



ST URSULA'S
COLLEGE | YEPPOON

OUR BOARDING COMMUNITY





The St Ursula's Boarding Community is an integral part of the College and, in addition to the aims of the College as a whole, has its own specific goals. These are:

- to provide a community where each student feels welcome and at ease, where each one can find her special place and develop a sense of belonging.
- to encourage each girl to develop her particular gifts and talents.
- to challenge each student to be responsible for her actions and decisions.
- to encourage and enable girls to grow into positive, aware, concerned and compassionate individuals.
- to support and encourage girls as young Christian women to develop a personal relationship with God.
- to provide an environment conducive to good study habits.

OUR EXPECTATIONS

Whenever there are large numbers of people living together, there are times when some may find life difficult. To build a genuine and caring community, effort is required on the part of each person. It also demands a willingness from each person to be part of the group.

Respect for others, honesty and co-operation are essential values in building our community. The following five expectations encompass these values.

The students of St Ursula's College are expected to work towards building a Christian Community by:

- treating all persons with respect, as each of us is made in the image and likeness of God;
- seeking to understand more about the Catholic faith and traditions on which this community is based;
- participating respectfully in Mass, liturgies and prayer;
- showing respect for the sacred places, rituals, practices and beliefs of this Catholic community.

Each girl is encouraged to show respect for herself by:

- behaving in a way that upholds her individual dignity;
- caring for her health by regular exercise, good hygiene, adequate sleep and a healthy diet;
- not smoking or introducing/using alcohol or drugs. The breaking of this rule at the College is considered to be a serious offence which may involve termination of enrolment;
- observing appropriate dress standards.

Our Expectations continued...

Each girl is expected to show respect and concern for others by:

- being considerate and polite to all members of staff and visitors to the College;
- being considerate of and courteous to others when speaking to or about them or interacting with them;
- acting in a friendly manner towards each other, both individually and in a group situation;
- Adhering to 'quiet' time rules/requests.

Each girl is expected to respect property by:

- having her own belongings properly named and stored neatly;
- not using, without permission, an item that belongs to another;
- using and treating College property, texts, library books and all resources with care and respect;
- caring for the environment by not littering, defacing with graffiti or causing damage;
- reporting damage as soon as possible.

Each girl is expected to take her studies seriously by:

- doing homework to the best of her ability;
- following an organised study program throughout the year;
- becoming more aware of community and global issues.



BOARDING AT ST URSULA'S COLLEGE, YEPPOON

Options:

St Ursula's College offers flexible Boarding options for families with girls from Year 7 to Year 12.

- Full-time Boarding during term time;
- Weekly Boarding for families close to Yeppoon;
- Casual Boarding for families needing occasional care for their daughter.

Our Boarding House:

The Boarding community is divided into four floors, each responding to the needs of the girls in residence. Currently our floors are:

- Fitzpatrick Floor which is the Top Floor of Yumba Gy-You;
- Houlihan Floor which is the Middle Floor of Yumba Gy-You;
- Stanton Centre which is the Ground Floor of Yumba Gy-You;
- Madden Centre which is located on the First Floor of H Block.

Each floor has a self-contained unit where our staff reside overnight and an office area for Administration work. Each floor has a Common Room for recreation and these are generally equipped with a DVD player, television, refrigerator and microwave. Our Houlihan Floor, Madden Centre and Stanton Centre also have cooking hot plates and ovens. On Fitzpatrick Floor and Houlihan Floor, girls enjoy open plan living; each girl has her own roomette in an aisle of six, with a total of seven aisles on each floor. The Stanton Centre has twin rooms for girls to share, while Madden Centre has three roomettes in a room.

HEAD OF BOARDING

The Head of Boarding is responsible for the overall operation of the Boarding House, together with the pastoral care and behaviour management of the students in the House. They will liaise very closely with the Principal of the College, Deputy Principals and Boarding staff to ensure that there is an exchange of all relevant information concerning the girls' education and well-being.

We strive to create a positive environment so that Boarders can thrive from living in a residential community. We are happy to attend to any matters regarding participation in College activities on parents' behalf. Please contact us if you have any concerns within Boarding or the Day school.

SUPERVISORS

Our Supervisors' primary role is that of a carer, working as part of a team; Parent, Student and Boarding staff, to meet all needs. They will, over a period of time, assist your daughter to prosper socially, spiritually and physically.

HEALTH PROFESSIONAL

The College Nurse is available to see girls from 8am-4pm Monday to Friday. The Nurse will organise any medical appointments required, or requested by Parents. The Nurse will also organise the ordering of any medications required.

The College Counsellor is available to girls three days of the week. These appointments can be organised through our Deputy Principal - Spiritual and Pastoral.

STAFF STRUCTURE

A Boarding Supervisor is on duty on all floors from 2.30pm to 8.45am the following morning, Monday to Friday inclusive. From 2.30pm Friday afternoon until 8.45am Monday, these floors are staffed 24 hours a day. The Supervisors reside in a private unit on each floor which is easily accessible to all students.

The Head of House/Boarding is available 24 hours a day.

STAFF TRAINING

All Boarding staff are well trained and are required to, as a minimum, hold the following qualifications:

- A current First Aid Certificate with annual CPR upgrades;
- A current Blue Card;
- A current Driver's Licence;
- Either have or have the desire to obtain Australian Boarding Schools' Association (ABSA) Duty of Care Certificate.

All of our staff undertake regular training on a variety of issues that deal with the girls' health and wellbeing. The College has policies relating to Child Protection, Bullying, Cyber Safety, Code of Conduct, Workplace Health and Safety, Fire Protection and Evacuation Procedure, Risk Management to name a few. All staff are expected to be familiar with the College's policies and procedures.

Our College Nurse and College Counsellor also undertake regular ongoing training for their relevant positions.



SETTLING IN

During your daughter's first few weeks in Boarding, she may experience emotional highs and lows; it is very common for Boarders to suffer homesickness, particularly after the excitement of the first two weeks of term.

St Ursula's College has support in place for your daughter (and yourself), both within Boarding and Day schools. Boarding Supervisors are integral to our Boarding support system, and can provide feedback about how your daughter is settling into the Boarding House. Within Boarding, we will assign each new resident a "Buddy" or a "Big Sister". Students allocated these roles take their "Buddy" or "Big Sister" responsibilities seriously; student support provides a 'friendly face' to your daughter as she becomes familiar with Boarding routines and tasks. A "Big Sister" is usually a Senior student, and a "Buddy" is a Boarder of similar age who will be located in the roomette next to your daughter. "Buddies" usually share the same routines within the Boarding House; your daughter will see her at various times each day.

We encourage girls to be active in their day-to-day schooling, as well as participate in the many opportunities available after school. Involvement in sports, music and activities that Boarding will host are an enjoyable way to make new friends.

As girls are responsible for their own areas in the Boarding House, we do appreciate parental assistance with teaching the girls some basic domestic skills. Girls need to be able to keep their drawers and cupboards organised. To achieve this, they need to be able to fold their own clothes and know how to store them in the cupboard neatly. Residents must know and understand how to wash their own personal clothing (i.e. how much washing powder to use, how to put it in the machine, etc). Girls will be required to make their beds on a daily basis (not just pulling the sheets up) and change their sheets on a weekly basis.

