From Ms Allum

Welcome to the 2015 School Year
I hope all of you are glad to be here! So - to parents reading this, and for the girls too - my best wishes for a good year. This year we celebrate the School’s 120th Anniversary.

A particular welcome to our new students and their families. I hope that you soon feel part of the School Community.

There is a lot of information in this edition of the Behind the Green Gate. Please take the time to read all of the major sections, and skim through the rest, reading in detail the things which are relevant to you. Most importantly, SCEGGS is a community of people who look after each other. If you do have any questions at any time, please do not hesitate to ask any of us - we really do want you to feel part of our community and that we care that you get as much as you can out of a SCEGGS education.

Who’s Who at SCEGGS
Parents may be unsure of whom to contact if they have an issue, problem or concern. That is not an easy question to answer generally, because it does, of course, depend on what is the concern.

The Class Teacher or Form Teacher, is often the best first port of call. These teachers will know your daughter best and will always be willing to help.

In the Secondary School, the relevant Head of Department will be able to answer questions about courses of study, subject choices and issues concerning their teachers. A list of Heads of Department for 2014 can be found in the Supplement.

In the Primary School the Stage Co-ordinators, a list of which can be found in the Supplement, and Mr Paul McGrath (the Deputy Head of the Primary School) are always willing to help.

In the Secondary School, Year Co-ordinators for each of the different Years may be able to address concerns. A list of Year Co-ordinators and Form Teachers for 2014 can be found in the Supplement.

Finally, if your concern is serious or you feel that it is not being addressed adequately, please feel free to contact anyone from the senior staff:

- Deputy Head of School: Ms Holly Gyton
- Head of the Primary School: Ms Elizabeth Cumming
- Director of Curriculum: Mr Andrew Gallagher
- Director of Pastoral Care: Ms Sophie Kearns
- Head of Administration: Ms Rosemary Humphrey
- Director of ICT: Mr Ken Emelues
- Business Manager: Ms Kristy Ahearn

I am also happy to talk to any parent – on the telephone or in person. Please ring if you would like to discuss a matter or come in for an appointment.

SCEGGS Scholarships for 2016

Applications for all other scholarships close on Friday 27 February, 2015.

Applications for Year 7 Academic Scholarships are being taken online. Applications for all other scholarships are downloadable from our website: [http://www.sceggs.nsw.edu.au/enrolments/scholarships](http://www.sceggs.nsw.edu.au/enrolments/scholarships).

What’s On Week 2

Friday 30 January
- Year 7 Welcome Party – Sports Hall, 7.00pm-9.00pm

Monday 2 February
- Term I begins for Kindergarten, 10.00am
- Year 7 new girls photographs for ID

Tuesday 3 February
- Year 7 Parent Information Evening – Lecture Theatre, 7.00pm-9.00pm
- Theatre Club: After Dinner – Wharf 1 Theatre, 7.45 for 8.00pm. Finish time 9.45pm.

Thursday 5 February
- Years 3-6 Parent Information Evening – Classrooms: Years 3 & 4, 6.00pm-7.30pm
- Years 5 & 6, 7.30pm-9.00pm

Friday 6 February
- Years K-2 Assembly – Primary Music Room, 12.20pm
- Old Girls’ Union Committee Function for Class of 2014 – JFSATC Roof Top Terrace, 5.30pm
- Film Club – Auditorium, 3.15pm-5.30pm. Pride (2014): nominated for Best Film Golden Globe Awards

Coming Events

Monday 9 February
- Secondary Swimming Carnival – Drummoyne Swim Centre
- P & F Committee (6.30pm) and Class Parent Information Evening (7.00pm) – Auditorium

Tuesday 10 February
- Years K-2 Parent Information Evening – Classroom, 6.00pm-7.30pm
- Year 7 and new Secondary students Tablet PC Parents and Students session – Lecture Theatre, 7.00pm
10-13 February
- Harvest Festival – School Chapel

Wednesday 11 February
- Year 9 Parent Information Evening: Guest Speaker Paul Dillon – Lecture Theatre, 7.00pm

Thursday 12 February
- Annual Prefects’ Service – St Andrew’s Cathedral, 9.30am
- Year 5 Tablet PC Parents and Students Session – Auditorium, 1.30pm-3.00pm

Friday 13 February
- Year 7 Connections Day – SCEGGS Great Hall
- Years K-2 Assembly, 12.20pm
Notice to Parents

Privacy Policy
SCEGGS is committed to observing the National Privacy Principles as set out in the Commonwealth Privacy Act.

To assist in complying with the Principles, SCEGGS is required to inform you of your rights in relation to the personal information held about you and its use. This information is contained in our Privacy Policy document located on the SCEGGS website: http://www.sceggs.nsw.edu.au/about/about-sceggs/207.

Here is our Collection Notice.

