

THE CATHEDRAL COLLEGE

Middle School Handbook

Come, live life in all its fullness JOHN 10:10

189 William St, Rockhampton | www.tccr.com.au | 07 4999 1300

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Contents

Welcome to Our College

Dear Parents of Year 7 2026 students and new students,

It's a pleasure to welcome you to The Cathedral College and to commence our educational partnership. Together we share a common goal, to educate your young person so they may reach their full potential. Our faith-based Catholic education offers depth, breadth and opportunity for each to develop, grow and flourish.

The Middle School Program which has at its heart, the care and wellbeing of students, acknowledges the special needs of adolescents and strives to provide opportunities for our Year 7, 8 and 9 students to become reflective and self-directed learners through rich, innovative and rigorous curricular and co-curricular experiences.

Ms Karen Lester is our Assistant Principal: Students (Middle School) and is assisted by Miss Grace Griffin.



MS KAREN **LESTER**
Assistant Principal: Students (Middle School)
Karen.Lester@tccr.com.au



MRS GRACE **REDSELL**
Assistant Middle School Coordinator
Grace.Griffin@tccr.com.au

This handbook provides important information and I encourage you to go through it with your son or daughter so as we can best work together for a successful learning experience.

I look forward to sharing this journey with you and have the highest hopes for your sons and daughters,

Mr Rob Alexander
Principal
B.A., Grad Dip Teach, B.Ed.St, M.Ed.St, M.Ed.Lead, GAICD

Our Mission + Vision

As an authentic Catholic school, The Cathedral College:

- is a welcoming community that follows the example of Jesus Christ so the joy of the Gospel is experienced, lived and proclaimed
- values the traditions of the past which influence the ethos of the College, particularly the charisms of Blessed Edmund Rice and Venerable Catherine McAuley
- promotes our core values of gratitude, respect and compassion
- welcomes families of all backgrounds and of other faiths
- acknowledges and supports First Nations peoples as part of the College mission
- celebrates the gifts and diversity of rural and remote Australia via the Boarding community and supports their unique needs
- is centred around opportunities for growth of the whole person through integration of faith, learning, life and culture
- is committed to the pursuit of educational excellence via a quality curriculum
- is informed by the beliefs and values of a Catholic vision to prepare young people to embrace their future with confidence and resilience
- accepts, supports and encourages the unique giftedness of each member of the College community and promotes leadership as service following the example of Jesus Christ
- creates opportunities to witness Catholic faith through prayer, liturgy, pastoral care and outreach
- works in partnership with parents and parishes, as they accompany students on a journey of personal and spiritual growth to reach eternal life with God.

Our *Mission*

To provide opportunities for individuals to flourish - spiritually, academically, personally, socially, culturally and physically – and so to contribute to building a just and compassionate society.

Our *Vision*

The Cathedral College strives by word and action to respond to Christ's call to

"Come, live life in all its fullness" JOHN 10:10

Our Core Values

Our values are based on the charisms of the founders of the Sisters of Mercy and Christian Brothers, Venarable Catherine McAuley and Blessed Edmund Rice.

Gratitude

We practise GRATITUDE by:

- choosing each day to be grateful and see life as a gift
- acknowledging, praising and thanking God for God's unconditional love for us and all that God has given us
- appreciating and expressing our thanks in word and deed for what we receive from others
- allowing others to show their appreciation of us.

Respect

We practise RESPECT by:

- thinking and acting in a positive way about ourselves and others because we are all made in the image of God
- recognising and appreciating that each person is unique with their own skills and talents
- seeking to create an environment where discussion, constructive feedback and new ideas are valued
- valuing and caring for the earth, all creation and all that we use.

Compassion

We practise COMPASSION by:

- recognising that compassion was at the heart of the ministry of Jesus
- forgiving ourselves when we fail in some way in order that we can also forgive others
- being deeply aware of others in their pain and fears and doing what we can to ease their suffering
- acknowledging the interdependence of all living beings who are all part of one another and all involved in one another.



What We Expect

The Cathedral 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 his/her own behaviour while wearing the College uniform - in the classroom, at lunch times, at co-curricular activities and while travelling to and from the College.

Guidelines for Students

Students at The Cathedral 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
- respect God, religious beliefs and other cultures and creeds.

Any student who chooses not to adhere to these expectations may face the following consequences:

- lunch time detention
- afternoon detention (parents/caregivers notified)
- Community Service
- placed in other classes for a lesson
- carry a behaviour/uniform card
- internal suspension
- external suspension

Advanced notification will be given if students are required to stay after school. Parents/caregivers will be expected to arrange transport home if a student is given an after school detention.

The Principal may intervene at any stage of the behaviour management program and has the right to terminate enrolment at the College.

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.
- Respect the rights of other 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.

The TCC Way

The Cathedral College is a Catholic College and all its members, staff, students, and parents/caregivers are made aware of its core values and Mission Statement upon enrolment or employment. These core values are based on the Gospel values as taught and lived by Jesus Christ. One of these fundamental values is the respect for the human person. All members of this Catholic community have the right to be respected as unique individuals made in the image of God.

Relationships

It is normal for young people to form relationships with one another. The College expects students to avoid unnecessary contact with each other.

Behaviour Management

Students who are not able to meet the College's high expectations may need further advice and meeting time with one or more of the following:

- Classroom teacher
- PC Teacher
- House Dean
- Students' Dean/Assistant Students' Dean
- Assistant Principal: Students (Middle/Senior)
- Assistant Principal: Boarding
- Principal



Parent Lounge

Parent Lounge is a very useful platform for parents, where student timetables, academic reports, the school calendar, electronic diary and daily notices can be viewed. Parent Lounge also facilitates electronic payments for school fees and other excursions, communicating student absentees, booking Parent-Teacher interviews and updating your personal details. Access details will be emailed to new parents in January.