Keeping in touch

We encourage you to maintain contact with the Boarding Staff, particularly if there is something happening at home that may affect your daughter. Girls are usually very happy to share good news with us, but can be reluctant to discuss sad events. To enable us to provide the best care and support for your daughter, please make contact with us regarding any events or news (even background events) that may cause distress, anxiety, or sadness.

Contacting your daughter

We ask that parents become familiar with the times students are allowed to have their mobile phones. This is included in the Daily Routine, pages 17-19, and also in the Mobile Phone Information (page 23) and call during these times, so that study, bed times, meal times etc, are not disturbed.

If you need to speak with your daughter regarding an urgent matter, please call her Supervisor directly and we will organise a private area for you and your daughter to speak. Contact details for all Floors can be found on page 24.

Emails

All students at St Ursula's College are allocated an email address. Our students enjoy receiving emails and photos from home, and this is a great way to stay in touch with your daughter. Emails are private and are a more appropriate form of keeping in touch than through social media.

We email parents and students on a weekly basis with an update (including photos) of what has happened in Boarding over the past week and what is planned for the upcoming week.



You are welcome to email the Head of Boarding; Boarding Coordinator, or your daughter's Supervisor at any time. If you are uncertain of whom to contact - whether related to the Boarding or Day School - please liaise with the Head of Boarding or the Boarding Coordinator, and they will forward your email onto the best person to look after your query. Useful email addresses can be found on page 24.

TECHNOLOGY

Email and Internet

As mentioned previously, all students are allocated an email address when they commence at St Ursula's College. Using the College's wireless network they have access to the Internet and printers.

Sending and receiving social emails is permitted, but not during study time. Emails to Teachers during study time is acceptable.

St Ursula's College Internet is monitored and filtered; however, some sites may temporarily not be blocked. Students are expected to use the Internet in a safe manner.

The use of USB modems or hotspotting to provide uncontrolled access to the Internet is not permitted. The College is unable to monitor Internet usage in these circumstances.

Students must not use the College Internet service to upset, offend, harass or threaten anyone, even if it is meant as a joke. Serious consequences may be enacted following a meeting with the Principal.

All Girls should read and understand the College's IT Agreement.

Mobile Phone

All students are allowed one mobile phone and this must be registered with the Boarding House on a Mobile Phone Agreement. Students are not allowed to take their phone to school during the day.

All students with phones, except in Year 12, must hand them in at the appointed times and these are held in the locked Supervisor's office overnight and during the day while girls are at school. Times that phones are handed in are noted on the Mobile Phone Agreement and vary for each Year level.

The College does not accept any liability for lost or damaged mobile phones.

LEAVE AND VISITORS

Visitors and outings are very important ways for girls to maintain contact with family and friends.

Leave during the Week (Monday to Thursday inclusive)

During the week (Monday to Thursday) girls are allowed on leave only with their immediate family. We encourage families to advise the Boarding Office in advance of their intention to take their daughter out for the afternoon/evening. Girls are allowed to leave the Boarding House immediately after they return from school, and must return no later than 8pm so there is minimal disruption to others.

Leave on Weekends (Friday to Sunday inclusive)

Weekend leave begins at 3.15pm on Friday afternoon and ends at 7pm on Sunday. Day leave on weekends is as follows:

Friday	Begins 3.15pm	Return by 8pm
Saturday	Begins 8am	Return by 8pm
Sunday	Begins 8am	Return by 7pm

Leave Process

- If leave involves an absence from school, please advise the Boarding office at least one week prior so that the necessary approval can be obtained from the Day School.
- The College does not support early departure or late returns at the beginning or end of each term and will not be approved, unless it is an emergency. A travel day is provided at the end of each term for Boarders to return home. If early departure or late return is required, **please advise the Head of House** as soon as possible so that negotiations with the school can be made. Repeated applications will be referred to the Principal.
- All applications for weekend leave must be received by the Boarding Coordinator or Head of House no later than 3pm on Thursday prior to the weekend/day leave. An email, phone call or text message must be received from the Parent/Guardian/Host advising who is going on leave, who they are going with (their name, address and contact phone number), when they will be collected and when they will be returned). If your daughter is going out with friends, we must receive this information from both the parent and friend.
- All hosts, and people collecting your daughter, unless approved by Head of House, must be over the age of 21.
- Anyone approved to take your daughter on leave takes full responsibility for the supervision and care of your daughter while she is away from the College.
- If your daughter requires transport to be organised for her weekend leave, please liaise with either the Boarding Coordinator or Head of House before making any arrangements.
- All applications for leave must be approved by the Head of House.
- Smart, casual clothes must be worn when taking leave or returning from leave.
- Girls must be signed out and back in by their nominated host.
- These rules form part of the College's responsibility for student safety and duty of care to parents, so girls are held responsible to conform to these arrangements.
- A breach of these guidelines may result in cancellation of leave.

Restricted Leave

The first weekend of Term 1 is a closed weekend, where no leave will be granted. This weekend is promoted as a community weekend, where new and continuing Boarders have the opportunity to mix and meet each other in social gatherings. The program will run for the entire weekend and may include such activities as a movie night, show rides (i.e. giant slides; bucking bull rides, fairy floss), old fashioned fun and games (i.e. tug-o-war; egg and spoon race); Race Around Yeppoon.

Restricted Leave is leave that is only granted with Parents or as approved by Head of House and this will occur on special weekends during the year. These weekends include but are not limited to St Ursula's College Formal Weekend; St Brendan's College Formal Weekend; Valedictory Weekend; St Brendan's College Rodeo weekend.

Shopping

Shopping in Yeppoon is restricted to the main street (James Street) and Yeppoon Central Shopping Centre. All girls must be dressed in smart, casual clothing, which may include their Boarding shirts for weekend shopping.

Year 7 – girls are allowed downtown shopping with their Supervisor on a Saturday morning from 10am to 12pm. Girls must follow instructions from their Supervisor at all times, and must be wearing their Boarding shirt.

Year 8 – girls are allowed downtown on a Saturday morning in groups of three (3) or more. The girls must be wearing their Boarding shirts and have a fully charged mobile phone with credit between them. Girls must answer any call from their Supervisor or Boarding House, or return calls as a matter of urgency. Girls may leave the College at 10am; they are required to meet with the Year 7 Supervisor at 11am and return to the College no later than 12pm. Girls must remain with the same group while they are absent from the College.

Year 9 – girls are allowed downtown once during the week in groups of two (2) or more, wearing their school uniform and hat and must return to the College no later than 4.20pm. They are also allowed downtown on Saturday morning between 10am and 1pm and must be wearing their Boarding shirts. Any time girls go down town they must be in groups of two or more and have a fully charged mobile phone with credit between them. Girls must answer any call from their Supervisor or Boarding House, or return calls as a matter of urgency. Girls must remain with the same group while they are absent from the College.