1. The School collects personal information, including sensitive information about pupils and parents or guardians before and during the course of a pupil's enrolment at the School. This may be in writing or in the course of conversations. The primary purpose of collecting this information is to enable the School to provide schooling to the pupil and to enable them to take part in all the activities of the School.

2. Some of the information we collect is to satisfy the School's legal obligations, particularly to enable the School to discharge its duty of care.

3. Laws governing or relating to the operation of a school require that certain information to be collected and disclosed. These include relevant Education Acts, and Public Health and Child Protection laws.

4. Health information about pupils is sensitive information within the terms of the Australian Privacy Principles under the Privacy Act. We may ask you to provide medical reports about pupils from time to time.

5. The School from time to time discloses personal and sensitive information to others for administrative and educational purposes, including facilitating the transfer of a pupil to another school. This includes to other schools, government departments, medical practitioners, and people providing services to the School, including specialist visiting teachers, coaches, volunteers and counsellors.

6. Personal information collected from pupils is regularly disclosed to their parents or guardians.

7. The School may store personal information in the ‘cloud’ which may mean that it resides on servers which are situated outside Australia.

8. The School’s Privacy Policy sets out how parents or pupils may seek access to personal information collected about them. However, there will be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others, where access may result in a breach of the School’s duty of care to the pupil, or where pupils have provided information in confidence.

9. The School Privacy Policy also sets out how you may complain about a breach of privacy and how the School will deal with such a complaint.

10. As you may know, the School from time to time engages in fundraising activities. Information received from you may be used to make an appeal to you. It may also be disclosed to organisations that assist in the School’s fundraising activities solely for that purpose. We will not disclose your personal information to third parties for their own marketing purposes without your consent.

11. On occasions, information such as academic and sporting achievements, pupil activities and similar news is published in School newsletters and magazines and on our website. Photographs of pupil activities such as sporting events, school camps and school excursions may be taken for publication in School newsletters and magazines. The School will obtain separate permissions from the pupil’s parent or guardian prior to publication if we would like to include photographs or other identifying material in promotional material for the School or otherwise make it available to the public, such as on the Internet.

12. We may include pupils' and pupils' parents' contact details in a class list.

13. If you provide the School with the personal information of others, such as doctors or emergency contacts, we encourage you to inform them that you are disclosing that information to the School and why, that they can access that information if they wish and that the School does not usually disclose the information to third parties.

Should your personal details need updating, please contact the Office Manager so that the appropriate action can be taken. All information, whether stored on our computer network or in hard copy is protected against unauthorised access and misuse. If you have an inquiry about your privacy rights in relation to SCEGGS, please contact Ms Kristy Ahearn (Business Manager) or Ms Rosemary Humphrey (Head of Administration) at the School.

From time to time, parents also may wish to take videos and/or photos of their own children participating in a range of different activities, such as sport activities or musical performances. We recognise that these images form an important part of the celebrations and achievements of each student within the family - and a significant record for the future. On occasions, these images may also include images of other children. We ask that all parents respect the privacy of all families in the school and ensure that any photographs, images and/or videos that do include other children are used for private use only, particularly when sharing such images online or through social media.

It is also important to note that some Inter-School competitions, such as the Archdale Debating competition, and some performance venues, such as the Seymour Centre, explicitly prohibit any photos or videos being taken during a competition or a performance.

SCEGGS Fees Prepayment Plan
The essential features of the plan are:

- you will be offered a 4% discount on tuition fees;
- the policy is restricted to the payment of at least two years fees in advance;
- the initial amount charged will be equal to the current fee schedule, with adjustments being made each subsequent year to reflect the fee increase which occurs.

Should you require more detailed information regarding this plan, please do not hesitate to contact the Business Manager.

Student Accident Insurance – AON Plan
In your and your daughter’s interests, the School requires your daughter to have personal accident insurance cover.

An amount of $25.50 (including GST) will be charged to your February fee account. Please contact the Business Manager should you require further information.

Fees for 2015 - First Account Due
The first fee account for 2015 was forwarded to all families at the end of Term IV, 2014. Parents are reminded this account is due on 10 February, 2015. Should you require a copy of your account please contact the Business Office on 9332 1133 or email accounts@sceggs.nsw.edu.au.
Information Technology

SCEGGSnet

SCEGGSnet is our learning management system. All students may access this important application through the link in the online section of the School’s website or by going to sceggsnet.sceggs.nsw.edu.au. Students will be asked for a login name and password – they should use their normal network login name and password.

Filtered and Logged Internet Access

All Internet access is filtered and all accesses to websites are logged. When a student is at school the ICT Department may, when requested to do so, review these logs to investigate an individual’s Internet browsing history. If a student believes that an Internet site has been incorrectly restricted, via filtering, the student should ask her teacher or contact the ICT Helpdesk who will review the request.

