St John's College

Nambour



Parent Handbook 2026

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1. Term Dates 2026

Term 1

Wednesday 28 January - Friday 2 April

Monday 26 January is Australia Day Public Holiday.

Wednesday 28 January is the first day of Term for Years 7, 11 & 12.

Thursday 29 January is the first day of Term for Years 8, 9 & 10 (all students attend)

Friday 30 January – SJC Swimming Carnival

Wednesday 4 February – School Photographs

Thursday 12 February – Opening Liturgy

Monday 11 March to Friday 23rd March – NAPLAN

Tuesday 18 March – Yrs 7 Vaccinations

Easter Long Weekend – Friday 3 April to Monday 6 April

Term 2

Monday 20 April - Friday 26 June

Tuesday 21 April – Parent Teacher Interviews Wednesday 22 April – Cross Country Monday 27 April - ANZAC Day – Public Holiday Monday 4 May - Labour Day Public Holiday Wednesday 6 – Friday 8th May – Year 7 Camp Friday 12 June - Nambour Show Day Holiday

Term 3

Monday 13 July - Friday 18 September

Friday 17 July – SJC Athletics Day Tues 14 July – Parent Teacher Interviews Thursday 3 September – St John's Day Friday 4 September Pupil Free Day

Term 4

Tuesday 6 October – Thursday 4 December

Monday 5 October is the King's Birthday Public Holiday Friday 9 October – King & Queen of the Mountain Thursday 29 October – Year 7 Mass / Q&A Thursday 3 December – Final Day

Finishing Dates For 2026

Year 12 – Friday 20 November Years 10 & 11 – Friday 27 November Years 7, 8 & 9 – Thursday 3 December

2. Your First Day at St John's College

On your child's first day, our Year 12 Induction Captains and a member from Leadership will be at the front gates to greet your child. Students may arrive at the school from 8.00am and our day begins formally at 8.25am. Year 7 students will be directed to the canteen area where Mr Wakeling will be waiting for them. Here they will also be met by their Year 11 buddy.

At the end of the day the Year 7s will be allowed to leave a little earlier at 2.35pm so that they can find the bus they need to catch and be ready for parent pick up. This early dismissal will also occur for the rest of the week, to ensure that they are familiar with the process. Normal dismissal time will resume Week 2

What to bring on your first day...

- Wear formal school uniform no PE uniform necessary
- Schoolbag clearly named
- Pencil case pens, pencils, highlighter
- ONE exercise book to write notes in (Do not bring all equipment from the booklist on this day you will be told when to bring other books in by class teachers)
- Morning tea and lunch or money to buy this from the tuckshop
- Water bottle
- Fully charged LAPTOP

What you will receive on the first day...

- School Diary
- Lock and Locker allocation
- Timetable
- "The Road Ahead": Grade 7 Student Magazine



3. General Procedures

Contact Information

St John's College 123 Perwillowen Rd NAMBOUR QLD 4560

Phone: 5441 5666

Email: snambour@bne.catholic.edu.au

Office Hours: 8.00am - 4.00pm

Bell Times

First bell for students is 8.30am and final bell is 2.45pm. There are 5 lessons per day of 60 minutes each.

Picking-Up and Dropping-Off Students

To ensure the safety and smooth movement of all students, families, and staff, please take note of the following drop-off and pick-up procedures:

- No afternoon student pick-up is permitted in the cul-de-sac at the College entry before 3pm.
- All before and after school drop-offs and pick-ups must occur via Perwillowen Road or the surrounding streets. Please do not use the College car park for these purposes.
- Do not stop or park in bus zones or block the College entrance at any time.
- The service entry on Dandenong Street is not to be used for student drop-offs or pick-ups.
- Driving into or out of the College grounds is strictly prohibited between 8.00am–8.30am and 2.45pm–3.00pm due to student pedestrian congestion and safety concerns.
- Perwillowen Road outside the College is a designated School 40km/h Zone during morning and afternoon periods. Please observe the speed limit for everyone's safety.
- Parking inspectors routinely enforce parking regulations at our college. Please ensure you do not park illegally or wait for your student on a vellow line, as this may result in a fine.