Year 10 – girls are allowed downtown twice during the week, wearing the College uniform and hat, in groups of two (2) or more and must return to the College no later than 4.20pm. They are also allowed downtown on Saturday morning between 10am and 1pm. Any time girls go down town they must be in groups of two or more and have a fully charged mobile phone with credit between them. Girls must answer any call from their Supervisor or Boarding House, or return calls as a matter of urgency. Girls must remain with the same group while they are absent from the College. Please refer to Boarding College Standards of Dress on page 20.

Year 11 – girls are allowed downtown twice during the week, wearing the College uniform and hat, in groups of 2 or more and must return to the College no later than 4.20pm. They are also allowed downtown on Saturday morning between 10am and 1pm and to Yeppoon Central only on Sunday for two hours between 11am and 4pm. Any time girls go down town they must be in groups of two or more and have a fully charged mobile phone with credit between them. Girls must answer any call from their Supervisor or Boarding House, or return calls as a matter of urgency. Girls must remain with the same group while they are absent from the College. Please refer to Boarding College Standards of Dress on page 20.

Year 12 – girls are allowed downtown twice during the week, wearing the College uniform and hat, in groups of 2 or more and must return to the College no later than 4.20pm. They are also allowed downtown on Saturday for three hours between 10am and 4pm and to Yeppoon Central only on Sunday for two hours between 11am and 4pm. Any time girls go down town they must be in groups of two or more and have a fully charged mobile phone with credit between them. Girls must answer any call from their Supervisor or Boarding House, or return calls as a matter of urgency. Girls must remain with the same group while they are absent from the College. Please refer to Boarding College Standards of Dress on page 20.



Visits to St Brendan’s College and Visitors

Visitors are welcome at the Boarding House during the following times:

Monday to Friday inclusive	3.15pm to 4.15pm
Saturday	9am to 4pm
Sunday	11am to 4pm

- Girls must advise their Supervisor of their visitors name and phone number on arrival and advise when the visitor departs.
- The area immediately in front of the Boarding office is designed for hosting of visitors.
- On Saturday and Sunday visits are permitted for a maximum of two hours.

We encourage interaction between brothers and sisters and friends, therefore, girls are allowed to visit St Brendan’s College once a week. When visiting St Brendan’s College, we organise transport to and from the College and a Supervisor is in attendance at all times.

PART-TIME WORK

Girls in Years 10, 11, 12 and Year 9 in Semester 2, may seek casual employment according to the following guidelines.

- Parents must advise the Head of House that they give permission for their daughter to seek local employment.
- Student must discuss with the Head of House where they will be seeking employment to ensure that this is within a suitable distance from the College.
- Girls may generally work one afternoon/one evening between Monday and Thursday inclusive. During the week we advise girls that work commitments must finish no later than 8pm unless negotiated with the Head of House.
- On weekends girls may work one shift per day (Friday, Saturday, Sunday). Shifts are to start no earlier than 7am and finish no later than 8pm unless negotiated with the Head of House. No split shifts are allowed.
- Academic studies, as well as extra/co-curricular commitments a student has made, must take priority over all employment arrangements. This applies particularly to homework and all compulsory School and Boarding activities.

HEALTH CARE

The College's Health Centre is located in the Nagle Centre and is staffed from 8am to 4pm Monday to Friday. The College Nurse is available to speak with parents about any concerns or queries they have about their daughters, by contacting her on 4939 9601.

Girls requiring to see the Nurse should attend the Health Centre prior to school commencing, during the breaks or immediately after school. If they become ill during the day, they are to seek permission from their Teacher to attend the Health Centre.

Medical History

It is particularly important for parents to keep the Health Centre and Boarding House updated on their daughter's health issues, including Mental Health, particularly if these details change. We ask for all parents to complete a Medical Form on enrolment and to regularly update the College with any changes to this.

College Counsellor

The College Counsellor provides assistance to the whole school. If girls would to access the College Counsellor they are to approach either the College Nurse or the Deputy Principal – Pastoral and Spiritual initially.

Escorts

If a Boarder is required to attend a medical appointment during the school day, the College Nurse will organise transport to and from this appointment if in Yeppoon. If the appointment is in Rockhampton, this will be organised by the Head of House in conjunction with the College Nurse.

When attending medical appointments, unless of a serious nature, we encourage our older students to attend these appointments by themselves. Students in Year 7 will always have a staff member accompany them to any medical appointment. The College Nurse will receive feedback from Doctors detailing any action to be taken.

In cases of emergency or sickness over a weekend, the Head of House will escort students to the local hospital for consultation. Head of House will advise parents of the outcome of these visits.

Appointments

If you make an appointment for your daughter to attend a medical appointment (Doctor, Dentist, optometrist etc), please advise either the College Nurse or the Head of House as soon as possible so that the necessary transport can be organised.

Chemist

For convenience, parents are asked to open an account with one of the local Chemists. This enables us to ensure that your daughter receives medication, if required, as quickly as possible.

Medication

All medication, including Panadol, vitamins and herbal medicine must be given to the Supervisor on the floor on arrival at the College, or when purchased. This medication is kept in a locked cupboard and will be dispensed as is required. All medication is recorded when dispensed. Girls may keep their asthma puffers and any hormonal medication.

Medical Certificate

Girls who are unable to sit an examination and submit assessment due to illness MUST supply the College with a medical certificate.



A-Z OF BOARDING

ABSA

St Ursula's College is a member of the Australian Boarding School Association (ABSA) and this is a national association dedicated to maintaining excellence in boarding. St Ursula's College Boarding Staff are expected to complete their Duty of Care courses through ABSA.

Activities

We encourage all Boarders to be involved in co-curricular activities during the week and on weekends.

The College provides a wide range of extra activities for girls to participate in after school and information notes are sent out to parents. These activities can range from sports such as Touch Football, Netball, Basketball, etc; community and cultural activities; Debating and Public Speaking.

Yeppoon also has a large range of community based sports, dance clubs, swim clubs etc that your daughter may wish to participate in. Included in this booklet (pages 21-22) is a list of some of the groups around Yeppoon that you may wish your daughter to become involved in. With these activities, we ask that you, as the parent, make all the necessary arrangements for your daughter to become enrolled and classes paid for, then advise either the Head of House or Boarding Coordinator of the arrangements that you have made. We will transport your daughter to and from these activities.

Every Sunday, we encourage the girls to participate in our weekly outing to the main beach of Yeppoon or the Lagoon area at the end of the main beach. Supervisors walk the younger year levels to and from the lagoon. Swimming is only allowed when Life Savers are on duty.

Girls are allowed to go to Yeppoon Central or down the main street shopping on a Saturday morning, with the younger year levels being escorted by a Supervisor. Girls in Year 9 to 12 are also allowed downtown once during the week but must go in groups of two or more.

All Boarders participate in activities that we host within the Boarding House. These activities include theme dinners, formal dinners, fun activities on the green, movie evenings and at the end of every Term we celebrate any birthdays that occurred during the term or that will be happening during the upcoming holidays.

Every year the Boarding House requires all Students to attend the Boarding Christmas Dinner and the Farewell to Year 12 students functions. Girls may attend co-curricular before or after these dinners, but must be in attendance for the dinners.