Ken Emelious
Director of ICT

Internet Usage

Typically both at school and home your daughter now has access to a technology rich environment. Effective and appropriate use of the powerful tools within the IT sphere requires responsible behaviour to accompany use of the computer and its Internet link. Of real concern to me, however, are some instances where there is reported inappropriate use of the Internet by some students. I write to you to flag my concern, to outline the strategies which the School has put in place to ensure our students use available technologies to achieve suitable and productive outcomes and to suggest some ways in which you can assist your daughter to make effective use of the Internet within the home environment.

Important information and advice for students and parents about laws and other information relevant to the Internet can be found in the front section of the School Diary. Students in Years 7-12 and their parents are asked to sign the Internet and Network Users Agreement. This agreement clearly states our belief that students should be responsible for their own actions and goes on to outline the conditions under which access to the Internet and the School’s network is allowed. As a parent you are asked to sign the agreement to ensure that your daughter understands the agreement and to make you aware that use of the Internet and School’s network is conditional. If the agreement is not signed by both the parent and the student, students’ access to the Internet on all School computers will be blocked.

The School takes other measures to ensure that our students’ online experience is safe and appropriate. Block-lists are used so that our students do not access, intentionally or otherwise, inappropriate websites. Websites on the block-list are updated weekly and placed in categories that the School may choose to apply. At present the sites that are blocked fall into the following categories: ads, adult, aggressive, audio-visual, drugs, forums, gambling, hacking, kidstimewasting, porn, proxies, ringtones, violence, virusinfected and warez. We are able to (and do) block other unsuitable sites not included in these classifications.

Some students have been accessing the Internet using the login name and password belonging to another student. Students should treat their login password as an important personal credential and keep it confidential, as they would a PIN for a bank account. If a student suspects that someone else knows their password, she should immediately request that it be changed by visiting the IT Department. Students must necessarily assume responsibility for any use of a computer accessed via their login name and password.

The School takes these measures to help ensure that each student’s experience on the Internet is positive and productive but, unfortunately, it is not always possible to ensure that all students will use this resource properly. In the past some students have posted, from home and from school, unacceptable material on the Internet. Students must understand that matters on the Internet are accessible to the entire world and that, as a result, care must be taken not to malign other people, or institutions. Any such activity can be subject to legal redress. Parents should be aware that it is not technically possible to monitor or control such activities from school computers or, of course, from home computers. Combating this type of activity requires persistent and continuing efforts on our part as well as by you, at home.

Because students’ access to the Internet is not confined to their time at school it is important that you participate in the partnership with the School in educating your daughters about the use of the Internet. The Australian Communication and Media Authority has published a number of useful articles and tips for parents and students. These can be found at: http://www.cybersmart.gov.au/Parents.aspx. In particular, I strongly recommend that you read the other sections of the site at http://www.cybersmart.gov.au/where you will find tips for children of different ages. Discussing these with your daughter and adopting some of the suggested strategies would be one practical way in which you could support the School in encouraging more appropriate Internet use.

The Internet can be a powerful and constructive technology that provides great educational benefits. Unfortunately, like many other technologies, the Internet has a negative side. Students need on-going education about Internet use and the dangers and pitfalls present. I encourage all parents to join with the School to ensure that the Internet continues to deliver positive educational and social outcomes for all.

Jenny Allum

Communication Between Parents and SCEGGS

Behind the Green Gate

Stay in touch by reading our weekly newsletter, Behind the Green Gate! It is uploaded to the SCEGGS Portal every Thursday of the term and a reminder email is sent to all subscribers on the same day. This newsletter contains details about upcoming events and important day-to-day information. A public version is available on our website.

Contacting Teaching Staff

We encourage parents to contact the staff throughout the year if any questions arise. If you would like to discuss something with a member of staff, give them some important information about your daughter, ask a few questions or just talk through a concern with one of your daughter’s teachers – please give us a call on 9332 1133! Any urgent or important messages are also best handled by a phone call too (not emailed), as individual staff may not see your message in time - particularly if teaching or are involved in other activities such as excursions or camps at the time. The General Office are able to direct such urgent messages to another appropriate member of staff on such occasions.

Parents may choose to communicate with the School via e-mail. All staff email addresses are available in Contact Us on the SCEGGS website. Click on the link below for the full staff list:


Absence notes still require a parent/guardian signature and so a hard copy of all absence notes must be delivered to the General Office by the student within 7 days of the absence.

Holly Gyton
Deputy Head
From the Primary

Welcome back!
Welcome everyone, to a new school year! I hope all our girls had a wonderful holiday break. A special welcome to all our new girls and their families; we hope you soon settle into life at SCEGGS but please do not hesitate to contact me if you have any questions at all. We look forward to seeing parents at the Parent Information Evenings to be held in the coming weeks, and also hope that you will join us at any of our Primary School Assemblies and Chapel Services.

