

PARENT INFORMATION PACKAGE 2025



YEAR 7 TRANSITION PROGRAM



John Wollaston
ANGLICAN COMMUNITY SCHOOL

PART OF **AngliSchools**

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YEAR 7 TEACHERS & EDUCATION ASSISTANTS



MRS SHEREE
SQUILLACE

I am Mrs Squillace and I teach in the Year 7 Whadjuk room. I have been teaching various years at John Wollaston for a long time! Some of my favourite things to do are spend time with my family, watching soccer and holidaying in Coral Bay. This year in Year 7, I am really looking forward to doing lots of science experiments. I love seeing Year 7s curious about the world around them.



MR CHARLIE
POLKINGHORN

I am Mr Polkinghorn and I teach in the Year 7 Pindjarup room. I have been teaching at John Wollaston for 3 Years. My favourite things to do are play the guitar, listen to music and play soccer. This year I am looking forward to our amazing Year 7 camps. I enjoy seeing the students experience new challenges.



MRS SHELLEY
BROWN

I am Mrs Brown and I teach in the Year 7 Kaneang room. This will be my second year teaching at John Wollaston and my 21st year of teaching. Some of my favourite things to do are spending time with my family, reading a good horror book and shopping. I am an avid animal lover and enjoy interacting with our horses, dogs and many other four legged friends. This year in Year 7, I am really looking forward to teaching maths. I enjoy making maths learning fun and challenging!

YEAR 7 TEACHERS & EDUCATION ASSISTANTS



MRS CHARITHA MENDIS

This year I will be working in Year 7 Pindjarup classroom. I have lived in 5 countries before I settled down in Western Australia. I was an IT professional for 15 years prior to becoming an EA. I love traveling, history and culture, making novelty cakes, tap dancing and spending time with my family.

I have been a JWACS staff member for the last four years. As an EA I love to encourage students to challenge themselves and think out of the box when a task is given. For me, the most rewarding part of working with children is to have fun and make happy memories. Looking forward to make more happy memories in 2025.



MISS SUSAN BORBELY

I am Miss Borbely and the Kaneang Class Education Assistant. This year will be my fifth year at JWACS. Prior to being an EA, I worked on a luxury yacht, at mine sites and in the Navy. I have an interest in food and enjoy cooking. I'm a mother of two and love spending time with my family, watching theatre performances, travelling and exploring the outdoors. I enjoy supporting students and seeing them achieve things they find challenging. I'm excited to be working with the Year 7 team and looking forward to Encounter as well as seeing the students thrive as they transition into Secondary School.



MRS KOMALJEET KAUR

I am Komaljeet Kaur and I have been working as an Education Assistant for past two years. I worked at JWACS last year in LEC in Term 3 with year 8's. I like baking, reading, being out in nature and travelling with my family. This year I got the wonderful opportunity to work with year7's and I am really looking forward to it.

HEAD OF YEAR 7



MS JAQUELINE FISHER

I am Ms Fisher and I teach in the Year 7 Minang room. I have been teaching at John Wollaston for 22 Years! Some of my favourite things to do are walk my dog, play netball and watch movies. This year in Year 7, I am really looking forward to our research tasks. I love seeing the thinking that our Year 7s present.

HEADS OF HOUSE



MRS PAULINE GALLEY
Head of Charter

Hello, Mrs Galley here – Head of Charter House with all things green! With many, many years' experience teaching about the past, I'm absolutely passionate about History and I'm a qualified 17th century musketeer and swordsperson. My other passion is being with donkeys and, hopefully, you will see our little man O'Reilly at Easter services. I am really looking forward to being on Encounter camps with students...they often bring out the very best in our young people which is lovely to see.



MRS SALLY BANKS
Head of Ramsden

I have been the Head of Ramsden House for more than 20 years. I also teach Food and Textiles Technology. I am really looking forward to the key Inter-House events this year including the Inter-House Athletics, Swimming and Cross Country Carnivals and would encourage all students in Ramsden to nominate and become involved. House participation and the students having fun during these events is what is most important and winning is a bonus. My goal this year is for Ramsden to win the Wollaston Dash on Founders' Day.