Alcohol, Drugs, and Smoking

St Ursula's College has a zero tolerance to alcohol, cigarettes and other illegal drugs at any time and particularly:

- On St Ursula's College grounds;
- At functions, excursions or camps organised by the College;
- When members of the St Ursula's College community are representing the College, wearing the College uniform or travelling to and from the College;
- While in residence, involved in an excursion off site with Boarding, participating in a social function;
- While on leave.

The College treats this very seriously and consequences may involve termination of enrolment.

Arts and Crafts

A large range of material is available at no cost to the Boarders for their use. Staff are more than happy to assist girls, where possible, with any arts and crafts that they wish to undertake.

Behaviour

Our community operates on trust and respect. Always treat others as you would like to be treated. Living together in a large Boarding community can, at times, be stressful. If you feel stressed, talk to your parents about weekend leave, perhaps with a friend or relative.

Boarders have the opportunity to may make great friends and enjoy the close proximity of girls your age. It is important that we are tolerant of others and respectful of each other's personal space. You may play music in your area, but please keep the volume to a level that will not annoy those trying to rest or work.

Safety in the Boarding House means that running through buildings, leaving books and clothes scattered about, blocking walkways with chairs and "horseplay" is not appropriate. If you see or cause any damage, please report it immediately to the Floor Supervisor.

Birthdays

Families are encouraged to celebrate birthdays with their daughters and are welcome to take them out for a special family function. At the end of each term, usually on the Tuesday evening of the last week, we celebrate all birthdays from the term and including the upcoming holidays with a large birthday cake on each floor.

If you would like to organise a special birthday cake for your daughter, contact our Boarding Coordinator for more information on how this can be organised.

Boarder Parent Afternoon Tea

At the beginning of every term, on the Boarders' travel day, Parents are invited to attend an informal get together between 2pm and 3pm. This will be held in the Gabriel Hogan House Dining Room and is a great time for ideas to be shared, concerns to be raised and meet socially. We do ask for Parents to advise the Boarding Coordinator if they would like to participate in this meeting, to assist with catering.

Boarding Committee

Each semester we ask each Year Level to elect a representative to be on the Boarding Committee. This Committee is led by the Boarding Captain and meets every month to discuss outings, catering etc. After these meetings the Boarding Captain will meet with the Head of House to discuss issues raised.



Catering and Special Diets

We cater for special diets such as gluten free, lactose free, vegetarian etc. Written parent permission is required for any Boarder who wishes to be on a special diet or is allergic to certain foods.

Charges

Every student will have a cleaning task allocated to her in the Boarding House. Floor charges are rostered and are completed before school each day. Doing your charge means a clean and healthy environment for everyone.

Chemist

You need to have a Chemist account at one of the pharmacies in Yeppoon, so that you can order any prescriptions or personal requirements. All orders placed through the College are delivered on a daily basis to the Supervisor.

Church

All Boarders, in residence, are required to attend Church each week. When organising leave on a weekend, please take this into account with pick up or drop off times.

Students are required to wear their Formal uniform to Church every week unless advised differently. If not wearing their Formal uniform, girls are required to wear neat, casual clothes. Please refer to Student Dress Code on page 20.

Cleaning

Girls are required to keep their area clean and tidy at all times. Before departing for school the girls are required to:

- Make their beds
- Hang all clothes in wardrobe
- Put dirty uniforms in laundry bag
- Have all personal items off the floor so that cleaning staff are able to carry out their work
- Change bed linen weekly to be washed by St Ursula's College Laundry Staff
- Attend to communal charges

Clothing

Boarders are asked to have a minimum of three school uniforms, which includes a minimum of one Formal uniform, plus a Sports uniform. Girls in Years 7, 8, and 9 are also required to have Boarding Polo. All Boarders are required to have a Blazer for wearing to Church during Term 2 and 3. Track pants and jackets may be ordered at the beginning of the year, through the Uniform Shop, but may only be worn to school with their sports uniform, or on weekends in the Boarding House.

Parents are asked to provide a simple, conservative outfit for their daughter to wear to Church and our Formal dinners. This is not expected to be expensive but rather versatile and smart.

Girls will require casual clothing for wearing shopping or to the beach, but please remember that they do not require a large selection when in Boarding. Please refer to our suggested Clothing List on page 16.

It is advisable for all clothing to have personalised clothing labels on them, so that any items lost can be easily returned.

Common Rooms

Each floor in the Boarding House has a Common Room. These rooms contain television and couches for the girls to use during free time. We also provide facilities for making hot drinks, toast, toasted sandwiches etc. We provide Milo, tea, coffee, sugar, milk, a variety of fruit, bread, spreads and biscuits for the girls to access at all times.



Daily Routines

Please refer to pages 17-19 for our daily routines. Please remember that these are a guideline only and some minor variations will occur from time to time.

Dining Room

Attendance at all meals is compulsory unless attending a co-curricular activity. If attending a co-curricular activity a late dinner can be organised. These can be collected from the Floor Supervisor.

Meal times are promoted as a pleasant time for everyone where you have the opportunity to share conversation with others at the table. Table manners should be appropriate.

It is important that girls wear the appropriate clothing and footwear to the Dining Room. Please refer to Standard of Dress on page 20.

Driving

Senior Boarders, with the permission of the Head of House, are permitted to have a vehicle at school and use it to drive to and from their home on weekend leave. This permission must be gained from the Head of House prior to arriving with the vehicle at the College. Any other use of the vehicle must be discussed and approved by the Head of House.

Details of the student's vehicle must be supplied to the Head of House on arrival. These details include the make and type of vehicle; colour and registration number. Students must hand their keys to either the Head of House or Boarding Co-ordinator on arrival at the College where they will be kept securely until required.

Please note that, if a student parks her vehicle in the College grounds, it is not covered by the College insurance. We strongly urge you to seek your own insurance cover. Only siblings may be transported by the driver; no other passengers are permitted.

Electrical Appliances

The only plug-in appliances that can be used in girls' spaces are their laptop and phone charger. Girls may use a hair dryer and/or hair straightener in the bathroom. The items must be tested and tagged by an approved technician annually. Fans, electric blankets and heaters are not allowed in the Boarding House.

Fire Alarms

If a fire alarm is the result of negligence on the part of a Boarder, and the Fire and Rescue Service attends, the full charge of the call will be recouped from the parents of the student/s involved. Regular fire evacuations are conducted to ensure that all Boarders are aware of the College's evacuation procedures.

Food Storage

Girls may keep a limited quantity of food in a sealed container, marked with their name, in their area. Any food requiring refrigeration, is also required to be placed in the refrigerator in the common room, in a sealed container marked with the student's name.

School Excursions and Sport

Excursion and sport forms will be emailed out to Parents by the College. These forms are also forwarded to the Boarding office for our information. If there is no cost involved in the excursion/sport, we will sign these forms on behalf of parents.

If there is a cost involved with the excursion or sport, we will contact you to ensure that you have received the information and enquire if there is any way that we can assist you with the completion of forms or organising payment.

Hair and Jewellery

Jewellery is not to be worn with the school uniform. If ears are pierced, one small round plain gold or silver study in the lobe of each ear is permitted. Other body piercings are not permitted when wearing the College Uniform or Boarding shirts. Hair must always be neat and tidy and natural in colour. Hair is to be tied back if longer than collar length and girls may use a school coloured ribbon.