We appreciate your cooperation in following these procedures and helping to keep our students safe.

Text Hire

Student texts are supplied under our Text Hire Scheme. We believe that this is a cost saver for parents and ensures that all students have the required up-to-date textbooks.

Lost or damaged books must be replaced, so it is essential that all students care for the textbooks that they receive.

Pastoral Concerns

Contact the Year 7 Pastoral Middle Leader, Mr Jordan Wakeling

Contact email address: jwakeling@bne.catholic.edu.au

Curriculum Concerns

Contact the appropriate Subject Curriculum Middle Leader – contact via the College office on 5441 5666 or sname@ne.catholic.edu.au

Newsletter

The College newsletter is emailed monthly to the email address nominated. This newsletter contains important information about the day to day running and activities of the College.

Attendance Policy

Brisbane Catholic Education and the College are committed to supporting student learning, wellbeing, and engagement through regular school attendance. In line with this commitment, students are expected to attend school at least 90% of the time, which equates to a maximum of 20 days absent per school year.

Regular attendance is essential for:

- Academic progress and achievement
- Social and emotional development
- Participation in the full life of the College community

Parents and carers are responsible for ensuring their child attends school every day unless prevented by illness or other valid reasons. All absences must be explained via the College's attendance procedures. Where attendance falls below 90%, the College may initiate support processes in partnership with families to improve attendance and ensure the student's educational needs are met. This policy aligns with Brisbane Catholic Education's commitment to student wellbeing and the belief that every student has the right to access quality education in a safe and supportive environment.

Right to Learn – Right to Teach

At St John's College, we believe that every teacher has the right to teach in a respectful and supportive environment, and every student has the right to learn without disruption. This shared commitment to mutual respect and responsibility underpins our learning culture and ensures that all members of our community can thrive academically, socially, and spiritually.

Positive Parent Engagement

At St John's College, we value the vital role parents and carers play in the education and formation of their children. We expect and encourage positive engagement that reflects our shared commitment to respectful relationships, open communication, and collaborative partnership. Parents are invited to support the College's mission and parent Code of Conduct by engaging constructively with staff, participating in College life, and modelling behaviours that uphold our values of faith, learning, and community. Together, we create a safe and supportive environment where every student can flourish.

Academic Preparation

St John's College recommends you assist your child with their academic preparation for Year 7 by utilizing the resources in your Confirmation of Enrolment Pack. The times tables chart and *Spelling Time* resources within the pack will assist your child to do their best in Year 7 and beyond.

What to do when your child is . . .

Absent from College

Please log in to the Parent Portal or the BCE Connect app to log student absences. Further information on how to do this is sent via an email "Stay Connected to SJC".

Late to College

Your son or daughter must report to Student Reception on their arrival and enter their details into the ALLE (Arrive Late Leave Early) computer program. Parents can advise the college on the parent portal if a student is going to be late.

Leaving College Early

To keep the exit process smooth and safe, please follow these steps whenever a student needs to leave college early.

- Parents notify via the Parent Portal if their child is to leave early and their mode of exit. For year 7 students it is preferrable that a parent guardian collect them from the office.
- Provide your child with a signed and dated note explaining the early departure.
- Students show the note to their teacher to be excused from class.
- Students report directly to Student Reception where they enter their details in the ALLE (Arrive Late Leave Early) program at Reception.

Direct questions to Student Reception or check the Parent Portal for more information.

Out of Uniform

If your child is not wearing the full and correct uniform, write a note in their Student Diary. This note is to be shown to the Pastoral Care teacher during morning PC. All items of uniform must be clearly labelled

Carrying Valuables

Have your son or daughter hand any valuable items or large sums of money to the office for safekeeping during the day.

Each student will be allocated a locker and provided with a combination lock. Textbooks, mobile phone, lunch, and valuables should be kept in these locked lockers. Lost locks will be replaced by the College at the parent's cost.

Students are asked not to bring surfboards, skateboards or speakers to College, unless special permission has been obtained.