In my free time away from school, I enjoy attending AFL football matches and the watching the cricket. I am passionate supporter of the Western Bulldogs and Perth Scorchers. I also have two cats.



MR QUENTIN HESS
Head of Scott

I love all thing sport, West Coast Eagles and the outdoors, when I am not at School, you will find me at the beach, surfing with my kids, on the golf course or camping. My character strengths include humour, organisation and loyalty. I have two roles within the school. Firstly, as the Head of Scott House, I look after Scott students' wellbeing ensuring they are enjoying their school experience and reaching their potential. My second role is teaching Health, Physical Education and Outdoor Education. I love my job and the School; I have been at John Wollaston for almost 20 years.

With our school community growing, this year I am really looking forward to all our sporting carnivals, they will have a great atmosphere, full of enthusiasm and laughter. Of course, I'm most excited about watching the mighty yellow shirt brigade having a good time. Make sure you say "Hi" when you see me around the campus – all the best for 2025.



MR JAMES WINTER
Head of Hale

In my role as Head of Hale House and Science teacher I am fortunate to work with staff, students and parents across the Secondary School. I have always been passionate about helping students navigate the challenges of schooling and personal wellbeing. I believe that if you feel happy and safe at school you will find learning easier and more rewarding.

I am excited this year to see the Hale leadership team take ownership of managing our House at carnivals and also when organising House games. I am looking forward to seeing their enthusiasm shine bright and in their development of leadership skills.

A bit about me, I love spending time outdoors camping, swimming and travelling with my family. I have an identical twin brother and no, we've not yet swapped jobs.

PRINCIPAL

MR TIM RUSSELL

Hello and welcome to the Secondary School, I am Mr Russell. Like you, this year is my first in a new place and I am excited at the prospect of meeting new people and to get to know a new environment. Both Archie (my black Retriever) and I look forward to meeting you.

John Wollaston is a caring, welcoming, and inclusive community, full of many exciting opportunities. Year 7, in particular, is a wonderful chance to try new things and make new friends, so I encourage you to get involved with as much as you can and make the most of all that the School has to offer.



HEAD OF SECONDARY SCHOOL



MS KYLIE VIRGO

This is my sixth year at John Wollaston and I am proud to be part of a school community that supports, cares and welcomes all.

I am a passionate West Coast Eagles supporter who enjoys cycling, reading and time with family in my spare time. I am excited for the year ahead and look forward to supporting and encouraging students and staff to utilise their strengths that allow them to be active contributors within our school community.

DEAN OF TEACHING AND LEARNING



MR SCOTT ROBERTSON

Welcome Parents and Carers to 2025. I am thrilled to take on the role of Dean of Teaching and Learning this year. My role is to support our students' academic journey from Year 7 to Year 12, assisting students to achieve their goals. Additionally, I oversee the planning and implementation of the curriculum across the Secondary School. I am looking forward to welcoming all our Year 7s to our Transition Program this year and learning about their interests.

DEAN OF OPERATIONS

MR DAVID CRAWFORD

Welcome Parents and Guardians to 2025. As the Dean of Operations I work with a number of whole school structures and systems. I am still teaching which gives me the opportunity to remain connected with our students both pastorally and academically. There are a number of areas that apply to our secondary families that I oversee. Transport, particularly buses, to and from the campus; ensuring that excursions, incursions and encounters are well prepared for; health and safety of students, staff and families whilst on campus; key school events; student attendance; immunisation programs through the Department of Health and a number of State and Federal Government requirements. I thoroughly enjoy working at John Wollaston as there is strong culture of inclusion for all.

Outside of school, I really enjoy spending time with my family, being involved in sports (especially mountain biking), traveling, and experiencing new opportunities.

I look forward to working with John Wollaston community in 2025. I hope you get to experience the excellent levels of care and inclusion that John Wollaston is known for.