Parent Information Evenings
Thursday 5 February
Year 3 and Year 4, 6.00pm-7.30pm
Year 5 and Year 6, 7.30pm-9.00pm

Tuesday 10 February
Kindergarten-Year 2, 6.00pm-7.30pm

These evenings are for parents of girls from Kindergarten to Year 6. Parents will hear from their daughters’ teachers about aspects of the classroom programs, activities planned for the year, and ways parents can assist their daughters at home. The sessions will be held in the girl’s nominated classrooms.

The Bourke Street entrance to the school closes each night at 6.00pm and we ask that parents enter the School from Forbes Street on these evenings.

These are important sessions, and I urge all parents to attend. The teachers and I look forward to seeing you soon.

Elizabeth Cumming
Head of Primary School

Pedestrian Safety

Forbes Street Entrance
Could STUDENTS assist by observing the following:

1. Students should USE THE SCEGGS SIDE of Forbes Street when walking between the School and William Street. The ‘Wombat’ crossing should be used if crossing Forbes Street.
2. When using the ‘Wombat’ crossing all students must stay on the crossing for its entirety from kerb to kerb and must not enter and exit the crossing at an angle.
3. When using the crossing it is expected that students will observe any directions given, show thoughtful behaviour with regard to the general passage of traffic and cross swiftly, after having ensured it is safe to cross.
4. Students crossing Clapton Place to access the crossing are reminded that they must observe all road safety rules as they do not have right of way when crossing Clapton Place.
5. Students crossing St Peter’s Street and St Peter’s Lane must observe all safety rules as they do not have right of way.
6. Students must not use back streets in the vicinity of SCEGGS on the journey to and from school.

Could PARENTS assist by observing the following:

7. **Under NO circumstances** attempt to drop your daughter off on the SCEGGS carpark side of the ‘Wombat’ crossing. This will create a dangerous situation as cars attempt to return into the stream of traffic approaching the crossing and also obscures the view of the ‘Wombat’ crossing.
8. Do not park your car in the ‘dropping off’ area in the morning to escort your daughter into school.
9. **Under NO circumstances** attempt to drop your daughter off on the SCEGGS carpark side of the ‘Wombat’ crossing and then execute a U-turn.

10. Please be aware that the area from the ‘Wombat’ crossing to the area just uphill from the Wilkinson Senior Study Centre is designated a ‘NO STANDING ZONE’ at specific times. Please do not attempt to park here; rather, we should be able to utilise it for the efficient dropping off of children from cars in an orderly manner. It is important to proceed as far down Forbes Street as possible in the ‘dropping off zone’ before your daughter alights. This will reduce the likelihood of traffic congestion near the ‘Wombat’ Crossing. Remember to take care when attempting to re-enter mainstream traffic.

11. If you are escorting your daughter to school please cross at the ‘Wombat’ crossing. Your support would be appreciated.

Bourke Street Entrance

Morning Drop Off
The Bourke Street entrance to the School opens at 7.30am each morning. Girls should not arrive at school before this time. On the rare occasion this should happen, girls are asked to use the Forbes Street entrance to the School, and to wait in the courtyard outside the School’s General Office until 7.30am when a teacher begins duty in the Primary Playground.

Afternoon Collection Procedure
To ensure the safety of the girls, and that the flow of traffic runs smoothly and efficiently for all those who collect girls from Bourke Street in the afternoons please read the following carefully:

- The Primary girls will be waiting with their teachers outside the southern end of the School, not outside the gates. Please drive up to where the girls are waiting.
- Please display with the sign distributed by the School, your daughter’s name in the front windscreen of the car. This assists teachers enormously, and speeds up the collection process. All new girls will be given a sign in the first or second week. Parents who need replacement signs need only ask at the Primary Office.
- Please join the line of cars in Bourke Street – do not get out of your car. If the line is lengthy, you may have to drive around the block and rejoin the line.
- Do not park directly outside the School. This is a ‘No Parking’ zone between 2.30pm and 3.30pm. Parents cannot wait in parked cars outside the School – you will be booked! Parents in parked cars hold up the collection line. If you wish to be waiting at the gate to collect your daughter, you will need to park in one of the surrounding streets and walk to the School.
- Bourke Street is a busy public street - NEVER double park outside the School!
- Do not do U-turns outside the School, or use the entrance to the staff car park to make turns.
- Do not park across the road and expect Primary girls to cross the road to meet you.
- Nothing is more important than the safety of our girls and you will appreciate how important it is that all parents, grandparents and babysitters follow these guidelines. Thank you for your co-operation.

Student Health, Medical and Emergency Information

All parents are reminded to provide the School with accurate and relevant medical information.

Given that medical circumstances may change, it is essential that our records reflect your daughter’s current health status.

Please contact your daughter’s Stage Co-ordinator (Primary) or Year Co-ordinator (Secondary) should the records require updating.