College App

The College's Parent Orbit App is connected to Parent Lounge and offers an easy and convenient way to organise school activities including booking Parent / Teacher interviews, notifying of absences, checking timetables, paying event fees, reading the latest newsletter plus more. It also allows you to receive notifications about your child. Download our Parent Orbit App today from your favourite App Store and be sure to set your notification alerts in the settings. Further details about how to download our App can be found on our website.

Weekly Newsletter

Every Wednesday, parents will receive a notification from the College via the App that contains current important information. As part of this newsletter, you will be able to view our weekly TCC TV News presented by our students.

Social Media

The Cathedral College Facebook Page is a platform 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. If you are on Facebook, we definitely recommend that you follow our Page.

Calendar

Each family receives a copy of the College Calendar at the beginning of the year so that all are familiar with important College dates.

College Website

The College website, www.tccr.com.au, is a valuable resource for parents. We encourage you to explore the *Current Families* tab located at the top right corner of the homepage. This section provides comprehensive information about our curriculum, cultural activities, sports programs, and boarding facilities. It's designed to keep you informed and engaged with your child's educational journey.

We recommend familiarising yourself with our website as we frequently update important information.

How to Communicate with the College

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

Email
Send email to a staff member (firstname.lastname@tccr.com.au)

Brief Note
Leave a brief note in the Student Planner for the Subject or PC Teacher

Note
Write a note to any staff member

Message
Leave a message requesting a staff member to return your call

Arrange Interview
Send an email to the staff member indicating you would like an interview and your available times



Boarding Life

Our College is blessed to welcome 189 Boarders from across Central Queensland and beyond, as they bring with them their stories and experiences, enlivening and enriching our College community. Our Boarders experience a strong sense of belonging and throughout their journey with us they forge valuable friendships and memories to last a lifetime. For more information about Boarding, visit our webiste (www.tccr.com.au/boarding-life).

Student Counter

The Student Counter is the main point of contact between parents and students at the College. This is where students sign in for late arrivals and early depatures and also where students are cared for when they are unwell or injured until a parent arrives. Our Student Counter staff always greet the students with a smile and are available to assist with any worries or concerns that they have throughout the day.

Visitor Car Park

There is a 20 minute visitor car park located in the The Cathedral Close Car Park (William Street) for easy and convenient access to our Student Counter.

Late Arrival

Students who arrive after 8.35am must report to the Student Counter. Students are expected to sign in at the self service laptops with their Student ID cards. If students have forgotten their cards, they can sign in using their username and password, which is the same log in as their student laptops. Parents will then receive a notification on the Parent Orbit App asking them to approve the late arrival on the app or via Parent Lounge. A late arrival is recorded as a partial absence on the College's Attendance Register.

Leaving the College Early

If students must leave the College before 3pm, parents must contact the College, either by email, phone, the Parent Orbit app, or Parent Lounge. Parents are asked to meet students at the Front Reception. The students must then sign out using their ID cards or username and password at the self service laptops before they leave the College. Students returning to the College on the same day must sign back in at the Student Counter. All early dismissals will be recorded on the College's Attendance register.

Absence from the College

If a student is absent from the College, parents/caregivers must notify the College before 10am to explain the absence. This can be done via the College App, through Parent Lounge or by phoning the College (4999 1300). If a student's absence remains unexplained, then the College will contact parents/caregivers by Short Message Service (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 at least 1 week (if possible) before the commencement of the leave.

Sickness or Accidents at the College

If students become ill or are injured at College, a teacher is informed immediately and the student is taken to sick bay. All visits to the College sick bay are recorded in the College's Attendance Register. Parents/ caregivers will be contacted if deemed necessary.

Transportation

Bus Services

The Sun Bus Company services students living in the city area. Students living outside the city are provided with concessional transport. It is the responsibility of parents/caregivers to arrange with the bus companies transport options for their child. Refer to the following for further details:

https://www.qld.gov.au/transport/public/transport/timetables/qconnect
https://www.rotheryscoaches.com/
https://cdcqueensland.com.au/
https://www.sunbus.com.au/
Rod North and Sons Coaches (High Street, Bajool | T 49 346 211)

Cyclists

Students who choose to ride a bike to school must wear a helmet and this replaces the hat during travel. A lock and chain is also required for security of bicycles while at school. Skateboards and scooters are not considered an appropriate form of transport to and from school.

Lockers

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. The new laptop bags allows for laptops, textbooks and other materials to be easily carried to lessons. Students will have access to their lockers at appropriate times.

Security

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. Other valuable items required for classes can be left with the Pastoral Care Group teacher for safe keeping or handed into the office. Large musical instruments must be left in the Music Centre. If cash must be brought to the College, it should be handed into the office as early as possible. All items belonging to a student must be clearly and permanently labelled.

Personal Electronic Devices

Personal electronic devices may be brought to the College but must remain turned off between 8.00am and 3.00pm 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. Only a parent/caregiver will be able to reclaim the personal electronic devices from the office. Disclosure of inappropriate material on personal electronic devices must be reported.

Prohibited Items

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 weapon or instrument that could be used to cause harm is 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 a dangerous item at school, the Principal or Principal's delegate can inform the police.

Lost Property

If any student finds an article of lost property, it should be handed in to the office. Unclaimed lost property will be disposed of after a reasonable time.

Triple C Cafe

The Triple C Café operates daily during both lunch breaks and offers a wide variety of food and drinks for students to enjoy.

To make canteen purchases easier and more convenient, the College uses MySchool Connect, a user-friendly online platform that allows parents and caregivers to pre-order student lunches, load funds onto their child's student ID card, and manage canteen purchases with ease.