YEAR 7 TRANSITION PROGRAM 2025

We would like to welcome you all on the Year 7 journey for 2025. We are confident the students will make a great start to the year. Lockers, computers, following timetables and getting to know many new peers and teachers will make for an exciting start to Year 7!

Although students in Year 7 are expected to take responsibility for their own learning, behaviour and organisation, the partnership between home and school continues to be of great importance. *Together*, we can support each student to realise their potential and achieve success, whilst recognising that they will likely face challenges along the way. Therefore, it is very important that the channels of communication are open and utilised. The Year 7 Teaching Team are prepared to help work through challenges as they arise or to share success stories! To this end, we have provided some information to help ensure timely communication is possible, particularly for situations when the Student Diary or Portal is not sufficient.

SOCIAL AND EMOTIONAL DEVELOPMENT

Adolescence is a time of constant change for our Year 7 students, which presents unique challenges for parents, staff and peers. Every day, students are grappling with their own bodies, as well as the changing school environment. To assist our students, and parents, the Year 7 Transition Program has a healthy focus on student wellbeing. During House Group sessions, Year 7 Students will be completing the Aussie Optimism program with their House Teacher.

In our Health Education program, there is a strong focus on healthy relationships, safe digital relationships, and consent. The intention of these programs is to assist students with implementing strategies to manage challenging emotions, conflicts, and changes within friendships.

In addition, the students will attend presentations from guest speakers during the year. You will be informed of upcoming presentations via Direqt Message.

You can support your child through open communication, keeping teachers informed of any issues that your child may be facing, so that we can all work together to support your child. It is important that we help them develop their resilience and navigate their way through this using various strategies with some independence.

SAFE ONLINE BEHAVIOUR ON SOCIAL MEDIA

John Wollaston Anglican Community School has committed to educating our students about safe online behaviours through various programs at the school. Our staff are dedicated to assisting our students to manage their digital footprint safely and maturely. We encourage parents to continue this important discussion at home with your children. The School encourages parents to have access to student social media accounts so that you may have open communication with your child about their online choices.

Some important topics to discuss with your child are:

- Participating in chat groups with unknown members.
- How to turn on/off location services
- How to block or remove content or connections
- How to remove themselves from a group
- How to report inappropriate behaviour online.

For further resources to assist you to have a conversation about safe online practices, the following sites have some great tip sheets for parents and students.

[Meet Paul Litherland the Founder and Owner of Surf Online Safe \(youtube.com\)](#)

[Alannah & Madeline Foundation | Guiding your child's tech journey... \(alannahandmadeline.org.au\)](#)

[A Girls & Boys Guide To Puberty Digital Families Podcast with Michelle Mitchell | The Cyber Safety Lady](#)

PERSONAL PRESENTATION

John Wollaston has a distinctive and smart uniform. Making sure uniforms are worn correctly and are in good repair is a team effort between family, staff and students. The full School personal presentation rules can be located on the school website at www.jwacs.wa.edu.au/policies and in the Student Diary.

The following information and strategies will be used to support our community to meet personal presentation expectations consistently.

1. Secondary school students wear their formal uniform to and from school every day of the year.
2. Hats, worn to and from school and around the campus, are compulsory for secondary students in Term 1 and Term 4.
3. Year 7s are to wear their red school jumper to and from school in Terms 2 and 3.
4. Jewellery – secondary school students may wear a single pair of earrings, simple gold or silver hoops or studs. Chains must be fine, and a crucifix may be worn. Curb chains are not permitted. Watches and MedicAlert bracelets are approved. Other bracelets, rings or other jewellery must be removed for the school day.
5. Shoes – Formal black leather, lace up school shoes are required (not skate shoes, Mary-Jane's or black sneakers)
6. Sport uniform is to be brought to school on the days your child has PE. Sports uniform must be in the School sports bag. Please label ALL items of clothing, including socks.
7. Sports shoes – must be sports shoes with non-marking soles. Students may not wear skate shoes or boots.
8. Hair is expected to be clean, neat and out of the eyes. If the hair is collar length it must be tied back. Conservative styles are required. Razor cut designs and colourful extensions, or colours, are not acceptable. Please save these for the holidays.
9. Appearance and Cosmetics – hair extensions, false eyelashes, fake tans, false nails and nail polish are not permitted. Makeup is not permitted. The School is sensitive to cultural traditions; however, these must be discussed with the Principal.