Parents of all new students, as well as Years 3, 7 and 11 students, have already been asked to record relevant health information on the Pupil Health Form.
The SCEGGS Portal allows parents to monitor and assist with the progress of their daughter’s education at SCEGGS. It helps strengthen communications between home and school and within the School Community. Both parents and students can log in to their Portal accounts to view different types of information including: attendance records, copies of school reports, timetables, Sport and Music schedules, current school information, community contact details and twitter feeds for current Sport events and IT information. Class Contact Lists (listing those parents who have agreed to share at least one of their details, such as an email address) are also available to parents through the SCEGGS Portal.

The SCEGGS Portal can be accessed at https://portal.sceggs.nsw.edu.au or via the online page on the SCEGGS website. Parents with a daughter at SCEGGS in 2014 already have login credentials. New SCEGGS Parents should receive their credentials by email on the first day of the school year. If you have any queries, please contact Ms Angelique Cooper in the General Office on 9332 1133.

Ken Emelies
Director of ICT

2015 Computer Information Sessions

SCEGGS is continuing the 1:1 computer program in 2015. Every girl in Years 5 to 12 will have their own convertible laptop. Access to technology in the Years K to 4 classrooms is also expanding with iPads in Years K and 1 and laptops in Years 2 to 4. As part of the program, parent information sessions will be run for parents and girls over the first few weeks of term:

Year 7 and new students Years 8-11: Tuesday 10 February, 7.00pm in the Lecture Theatre
Year 5: Thursday 12 February, 1.30pm in the Auditorium

The girls will be allocated their leased Tablet PC at these sessions. Parents and girls will also be provided with important information about using and caring for the tablet, as well as other essential information, such as cyber safety, ergonomics and accessing the technical support services at school.

We look forward to the exciting opportunities this 1:1 Tablet PC program will create for teaching and learning at SCEGGS. More information about the program is also available by clicking here.

If you have any questions about the program at SCEGGS, please do not hesitate to contact me.

Ken Emelies
Director of ICT

Students Driving To and From School and School Activities

Senior students are NOT permitted to drive other students to and from School, Sports training sessions or other co-curricular activities. Due to safety concerns, particularly those associated with inexperienced drivers, we strongly encourage all students to take public transport to School and use the Sports buses provided to and from sporting venues.

Senior students and parents would be keenly aware of the difficulties of extended parking during the day in the near vicinity of the School. While we would also discourage girls from driving themselves to and from School, all girls should be aware that they are not permitted to leave the School grounds under any circumstances in order to move a car due to parking restrictions.

Holly Gytton
Deputy Head
Absence from School

At SCEGGS we are committed to keeping parents informed about their daughter's school attendance and to ensuring the safety of the students in our care. In an effort to improve upon our ability to meet these commitments we use a SMS system that notifies parents in the Primary and Secondary Schools if their daughter is absent from school and we have not been contacted by a parent to provide an explanation. We believe that this system also demonstrates our desire to more effectively communicate with parents and that it may serve as a reminder to parents about the importance of notifying the School by telephone, before 9.30am, when their daughter is absent for any reason.

The Mobile Number to Which Messages Will be Sent

SMS messages will be sent between 10.00am and midday to the mobile telephone linked to a student's mother. Where a student lives with only one parent, or where we have no mobile number on file for the student's mother, messages will be sent to the available mobile telephone number. Parents who would prefer that any SMS messages be sent to a different number or to more than one of the numbers that we have on file please telephone 9332 1133.

Keeping Us Up-to-date

This service means that it is even more important that parents tell us if their mobile telephone number changes. To make a change to the numbers we have on file parents should check and amend where necessary and return the Pupil Information Form given to all students on the first day of term.

The Originating Number for Any SMS Messages

SMS messages will be sent from 0427 687 127. Please do not send SMS messages to this number unless we ask you to do so. The telephone number 0427 687 127 will not accept voice calls. We suggest that parents add this number to their mobile telephone’s address book.

What the SMS Message Will Say

'SCEGGS records show [student’s first name] of [year + class] is absent [date of absence] and you have not contacted us about this. If you are concerned, please phone us.'

What To Do if You Receive a Message

Parents receiving an SMS message notifying them that their daughter is absent should telephone the School if they are unaware that their daughter is absent or have any concerns about her welfare. As is usual practice a parent should, upon returning to school, submit a note signed by a parent, to her Form Teacher explaining why she was absent. The Absence Note should be handed into the General or Primary Office.

SMS Messages for Other Reasons

From time to time we may use this service to send SMS messages unrelated to attendance. Examples might include the unexpected cancellation of an event at very late notice or if a bus returning from an excursion is significantly delayed.

Parent–Teacher Afternoons

Years 7-12

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Other Important Information About School Attendance Years K-12

1. Absence notes within 7 days: In accordance with the National Standards for Student Attendance Data Reporting, parents must send in a signed note for their daughter’s full day or partial absence (arriving late or leaving early) at school due to illness or other unforeseen events within 7 calendar days of the daughter’s absence, or the absence will be recorded in a category labelled “unexplained or unjustified absence”. After 7 days, a note must still be brought to school, but for our official records, for school reports and for records provided to Government agencies such as DEEWR and the Department of Human Services, the absence must remain categorised as unexplained/unjustified.