Mobile Phones

Mobile phones are to be used only for emergencies and should be kept turned off and locked in the student's locker throughout the day. They are not to be carried or taken to class unless instructed by their teacher or for medical reasons.

Students are allowed to check their phones for important messages whilst at their locker during first and second break. Mobile phones being used incorrectly are confiscated and kept at the office until 2.45pm.

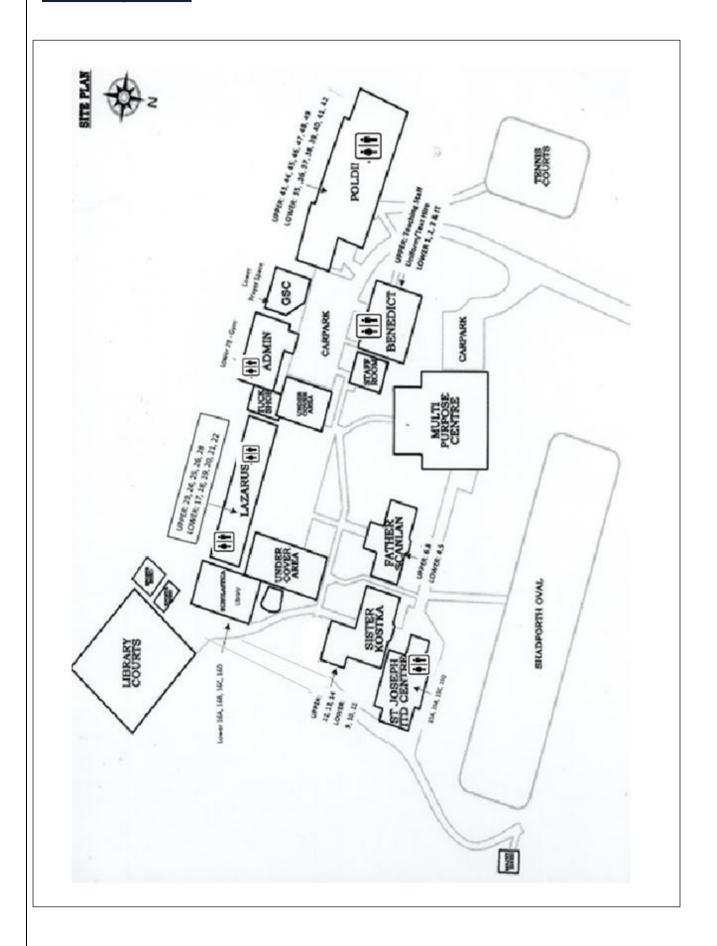
Students who consistently misuse their mobile phone will have to submit it to the office at 8.25am and collect it at 2.45pm or a designated time as set by the Pastoral Middle Leader. No responsibility will be taken for damage or loss of mobile phones.

Unable to Participate in a Sporting Activity/Carnival or HPE Class

Provide a note in your child's Student Diary.

Feeling Unwell Parents will be contacted in the case of an accident or emergency. As students cannot stay in sickbay for an extended period of time, parents will be contacted if a student has been ill for a prolonged period.

4. College Map



5. Tuckshop

Students are able to take advantage of a wide range of healthy and nutritious food each week day for breakfast, morning tea, lunch and afternoon tea, all made on site by Rose Bridge, her staff and the very willing and friendly volunteers who help out every day. The menu is healthy, diverse, well-priced and very popular amongst students and staff. Students can also pre-order to avoid the long queues at lunch time via the Qkr! App which can be downloaded from the App Store or Google Play



Tuckshop Volunteer Email

For those parents willing to volunteer their precious time to the tuckshop, Rose is very happy to work out times to suit everyone's needs. Please email Rose at SNAMTuckshop@bne.catholic.edu.au to advise the days you are available to volunteer your time. You are welcome to include additional information if required. A reminder email will be sent a few days before your rostered day.

6. Bus Information

Wests National Coaches

Please note that Wests National Coaches do not accept Go Card.