Students may also purchase items directly from the café during breaks. While cash payments are still accepted, the use of student ID cards linked to MySchool Connect provides a quick and efficient cashless payment option.

Students who wish to pre-order their lunch in person may do so each morning between 8:00am and 8:25am. All students are expected to line up in an orderly manner and show courtesy and respect to the volunteers serving them. Please note that there are no student charge accounts available.

The Triple C Cafe Menu can be found on our website.

The Triple C Cafe relies on parents/caregivers to volunteer to assist. If you would like to volunteer, please phone the College Office on 4999 1300.

Stationery Items

Each student is to have the required stationery for each class. This includes pens, pencils, a calculator, a ruler as well as the appropriate loose leaf paper and/or exercise books. The required stationery list is published on the College website and is also listed on pages 48 and 49 of this Handbook. Some subjects have specialist stationery needs. Each teacher will outline the stationery requirements when the class first meets.

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, signing in/out at Student Counter and signing in to Homework Club. 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 of $10 to the student.

Bullying + Harrassment

Our Mission Statement affirms that The Cathedral College strives to seek excellence in learning, while instilling a spirit of service and Catholic values. The Core Values of this statement calls those in our College Community to challenge those behaviours which erode the dignity of the person. As such, we believe that bullying in any form has no place in such an environment.
Students are entitled to enjoy their education free from humiliation, oppression and abuse.

Bullying affects everyone - not just the bullies and their victims. It also affects other students who may witness violence, intimidation and the distress of the victim. It can damage the atmosphere of the classroom and the climate of our College.

Bullying goes against the grain of what makes The Cathedral College special - an inclusive and caring co-educational environment. Intimidation and violence have no place in our community and will not be accepted under any circumstances.

At The Cathedral College, students, parents/caregivers and staff have the expectation that everyone is treated with respect and dignity.

To view the full Anti-Bullying Statement, please refer to the Student Planner or visit our website under 'Student Wellbeing'.

Timetable

All students are required to be at school by the first bell at 8.25am. Classes commence at 8.35am and finish at 3.00pm each day.

The College operates on a 10 Day Cycle. The College calendar and Student Planner 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 on their first day.





The College Uniform

The correct uniform is to be worn between home and school. If the students wear the College uniform outside normal school hours, they are expected to wear FULL school uniform including the hat. Girls are to wear ties for the whole school year. Boys are to wear ties Term 2 and 3 only. All items must be clearly labelled with the student's name.

For a detailed description of the College uniform, please refer to the College website.

Girls' Uniform	Boys' Uniform
• Skirt (knee length) or College charcoal trousers	• College charcoal shorts
• Blouse	• College charcoal trousers
• Tie	• Black leather belt
• College formal socks	• Shirt
• Grey Panama Hat	• Tie (only Term 2 and 3)
• Black leather lace-up shoes with low heels	• College formal socks
• TCC School Bag	• Broad brim grey felt hat
	• Black leather lace-up shoes
	• TCC School Bag
Optional	
• Black pantyhose (not tights) may be worn in Term 2 and 3 instead of socks	• TCC Woollen V-Neck pullover or TCC spray Jacket
• TCC hair ribbon	
• TCC Woollen V-Neck pullover or TCC spray Jacket	
Note: Black leather joggers are NOT acceptable	

The Sports Uniform

The Sports Uniform is compulsory for all Year 7 and 8 students and Year 9 students studying PE. The Sports Uniform is also required to be worn by all students at Interhouse Carnivals that happen throughout the year.

The Sports Uniform consists of the following:

- TCC sports/house polo shirt
- TCC sports shorts (not league or soccer shorts)
- TCC sports socks
- TCC sports cap
- Lace-up joggers

Students who study PE, must bring their Sports Uniforms to school and change into them at the appropriate time. The Sports Uniform is not to be worn to school unless students advised otherwise.

Uniform Supplier

All uniforms can be purchased from our uniform supplier, Wearitto. These can be purchased instore (details below) or online at www.wearritto.com.au.

Wearitto Rockhampton (Smart Clothing Centre)

87 Denham Street, Rockhampton
07 4927 9322
rocky@wearitto.com.au

Opening Hours:

Monday to Friday	8:30am - 4:45pm (closed 12:00pm - 12:30pm)
Saturday	9:00am - 11:45am

Second Hand Uniforms

The TCC Second Hand Uniform Buy & Sell Group on Facebook, an initiative of the College's P&F, provides access to good quality, well priced second hand uniform garments and accessories. To join the group, please request membership for a Page Administrator to approve.

General Guidelines

Jewellery

A plain necklace with a small cross may be worn. Girls can wear one set of earrings in the lobe of the ear. Sleepers should be plain silver or gold and no greater than 15mm in diameter. Circular studs should be silver, gold, white pearl or clear stoned no greater than 8mm in diameter. Coloured stones, beads, flowers, adornments etc. are not permitted. Any other jewellery worn to school will be confiscated and sanctions may apply.

Hair

Hairstyles should be conservative in nature. As such, one or two blade haircuts, shaved tracks, or any other unusual lines or shapes cut into the hair are not acceptable. Hair must be a natural single colour at all times with fringes for both girls and boys clear of the eyebrows.

- Boys hair should be short, neat and tidy. Side burns should be kept short. Facial hair needs to be shaved on a daily basis
- Girls hair that is long should be tied back with TCC ribbon or white, green or blue hair ties or ribbon, and all styles must be clear of the face with loose hair pinned/tied back allowing hats to be worn correctly (no buns on top and no scrunchies).

It is recommended that the House Dean be consulted about change in hairstyle prior to such changes. Hairstyles that do not comply with our requirements will need to be rectified and students may be asked to stay at home until this has occurred.

