



**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 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 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.

These expectations reflect our College values of *Faith, Respect, Excellence, Compassion, Hospitality, and Simplicity*.



# BOARDING AT ST URSULA'S COLLEGE, YEPPON

## 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 Floor 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 Smart TV, refrigerator and microwave. Our Houlihan Floor, Madden Centre and Stanton Floor 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 Floor 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. The Head of Boarding 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 wellbeing.

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.

## BOARDING COORDINATOR

The Boarding Coordinator works closely with the Head of Boarding and Boarding Supervisors in organising the day-to-day operations of the Boarding House. In the Head of Boarding's absence (including rostered days off) the Boarding Coordinator liaises with relevant staff and families regarding issues, concerns, or arrangements. The Boarding Coordinator is predominantly an administrative role involving travel arrangements, ABSTUDY travel requirements, and leave applications. Should you require any clarification regarding the operational areas of Boarding, please contact the Boarding Coordinator, Mrs Wendy Wagner, via the details provided on page 26.

## SUPERVISORS

The primary role of the floor supervisors is to be involved in the physical, emotional, and spiritual development of each girl under their care in day-to-day situations. Boarding Supervisors can be contacted via the details on page 26 of this booklet.

## HEALTH PROFESSIONAL

The College Nurse is available to see girls on weekdays and will organise any medical appointments required, and/or requested by Parents. The College has a visiting Doctor who offers consultations with students one morning each week. Appointments can be made by the College Nurse or the Head of Boarding. The Nurse will also organise the ordering of any medications required.

The College Counsellor is available to girls five days of the week. These appointments can be organised through the Head of Boarding.

## STAFF STRUCTURE

Boarding Supervisors are on duty on all floors from 2.30pm to 8.30am the following morning, Monday to Thursday inclusive. Boarding Supervision commences from 2.30pm Friday afternoon until 8.30am Monday. A Supervisor resides in a private unit on each Floor, easily accessible to all students.

The Head of Boarding also resides in the Boarding House and 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;
- Mental Health First Aid Certificate;
- A current Blue Card;
- A current Driver's Licence;
- Either have or are working towards the 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 Procedures, 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 three 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.

We encourage girls to be active in daily schooling, as well as participate in the many opportunities available after school. Involvement in sports, music and activities that Boarding will host are enjoyable ways 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. The girls must know and understand how to wash their own personal clothing (i.e. how much washing powder to use, where 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 be a cause for celebration, or provoke 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 16-21, and also in the Mobile Phone Information (page 25). We ask that you call during these times, so that study, bed times, meal times etc, are not interrupted.

If you need to speak with your daughter regarding an urgent matter, please call her Floor 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 26.

### 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 with a regular update, including photos, of what has happened in Boarding and what is planned for the upcoming weeks.

You are welcome to email the Head of Boarding, Boarding Coordinator, or your daughter's Floor 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 26.



## 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. Students MUST use the Internet safely, abiding by the College's IT Agreement.

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. All students should read and understand the College's IT Agreement and the Student Code of Conduct that is found on the College website.

### Mobile Phone

All students are allowed one mobile phone and one SIM card; 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 must hand their phone in at the designated times and these are held in the locked phone cupboard overnight and during the day while girls are at school. Times that phones are handed in are outlined in the Daily Routines 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 Coordinator 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 Coordinator or Head of School for her year level at least one week prior so that the necessary approval can be obtained from the Day School.
- St Ursula's College, including the Boarding House, does not support early departure or late returns at the beginning or end of each term and these 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 Boarding or Head of School for her year level** as soon as possible so that negotiations with the College can be made. Repeated applications will be referred to the Principal.
- All weekend leave requests must be submitted via Orah no later than 8.30am on Wednesday prior to the weekend/day leave. Approval from both the Parent/Guardian and Host who they are going out on leave with must be completed on Orah by 4pm Wednesday.
- All Hosts, and people collecting your daughter (unless approved by Head of Boarding) must be over the age of 21.
- Anyone approved to take your daughter on leave takes full responsibility for the Boarding 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 Boarding before making any arrangements.
- All applications for leave must be approved by the Head of Boarding.
- Smart, casual clothes must be worn with appropriate footwear when taking leave or returning from leave.
- Girls must be collected from and return to the Boarding Office by their nominated Host. It is unacceptable to drop students at the front gate.
- 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.