2. Years 7-12 Students hand notes directly to the General Office: In the Secondary School, students must hand in signed absence notes (for full day absences, partial absences or lateness) directly to the General Office. The note should include the student’s FULL NAME and FORM CLASS.

3. In the Primary School, students must hand absences notes directly to their Class Teacher, also within 7 calendar days of the absence occurring.

4. SCEGGS semester reports: SCEGGS reports provide the details of the different categories of absence. This includes:
   - any absences for which notes have been provided either before the absence occurred or within 7 calendar days after the absence as required
   - any absences where the student provided the note after more than 7 days
   - any absences where no note has been provided.

Students and parents are both able to view the details of the student's personal absence summary for the current semester by logging into the SCEGGS Portal.

5. Permission for other leave: Wherever possible, leave for reasons other than illness should be sought well in advance from me. Please write to me at school, giving the reasons for the leave sought, with plenty of notice. Approval of such leave is completely at my discretion, and parents will be aware of my view about the importance of school attendance (and the legal requirement for all children under the age of 17 to attend school) except in the most extreme circumstances.

6. On very rare occasions, parents may also apply for Exemption from Attendance at School – where it has been “clearly demonstrated by the applicant that an exemption is in the student's best interests in the short and long term and that alternatives to exemption have been considered”. Examples of situations where this might be appropriate include employment in the entertainment industry for a short period of time or participation in elite sporting programs for a short period of time. To apply for Exemption from Attendance at School at SCEGGS, please contact my secretary, Mrs Draper, for the appropriate form which must be submitted to me at least 14 days before the absence.

Jenny Allum
Parents’ and Friends’ Association

Welcome back to all parents and an especially warm welcome to parents of girls who have just started at SCEGGS in 2015. I trust all girls, staff and parents will have a fantastic year.

The much anticipated Parents’ and Friends’ Welcome Cocktail Party will be held on Friday 27 February from 6.00pm to 8.00pm on the Joan Freeman Science, Art and Technology Centre Terrace. This event is for all SCEGGS parents so please put the date in your diary. RSVP and come along to meet parents, staff and catch up with familiar faces. Invitations will be mailed shortly, but if you have any queries, please contact Mrs Brianna Thomas, Mrs Leanne Kourt, Mrs Julie Fendall or myself.

Thank you to everyone who volunteered for various P & F Association roles in 2014 and to those who have put themselves forward to help in 2015 - this includes Committee members and Class Parents. The help and support of Class Parents is very much appreciated and they play a vital role in the success of the SCEGGS Community by organising events that bring each Year group closer together.

This year will see the School Fair, our major friend and fundraiser, the Festival on Forbes, returns on Sunday 23 August. Please be sure also to put this date in your diary! More information about the Festival on Forbes will be in future publications of Behind the Green Gate; however, please have a think if there is anything you could donate to the Silent Auction. Items such as weekends away, unique experiences, restaurant vouchers etc are always popular and very much appreciated. There is no need to forward the information yet, I only wanted to give you ample notice so that you would consider donating to the Silent Auction. Please also hold onto all your pre-loved books and handbags so that they can be sold at these very popular stalls.

I would like to extend an invitation to all parents to come along to our special Guest Speaker Program. Our Guest Speakers present at P & F Association General Meetings held once a term on a Tuesday. Meetings start at 7.30pm and finish by 9.00pm with refreshments beforehand. These meetings give you an opportunity to gain an appreciation of the broader School Community with a guest speaker whose area of expertise relates to current issues affecting our girls. The dates and topics of these meetings are advertised in the Behind the Green Gate and on the SCEGGS website. The Term I Meeting is on Tuesday, 10 March.

If anyone would like to be more involved with SCEGGS school life or has any ideas they would like to share, please come to the Parents’ and Friends’ Association Committee Meetings. These are held once a term and all members of the School Community are welcome to attend. The first of the Committee Meetings is on Monday 9 February from 6.30pm-9.00pm and will include the briefing for Class Parents from 7.00pm. All 2015 Class Parents are encouraged to attend.

On behalf of the Parents’ and Friends’ Association, I wish you all the best for a wonderful year.

Karen Niederer
President

NSW School Immunisation Program

NSW Ministry of Health offers all school students free vaccinations recommended by the National health and Medical Research Council (NHMRC). These vaccines are important and protect students through to adulthood.

In 2015 the following vaccines will be offered:

Year 7 Students
- dTPa vaccine (Diphtheria, Tetanus and Pertussis (whooping cough) as single dose;
- varicella vaccine (chickenpox) as a single dose; and
- human papillomavirus (HPV) vaccine in a 3-dose schedule at 0, 2 and 6 months for male and female students (students who commence HPV vaccination in Year 7 but do not complete the course may be offered catch-up doses at school into Year 8).