Housekeeping

Before your daughter commences in Boarding please ensure that she knows how to use a washing machine, in particular how to determine the correct size load of washing. All Boarders must know how to make their bed neatly and keep their rooms tidy. All girls are also expected to complete a communal duty each day such as washing up; vacuuming; tidying the common room etc.

Parental support in ensuring that girls have learnt these skills before entering Boarding will make an easier transition into Boarding life. To assist with girls keeping their rooms neat and tidy please avoid excessive amounts of belongings being bought into Boarding.

Laundry

The College provides a laundry for all girls to use and this is located on the Ground Floor of the Boarding House (YGY). The laundry contains approximately four (4) washing machines which are free to use, and 4 dryers which cost \$1 per load. We also provide washing lines for girls who wish to hang their washing to dry.

Girls are able to use the laundry after school each day, and on weekends. We do ask that all washing and drying be removed from the laundry by 7am each week day to enable our Laundry Assistants to commence the days washing.

Every day (Monday to Friday inclusive) the College has a Laundry Assistant who washes and irons the girls uniforms and returns them to each floor before school is dismissed for the day.

We also wash all linen which is fitted sheet, flat sheet, quilt cover, pillow case and towels. Every Floor is allocated a day on which to change their linen, this is washed and folded, then returned to the floor the following day. It is essential that all items are labelled for this purpose.

Lost Property

All unnamed property (ranging from books to sheets and uniforms) are held by the Boarding Coordinator. If your daughter has lost/ misplaced something, please encourage her to discuss this with her Supervisor.

Mobile Phones

For all details on the use of Mobile Phones within the Boarding College please refer to the Mobile Phone Information on page 23.

Money/Valuables

Girls must NOT keep large amounts of money in their living area. Large amounts of cash and valuables should be handed to the Floor Supervisor for safe keeping.

Students should have their own keycard to operate a bank account through the bank itself, or an ATM. Girls should never give their PIN to anyone else. It is important for them to remember to collect money needed when going downtown each week.

Students can pay by EFTPOS for activities organised by the Day School at Reception or purchase uniforms this way in the Uniform Shop.

The College will not take any responsibility for money/valuables kept in general living areas nor for money or other valuables loaned to others.



Part-time Work

Please refer to Page 8.

Personal Belongings

For items to bring to Boarding, please see the Personal Belongings list on page 16.

- Girls' skirts and dresses must be of a reasonable length with some clothing to be suitable for social and special occasions.
- Jeans are permitted so long as they are in good condition with no rips or tears.
- The College does not approve of borrowing or lending clothing or any personal property.
- When going on leave or returning from leave, neat casual clothes must be worn.
- Full uniform is worn to breakfast on weekdays.
- Neat casual clothes are worn to dinner each evening (short shorts, short skirts, scruffy clothing are not permitted).
- Ugg boots, slides and thongs are not permitted in the dining room.
- It is important that all items brought to Boarding are clearly marked by the owner. Please encourage your daughter to have a manageable quantity of belongings.

Personal Hygiene

It is essential that all Boarders know the importance of regular showering, at least daily. They must understand the importance of regularly changing their clothes and the need to regularly use soap, deodorant and shampoo.

Girls should understand the importance of regularly changing their sanitary products and the proper disposal of used items. All toilets contain sanitary bins. Girls are required to wash their personal clothing on a regular basis. They will require a container for their dirty laundry, washing powder/liquid, and possibly pegs for hanging their clothes on the line.

Please do not provide your daughter with aerosol deodorants or perfume sprays. This will avoid reactions by asthmatics and interference with the fire alarms.

Please discuss the need for personal hygiene to be maintained with your daughter. Without appropriate knowledge, a Boarder may encounter peers avoiding them and a difficult situation for both herself and other members of the Boarding Community.

Piercings

Body piercing is not acceptable at St Ursula's College (other than one earring in each ear lobe).

Posters, Pictures, etc

Posters, photographs, pictures etc can be placed on designated pin boards in your area with the prior approval of your Supervisor.

Security System

To enhance the physical security of the Boarding House and safety of the girls, monitored electronic alarms are turned on each evening and automatically turn off at 6am each day.

Senior Student Duties

The role of a Senior student is to set positive example at all times. This means adhering to all rules of conduct, punctuality, and appearance, as set down in the Student Planner. Senior students in Boarding also have an important role to play.

Senior students are sometimes asked to assist with activities. In return, several allowances are made for the girls e.g. having their phones 24/7; more frequent shopping leave etc. These allowances are entirely at the discretion of the Head of House and will reflect the level of responsibility and cooperation demonstrated by each individual girl.

Storage and Removal of Belongings

Girls are more than welcome to leave their belongings locked in their cupboards during the school holidays.

All girls are required to remove all items at the end of Term Four (End of the year). We do encourage girls, particularly girls who fly home, to begin taking items home at the end of Term Three.

Study

Supervised study is a very important aspect of our Boarding program. It is the formal study period allocated accordingly to each year level. Our first study period is held in allocated classrooms for a period of one hour. All girls are expected to attend this study session and no group study is allowed during this time.



Our second study period is held on the floor with each girl studying at their desks in their rooms. The length of this study session depends on the girls Year level. Group study may occur during this session, in the Common Room on the floor.

There is an expectation that all study sessions are conducted quietly to ensure that every Boarder can make the most of this time. We encourage all girls to take a water bottle to study with them. No food/lollies are allowed during study sessions.

There is no reason why a Boarder should not be able to complete her homework in the time allocated. Students who have extra-curricular activities are encouraged to develop adequate time management skills to ensure that their studies do not suffer. Late study is available for Senior students, subject to approval by their Supervisor.

Uniforms

All College uniforms and Boarders' shirts can be purchased from the St Ursula's College Uniform Shop which, from January 2021, will be located in the McGrath Centre. This will be accessible from the John St Carpark.



PERSONAL BELONGINGS

Below is a list of recommended items for your daughter to bring to Boarding.

PLEASE ENSURE ALL ARTICLES ARE CLEARLY MARKED WITH THE NAME OF THE BOARDER.

<p>Uniforms</p> <ul style="list-style-type: none"> • 3 College uniforms (may comprise of either dresses or Formal uniform) • 1 College Formal uniform • 1 College badge • 1 College blazer • 1 sports short • 1 sports shirt • 1 Panama hat • 1 sports hat • 1 Boarding shirt • 1 official College bag • 3 pairs white fold down socks • 1 pair leather black lace-up school shoes • 1 pair sports shoes 	<p>Boarding</p> <ul style="list-style-type: none"> • 2 pairs single bed sheets • 2 pillowslips • 1 pillow • 2 towels • 1 beach towel • 1 doona or blanket • 1 doona cover • 2 sets sleepwear • 7 sets underwear (preferably white/bone/neutral coloured bras) • 1 piece swimwear • 2 sets casual wear for afternoons/beach (shoestring straps; short skirts/shorts and ripped shorts/jeans are not allowed) • 2 sets casual wear for formal dinners etc • Sandals/shoes for afterschool/weekends • Rubber thongs for showers • 1 sunsafe hat for casual wear
<p>General items</p> <ul style="list-style-type: none"> • Laundry items (detergent, stain remover, pegs, fold-away laundry basket) • Shoe cleaning kit • Coat hangers for personal use • Sunscreen 30+ • Coffee mug, bowl, plate and cutlery for use in Common Room only • Large storage container with air-tight lid suitable for storing snacks • 2 padlocks (one medium and one small) preferably with three keys • Small Sewing Kit • 2 large stripy bags for storage at end of term • Pain relief i.e. Panadol, Nurofen, Aspro, Aspirin 	<p>Personal toiletry items</p> <ul style="list-style-type: none"> • Tissues • After sun care cream • Savlon cream • Pads/tampons • Small First Aid kit and box of bandaids • Deodorant (pump action/roll on) • Shampoo and conditioner • Soap • Toothbrush • Toothpaste <p>AEROSOL PRODUCTS ARE NOT PERMITTED</p>

Please note: as space is limited, girls should not bring too many personal belongings.