## Closed Weekend

The first weekend of Term 1 is a closed weekend, where no leave will be granted to any student. This weekend is promoted as a Boarding community weekend, when 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, water play, old fashioned fun and games (i.e. tug-o-war; egg and spoon race); and a Race Around Yeppoon.

## Restricted Leave

Restricted Leave is leave that is only granted with Parents or as approved by Head of Boarding 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 may take place in the main street (James Street); Bay Plaza; and Yeppoon Central Shopping Centre. All girls must be dressed in smart, casual clothing, with attached footwear (no thongs or slides permitted).

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 and hat.

Year 8 - girls are allowed downtown shopping with their Supervisor on a Saturday morning from 10am to 12pm and can break into groups of three (3) or more at the shopping centre, always remaining in the same group. The girls must be wearing their Boarding shirts and hat, and have a fully charged mobile phone with credit between them. Girls must answer any call from their Supervisor or the Boarding House, or return calls as a matter of urgency.

Year 9 – girls are allowed downtown on Saturday morning between 10am and 1pm and must be wearing their Boarding shirts and hat. Any time girls go downtown they must be in groups of three (3) or more and have a fully charged mobile phone with credit between them. They are also required to check-in with the Years 7-8 Supervisor present at the pre-arranged meeting place. Girls must answer any call from their Supervisor or the 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 once 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 22.

Year 11 – girls are allowed downtown once 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 and on Sunday to Yeppoon Central only 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 22.

Year 12 – 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 for three hours between 10am and 4pm and on Sunday to Yeppoon Central only 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 22.

## 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 visitor's 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.

## 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 Boarding that they give permission for their daughter to seek local employment. Parents must complete a permission form before their daughter commences employment.
- Student must discuss with the Head of Boarding where they will be seeking employment to ensure that this is within a suitable distance from the College.
- Girls may generally work one shift after school Monday and Thursday inclusive, finishing no later than 8pm unless negotiated with the Head of Boarding.
- 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 Boarding. 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 by our College Nurse who will support your daughter 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 (Monday to Friday, 8am-4pm)

Girls requiring to see the Nurse should attend the Health Centre prior to the commencement of the school day, during the breaks or immediately after school. If they become ill during the school 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 like to access the College Counsellor, they are to approach either the College Nurse or the Head of Boarding 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 Boarding 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 receives feedback from Doctors detailing any action to be taken.

In cases of emergency or sickness over a weekend, the Head of Boarding will escort students to the local hospital for consultation. Head of Boarding 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 Boarding as soon as possible so that the necessary transport can be organised.

### Pharmacy

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

### Medication

All prescription medication, including over the counter medication such as Paracetamol, Panadol, vitamins and herbal medicine, must be handed to the Floor Supervisor upon arrival at the Boarding House. This medication is kept in a locked cupboard and will be dispensed to your daughter as 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 emailed 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 23-24) 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 Boarding or Boarding Coordinator of the arrangements that you have made. We will transport your daughter to and from these activities.

A Recreation program is published each week and we encourage the girls to actively participate in the options on offer.

Girls are allowed to go to Yeppoon Central, Bay Plaza, or down the main street (James Street) shopping on a Saturday morning, with the younger year levels being escorted by a Supervisor. Girls in Years 10-12 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 the end of every Term.

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 zero tolerance to alcohol, cigarettes, vaping, and other unsanctioned or illegal substances at any time. 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.

## Beauty and Hairdressing Appointments

Students in Years 10-12 are welcome to make hair or beauty appointments during the afternoon 'downtown time' during the week or on weekends. These appointments must take place at a facility within walking distance to the College. Students must be back on campus for the commencement of study time. Years 7-9 students must make any hair or beauty appointments on a weekend only.

## 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 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. The use of ear phones is preferred.

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.

## Catering and Special Diets

We cater for special dietary requirements. Please notify the Head of Boarding in writing of any dietary needs.

## 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.

## 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 two Boarding Polos. All Boarders in Years 11 and 12 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 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 15.

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 Smart TVs and couches for the girls to use during their free time. We also provide facilities for making hot drinks, toast, toasted sandwiches etc. Milo, tea, coffee, sugar, milk, a variety of fruits, bread, spreads and biscuits are supplied in each Common Room for the girls to access at all times.

## Daily Routines

Please refer to pages 16-21 for our daily routines. Please remember that these are guidelines 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 attached footwear to the Dining Room. Please refer to Standard of Dress on page 22.





## Driving

Senior Boarders, with the permission of the Head of Boarding, 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 Boarding prior to arriving with the vehicle at the College. Any other use of the vehicle must be discussed and approved by the Head of Boarding.