Years 11-12 students
- measles-mumps-rubella (MMR) vaccine as a single dose as part of a catch-up vaccination program for students who are not fully protected.

Parent Information Kits (containing a consent form, information sheet and privacy statement that details how personal information will be collected, stored and utilised) will be sent home to Year 7 parents/guardians on the first day. To consent to the vaccination of their child, parents/guardians are advised to:
- read all the information provided
- complete the consent form, including by signing their name next to the vaccine/s they would like their child to receive
- return to their child’s school
- ensure that their child eats breakfast on the day of the school vaccination clinic.

Parents/guardians who wish to withdraw their consent for any reason may do so by writing to the School Principal or phoning the School. The Procedure for Withdrawal of Consent is available on the NSW Health website at www.health.nsw.gov.au/immunisation.

To improve vaccination completion, students will be opportunistically offered any missed doses throughout the year where possible.

Please note that for HPV vaccine only, Parents/guardians must record their Medicare Number (all 10 digits and the 11th number beside the child’s name) on the consent form, as this is required to record the student’s information on the National HPV Vaccination Register and (for female students only) link to the National or State Cervical Screening Program.

A record of Vaccination will be provided to each student vaccinated at the clinic. Parents/guardians should ensure that this record is kept for future reference and should not assume that their child has been vaccinated if they do not receive this Record of Vaccination.

Karen Niederer
President

P & F 2015 Events

<table>
<thead>
<tr>
<th>Day</th>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>Monday</td>
<td>Parents’ and Friends’ Committee/General Meeting</td>
<td>9 February</td>
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<tr>
<td></td>
<td>with Class Parents Briefing</td>
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<td></td>
<td>Auditorium, 7.00pm</td>
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<tr>
<td>Thursday</td>
<td>Years 9 and 10 “Father”/”Daughter Breakfast</td>
<td>19 February</td>
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<tr>
<td>Friday</td>
<td>P &amp; F Welcome Cocktail Party</td>
<td>27 February</td>
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<tr>
<td>Sunday</td>
<td>P &amp; F Association Term I Meeting</td>
<td>10 March</td>
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<td></td>
<td>Auditorium, 7.30pm</td>
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<tr>
<th>Day</th>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>Friday</td>
<td>Years 11 and 12 “Father”/Daughter Breakfast</td>
<td>22 May</td>
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<tr>
<td>Friday</td>
<td>Years 7 and 8 “Father”/Daughter Breakfast</td>
<td>31 July</td>
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<tr>
<td>Friday</td>
<td>Primary Discos</td>
<td>14 August</td>
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<tr>
<td>Sunday</td>
<td>Festival on Forbes</td>
<td>23 August</td>
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Public Health Unit
South Eastern Sydney Local Health District
Food Allergy Awareness

At SCEGGS we are concerned about the safety and wellbeing of all our students. Many of you will know someone who is affected by anaphylaxis, a life threatening allergic reaction. A food allergy is an immune system response to a normally harmless food protein that the body believes is harmful. When the individual eats food containing that protein, the immune system releases massive amounts of chemicals, triggering symptoms that can affect a person’s breathing, digestion, skin and/or heart. Nine foods cause 90% of food allergies. Peanuts are the leading cause of severe allergic reactions, followed by tree nuts, shellfish, fish, milk, eggs, wheat, sesame and soy.

There are girls at SCEGGS from Kindergarten to Year 12 with mild to severe food allergies. The only way to manage a food allergy is avoidance. Whilst the children with allergies are being taught to care for themselves at an age appropriate level, we also seek your support. To minimise the risk of exposure for these students we request that no nuts, peanut butter or other nut products are brought to the school site or other school activities. We also ask that you help us educate your daughter on the importance of not sharing food with others, washing hands after eating and calling out to an adult if she thinks her friend with allergies is sick.

We can never totally eliminate the risk of an anaphylaxis episode but we are all responsible for helping to lessen that risk. Thank you for your help in protecting those around us. To learn more about anaphylaxis and food allergies, go to www.allergyfacts.org.au and www.allergy.org.au.

SCEGGS Cafeteria

The Cafeteria menu embraces the principles of Dietary Guidelines for children and adolescents in Australia and the NSW Healthy School Canteen Strategy. The girls will have the option to purchase from the specials menu, sandwich bar, salad bar or the bakery.

The Cafeteria Menu for Term I is available on the SCEGGS Website in the Community section. Please click on the link below: Cafeteria Menu

Opening times are:

<table>
<thead>
<tr>
<th></th>
<th>Monday</th>
<th>Tuesday – Friday</th>
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<tbody>
<tr>
<td><strong>Breakfast</strong></td>
<td>7.30am – 8.15am</td>
<td>7.30am – 8.15am</td>
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<tr>
<td><strong>Morning Tea</strong></td>
<td>11.30am – 11.50am</td>
<td>11.20am – 11.40am</td>
</tr>
<tr>
<td><strong>Lunch</strong></td>
<td>1.05pm – 1.45pm</td>
<td>1.00pm – 1.40pm</td>
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Lunch orders can be placed before school and at morning tea. Orders are to be written on a paper bag stating student’s name, class, and details of food and price. Correct money should be enclosed.