Cosmetics

Makeup, nail polish, fake nails, and eye lash extensions are not acceptable for students in uniform. Students in breach of this condition will be asked to rectify this as soon as possible. Consequences may apply.

The Badge

The College badge and/or House badge may be worn pinned to the tie. These are the only badges to be worn.

Pastoral Care

The House System

The House system plays an important part in the life of TCC. There are six Houses into which students are divided – Glover, McAuley, Quinn, Rice, Ryan and Wallace. Each House has eight Pastoral Care groups.



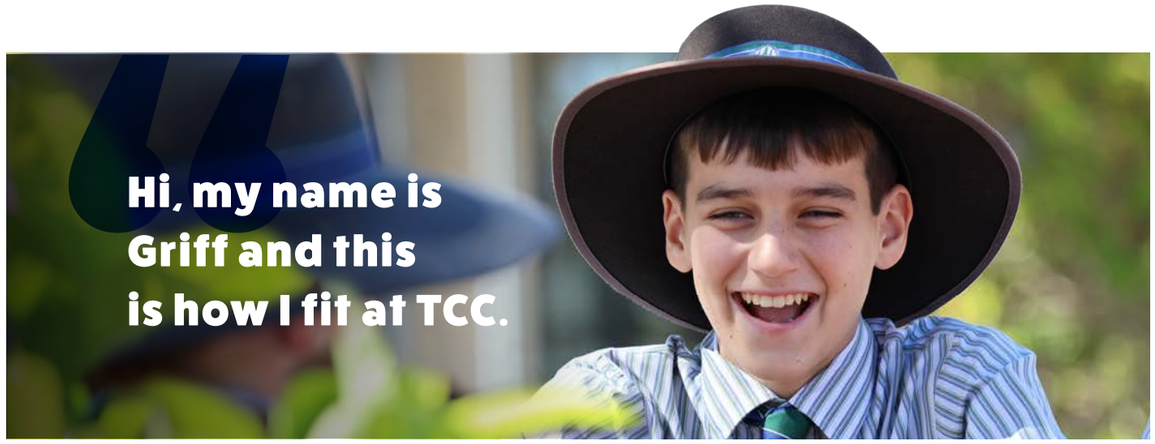












House Group

RICE

I am in Rice House.

This is where I belong when it it is time for **Interhouse Sport**, **House Choir** and **House Assembly**.

Pastoral Care



R/SPRC

My PC Class is R/SPRC and my PC Teacher is Mr Spreadborough.
I meet with my PC every day and this group is made up of Rice students from each year level with approximately 28 students in total. I will stay with this same PC Group for the whole time I am at TCC.

School Work



7 GOLD

This is my Core Teacher, Mr Reoch.
Mr Reoch is my teacher for 3 subjects. I have different teachers for my remaining subjects. I will stay with my Core Class all year.

Student Support Services

The Student Support Team consists of Students' Dean, Assistant Students' Dean, House Deans, College Counsellors (Mr Andrew Prince, MIss Bridget Duffin and Miss Claire Miller), a Student Support Officer (Mr Roy Thompson) and an Indigenous Education Liaison Officer (Mrs Shannon Littleboy). This team provides free confidential counselling and support to all students, parents/caregivers within the TCC community who wish to access the service.

Our Learning Support Team offers assistance to verified students and all other students who may need additional assistance with their studies.















Mr Scott Robertson
Ryan House Dean



Mr Kevin Chopping
Wallace House Dean



Mrs Rachel Cattell
College Counsellor



Mr Andrew Prince
College Counsellor



Mrs Shannon Littleboy
Indigenous Education Liaison Officer



Miss Giaan Fraser
First Nations Education Liaison Officer



Mr Roy Thompson
Student Support Officer

Camps + Core Days

Outdoor education is an integral part of Middle School, with Year 7 students attending a Core Class Connect Day early in Term 1 and Year 9 students participating in a “Survivor” camp in Term 3. These events are designed to challenge students, encourage initiative and to promote friendships and cooperation with teachers and other students. Attendance at these events is compulsory.

Daniel Morcombe Curriculum

The Daniel Morcombe Curriculum, endorsed by Catholic Education Office, Rockhampton is delivered to all students in Year 7, 8 and 9.

Online Safety

The College recommends the eSafety Commission website as a useful resource for parents to assist with educating their child on online safety. The College regularly reminds students to use safe online behaviours.



Middle School Curriculum

The Cathedral College community works to foster and enhance the three-way partnership of parents, teachers and students so that strong relationships are forged among them to allow a rich, meaningful learning environment to develop. The learning environment is characterised by an effective pedagogy developed collaboratively by teachers in response to the needs of the students and the expectations of parents.

In Year 7, students are assigned to one of eight core classes. Each core class has a Core Teacher who teaches the students for three (3) subjects. All students in Year 7 study the following subjects for the duration of the year:

Religious Education

English

Mathematics

Science

Humanities

Health + Physical Education

Students will also study the following subjects on a semester basis throughout either Semester 1 or Semester 2:



Industrial Design + Technology



Food + Textiles



Visual Arts



Performing Arts



Business + Digital Technology



Japanese

In Year 8 and 9, students will also have a core class, with their core teacher teaching the students for two subjects. Core subjects (year-long) are: Religious Education, English, Mathematics, Science and Humanities. Students must also complete a Physical Education subject, choosing from Health & Physical Education (HPE) or Health & Physical Participation (HPP). Theory is the same for HPE and HPP, however, practical activities differ. Students also choose two yearlong electives from: Business, Digital Technologies, Drama, Fashion, Food Technology, Health, Agriculture & Horticulture, Industrial Technology & Design, Japanese, Music, STEM and Visual Art. Year 9 students can also choose Graphics & Design and Food & Nutrition as electives.