Bus passes can be purchased from Wests National Coaches and must be presented at all times for student travel. The information below is a general guide only, for specific information relating to the travel needs of your students please contact Wests office to check eligibility and bus times or contact QLD School Transport.

Address 357 Chevellum Road, Sunshine Coast QLD 4555

Phone 5445 9724

Email <u>charter@nationalcoaches.com.au</u>
Website <u>www.westsnationalcoaches.com.au</u>

Areas Serviced: Maleny, Montville, Flaxton, Mapleton, Dulong, Kureelpa, Rosemount, Nambour, Image Flat, Yandina, Maroochy River & Coes Creek

Coolum Coaches

Please note that Coolum Coaches do not accept Go Card.

Bus Passes can be purchased from Coolum Coaches, whether they are free travel, concession, or full fare. To arrange a pre-paid pass please email Coolum Coaches at the address below. Timetables, forms and information regarding bus passes and bus routes can also be found on the website.

Address PO Box 128, Coolum Beach Qld 4573

Phone 5351 1165

Email <u>info@coolumcoaches.com.au</u>
Website <u>www.coolumcoaches.com.au</u>

Areas Serviced: Bridges, Cooloolabin, Kiamba, Kulangoor, Maroochy River, Mt Ninderry, North Arm, Parklands, Valdora, Yandina and Yandina Creek

CDC Sunshine Coast

Address 11 Page Street Kunda Park Qld 4556

Phone 5476 6622

Email info.sunshinecoast@cdcbus.com.au

Website <u>www.cdcqueensland.com.au</u>

Areas Serviced: Buderim, Maroochydore, Kuluin, Kunda Park, Woombye, Mons, Forest Glen, Chevallum, Palmwoods, Mount Coolum, Marcoola, Mudjimba, Twin Waters, Pacific Paradise, Bli Bli, Diddillibah, West Woombye, Kiels Mountain, Sippy Downs, Tanawha, Buddina, Minyama, Mooloolaba, Alexandra Headland, Cotton Tree, Maroochydore, Landers Shoot, Hunchy, Eudlo, Caloundra, Little Mountain, Glenview, Mooloolah Valley, Maroochy River, Castaways Beach, Marcus Beach, Peregian Beach, Coolum Beach, Yaroomba, Yandina, Kulangoor, Parklands, Pomona, Black Mountain, Noosaville, Tewantin, Doonan, Eumundi, Tinbeerwah, Cooroy.

New students enquiring about eligibility for a Go Card, Bus Pass and/or routes can be found on CDC's website noted above.

Guidelines and Timetables for Student Bus Travel

Morning Bus Arrivals

• All community bus services operating will drop students off at the main bus stop located in the cul-de-sac each morning.

Afternoon Bus Departures

- There are multiple buses departing each afternoon between 2.50pm and 3.15pm.
- The College operates a designated school crossing zone from 2.40pm until the last bus leaves each day.
- Wests National Buses depart from the far side of Perwillowen Road.
- The Coolum Coach generally picks up students after 3pm at the main bus stop.

CDC Coaches

- CDC bus schedules will be confirmed early in the new year.
- The College will circulate CDC schedule information to parents early in 2026.
- CDC Coaches will depart from multiple locations.
- Staff will be available to assist Year 7 students in finding the correct bus.

Student Safety and Recommendations

• While students are learning their bus times and departure points, families are encouraged to remind them to make their way promptly to the bus zone following the final bell

Key Times

Activity	Time	Location	
School crossing zone active	2.40pm – last bus departs	Perwillowen Rd	
Coolum Coach pick-up	After 3pm	Main bus stop	
Wests National Buses	Afternoon	Far side of Perwillowen Road	
CDC Coaches	To be confirmed	Multiple locations	

7. Bus Fare Assistance

You may be eligible for either one or both of these forms of assistance depending on where you live, distance travelled to College and the weekly cost incurred per family.

1. Discounted Weekly Fares - Queensland Transport

This scheme takes into consideration where you live, your distance from the nearest state high school and your distance from the nearest Catholic high school. Depending on these distances, you may be eligible for a reduced price on weekly bus tickets.