Staff will regularly check uniform standards. Classroom teachers and Heads of House may conduct more formal checks. Teachers will monitor the day to day. Should there be an area to correct, a reminder will be written in the diary to alert you and request your support to rectify it in a timely manner. Staff will also encourage and expect students to take responsibility for wearing their uniform with pride and in adherence to the School Rules.

ICT USE & SUPPORT

Year 7 students will receive their School device for the next 3 years. As per the ICT Device Information & User Agreement, the School has high expectations of students' device management.

- Please ensure that children come to school with a fully charged laptop every day. Setting up a charging routine for Year 7 students is a top priority.
- Please review the Student Code of Conduct and the ICT User Agreement with your child regarding safe and appropriate use of their device.
- Devices cannot be taken off school campus until the agreement has been signed and returned to your class teacher or the IT Department.
- Student must use the supplied laptop case, as this offers the best protection for the device.
- The IT agreement will be enforced, and consequences given for any breaches.
- If your child's device needs repairing for any reason, please contact the IT department.



MOBILE DEVICES POLICY

The School Mobile Devices Policy clearly outlines the responsibilities of students regarding smart phones and wearable devices (including earbuds) during our school day. For students who bring devices to school, the following apply:

- They are not to be used during the school day (Secondary School 8:00am to 3:05pm).
- Exceptions apply when students need to use their phone to pay at the Café, access a device as part of a student's IEP or with direct teacher permission.
- The security of the mobile device is the responsibility of the student.
- Years 7 to 12 students must store their device out of sight at all times, preferably in their school bag in their assigned locker.
- Students must remove and hand in their smartwatch, mobile phone or smart technology devices (e.g. fitbits and analogue watches) when sitting any form of assessment as per the Assessment Policy, Years 7 to 10, and Years 11 and 12.

The full Mobile Devices Policy can be found on the Student Handbook Portal in SEQTA.

SEQTA – LEARN AND ENGAGE

SEQTA is our teaching and learning platform at JWACS. It is vital that students and parents/guardians are regularly checking SEQTA for classes, homework, assessment information, reporting and School communication. All of your child's important information in the secondary school will be available on SEQTA.

Some functions of SEQTA are important for parents and guardians:

- Direct Message – Staff communication will come via SEQTA DM. If you need to contact a staff member regarding your child/children, please use the school diary or Direct Message. Please be aware that urgent information should always be communicated via phone, as teachers are not expected to read DMs immediately due to their teaching role.
- Courses – you can view your child's courses.
- Assessments – you can view your child's upcoming assessment tasks here. You can also see results of marked assessments, plus feedback, in this space.
- Dashboard – On the Dashboard you can view any homework that has been entered into SEQTA for a course, this is a double-check for the homework that should be recorded in the School diary.
- Portals – You have access to the Year 7 Portal, which includes Year 7 specific information and any documents required for our program.

YEAR 7 COURSES OF STUDY

The Year 7 Transition Program is designed to bridge the gap between a Primary School setting and a Secondary School environment. Our Year 7 Transition Program carefully maps a transition to independence and responsibility for Year 7 students. Many transition points are associated with resource management, organisation and responsibility. But we must also consider that students are moving from one teacher every day, to many teachers each day.

Your child's House Group teacher will also teach approximately 50% of their course load. This aims to help create structure and routine for our Year 7s, whilst also offering them access to the specialist teaching expertise in the wider secondary school. The courses studied in the Year 7 Transition Program are:

Design, Materials and Technology	Mathematics
Digital Technologies	Performing Arts and Music
English	Physical Education
Food and Textiles	Religious and Values Education
Health Education	Science
Humanities & Social Science	Visual Arts
Japanese	

All courses of study follow SCSA Western Australian Curriculum.