Details of the student's vehicle must be supplied to the Head of Boarding 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 Boarding or Boarding Coordinator 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, diffusers, electric blankets and heaters are not allowed in the Boarding House.

Whilst candles are not an electrical item, they are also not permitted in the Boarding House.

## Excursions and Sport

Excursion and sport forms will be emailed out to Parents by the College and are available via the Sports Portal in Parent Lounge. 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, the Boarding Coordinator 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.

## 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.

## Hair and Jewellery

Jewellery is not to be worn with the school uniform. If ears are pierced, one small round plain gold or silver stud or sleeper 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 charge 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 brought 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. The laundry contains approximately four (4) washing machines which are free to use, and four dryers which cost \$1 per load. We also provide washing lines outside 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 8pm each week day to enable our Laundry Assistant to commence the days' washing early the following morning.

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 students have two (2) sets of linen and all items are labelled for this prompt return.

## 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 Floor Supervisor. The Insurance policies held by the College do not cover the personal effects brought on site by Boarding students.

## Mobile Phones

For all details on the use of Mobile Phones within the Boarding House please refer to the Mobile Phone Information on page 25.

## 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 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 15.

- Girls' skirts and dresses must be of a reasonable length with some clothing to be suitable for social and special occasions, e.g. Formal or themed dinners
- Jeans are permitted so long as they are in good condition, i.e. no rips, frays, 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 appropriate clothes must be worn, with attached footwear.
- Full uniform is worn to breakfast on weekdays.
- Neat casual clothes are worn to dinner each evening (short shorts, short skirts, scruffy clothing with rips, frays, or tears are not permitted).
- Pyjamas, 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 basket for their dirty laundry and washing powder/liquid.

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 pair of earrings worn in the lower ear lobe). No other piercings on any part of the body. Clear studs are not acceptable.

## 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 6.15am 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 and Student Code of Conduct.

## 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.

## Student Leadership

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 week to discuss outings, catering, etc. After these meetings the Boarding Captain will meet with the Head of Boarding to discuss issues raised.

## 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 complete quiet, independent study. No group study is allowed during this time.

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 co-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, is located in the McGrath Centre. This is 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><b>Uniforms</b></p> <ul style="list-style-type: none"> <li>• 3 College uniforms (may comprise of either dresses or Formal uniform)</li> <li>• 2 College Formal uniforms</li> <li>• 1 College badge</li> <li>• 1 College blazer (Years 11 and 12)</li> <li>• 1 sports short</li> <li>• 1 sports shirt</li> <li>• 1 Panama hat</li> <li>• 1 sports hat</li> <li>• 2 Boarding shirts (Years 7, 8, and 9)</li> <li>• 1 official College bag</li> <li>• 5 pairs white fold down socks</li> <li>• 3 pairs Sports socks</li> <li>• 1 pair leather black lace-up school shoes</li> <li>• 1 pair sports shoes</li> </ul>	<p><b>Boarding</b></p> <ul style="list-style-type: none"> <li>• 2 pairs single bed sheet sets</li> <li>• 2 pillowslips</li> <li>• 1 pillow</li> <li>• 2 towels</li> <li>• 1 beach towel</li> <li>• 1 doona or blanket</li> <li>• 1 doona cover</li> <li>• 2 sets sleepwear</li> <li>• 7 sets underwear (bras preferably white/bone/neutral)</li> <li>• Sun-safe shirt</li> <li>• 1 piece swimwear (bikinis are not acceptable)</li> <li>• 2 sets casual wear for afternoons/beach (shoestring straps; short skirts/shorts and ripped shorts/jeans are not allowed)</li> <li>• 2 sets smart casual wear for Church</li> <li>• Sandals/shoes with back strap for after school, weekends/Church</li> <li>• Rubber thongs for showers</li> <li>• 1 sunsafe hat for casual wear</li> <li>• 2 sets of cutlery in a container</li> </ul>
<p><b>General items</b></p> <ul style="list-style-type: none"> <li>• Laundry items (detergent, stain remover, pegs, fold-away laundry basket)</li> <li>• Shoe cleaning kit</li> <li>• Coat hangers to hang all your clothing on</li> <li>• Sunscreen 30+</li> <li>• Coffee mug, bowl, plate and cutlery for use in Common Room only</li> <li>• Cutlery to use in day school</li> <li>• Large storage container with air-tight lid suitable for storing snacks</li> <li>• 2 padlocks (one medium and one small) preferably with three keys. Spare keys to be tagged and handed to supervisor for safe keeping</li> <li>• Small Sewing Kit</li> <li>• 2 large stripy bags for storage at end of term</li> <li>• Pain relief i.e. Paracetamol, Ibuprofen, Aspirin, Anti-histamines. All medication to be handed to supervisor</li> <li>• Battery-operated alarm clock</li> </ul>	<p><b>Personal toiletry items</b></p> <ul style="list-style-type: none"> <li>• Tissues</li> <li>• After suncare cream</li> <li>• Savlon cream</li> <li>• Pads/tampons</li> <li>• Small First Aid kit and box of bandaids</li> <li>• Deodorant (pump action/roll on)</li> <li>• Shampoo and conditioner</li> <li>• Soap</li> <li>• Toothbrush x 2</li> <li>• Toothpaste</li> <li>• Moisturiser</li> <li>• Hairbrush</li> <li>• Comb</li> <li>• Showercap</li> </ul> <p><b>AEROSOL PRODUCTS ARE NOT PERMITTED</b></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