All students who have changed College or changed address will need to complete a new application form. Application forms can be collected from bus drivers or from the Bus Company the student will be traveling on.

School Transport Assistance is available from Queensland Transport as part of the <u>School Transport Assistance Scheme (STAS)</u>. Paper forms are available to be printed from the website of the bus companies listed above, conversely you can apply online by clicking on the link above. **These forms must be completed prior to travel.**

2. The Non State Schools Transport Assistance Scheme - QCEC (Queensland Catholic Education Commission)

This scheme is available to all families who have children attending non-government Colleges. Eligible applicants will receive a rebate for any bus they have paid in excess of the weekly threshold.

The weekly threshold is a per family threshold, not a per student threshold and is determined on a semester by semester basis and depends on the government funds available for distribution to eligible applications as well as the amount of money spent on fares during the semester by all eligible applications.

Applications for this scheme can <u>only</u> be applied for online at https://schooltransport.com.au/ in **May** (for travel January to June) and **October** (for travel July to December). Details of when the application forms are available will be published in the College newsletter.

8. Fee Information

School Fee Policy

Dear Parents and Carers,

Fees and Levies collected at St John's College are used for the following purposes which are aligned to the Vision and Mission of the College to:

- Provide teaching, administrative, classroom support and facilities.
- Provide essential resources, materials and equipment.
- Assist with providing activities such as excursions, retreats and camps.
- Support the College building program.
- Maintain buildings, grounds and other facilities.

St John's College Parents and Friends Association also collects a levy through the school/college fee structure to support the initiatives of the parents and community within the college.

For those families experiencing short or long-term genuine inability to pay fees, we are committed to providing support to ensure that enrolment is not compromised. Please contact the Principal, Business Manager or member of the finance team for further information concerning the concession application process.

School Fee and Levy Collection Process

- School fees and levies are charged on an annual basis and sent out in the first two weeks
 of term 1, in accordance with the School Fees and Levies Schedule (available on our
 website). Balance statements will be sent out within the first two weeks of each term to
 keep families updated on their current status.
- 2. St John's uses the FACTS Payment Platform to assist families in setting up their payment plans. Information on use of this platform is sent to all families at the start of each year. FACTS provides families with the flexibility to control their payment frequency and dates with timely reminders for those families with direct debits set up to ensure they have sufficient funds to complete the payment.
- 3. Where a parent/guardian believes financial circumstances have arisen that will prevent or dela y the payment of the school fee account or scheduled payment, a variety of options are available:
 - a. Extension of Time
 If an extension is required, please contact the school finance office prior to the due date.
 - b. Fee Concessions

In cases of financial hardship an application may be made for a fee concession.

- (i) Concession applications can be submitted at any stage through terms one, two and three. Please note that no applications will be accepted after the start of term four. Concessions are issued for a maximum period of 12 months within a calendar year. Consideration for a subsequent 12 month period will require a new application.
- (ii) A compassionate and just approach under the mission and values of Brisbane Catholic Education and St John's College is used when reviewing applications. The same process is adopted by all Brisbane Catholic Education colleges for assessing eligibility.
- (iii) Concession application forms are available at the school finance office.

- 4. In fairness to families who pay their school fees regularly and on time, the college will follow up all overdue school fee accounts on a confidential basis.
 - a. A reminder statement/notice/letter will be issued within 7 days to any family who has not settled their school fee account by the due date where a payment plan or other arrangements are not in place.
 - b. If payment or a suitable response is not received within 7 days of the reminder statement, contact with the parent will be made via telephone, mail or email.
 - c. If after two weeks from this second reminder satisfactory arrangements have not been reached, the account may be sent to the college Debt Collection agency. In serious cases, where there is clear capacity to pay outstanding fees, legal options may be pursued by the college.
 - d. Recovery of any legal costs, direct debit rejection fees and any debt collection costs or other costs incurred will be pursued by the college.

Late Start Enrolment

New students entering St John's College after the commencement of the term may be charged on a pro-rata basis for the remaining weeks of the term where appropriate at the Principal or College Business Manager's discretion.

