classroom tasks and homework; and
- manage assessment assignments and exam

# Assessment

The primary focus of assessment at Brigidine College is on 'what the student is able to do...achieve'.

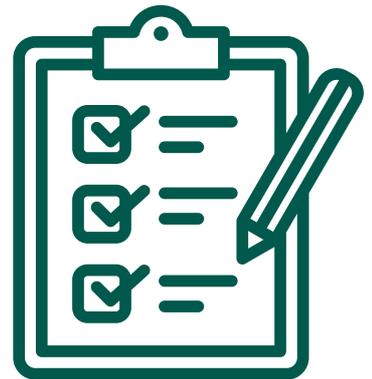
*'Assessment is the purposeful, systematic and ongoing collection of evidence and its use in making judgements about students' demonstrations of learning outcomes. High quality assessment provides timely and informative feedback about students' learning progress. Effective feedback encourages self-reflection, allowing students to actively monitor and evaluate their own learning. Together, assessment and feedback support continuous, collaborative, active and self-directed learning.'*

(QCAA, 2018)

Student results are determined according to QCAA syllabus (Year 11-12) and ACARA guidelines (Years 7-10).

Access Arrangements and Reasonable Adjustments (AARA) may be provided in the following categories:

- Cognitive
- Sensory
- Illness/Misadventure
- Physical
- Social/Emotional
- Other situation



Students are required to be familiar with the Assessment Policy which is on the Assessment and Study Portal in SEQTA Engage. All assessment dates can also be viewed through SEQTA Engage.

The Assessment Policy outlines:

- Assessment Information for Students;
- Examination Procedures;
- Illness and Absenteeism Procedures;
- Access Arrangements and Reasonable Adjustments (AARA); and
- Leave from School.

Students absent from an exam must notify the College on the morning of the exam. Students are to complete all exams at the designated time.



A digital copy of this handbook can be found on the 'Student' page of BrigHub.

*Strength & Gentleness*