## Year 7

### Monday to Thursday, and Friday until 3pm

6.30am	Wake, complete charge, make your bed, ensure your area is neat, tidy and clean <i>No phones for Year 7 students before Breakfast</i>
7.10am	Everyone to go to Breakfast in your full school uniform
7.30am	Technology permitted until 8.00am
8.10am	Leave for school
3.00pm	Collect Afternoon Tea from Dining Room
4.35pm	Study begins
5.35pm	Study finishes
5.40pm	Everyone to go to the Dining Room for Dinner
6.10pm	Showers
8.00pm	Hand in your laptop to your Supervisor
8.15pm	In bed, quiet time
8.30pm	Lights out

### Friday

3.00pm	Collect your Afternoon Tea from the Dining Room.
4.00pm	Collect your phone from your Supervisor
5.30pm	Dinner followed by free time. Technology to be handed in no later than 8.00pm.
9.00pm	In bed, quiet time
9.15pm	Lights out

### Saturday

9.00am	Everyone out of bed, complete charges, make bed and tidy room Breakfast available in the Common Room
10.00am-12.00pm	Year 7s are allowed downtown with their Supervisor
1.00pm	Lunch
3.00pm	Afternoon Tea
6.00pm	Dinner. Technology to be handed in no later than 8.00pm.
9.00pm	In bed, quiet time
9.15pm	Lights out

### Sunday

9.30am	Wake up; make beds; tidy rooms Common Room/floor clean up
10.30am	Brunch in the Dining Room
3.30pm	Dress and be ready for Church
4.30pm	Bus to Church
6.20pm	Return from Church
6.30pm	Dinner
7.30pm	Showers
8.00pm	Hand in all technology to your Supervisor
8.15pm	In bed, quiet time
8.30pm	Lights out



# DAILY ROUTINES

## Year 8

### Monday to Thursday, and Friday until 3pm

6.45am	Wake, 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>
7.05am	Phones to be handed into Supervisor
7.10am	Everyone to go to Breakfast in your full school uniform
7.30am	Technology permitted until 8.00am
8.10am	Leave for school
3.00pm	Collect Afternoon Tea from Dining Room. Collect your phone from your Supervisor
4.25pm	Prepare for study, hand in your phone
4.30pm	Everyone to leave the floor and go to the classroom for study
5.35pm	Everyone to go to the Dining Room for Dinner
5.40pm	Dinner
6.10pm	Showers. You may collect your phone from your Supervisor after your shower. Free time
8.30pm	Hand in your technology to your Supervisor
8.45pm	In bed, quiet time
9.00pm	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. Technology to be handed in no later than 9.30pm.
9.30pm	In bed, quiet time
9.45pm	Lights out

### Saturday

9.00am	Everyone out of bed, complete charges, make bed and tidy room Breakfast available in the Common Room
10.00am-12.00pm	Year 8s are allowed downtime with their Supervisor
1.00pm	Lunch
6.00pm	Dinner. Technology to be handed in no later than 9.30pm.
9.30pm	In bed, quiet time
9.45pm	Lights out

### Sunday

9.30am	Wake up; make beds; tidy rooms Common Room/floor clean up
10.30am	Brunch in the Dining Room
3.30pm	Dress and be ready for Church
4.30pm	Bus to Church
6.20pm	Return from Church.
6.30pm	Dinner
8.00pm	Showers completed
8.30pm	Technology to be handed in to your Supervisor
8.45pm	In bed, quiet time
9.00pm	Lights out