Withdrawal of Enrolment

Fees will be payable for the whole term in which the enrolment is terminated. For a reduction in fees a written request must be made to the Principal at the time of notification and may be granted at the Principal's discretion.

Student textbooks, library books, laptops and all accessories are to be returned to the School. If any fees remain outstanding, they will be payable as per the normal payment terms and where appropriate, any fees in credit will be refunded.

Extended Leave/ Holding an Enrolment Place

Please refer to our SJC Student Place Holding Fee Policy on our school website. Consideration will be given to the length of the break, the nature of the leave, the time the student has been at the college, the number of previous leave occurrences, and the existence of student waiting lists.

For further clarification regarding the above school fee and levy collection process, please contact the college finance office.

9. Acceptable Use of Computer and Internet Resources

Computer and Internet resources have become of critical importance to schools in facilitating and supporting learning and teaching. **Technology resources are provided to students for educational purposes.**

St John's College have established policies and procedures regarding laptop use. The document, "Student Laptop Computer Program Policy & Guidelines" has been developed to inform users of their rights, responsibilities and obligations when using Computer and Internet resources, consistent with Brisbane Catholic Education's requirements that all such resources are used in an ethical, legal and responsible manner.

The requirements and rules set out below apply to all St John's College technology resources whether they are accessed through computers owned by the school or through privately owned devices (for example, accessing school internet through a personal notebook or mobile phone).

Please read this document carefully. Each student and his/her Parent/Legal Guardian must sign the acknowledgment to confirm that they understand the requirements of acceptable use and the potential consequences of a breach of this policy.

Responsibilities of Users

1. Students must comply with the rules for accessing technology resources in this document.

Permitted use of technology resources

2. Students must only access St John's College technology resources for schoolwork.

Students must not:

- a. buy or sell items or services over the internet;
- b. access or enter chat rooms;
- c. access, post or send inappropriate internet or email content, especially content that is illegal, dangerous, obscene or offensive;
- d. amend documents created by another student without that student's consent;
- e. download, install or use unauthorised computer programs;
- f. deliberately install computer viruses or other malicious programs;
- g. gain unauthorised access to any system by any means;
- h. use technology resources to attack or compromise another system or network;
- i. access or intercept emails sent to other persons.

Confidentiality and Cybersafety

- 3. Students should be aware that material they post on Internet sites (including Facebook and other social media sites) is public. The content of public posts may have personal implications for students if, for example, potential employers access that material. The content of posts also reflects on our educational institution and community as a whole. Once information is on the internet it may not be possible to remove it.
- **4.** Students should not display personal information about themselves or others in a way which is public. For example, students should not post their own or anyone else's address, telephone number or other personal details on the Internet or communicate these details in emails. Students should not distribute someone else's personal information without their permission.
- 5. Where disclosure of personal information is made through authorised avenues (e.g. by the use of email or an official website), users should be aware that invasions of privacy may sometimes occur and it is outside St John's College control to prevent such instances from occurring.
- **6.** Students should be aware that persons on the Internet might not be who they say they are. Students must not arrange to meet persons who they have met on the Internet.
- 7. The operation and maintenance of technology resources often requires the backup and caching of data, the logging of activity and the monitoring of general usage patterns and as such, complete confidentiality and privacy cannot be guaranteed. St John's College may also be required to inspect or provide copies of electronic communications where required to by law, or where the investigation of possible misuses of technology resources is required.
- **8.** 'Cloud' based tools and services may be used for data storage and learning opportunities. We are aware that these services may store data on servers located outside Australia.

Cyberbullying and defamation

9. Students must not use email or the Internet to say malicious or discriminatory things about other people or send threatening, harassing or offensive messages. Improper use of technology resources could amount to defamation.

Security

- 10. Students must perform a virus check on all attachments received by email and on all storage devices (e.g. USB, Discs, music devices, etc.) before opening. Students must ask for assistance if they are unsure as to how to perform a virus check or the virus check identifies a problem with the attachment/disk.
- 11. Students must select a secure password and keep their username and password information private. The password should be changed regularly and should be difficult for other people to guess. Students must log off at the end of their computer session.
- **12.** Students must not use another person's name and password to access resources.
- **13.** Students must report a suspected breach of security to a teacher.