Permitted electrical appliances **MUST** be tested and tagged before being allowed into the Boarding School.

Staying Organised

Many Boarders struggle with organisation of their belongings when arriving at Boarding. Girls must be able to keep their drawers, wardrobe and personal areas tidy. They require skills such as being able to fold clothes and store their belongings in a organised manner. They also need to know how to make their bed on a daily basis, the ability to change their sheets once a week and undertake personal laundry.

We appreciate Parents/Carers preparing their daughters with these basic skills prior to commencing in Boarding.

DAILY ROUTINES

Years 7 and 8

Monday to Thursday, and Friday until 3pm

7.00am	Complete charge, make your bed, ensure your area is neat, tidy and clean <i>After you have completed the above, you may see your Supervisor to collect your phone</i>
7.30am	Phones to be handed into Supervisor
7.40am	Everyone to go to Breakfast in your full school uniform
8.10am	Leave for school
3.00pm	Collect Afternoon Tea from Dining Room. Collect your phone from your Supervisor
4.30pm	Prepare for study, hand in your phone
4.35pm	Everyone to leave the floor and go to the classroom for study
5.55pm	Everyone to go to the Dining Room for Dinner
6.00pm	Dinner
6.30pm	Showers and you may collect your phone from your Supervisor
6.50pm	Hand in your phone. Prepare for quiet time/study
7.00pm	Everyone in quiet time/study at your desk
7.30pm	You may collect your phone from your Supervisor, finish showers
8.00pm	Hand in your laptop and phone to your Supervisor
8.15pm	In bed
8.30pm	Lights out

Friday

3.00pm	Collect your Afternoon Tea from the Dining Room. Collect your phone from your Supervisor
5.30pm	Dinner followed by free time
8.45pm	In bed
9.00pm	Lights out

Saturday

9.00am	Everyone out of bed, complete charges, make bed and tidy room Breakfast available in the Common Room
10.00am-12pm	Year 7 and 8 are allowed downtown with their Supervisor
1.00pm	Lunch
5.00pm	Prepare for Church in Formal uniform
5.35pm	Congregate at front gate waiting for bus to go to Church
7.15pm	Dinner
9.00pm	In bed and lights out

Sunday

9.30am	Wake up; make beds; tidy rooms
10.15am	Brunch in the Dining Room
1.00pm-4.00pm	Year 7 and 8 girls are allowed to the beach with a Supervisor
4.30pm	Common Room/floor clean up
6.00pm	Dinner
6.50pm	Hand in phones
7.00pm	Study begins
7.45pm	Prayer and meeting
8.30pm	Everyone in bed and lights out.

DAILY ROUTINES

Years 9 and 10

Monday to Thursday, and Friday until 3pm.

7.00am	Complete charge, make bed, tidy area, ready for school <i>After you have completed all of the above, you may collect your phone</i>
7.30am	Hand your phone into your Supervisor as you leave for breakfast
7.35am	Everyone to go to breakfast in your full school uniform
8.10am	Depart for school
3.00pm	Collect Afternoon Tea from Dining Room. Collect your phone
4.30pm	Get ready to go to study, hand in your mobile phone
4.35pm	Everyone to leave the floor and go to the classroom for study
5.55pm	Everyone to go to the Dining Room for Dinner
6.00pm	Dinner
6.30pm	Phones may be collected from Supervisor, showers
6.50pm	Hand in phone and prepare for quiet time/study
7.00pm	Everyone in quiet time/study at your desk
8.00pm	Phones may be collected from Supervisor
8.30pm	Phones, laptops and all electronics to handed in
8.45pm	Everyone in bed
9.00pm	Lights out

Friday

3.00pm	Collect your Afternoon Tea from the Dining Room. Collect your phone
5.30pm	Dinner followed by free time
9.15pm	Everyone in bed
9.30pm	Lights out

Saturday

9.00am	Every one out of bed, complete charges, make bed and tidy room Breakfast available in the Common Room
10.00am-1.00pm	Year 9 and 10 girls are allowed downtown in groups of two or more
1.00pm	Lunch
5.00pm	Prepare for Church in Formal uniform
5.35pm	Congregate at front gate waiting for bus to go to Church
7.15pm	Dinner
9.15pm	Everyone in bed
9.30pm	Lights out

Sunday

9.30am	Wake up; make beds tidy rooms
10.15am	Brunch in the Dining Room
12.30pm-4.00pm	Year 9 and 10 girls are allowed to the beach in groups of two or more
4.30pm	Common Room/floor clean up
6.00pm	Dinner
7.00pm	Year 9 and 10 girls to hand in phones; study begins for Year 9 and 10
8.15pm	Prayer and meeting
8.45pm	Everyone in bed
9.00pm	Lights out

DAILY ROUTINES

Years 11 and 12

Monday to Thursday, and Friday until 3pm

7.00am	Complete charge, make bed, tidy area, ready for school <i>After you have completed all of the above, you may collect your phone</i>
7.30am	ALL girls are to hand in their phones
7.40am	Breakfast for everyone in your full College uniform
8.10am	Depart for school
3.00pm	Collect your Afternoon Tea from the Dining Room and collect your phone from your Supervisor
4.30pm	Get ready to go to study. Hand in phones
4.35pm	Everyone to leave the floor and go to the classroom for study
6.00pm	Dinner
6.20pm	Phones can be collected
6.50pm	Phones to be handed in and prepare for study
7.00pm	Study/quiet time at your desk
8.00pm	Study finishes, phones may be collected
9.00pm	Year 11 girls to hand in laptops, electronic equipment and mobile phones
9.15pm	In bed
9.30pm	Lights out

Friday

3.00pm	Collect your afternoon tea from the Dining Room. Collect phone from your Supervisor
5.30pm	Dinner followed by free time
7.15pm	Everyone to have returned to the floor
9.45pm	In bed
10.00pm	Lights out

Saturday

9.00am	Complete charges, make your bed and tidy your room. Breakfast available in the common room
10.00am-1.00pm	Year 11 girls are allowed downtown in groups of two or more.
10.00am-4.00pm	Year 12 girls are allowed downtown in groups of two or more.
1.00pm	Lunch
5.00pm	Prepare for Church in Formal uniform
5.35pm	Congregate at front gate waiting for bus to go to Church.
7.15pm	Dinner in the Dining Room
9.45pm	In bed
10.00pm	Lights out

Sunday

9.30am	Make beds; tidy rooms
10.15am	Brunch in the dining room
11.00am-4.00pm	Year 11 and 12 girls are allowed to Central for a period of 2 hours.
12.30pm-4.00pm	Year 11 and 12 girls are allowed to the beach in groups of 2 or more
4.30pm	Common room/floor clean up
6.00pm	Dinner
7.00pm	Year 11 girls to hand in phones; study begins for Year 11 and 12
8.15pm	Prayer and meeting
9.15pm	In bed
9.30pm	Lights out

STANDARD OF DRESS IN THE BOARDING COLLEGE

Dining Room Dress

(Breakfast Monday to Friday) All girls must go to Breakfast in their College uniform with their hair tied back and wearing school shoes and socks.