HOMEWORK

There is an expectation at John Wollaston that Year 7 students will complete *up to* 45 minutes of homework 5 nights a week. Students will be set homework tasks or research assignments which is to be completed in this time. Learning how to manage homework is a challenge for Year 7 students, especially those from school with a zero-homework policy. The Year 7 Transition Program is designed to assist your child to record their homework in their diary, track homework tasks on SEQTA and submit homework tasks on time. Please support your child to set up a distraction free homework space and identify blocks of time for completing homework tasks.

NAPLAN AND STANDARDISED TESTING

Collection of longitudinal data is important for refining our educational program at JWACS. Students will complete Progressive Achievement Tests (PAT) in Reading and Mathematics. Students will also complete a BrightPaths Writing sample, which will assist staff to provide the best support for students in the classroom.

This year students will complete the NAPLAN tests in Term 1 (12 March to 21 March). Please liaise with the Head of Inclusive Education, Mrs Emma Black Smith, if you have any concerns of your child completing the NAPLAN assessment.

ENCOUNTER 7



The Year 7 Encounter experience is one that we are very proud of. Our Year 7 students have the opportunity to attend a camp in Semester 1, which aims to consolidate new relationships and build resilience.

Throughout the year, working alongside the Chaplain, Dean of Operations and Service Council Year 7 students may have the opportunity to complete some service activities for our local community.

Finally, as students develop Relationships, Respect, Resilience and Responsibility for Year 8, we attend a final overnight Encounter that is wholly student planned. Our Year 7 Encounter experiences are great opportunities to develop skills outside of a classroom environment.



CHAPEL AND RAVE

Year 7 Students attend Chapel/Religious and Values Education once a week on a Thursday morning. On odd weeks of the school term, we attend the Chapel with our School Chaplain, Rev Cannon Justine Coverdale. The Religious and Values Education program has a focus on students and their own spirituality, learning about the Anglican religion and looking at other world religions. We encourage all students to participate in our conversations, and respectful participation at Chapel services is encouraged, no matter your faith.