# DAILY ROUTINES

## Year 9

### Monday to Thursday, and Friday until 3pm.

6.45am	Wake, 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>
7.05am	Phones to be handed into Supervisor
7.10am	Everyone to go to Breakfast in your full school uniform
7.30am	Technology permitted until 8.00am
8.10am	Leave for school
3.00pm	Collect Afternoon Tea from Dining Room. Collect your phone from your Supervisor
4.25pm	Prepare for study, hand in your phone
4.30pm	Everyone to leave the floor and go to the classroom for study
5.35pm	Everyone to go to the Dining Room for Dinner
5.40pm	Dinner
6.10pm	Showers. You may collect your phone from your Supervisor after your shower. Free time
8.30pm	Hand in your technology to your Supervisor
8.45pm	In bed, quiet time
9.00pm	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. Technology to be handed in no later than 9.30pm.
9.30pm	In bed, quiet time
9.45pm	Lights out

## Saturday

9.00am	Everyone out of bed, complete charges, make bed and tidy room Breakfast available in the Common Room
10.00am-1.00pm	Year 8s are allowed downtown
1.00pm	Lunch
6.00pm	Dinner. Technology to be handed in no later than 9.30pm.
9.30pm	In bed, quiet time
9.45pm	Lights out

## Sunday

9.30am	Wake up; make beds; tidy rooms Common Room/floor clean up
10.30am	Brunch in the Dining Room
3.30pm	Dress and be ready for Church
4.30pm	Bus to Church
6.20pm	Return from Church.
6.30pm	Dinner
8.00pm	Showers
8.30pm	Hand in your technology to your Supervisor
8.45pm	In bed, quiet time
9.00pm	Lights out

# DAILY ROUTINES

## Year 10

### Monday to Thursday, and Friday until 3pm.

7.00am	Wake, complete charge, make bed, tidy area, ready for school <i>After you have completed all of the above, you may collect your phone</i>
7.25am	Hand your phone into your Supervisor as you leave for breakfast
7.30am	Everyone to go to breakfast in your full College uniform Technology permitted until 8.00am
8.10am	Depart for school
3.00pm	Collect Afternoon Tea from Dining Room. Collect your phone
4.25pm	Get ready to go to study, hand in your mobile phone
4.30pm	Study
6.05pm	Everyone to go to the Dining Room for Dinner
6.10pm	Dinner
6.30pm	Phones may be collected from Supervisor Showers completed by 8.00pm
9.00pm	Technology to handed in
9.15pm	In bed, quiet time
9.30pm	Lights out

### Friday

3.00pm	Collect your Afternoon Tea from the Dining Room. Collect your phone
5.30pm	Dinner followed by free time. Technology to be handed in no later than 10.00pm
10.15pm	In bed, quiet time
10.30pm	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	Downtown shopping time
1.00pm	Lunch
3.00pm	Afternoon Tea
6.00pm	Dinner. Technology to be handed in no later than 10.00pm.
10.15pm	In bed, quiet time
10.30pm	Lights out

### Sunday

9.30am	Wake up; make beds tidy rooms Common Room/floor clean up
10.30am	Brunch in the Dining Room
3.30pm	Dress and be ready for Church
4.30pm	Bus to Church
6.20pm	Return from Church.
6.30pm	Dinner
8.00pm	Showers
9.00pm	Technology to handed in
9.15pm	In bed, quiet time
9.30pm	Lights out

# DAILY ROUTINES

## Year 11

### Monday to Thursday, and Friday until 3pm

7.00am	Wake, complete charge, make bed, tidy area, ready for school <i>After you have completed all of the above, you may collect your phone</i>
7.25am	ALL girls are to hand in their phones
7.45am	Breakfast for everyone in your full College uniform Technology permitted until 8.00am
8.10am	Depart for school
3.00pm	Collect your Afternoon Tea from the Dining Room and collect your phone from your Supervisor
4.25pm	Get ready to go to study. Hand in phones
4.30pm	Everyone to leave the floor and go to the classroom for study
6.05pm	Everyone to go to the Dining Room for Dinner
6.10pm	Dinner
6.30pm	Phones may be collected from Supervisor
9.00pm	Year 11 girls to hand in technology
9.15pm	In bed, quiet time
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. Technology permitted overnight, no talking on phone later than 10.00pm
10.15pm	In bed, quiet time
10.30pm	Lights out