Copyright

14. Just because something is on the Internet, it is not freely available - copying or downloading material from the Internet may be a breach of copyright or other intellectual property rights. Students must not use St John's College technology resources to copy, download, store or transmit any such material that may include music files, movies, videos or any other form of media.

Consequences following a breach of this policy

- **15.** A breach of this policy will be taken seriously and may result in disciplinary action.
- **16.** Any known breaches of these Acceptable Use conditions must be reported by St John's College to Brisbane Catholic Education's Legal Counsel and/or Chief Information Officer.
- 17. Examples of possible consequences range from loss or restriction of access to technology resources, to formal disciplinary action for breach of the School Discipline policy. Students and Parents/Legal Guardians may be financially liable for damage caused to resources.
- **18.** Cases of serious, deliberate, and/or criminal breach will be referred to external authorities and may result in civil or criminal proceedings.

Parental support

- **19.** Support of parents regarding student technology use is available through the College. To further support parents and care-givers to understand safe and responsible use of digital technologies and the strategies that can be implemented at home, we recommend the following resources:
- Bullystoppers Parent Interactive Learning Modules
 (www.education.vic.gov.au/about/programs/bullystoppers/Pages/parentmodules.aspx)
- <u>iParent | Office of the Children's eSafety Commissioner</u>
 (<u>https://www.esafety.gov.au/education-resources/iparent</u>)

10. Uniform Information

Uniform Shop

Convenor

Ms Marie Stokes

Opening Hours (term time)

Mon – Friday 8am 3.45pm

Payment

Cash, Cheque, EFTPOS, Credit Card or Qkr! Full payment is required prior to collection.

Christmas Holiday Opening Times 2025 & 2026

Tuesday 9 December 2025 Wednesday 10 December 2025 Thursday 11 December 2025 Friday 12 December 2025 Saturday 13 December 2025

Monday 19 January 2026 Tuesday 20 January 2026 Wednesday 21 January 2026 Thursday 22 January 2026 Friday 23 January 2026 Tuesday 27 January 2026 By appointment 8.00am – 3.30pm By appointment 8:00am – 3:30pm By appointment 8.00am – 3.30pm By appointment 8:00am – 3:30pm By appointment 9:00am – 1:00pm

By appointment 8:00am – 3:30pm
By appointment 8:00am – 3:00pm
Open 8am to 6pm – no appointment

Open 8am to 6pm - no appointment required



Uniform Costs

Boys		Girls	
Formal			
Formal Shirt - Short Sleeves	\$50	Formal Blouse – Short Sleeves	
Formal Shorts	\$40	Formal Skirt	
Formal Trousers	\$50	Formal Slacks	
Tie	\$20	Tie	
Belt	\$20	Stockings (Navy)	
Formal Socks	\$10	Formal Socks	
Jumper	\$75	Jumper	
St John's College Blazer for Years 11 and 12 (compulsory in Terms 2 and 3)	\$175	St John's College Blazer for Years 11 and 12 (compulsory in Terms 2 and 3)	
College Backpack Optional	\$72	College Backpack Optional	
Sport			
Sports Shorts	\$30	Sports Shorts	
Sports Shirt	\$40	Sports Shirt	
Sports Hat or Cap	\$20	Sports Hat or Cap	
College Jacket	\$85	College Jacket	
Sports Track Pants	\$60	Sports Track Pants	

NB: All prices are subject to change. The uniform prices listed above are for 2026.

Uniform prices are available prior to the beginning of each school year.

Uniform

Uniform Shop Hours: Weekdays from 8am to 3.45pm, term time.