Brunch on Sunday

All girls are to be dressed neatly in casual clothing. No shoe string straps, short shorts, short skirts or ripped shorts/jeans are allowed. The midriff must be covered and underwear should not be obvious.

Dinner Sunday to Thursday inclusive

All girls are required to be dressed neatly in casual clothes. No shoe string straps, short shorts, frayed shorts/jeans, short skirts or ripped shorts/jeans are allowed. The midriff must be covered and underwear should not be obvious. School uniform is not acceptable, unless they are required to attend a school function immediately after dinner.

Dinner on Friday

All girls are to be dressed neatly in casual clothing. No shoe string straps, short shorts, frayed shorts/jeans, short skirts or ripped shorts/jeans are allowed. The midriff must be covered and underwear should not be obvious. Thongs are allowed on Friday evenings.

Dinner on Saturday

As they have just returned from Church, all girls will be in their formal uniform.

Lunch on Saturday

All girls are to be dressed neatly in casual clothing. No shoe string straps, short shorts, frayed shorts/jeans, short skirts or ripped shorts/jeans are allowed. The midriff must be covered and underwear should not be obvious.

Downtown/Shopping/St Brendan's College

Downtown/Visit to St Brendan's College Monday to Friday. When going downtown or to St Brendan's College of an afternoon, girls are required to wear their school uniform which includes their Panama hat and school shoes and socks.

Social outings, Shopping and Downtown Saturday and Sunday

Years 7, 8, and 9 girls are to wear their Boarding shirt with either a skirt, jeans or shorts (please remember no short, frayed or ripped shorts/jeans are allowed) with suitable footwear. The midriff must be covered and underwear should not be obvious. If going downtown, they must also have a hat.

Years 10, 11, and 12 girls are to be dressed neatly in casual clothing. No shoe string straps, short shorts, frayed shorts/jeans, short skirts or ripped shorts/jeans are allowed. The midriff must be covered and underwear should not be obvious. If going downtown, girls must also have a hat.

Beach on Sunday

Years 7, 8, and 9 girls are to wear their Boarding shirt with either a skirt, jeans or shorts (please remember no short, frayed or ripped shorts/jeans are allowed) with suitable footwear. The midriff must be covered and underwear should not be obvious. Girls must also be wearing a hat. If wearing a bikini at the beach, this must be covered with a rashie or t-shirt that is long enough to cover the bottom of the bikini.

Years 10, 11, and 12 girls are to be dressed neatly in casual clothing. No shoe string straps, short shorts, frayed shorts/jeans, short skirts or ripped shorts/jeans are allowed. The midriff must be covered and underwear should not be obvious. Girls must also be wearing a hat. If wearing a bikini at the beach, this must be covered with a rashie or t-shirt that is long enough to cover the bottom of the bikini.



CO-CURRICULAR ACTIVITIES

At St Ursula's College, a co-curricular program is an integral part of the Boarding lifestyle. Involvement in a sport or other activity provides physical fitness and opportunities to socialise. Every student is expected to participate in a minimum of one co-curricular activity.

The following list is a sample of activities available on the Capricorn Coast. Please note: details may change without prior notice. Parents/Carers must make their own enquiries (regarding any external organisation listed below), to determine the suitability and relevant qualifications of the instructors.

Activity	Organised by	Payment to	Organisation	Contact
AFL	Parent	Private	Yeppoon Swanettes	0403 309 434
Air Force Cadets	Parent	Private	Air Force Cadets co.229sqn@airforcecadets.gov.au	
Army Cadets	Parent	Private	132nd Australian Army Cadet Unit Yeppoon	0403 320 254
Art Lessons	Parent	Private	Catherine Boreham - Fine Artist	0423 558 396
Athletics	Parent	Private	Keppel Coast Athletics Club	0409 264 000
Basketball	School	School	St Ursula's College	4939 9663
Cattle Club	Parent	SBC	St Brendan's College	4939 9300
Cheerleading	Parent	Private	Aussie Cheer and Dance	0419 760 123
Choir	School	School	St Ursula's College	4939 9663
Cricket	Parent	Private	Capricorn Coast Cricket Capricorncoastcricket.qld.cricket.com.au	
Dancing	Parent	Private	Devine Drama and Dance	0433 892 143
Dancing	Parent	Private	Katherine's Academy of Dance & Arts kadata5@bigpond.com	0408 670 198
Dancing	Parent	private	Central Qld Apda Dance	0413 148 365
Dancing	Parent	Private	Melinda's Dance Studio	0428 710 365
Drama	Parent	Private	Katherine's Academy of Dance & Arts	0408 670 198
Drama	Parent	Private	Footlights Theatre School info@footlights.com.au	4939 2399
Drama	Parent	Private	Yeppoon Little Theatre president@yeppoonlittletheatre.org.au	
Fitness	Parent	Private	Jungle Gym Fitness	0427 910 091
Futsal	School	School	St Ursula's College	4939 9663
Gateball	Parent	Private	Capricorn Coast Mallet Sports club ccmsc@roquetqld.org	4939 6489
Girl Guides	Parent	Private	Keppel Coast Guides	0417 721 391
Golf	Parent	Private	Yeppoon Golf Club	4939 1056
Gym	Parent	Private	Yeppoon Health & Fitness yhfc@bigpond.com	4939 3898
Gym	Parent	Private	F45 Yeppoon yeppoon@f45training.com.au	0432 495 530
Gym	Parent	Private	Snap Fitness yeppoon@snapfitness.com.au	0447 113 104
Gym	Parent	Private	Ready 24 Gym info@ready24.com.au	4939 8777
Gymnastics	Parent	Private	Yeppoon Gymnastics yeppoongymnastics@outlook.com	4939 4048
Gymnastics	Parent	Private	Keppel Coast Gymnastics admin@kcg.org.au	4939 2939
Karate	Parent	Private	Shotokan Karate	4939 3446
Lawn Bowls	Parent	Private	Yeppoon Bowling Club	4939 1487