### Saturday

9.00am	Complete charges, make your bed and tidy your room. Breakfast available in the common room
10.00am-1.00pm	Downtown shopping time
1.00pm	Lunch
3.00pm	Afternoon Tea
6.00pm	Dinner in the Dining Room. Technology to be handed in no later than 10.00pm
10.15pm	In bed, quiet time
10.30pm	Lights out

### Sunday

9.30am	Make beds; tidy rooms Common Room/floor clean up
10.30am	Brunch in the Dining Room
3.30pm	Dress and be ready for Church
4.30pm	Bus to Church
6.20pm	Return from Church.
6.30pm	Dinner
8.00pm	Showers
9.00pm	Hand in your technology to your Supervisor
9.15pm	In bed
9.30pm	Lights out

N.B. Year 11s may keep their phone on a Friday night.

# DAILY ROUTINES

## Year 12

### Monday to Thursday, and Friday until 3pm

7.00am	Wake, complete charge, make bed, tidy area, ready for school
7.25am	ALL girls are to hand in their phones prior to Breakfast
7.30am	Breakfast for everyone in your full College uniform Technology permitted until departure for school
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 for study. Hand in phones
6.05pm	Everyone to go to the Dining Room for Dinner
6.10pm	Dinner Showers completed by 8.00pm
9.15pm	In bed, quiet time
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
10.15pm	In bed, quiet time
10.30pm	Lights out

### Saturday

9.00am	Complete charges, make your bed and tidy your room. Breakfast available in the common room
10.00am-4.00pm	Downtown shopping time (three hours in this time block)
1.00pm	Lunch
3.00pm	Afternoon Tea
6.00pm	Dinner in the Dining Room
10.15pm	In bed
10.30pm	Lights out

### Sunday

9.30am	Make beds; tidy rooms Common Room/floor clean up
10.30am	Brunch in the Dining Room
3.30pm	Dress and be ready for Church
4.30pm	Bus to Church
6.20pm	Return from Church.
6.30pm	Dinner
8.00pm	Showers completed
9.15pm	In bed, quiet time
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.

At all other times in the Dining Room, all girls are to be dressed neatly in casual clothing. No pyjamas, shoe string straps, short shorts, short skirts or ripped or frayed shorts/jeans are allowed. The midriff must be covered and underwear should not be obvious. No thongs or slides.

## Downtown Shopping/St Brendan's College Sibling Visits

Downtown/visits 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, torn or ripped shorts/jeans are allowed) with attached 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, short skirts or ripped, torn, or frayed shorts/jeans are allowed. The midriff must be covered and underwear should not be obvious. If going downtown, girls must also have a hat.



## 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	0406 916 490
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	0429 330 226
Dancing	Parent	Private	Allegra Dance Academy	4845 6956
Dancing	Parent	Private	Devine Drama and Dance	0433 892 143
Dancing	Parent	private	Central Qld Apda Dance	0413 148 365
Dancing	Parent	Private	Melinda's Dance Studio	0428 710 365
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	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
Karate	Parent	Private	Shotokan Karate	4939 3446
Lawn Bowls	Parent	Private	Yeppoon Bowling Club	4939 1487
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

Activity	Organised by	Payment to	Organisation	Contact
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
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	Cooee 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:

- 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
- Girls may not take photos of other girls that create a breach of privacy
- 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.
- All students must abide by the Student Code of Conduct. Inappropriate use of any technology, including mobile phones, will result in consequences.

### Telephone times:

If a student needs to contact parents outside of the times noted in the daily routines, they are to discuss this with their Floor Supervisor.

### Security:

At all times, the safety and security of a mobile telephone remains the responsibility of the individual student. 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:	Phone: 07 4939 9630 or 0408 183 806 Email: <a href="mailto:boarding@stursulas.qld.edu.au">boarding@stursulas.qld.edu.au</a>
Boarding Coordinator:	Mrs Wendy Wagner Phone: 07 4939 9663 or 0412 639 595 Email: <a href="mailto:wendyw@stursulas.qld.edu.au">wendyw@stursulas.qld.edu.au</a>
Fitzpatrick Floor:	Supervisors' Phone: 07 4939 9656 Email: <a href="mailto:fitzpatrickfloor@stursulas.qld.edu.au">fitzpatrickfloor@stursulas.qld.edu.au</a>
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The information contained in the booklet is subject to change and will be updated on a regular basis.