PASTORAL CARE

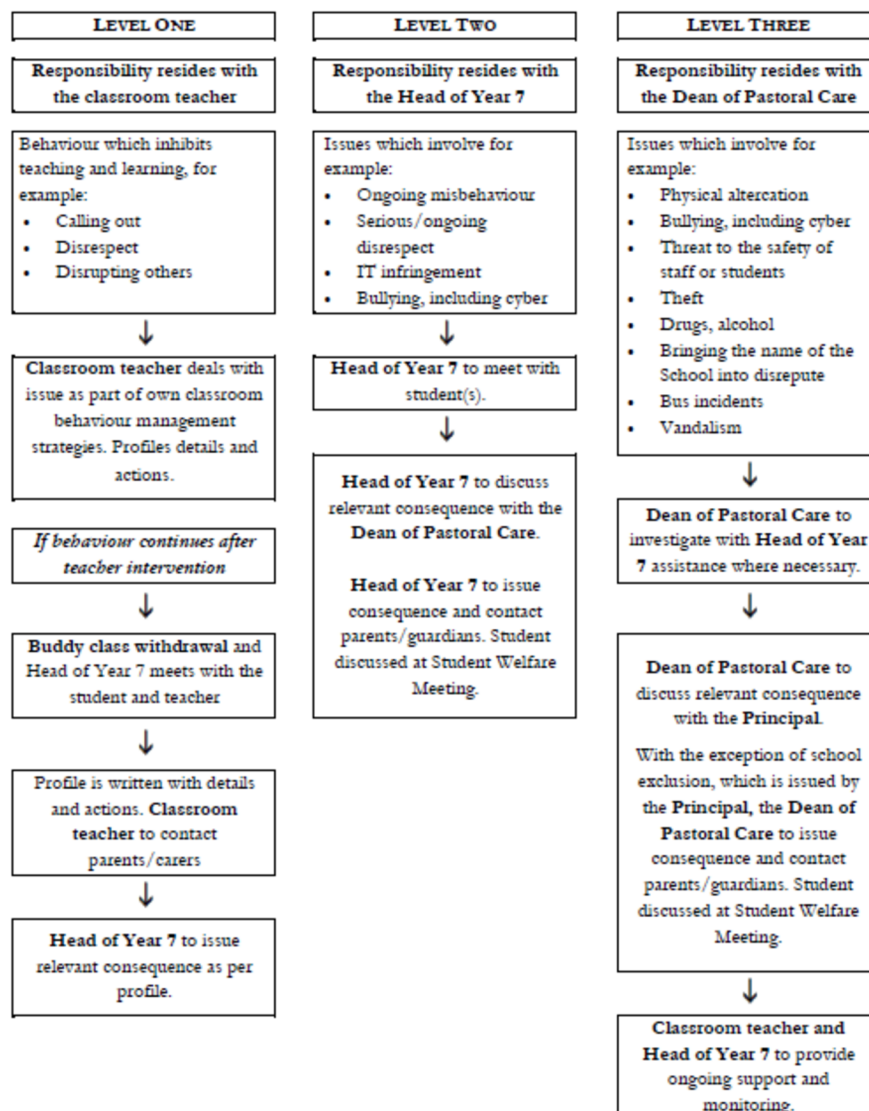
Pastoral care of students is at the forefront of everything we do at John Wollaston. The School is committed to creating a kind and caring environment where students feel valued and included. The direct pastoral care of Year 7 students lies with your child's class teacher. Any concerns or questions can be communicated via SEQTA, by phone or a face-to-face meeting.

In Semester 1 the Head of Year 7 is responsible for liaising with the teaching staff and overseeing any pastoral care issues that are elevated past the classroom teacher. In Semester 2, the Heads of House in the secondary school take over this responsibility.

Ms Kylie Virgo, Head of Secondary School, is also invested in the pastoral care and wellbeing of our Year 7 students.

BEHAVIOUR MANAGEMENT FLOWCHART 1

Applies to students in Year 7 in Terms 1 and 2.