Activity	Organised by	Payment to	Organisation	Contact
Line Dancing	Parent	Private	Dolphin Line Dancers	0419 712 590
Martial Arts	Parent	Private	Rhino Mixed Martial Arts	0423 892 497
Modelling	Parent	Private	LA Modelling	0419 760 123
Netball	School	School	St Ursula's College	4939 9663
Netball	Parent	Private	Capricorn Coast Netball Association	0438 106 068
Orchestra and Jazz Band	School	School	St Ursula's College	4939 9663
Outrigging	Parent	Private	Capricorn Coast Outrigger Canoe Club	0458 504 553
Qi Gong	Parent	Private	Glenda Channells bethechange@irock.com.au	0488 325 074
Rugby League	School	School	St Ursula's College	4939 9663
Rugby League	Parent	Private	Yeppoon Seagulls Junior Rugby League	0438 045 706
Rugby Union	Parent	Private	Cap Coast Crocs Rugby Union ccru@live.com	
Sailing	Parent	Private	Keppel Bay Sailing Club training@kbsc.com.au	4939 9542
Sailing	School	School	Capricornia Cruising Yacht Club/St Ursula's College club@ccyc.org.au	4933 6501
Scouts	Parent	Private	Yeppoon Scouts	0427 493 935
Sewing	Parent	Private	Lil Sew 'n' Sews - Wendy Hudson	0438 394 169
Shooting	Parent	Private	Organised by St Brendan's	4939 4804
Soccer	School	School	St Ursula's College	4939 9663
Soccer	Parent	Private	Capricorn Coast Soccer	4938 3027
Surf Life Saving	Parent	Private	Yeppoon Surf Life Saving secretary@yeppoonslsc.com.au	4939 4212
Swimming	Parent	Private	Yeppoon Aquatic Centre info@yeppoonaquaticcentre.com.au	4938 3663
Table Tennis	Parent	Private	Coee Bay Sports Complex scottome@bigpond.cnet.au	4939 1836 0429 391 836
Tennis	Parent	Private	Yeppoon Tennis Centre yeppoontennisclub@gmail.com	0427 004 717
Tennis	Parent	Private	Beak's Tennis	0419 026 963
Touch Football	Parent	Private	Cap Coast Touch Football capcoasttouch@gmail.com	
Touch Football	School	School	St Ursula's College	4939 9663
Volleyball	School	School	St Ursula's College	4939 9663
Water Polo	School	School	St Ursula's College	4939 9663
Yoga	Parent	Private	Jumpstart	0421 913 763

MOBILE TELEPHONE INFORMATION

To enable better communication between students and their parents, mobile telephones are permitted in the Boarding residences. Parents are under no obligation to provide their daughter with a mobile, but may do so under the following conditions should they consider it appropriate.

Use of a mobile telephone at St Ursula's Boarding College is a privilege. All students bringing a mobile into the Boarding residences are expected to abide by the following conditions for use:

- Facebook, Instagram, Snapchat and similar sites are not permitted.
- Sending or receiving inappropriate material on a mobile telephone is strictly forbidden. Inappropriate material includes sexual images or videos/recordings of self or others, especially minors engaged in illegal or sexual activity, threatening or violent actions on messages etc
- At no time are girls allowed to use any other student's phone.
- A second phone, or any electronic item that contains a SIM, is not permitted.
- Year 12s are not allowed to use their phone after lights out.
- Mobile phones are not permitted at school, in the Dining Room, at Boarding meetings, or at Mass.

Telephone times:

Years 7 and 8

Students may collect their phones from their Supervisor in the morning, after they have completed their charge/s, tidied their rooms, made their beds and are ready for school. Phones must be returned before leaving for breakfast

- Phones may be collected on return from school.
- Phones are to be handed in for study at 4.35pm and may be collected again at 6.20pm.
- Phones are to be handed in for study at 7.00pm
- Girls may have their phones from 3.00pm on Friday afternoon until 7.00pm on Sunday evening, except while we attend Mass.

Years 9 and 10

Students may collect their phones from their Supervisor in the morning, after they have completed their charge/s, tidied their rooms, made their beds and are ready for school. Phones must be returned before leaving for breakfast.

- Phones may be collected on return from school.
- Phones are to be handed in for study at 4.35pm and may be collected again at 6.20pm.
- Phones are to be handed in for study at 7.00pm and may be collected again at 8.00pm.
- Phones are to be handed in for the evening at 8.30pm.
- Girls may have their phones from 3.00pm on Friday afternoon until 7.00pm on Sunday evening, except while we attend Mass.

Year 11

Students may collect their phones first thing of a morning but must ensure that their charge/s have been completed, rooms tidied, beds made and that they are ready for school. Phones must be returned before leaving for breakfast.

- Phones may be collected on return from school.
- Phones are to be handed in for study at 4.35pm and may be collected again at 6.20pm.
- Phones are to be handed in for study at 7.00pm and may be collected again at 8.00pm.
- Phones are to be handed in for the evening at 9.00pm.
- Girls may have their phones from 3.00pm on Friday afternoon until 7.00pm on Sunday evening, except while we attend Mass.

Year 12

Students may have their phones at all times but are not allowed to use them after lights out. Girls are expected to be considerate of other girls on the floor when using their phones.

If a student needs to contact parents outside of the times noted above, they are to discuss this with their Supervisor. Calls made home, outside of the times noted above, are to be made in the Supervisor's Office.

Consequences for misuse of phone privileges:

First offence - Loss of phone for 24 hours

Second offence - Loss of phone for 1 week

Third offence - Loss of phone for remainder of Term.

- If caught with a second phone, this is confiscated for the remainder of the Term, and their registered phone is confiscated for which ever offence is applicable.
- If caught using another student's phone, this is confiscated for whichever consequence is next for yourself.
- If a student's phone has been confiscated, they are allowed to use it for a 30 minute period each day to contact parents only, as negotiated with their Supervisor. They must use their phone in the Supervisor's Office.

Security:

At all times, the safety and security of a mobile telephone remains the responsibility of the student/owner. No responsibility will be taken by St Ursula's College for lost/stolen mobile phones or for irresponsible/inappropriate use.



CONTACT US

Head of Boarding:	Ms Kerry Thompson Phone: 07 4939 9630 or 0408 183 806 Email: kerryt@stursulas.qld.edu.au
Boarding Coordinator:	Mrs Wendy Wagner Phone: 07 4939 9663 or 0412 639 595 Email: wendyw@stursulas.qld.edu.au
Fitzpatrick Floor:	Supervisors' Phone: 07 4939 9656 Email: fitzpatrickfloor@stursulas.qld.edu.au
Houlihan Floor:	Supervisors' Phone: 07 4939 9625 Email: houlihanfloor@stursulas.qld.edu.au
Stanton Floor:	Supervisors' Phone: 07 4939 9657 Email: stantonfloor@stursulas.qld.edu.au
Madden Centre:	Supervisors' Phone: 07 4939 9635 Email: maddencentre@stursulas.qld.edu.au
Health Centre	Ms Suzanne Iskov Phone: 07 4939 9601 (8am to 4pm Monday to Friday) Email: suzannei@stursulas.qld.edu.au
St Ursula's College	Student Reception/Main Office: 07 4939 9600 Email: ursulas@stursulas.qld.edu.au
	Mailing address: LMB 600, Yeppoon Queensland 4703
	Street address: 42-62 Queen Street, Yeppoon Queensland 4703

The information contained in the booklet is subject to change and will be updated on a regular basis.