Homework + Student Planner

Homework is a valuable and integral part of academic life at The Cathedral College. It is our policy that a certain amount of time should be spent each evening and during weekends on written assignments and on home study. The following are recommended homework time allocations:

YEAR 7 3 hours	**YEAR 8** 5 hours	**YEAR 9** 6 hours
YEAR 10 10 hours	**YEAR 11** 12 hours	**YEAR 12** 15 hours

All students are required to use their Student Planner to record their homework and assessment details which will be distributed to the student on their first day of schooling at the College. The Student Planner contains valuable information for both parents and students and can also be used for parents and teachers to comment on work set or other matters. Parents are advised to read the information contained in the Student Planner. It is to be taken to every class and must be produced when required by the teacher. Parents are asked to sign the Student Planner weekly.

Homework Centre + Tutoring

A Homework Centre and tutoring service are available to provide students with additional help with their studies. Times of operation are published in the Daily Notices which are read to students during Pastoral Care time, or can be accessed online by students through Student Café. There is no charge for these services. Free Mathematics tutoring is also provided after school.

Assessment + Reporting

Assessment is carried out throughout the year. Students are required to meet assessment deadlines. The College has a comprehensive Learning and Assessment Policy - details of which can be found in the Student Planner and on our website. It is imperative that all students understand the importance of meeting such deadlines.

An Interim Report will be issued at the end of Term 1 and comprehensive Academic Reports will be issued at the end of Semester 1 and Semester 2. Parent/Teacher interviews will be held at the beginning of Term

2 and Term 3. Requests for interviews outside the scheduled and formal interview sessions are available at any time the need arises. Alternatively, parents/caregivers may wish to contact teachers via email or by telephone. Core teachers will distribute a list of teacher email addresses at the beginning of each term.

Assignments

All assignments must be completed by the due date. Assessment calendars are published on the College website at the beginning of each term. Students who are absent on the day the assignment is due must ensure that assignments are submitted by the time indicated on the task sheet. If, in extenuating circumstances, students are unable to meet these deadlines, parents/caregivers must contact the Assistant Principal: Curriculum or the relevant Academic Dean to explain the situation before the deadline.

Examinations

Examinations are another means of determining academic progress. Attendance at examinations as scheduled is compulsory for all students. Where a student has been unable to sit an exam because of extenuating circumstances, alternate arrangements must be made in consultation with the relevant Academic Dean. The Learning and Assessment Policy in the Student Planner and on our website stipulates the College's procedures regarding examinations.

Information Technology

The College is committed to providing staff and students with access to the latest Information Communication Technologies (ICT) to assist with teaching and learning.

While at the College campus, students have access to a high-speed filtered internet connection, an extensive site wide wireless network, printing facilities, school email, personal data storage, electronic textbooks and specialist computer labs.

During business hours, all students have access to an IT Service Desk, which is run by College ICT Support Staff and provides support for all technology related issues.

To further support the use of ICT within our learning areas, the College provides a laptop as part of the mandatory 1-to-1 notebook program for all students, which begins in Year 7 and finishes in Year 12. Students are responsible for the College owned laptop and must take good care of it and to assist with this, all students will be provided with a laptop case. The 1-to-1 notebook program has been customised to provide an opportunity to create dynamic and meaningful learning opportunities for our Students "Anywhere, Anytime".

All students who accept enrolment at The Cathedral College are bound by, and must agree to The Cathedral College's Acceptable Usage Policy. The policy can be found on the TCC website under 'Student Agreements'.

Library Resource Centre

The Cathedral College Library Resource Centre (LRC) offers a wide range of resources to meet the research and recreational reading needs of students and staff. The LRC and its staff aim to provide information access for research, student-centred learning, informed literacy and recreational reading. If a student loses or damages resources, he/she will be charged for the replacement.



Sacraments

With their parents' permission, the opportunity is provided for students to prepare for all of the Sacraments of Initiation into the Catholic Church, Baptism, Confirmation and First Eucharist. They are also able to prepare for the first Rite of Reconciliation. Lessons are held during lunchtimes and the reception of the Sacraments generally occurs at a TCC Mass in late August.

Liturgy + Prayer

There are many opportunities for students and staff to pray and worship together. Each morning the whole community shares in morning prayer led over the PA by Year 12 students. The whole school gathers for various Masses and Liturgies of the Word throughout the year at St Joseph's Cathedral including the Opening College Mass, Year 12 Farewell Mass and term Liturgies. The community also joins with the Cathedral Parish for monthly TCC Masses and weekly 8am Thursday Masses.

Outreach

Outreach is an important part of life at TCC. There are many opportunities for students to assist others through such initiatives as Caritas's Project Compassion, Catholic Mission's Socktober, the St Vincent de Paul Giving Tree and many other College and House initiatives.

Youth Ministry

There are a number of opportunities for students to develop their faith through Youth Ministry events and retreats organised by the College, the Parish, the Catholic Education Office and the Diocese.



Co-Curricular *Activities*

At TCC in order to live out our school motto, “Come, live life in all its fullness,” we encourage students to participate in co-curricular activities.

Activities + Culture

Listed below is the wide variety of activities on offer:

- Book Club
- Chess Competitions
- Choirs
- Creative Writing Club
- Environmental Committee
- Instrumental Music Program
- Interhouse Carnivals
- Maths Challenges
- Music Ministry
- Oratory Competition
- Rotary Quiz
- School Musicals/Productions
- STEM Society (Robotics, Rocketry)

Sport

Listed below is the wide variety of sport on offer:

- AFL
- Basketball
- Cricket
- Equestrian
- Futsal
- Netball
- Oztag
- Rowing
- Rugby League
- Rugby Union
- Soccer
- Tennis
- Touch Football
- Volleyball
- Water polo

There are Sport and Cultural Co-ordinators who organise these activities. Activities are usually coached and managed by teachers, parents, community volunteers and senior students.