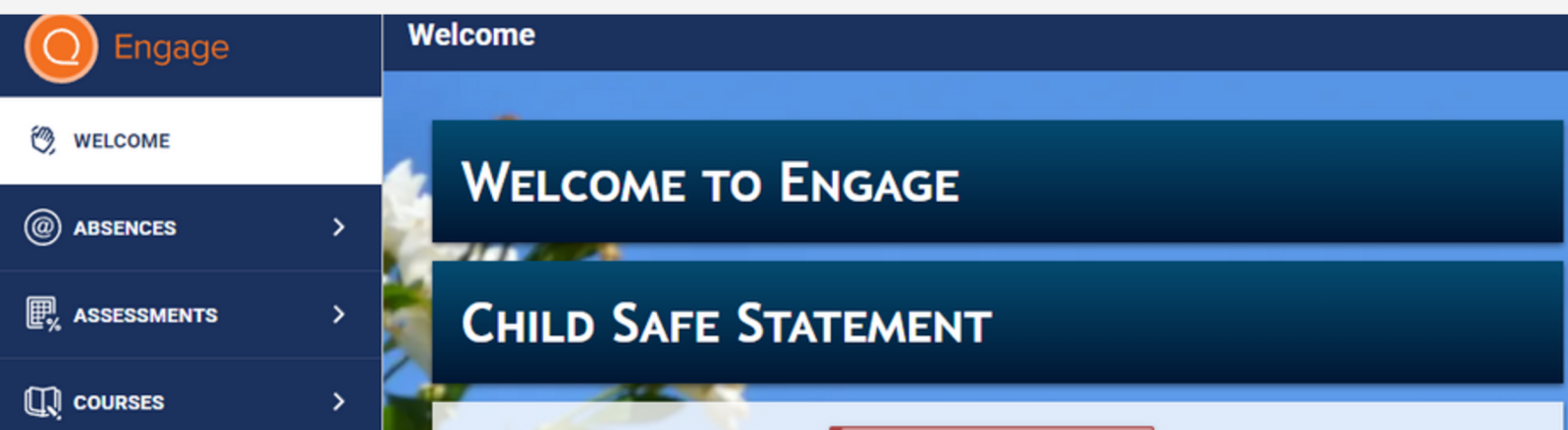
COMMUNICATION

Timely, effective and courteous communication between home and school is most important when fostering positive relationships that support children as they journey through school. As mentioned previously, our key platform for communication is SEQTA. Through SEQTA you can access key information and communicate with staff from across the School as you need.

Available on our website is the SEQTA Use and Etiquette Statement for Families, which outlines some of the expectations we have for all users of this platform. Most importantly, there is an expectation that all users have a 48-working hour window to respond to any Direct Message. More urgent matters can be addressed by telephone contact.

As always, you are welcome to touch base in person with staff. Please bear in mind that there are often matters to attend to outside of class time, so a pre-arranged time to meet is always appreciated.

Parent - Teacher meetings are encouraged throughout the year to discuss academic progress. Please contact your child's teachers via SEQTA to arrange a meeting.



SECONDARY SCHOOL PROCEDURES

In the Secondary School, the procedure for collecting students during the school day is as follows:

- Please notify the School, through the student diary or email on absentees@jwacs.wa.edu.au, of the collection time.
- To drop off or collect your child, please go to Student Services Reception to sign in or out as required.
- If your child will be absent for the day, please submit via the Absences tab on SEQTA or contact the absentee line on 9495 8111 or the Absentee email, absentees@jwacs.wa.edu.au

If your child is absent from School without notification an automated SMS will be sent to the parent contact. Do not reply to this automated message, please contact the school on 9495 8100 or email, absentees@jwacs.wa.edu.au.

Any unexplained or concerning poor attendance issues for students are followed up by the Classroom Teacher, Head of Year 7 or Head of House in the first instance and then with more formal communication from the Head of Senior School.

MEDICAL INFORMATION

If your child has important medical information for staff, please contact Student Services Reception to update our School records. It is vital for the care of your child to have up to date medical information in the School's system. The officers at Student Services Reception can provide any School documentation forms for Emergency Action Plans, Student Asthma Plans and any Medical Administration instructions.

SECONDARY CLUBS

John Wollaston Anglican Community School (the School) conducts a co-curricular clubs program for the enjoyment, social development and character enhancement of students in Years 7, 8 and 9 in Semester 1 each year. This program also promotes a sense of community and encourages students to represent and 'give back' to their school.

- The Secondary Clubs Program will run in Terms 1 and 2, with some exceptions, e.g. School Production, School Band and Equestrian Club.
- Clubs will run for one (1) hour after school e.g. 3:15pm to 4:15pm, with some exceptions, e.g. School Production and Equestrian Club.
- It is compulsory for students in Years 7, 8 and 9 to participate in the Secondary Clubs Program.
- Student attendance will to be recorded by staff via SEQTA. If students are absent from their club, could written notification from a parent/guardian be forwarded to the Teacher-in-Charge of the Club or to Student Services Reception.
- Students may elect to participate in more than one club if there are spaces available.

In the first next weeks of Term 1 the Co-Curricular Coordinator / Head of Secondary School will forward an information message and a booklet listing available clubs to all Years 7, 8 and 9 students via SEQTA Direqt message. Then a link to the Secondary Clubs Selection Form will be sent to all Years 7, 8 and 9 students via SEQTA Direqt Message.

Clubs will be filled on a 'first in' basis. Once a student has been accepted into a club, it is unlikely that he/she can move to another club, so choices need to be made thoughtfully.