Formal Uniform

Girls

Navy skirt (worn below the knee) worn with striped shirt and tie

SJC logo socks or navy stockings

Formal black leather lace-up school shoes with heel

College hat/cap

College navy jumper or College jacket

College navy blazer with College crest worn by Years 11 and 12 (compulsory for Terms 2 and 3)

Boys:

Navy shorts or long navy trousers, worn with belt and striped shirt, tie optional in Terms 1 and 4, tie compulsory in Terms 2 and 3

Navy socks sic logo

Formal black leather lace-up school shoes with heel

College hat/cap

College navy jumper or College jacket

College navy blazer with College crest worn by Years 11 and 12 (Compulsory for Terms 2 and 3)

Sports Uniform

Girls:

Navy sports shorts

College sports shirt

White SJC SJC logo socks

Supportive sports shoes eg. NO DUNLOP VOLLEYS, CONVERSE OR SIMILAR - any colour joggers or trainers may be worn

Sports hat or cap

College navy jumper or College jacket and/or tracksuit pants to be worn with sports uniform only

Boys:

Navy sports shorts

College polo shirt

White SJC sports socks

Supportive sports shoes eg. NO DUNLOP VOLLEYS, CONVERSE OR SIMILAR - any colour joggers or trainers may be worn

Sports hat or cap

College navy jumper or College jacket and/or tracksuit pants to be worn with sports uniform only

Uniform Regulations

General guidelines

- The formal uniform is to be worn each day.
- The sports uniform should only be worn on days when students have their PE practical lessons.
 They may also be worn on designated sport days, including intercollege sports days and whole College carnivals.
- A mixture of sport and formal uniforms is NOT acceptable.
- Students must wear their full sports uniform for PE practical lessons.
- Boys' formal shirts are to be worn tucked-in.

- Pants are NOT to be worn below the hips. The College belt should be worn at all times with the formal uniform.
- The College sports jacket and/or track suit pants may ONLY be worn with the sports uniform.
- No clothing items, other than the official uniform, should be visible. If T-shirts are worn under the uniform, they must be plain white with no logo or printing.
- All students in Years 7 to 12 must have a sports uniform.
- Girls' skirts must be worn below knee length.
- Boys ties are worn during Terms 2 & 3.

Shoes

Formal shoes <u>must</u> be black leather lace up shoes. Shoes with buckles, zips or high heels, suede shoes, boots, sandals, jogger style shoes and slip on shoes are unacceptable. The uniform shop has further information on acceptable styles. Sports shoes should be supportive sports shoes eg. NO DUNLOP VOLLEYS, CONVERSE OR SIMILAR – any colour joggers or trainers may be worn.

Hats

Sports hats are a compulsory part of the uniform. Hats should be worn, with the uniform, on excursions and when students are outside.

Ties

Ties are a compulsory part of the formal uniform for girls. Junior and senior ties should be worn with the blouse. Ties are an optional part of the formal uniform for boys in Terms 1 and 4 and a compulsory item to be worn in Terms 2 and 3. Boys wearing ties must have their top shirt button closed and ties drawn up.

Hair

Hair must be neat, brushed and regularly trimmed. Hair is to be tied back if shoulder length or longer. Boys must be clean-shaven. Hair must be worn in a conventional style and must be a natural colour. Students should seek advice from the school if they are considering a style that may not meet the guidelines.

Hair accessories

Girls – pale blue, white, navy or yellow ribbon.

Boys – a black or brown band.

Jewellery & Make-up

The following jewellery is acceptable: a watch, a medic alert bracelet, a chain with an approved Christian symbol, ONE set of plain gold or silver sleepers or studs, one in each ear lobe. No other piercings are acceptable. Make-up, false eyelashes and coloured nails are NOT to be worn.

Uniform Notes

When the full uniform cannot be worn, parents are asked to notify the College by writing a note in the Student Diary. Lost or damaged items of uniform need to be repaired and/or replaced within a reasonable period of time.

Uniform Detention

Consideration is given as to why a student is out of uniform and discretion is applied by the appropriate PC teacher or Pastoral Middle Leader. However, where a student has control over how they wear their uniform and it is done so incorrectly, action will be taken. This can take the form of attending the reflection room when given a reflection slip by a teacher or Pastoral Middle Leader. Persistent incorrect wearing of the uniform or non-attendance at the reflection room will result in an afternoon detention.

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