Information about these co-curricular activities (sign-up, training, try-outs, etc) is usually conveyed through the daily notices, on our website and via the College App.



Instrumental Music

The College's Instrumental Music Program allows students to have individual or group instruction in the areas of voice, string, woodwind, brass, guitar and percussion (including piano).

Brass
Trumpet, Trombone, French Horn, Euphonium

Woodwind
Flute, Clarinet, Bass Clarinet, Alto Saxophone, Tenor Saxophone

Percussion
Drums, Xylophone, Auxiliary Percussion

Strings
Violin, Viola, Cello, Double Bass

Guitar
Acoustic, Electric, Bass

Voice
Soprano, Alto, Tenor, Bass

Keys
Piano, Keyboard

The College has well established instrumental and vocal ensembles – Concert & Jazz Bands, Choir & Vocal Groups, String, Percussion and Guitar Groups. Tuition fees apply. To enrol your child in our Instrumental Music Program, you will need to complete the Enrolment Form on our website, under 'Instrumental Music Program'.

For more information regarding Instrumental Music, please email music@tccr.com.au or browse our website.



The Cathedral College, as an authentic Catholic school, provides a comprehensive curriculum, committed and dedicated staff, and contemporary resources and facilities to meet the needs of our students. To support the provision of outstanding educational service to the community, school fees are set at an appropriate level.

Fee Schedule

All-Inclusive Education Fee	$6,327
Building Levy	$497
TOTAL ANNUAL FEES PER STUDENT	**$6,824**

Fee Schedule with Family Discount applied to All-Inclusive Education Fee

Students in Catholic Schools	One	Two	Three	Four +
Per Term	$1,706	$1,587	$1,390	$1,231
Per Year	$6,824	$6,348	$5,560	$4,924

The amounts noted above are per student. Fee schedules are reviewed and approved annually and published in advance of the forthcoming year. Fees may be subject to change, without notice, as a result of changes to Australian legislation and/or regulations. Catholic Schools referred to above includes all Catholic Schools in the Diocese of Rockhampton. Per week fees are based on 40 payment weeks per year.

Fee Description

All-Inclusive Education Fee

Our school maintains an All-Inclusive Education Fee structure, which covers the curriculum offerings of the school, including:

- All tuition, subject, resourcing[1] and textbook[2] costs (excluding personal student stationery items)
- Student electronic device[3], carry bag[3], technology licences, educational software, extended warranty, comprehensive insurance cover, full service and maintenance[3] conducted by school technicians, with a rebate for pre-existing BYO device arrangements
- Day only school excursions and “Whole of year level” overnight camps and retreats
- Parents and Friends Levy
- Distance Education subjects and Vocational Education Certificates:
  - One (1) only Distance Education General or Applied subject, if articulated in the School’s Senior Subject Selection Guide, and/or

- One (1) Vocational Education Certificate covered by VETiS funding (Government subsidy for identified Certificates I and II).[4] Second or non-VETiS certificate courses, where available at the School, will be charged as Specific Purpose Charges.[5]

Notes:
1. Necessary consumables attributed to school subjects
2. The Textbook and Resource Allowance paid by the Federal Government is retained by the college to offset the cost of textbook resources
3. Students will be issued with a device and carry bag. Repair or replacement due to wear and tear, damages or loss will be charged as Specific Purpose Charges
4. Co-contribution fee (gap between VETiS subsidy and course cost) to external providers included in All-Inclusive Education Fee
5. Alternative arrangements may exist at schools with Registered Training Organisation (RTO) status.

Please note: Whilst the All-Inclusive Education Fee includes day excursions and "Whole of year level" overnight camps; refunds do not apply for non-attendance at any of these activities.

Building Levy

The Building Levy supports the provision of contemporary and educationally engaging spaces for our students and staff. The Building Levy is a per student contribution towards funding the significant capital works required to build, refurbish and maintain high quality facilities necessary to meet student education needs.

Specific Purpose Charges

Specific Purpose Charges are additional and apply to activities that fall outside the curriculum offerings of the School, including:

- Co-curricular activities, camps and tours e.g., instrumental music lessons, subject immersion tours, chess camps
- Extra-curricular activities such as QISSRL, QISSN, Athletics Club
- Subject-specific overnight excursions/tours e.g., Study of Religion tour
- Special events such as Year 12 formals, Graduation dinners, and optional family events
- Second or non-VETiS certificate courses, where available at the School.

Enrolling Students

- Enrolment Processing fee of $100 is non-refundable.
- Enrolment Confirmation fee of $400 is payable upon acceptance of an offer and will be credited to School Fees.

Discounts

Prompt Payment Discount

A **Prompt Payment Discount** of **2.5%** is offered to families who pay their fees in full, within 30 days of the statement issue date.

Payment Plan Discount

A **Payment Plan Discount** of **1.5%** is offered to families where:

- An approved payment plan arrangement has been established with the initial payment received within 30 days of the statement issue date AND
- The periodic payments outlined in the approved payment plan arrangement are maintained AND
- The total school fees balance is paid in full by Term 4 Week 4, as per the approved payment plan arrangement.

Family Discount

A **Family Discount** is offered to families with 2 or more children attending Catholic Education – Diocese of Rockhampton (CEDR) schools, as follows:

- 2 siblings attending CEDR schools:
  7.5% discount applied to the All-Inclusive Education fee of all siblings
- 3 siblings attending CEDR schools:
  20.0% discount applied to the All-Inclusive Education fee of all siblings
- 4 or more siblings attending CEDR schools:
  30.0% discount applied to the All-Inclusive Education fee of all siblings

Family discounts are applied for each year, by completing the Confirmation of Enrolment form issued to all families.