Also, Cafeteria orders can be placed by the Primary and Secondary Schools online through www.flexischools.com.au.

For further information, please refer to the Cafeteria Menu.

Class Parent Functions

Year 7 Family Picnic
Sunday 1 February
3.00pm-5.00pm
Centennial Park
Cnr Loch Avenue and Grand Drive
Bring your own: food, drinks, ball games, bikes, etc

Cafeteria Specials - Week 2

<table>
<thead>
<tr>
<th>Monday 2 February</th>
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<tbody>
<tr>
<td>Spaghetti Bolognaise</td>
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<tr>
<td>Bean enchiladas with salad</td>
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<tr>
<td>Caesar salad</td>
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<table>
<thead>
<tr>
<th>Tuesday 3 February</th>
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<tbody>
<tr>
<td>Sweet and sour chicken with rice (GF)</td>
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<tr>
<td>Spinach &amp; cheese quesadilla</td>
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<tr>
<td>Greek salad</td>
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<tr>
<th>Wednesday 4 February</th>
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<tbody>
<tr>
<td>Ham &amp; pineapple pizza</td>
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<tr>
<td>Steamed vegetable &amp; tofu stir fry</td>
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<td>Chicken crunchy noodle salad</td>
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<tr>
<th>Thursday 5 February</th>
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<tbody>
<tr>
<td>Cantonese chicken stir fry with rice noodles</td>
</tr>
<tr>
<td>Vegetarian steamed buns with plum sauce</td>
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<tr>
<td>Chicken Caesar salad</td>
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<table>
<thead>
<tr>
<th>Friday 6 February</th>
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<tbody>
<tr>
<td>Smoked salmon &amp; potato quiche with salad</td>
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<tr>
<td>Ravioli with cabonara sauce</td>
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<tr>
<td>Garden salad with egg</td>
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School Shop

Opening Hours
Monday to Friday
8.00am to 12.00pm
12.40pm to 3.30pm

A uniform price list is available on the SCEGGS website, please click on the link below: Uniform Price List

If you have any queries regarding the Uniform or Clothing Pool please ring me during school hours.

Lost Property

Please ensure all clothing, footwear, books and stationery items are labelled. Please label with at least your daughters surname as first name only and initials make it hard to identify the owner.

Laundry markers and Cash’s labelling order forms are available from the School Shop.

Years K-6 Lost Property is located in bins outside the Primary School Office.

Years 7-12 Lost Property is located in the School Shop. If the item is named, the girls are notified by email. A gold coin donation is required when claiming the item. All donations are for Plan International sponsored children.

Lunch Boxes and Drink Bottles

Any lost lunch boxes and drink bottles are kept in bins just inside the School Shop entry. No notification is sent to the girls, so they should check the bins and there is no donation required to reclaim their items.

Sue Humphrey
**Use of the School Diary**

It is important that students use their Diaries correctly and keep them in good order. As it now contains a Hymn section, each student will be required to take it to Assembly.

The Diary is regarded as one means of communication between staff and parents and there is space provided for written comments by parents and/or teachers. Parents are requested to sign or otherwise acknowledge any communication.

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**Student Achievement**

Congratulations to **Caitriona O’Leary**, representing North Bondi Surf Club, who recently completed her SLSA Gold Medallion assessment at North Cronulla. The gold medallion is the highest award a surf life saver can obtain and Caitriona achieved this two weeks after her 17th birthday making her the youngest person ever to complete this award.

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**History Debating**

Congratulations to the Year 11 (2014) History Debating team who have made it to the Grand Final for the second year in a row!

Their Semi-Final debate against Newington was an exciting showdown. Both sides supported their arguments with a wealth of historical details, excellent rebuttal and passionate argument. The SCEGGS team of **Eleanor Armstrong, Ella Crowley-Burrows, Imogen Harper and Jane Spencer**, is to be congratulated for their fine efforts. We wish them all the best for their Grand Final debate which will be against Kings early this term.

*Kelly McManus*

*History Debating Co-ordinator*

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**Visual Arts**

Each year the School purchases an artwork from a Year 12 student to form part of a School collection.

From Year 12, 2014, we have selected a self-portrait painted by **Suzanne Ashley** which will go on display in Barham. We congratulate Suzanne and know that her joyful and skilful, evocative portrait will inspire and interest future generations of SCEGGS students.

*In the Distance: A self-portrait by Suzanne Ashley*

*Katrina Collins*

*Head of Visual Arts*