Concession Card Discount

A **Concession Card Discount** is offered to families who hold a 'means tested' Government Health Care or Pensioner Concession card. These cards must meet eligibility criteria for this concession to apply.

- For eligible families: **40%** discount is applied to the All-inclusive Education fee of all eligible students from the family.

Billing Arrangements

Fee statements are issued annually, by week 2 of term one.

Payment Arrangements

Accounts must be paid in full by the due date shown on the fee statement, unless an approved payment plan arrangement is in place. Parents wishing to pay school fees by instalments can apply for a payment plan. Payment plans can accommodate weekly, fortnightly or monthly instalments. Please contact the school finance office to establish a payment plan arrangement.

Option 1: Payment in full
Families who wish to pay school fees in full by the due date can access any of the following payment options: Parent Orbit App, Parent Lounge, or Bpay. Fees can also be paid at the school finance office by cash, Eftpos or credit card.

Option 2: Payment Plan arrangement
Families who wish to pay school fees via instalment should contact the school finance office before the statement due date to arrange a payment plan. Families are encouraged to advise the school of their intention to take up this option as early as practicable (for example, in the prior year), to enable payment plans to commence earlier. Payment plans can involve weekly, fortnightly, monthly or term-based instalment payments and should be concluded by Week 4 Term 4.

If students leave the school prior to the end of the school year, all fees payable up to the leaving date, including any arrears, are to be paid in full by the leaving date.

For Year 12 Students, the total school fees balance must be paid in full by Week 4 of Term 3.

School Fee Assistance

The School requests that families contact the school finance office if requiring any payment assistance. Parents unable to make payments prior to the statement due dates must make arrangements with the school finance office prior to the school fee statement due date. For families with an approved Payment Plan arrangement, contact must be made with the school finance office immediately upon missing a payment, to make suitable alternative arrangements.

Our Principal will consider applications for school fee concession for families experiencing financial hardship, who provide appropriate supporting evidence. Application is made directly to the Principal to ensure confidentiality is maintained.

Enquiries

School Finance Office: Ph: (07) 4999 1316 or Email: school.fees@tccr.com.au.



How can you best help your child

You can help your child by:

- helping with developing organisational skills at home
- providing a suitable study environment
- checking the Student Planner and homework is completed
- ensuring deadlines are kept by checking term assessment calendars provided for each class on the College website
- providing students with all stationery and uniforms
- checking that correct books are taken home and that uniform and dress regulations are followed
- being aware of school routine and activities by reading the weekly email and College communication
- paying fees, levies, school building fund, etc by the due date
- providing absentee notes or telephone calls explaining any student absence
- communicating with the school with a concern: in the first instance, contact your child's Pastoral Care Teacher or Core Teacher. He/she may refer your concern to the appropriate Dean or Assistant Principal if needed
- visiting the College website at www.tccr.com.au regularly
- being active in your participation as a parent/caregiver. These activities include:
  - Attending parent/teacher interviews, parent information evenings
  - Parents and Friends Association meetings
  - Parents and Friends "Just-One-Thing" initiative
  - Volunteer assistance at the Triple C Cafe
- Catholic School Parents Queensland provides resources to help you support your child's transition to high school. Visit https://www.parentengagementcspa.edu.au/

Key Dates for Year 7 2027

Wednesday 27 January 2027
First day of school for Years 7, 8, 11 and 12

Thursday 28 January 2027
First day of school for Years 9 and 10

Friday 29 January 2027
College Photo Day (boys to bring College tie)

Tuesday 9 February 2027
Year 7-12 Parent Information Evening

Wednesday 10 February 2027
Year 7 Core Experience Day (4 Core Classes)

Thursday 11 February 2027
Year 7 Core Experience Day (4 Core Classes)

Friday 12 February 2027
Year 7 House Day

Friday 19 February 2027
Bishop's Inservice Day (Pupil Free Day)

Friday 26 February 2027
Year 7 + 12 Buddy Afternoon (optional)

Term Dates

Term 1	
27 January 2027	Term 1 commences for Years 7, 8, 11 and 12
28 January 2027	Term 1 commences for Years 9 and 10
25 March 2027	End Term 1
Term 2	
12 April 2027	Term 2 commences
25 June 2027	End Term 2
Term 3	
12 July 2027	Term 3 commences
17 September 2027	End Term 3
Term 4	
5 October 2027	Term 4 commences
3 December 2027	End Term 4

Stationery List

General Requirements

All students in Year 7, 8 & 9 will be required to have the following stationery items.

Stationery

• Pencil case • 2 x blue pens • 2 x black pens • 1 x red pen • 2 x 2B pencils • Eraser • Pencil sharpener	• USB memory stick • Glue stick • Highlighter pen(s) • Ruler • Coloured pencils • Calculator TI30XB • Earphones (not wireless or Bluetooth)

Exercise Books + Display Folders

Exercise books	Year 7	10 x 128 page A4 exercise books Maths, English, Religious Education, Science, Humanities, Health & Physical Education, Food & Textiles, Performing Arts, Business & IT and Japanese. ITD and Visual Arts do not require an exercise book.
	Year 8	7 x 128 page A4 exercise books
	Year 9	7 x 128 page A4 exercise books
A4 display book		• Food & Textiles • Industrial Technology & Design • Japanese

Please ensure your student has a separate exercise book for each subject as they may be collected by the classroom teacher at various stages.

Subject Specific Requirements

Some subjects require specific items to be purchased in order for your child to complete that subject. These requirements are listed on the next page.

Physical Education

- TCC sports shirt and shorts
- TCC cap
- TCC socks
- Footwear with adequate grip
- Swimming units:
  - Girls - one piece swimming togs and sun safe shirt (TCC sports shorts optional)
  - Boys - TCC sports shorts and sun safe shirt

Food Technology, Food + Nutrition, Fashion

- **Food Technology and Food + Nutrition** - 2x plastic containers (labelled with student's name) 10-15cm long
- **Fashion (Year 8 + 9)** - Tape measure, Quick Unpick, Scissors x2 (fabric & thread), Pins, Janome Bobbins x4, Chalk (Chaco pen), Reel of Thread

Industrial Technology + Design

- clear safety glasses (Year 8 & 9)
- blue cotton apron (Year 8 & 9)

These items can be purchased from Wearitto Rockhampton.

Day 1 for 2027

All students are to meet in the Cathedral Close by 8:25am where they will be greeted by the Year 12 Student Leaders and teachers and escorted to House areas. The day will finish at 3:00pm.

Students will need to bring their lunch and/or money for the Triple C Cafe, hat and stationery.

Students will collect their timetables, Student Planners and locker/lock allocations.

Students will collect their laptops and laptop cases in their Core groups. (The signed ICT Code of Practice should be returned before the first day of school).

Time will be spent with PC Teachers, Core Teachers and Senior Students on a range of activities throughout the day so students are comfortable with processes/ procedures of the school environment.

Encourage students to always carry a water bottle.

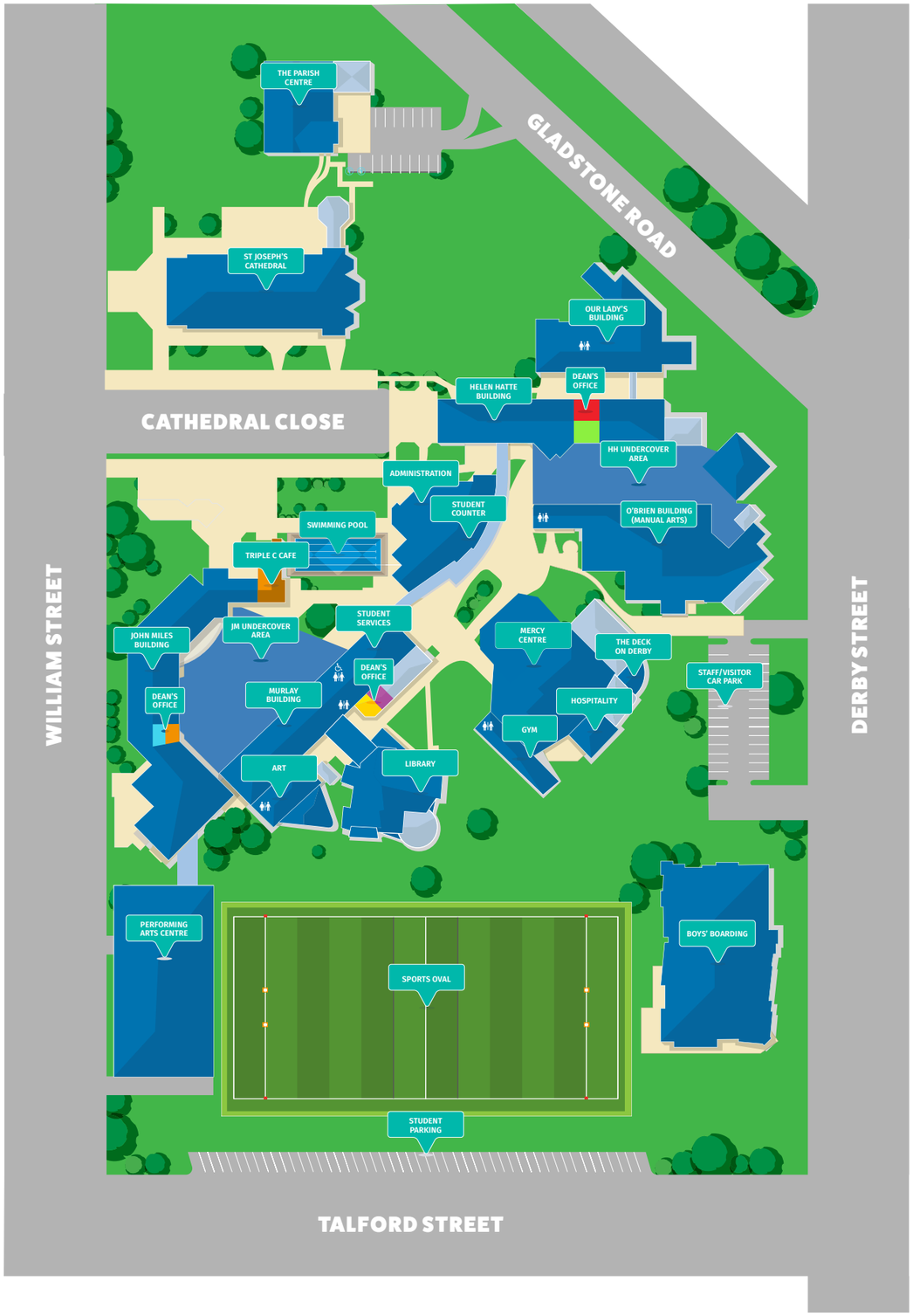
Please make sure hat and all belongings are clearly labelled.

The boys do not need to wear their ties in Term 1 or Term 4 (except for Photo Day).

Bus students will be dismissed slighly earlier and escorted to their bus pick up area.

All information in relation to '[Back to School]' can be found on our website. If there are any questions or concerns, please do not hesitate to contact Ms Karen Lester, Assistant Principal: Students (Middle School) or House Deans on (07) 4999 1300.

College Map




VIVE
VITAM
VENI
TOTAM
THE CATHEDRAL COLLEGE
ROCKHAMPTON