



# Back to School



## First Day Back to School Information

**Monday the 23rd of January 2023 is our first day back to school.**

All students are to arrive at school between 8.15am and 8.35am. We ask that parents drop students off at the front gate. Students must be in formal uniform and are to adhere to the College's Student Dress Code.

Upon arrival, Year 7 Students will be directed to the Sports Performance Hall, Year 8 Students to the Amphitheatre and Year 9 and 10 Students to the Performing Arts Centre, to be seated by 8.45am.

## Extended Holidays & Students who are leaving the College

Extended Holidays: If your child will not be in attendance in the first 8 days of the school year, please complete the Day 8 Student Absence Form and return to Executive Services for the College's approval. Forms can be emailed to [admin@foxwellssc.eq.edu.au](mailto:admin@foxwellssc.eq.edu.au)

Students leaving Foxwell SSC: If your child will not be returning to the College in 2022, please complete the [FSSC Departure Notice](#) and return to Executive Services or via email to [admin@foxwellssc.eq.edu.au](mailto:admin@foxwellssc.eq.edu.au)



## School Photo Day

School photos are on 8th February 2023. Information and photo envelopes will be sent to parents the week prior. All students must be in formal uniform and students are to adhere to the Student Code of Dress. Every student has their picture taken for their ID Card.



## Bus Passes

If your child needs a bus pass, they can take a few weeks to arrive. We suggest you put your application in now. Please ensure you have applied for a bus pass directly with Translink. All bus passes are sent to the college and students are notified via Student Notices when they arrive. Students may travel free for the first few weeks of school but must use their passes as soon as they arrive. Visit the [Translink School Transport Assistance Scheme](#) for further information.



## Apple iPad / Stationery

All students are required to bring their iPad to school on Day 1 including keyboard, case and pencil. Please ensure apps are downloaded as per the provided list prior to Day 1. Students are to bring to school the stationery items as per the provided list.

If you require assistance onboarding your iPad, feel free to book with our IT Manager by clicking on the following link: [Tuesday 17<sup>th</sup> January](#) [Wednesday 18<sup>th</sup> January](#).



## Medication

For Students who are required to store and take medication at school such as Epi Pens, tablets etc, Parents should bring the medication to Executive Services with their Action Plan **between 16 – 20 January**. All medication must be labelled by a chemist. Parents will also need to complete the appropriate Administer of Medication form when the medication is provided to the College.



## Uniform Shop

UMS is the Uniform provider for Foxwell SSC. Please visit [umspl.com.au](https://umspl.com.au) to book a uniform appointment fitting time for your child. Once on the website select Shop/Schools in the navigation bar and then select Foxwell SSC. Additional Back to School appointments are available, please visit [umspl.com.au](https://umspl.com.au) for further details.



## Canteen

Alessandro is our Chef and Canteen Convenor. For \$35 a week your child can enjoy a savoury snack, lunch special and piece of fruit each school day. This can be purchased through QuickCliq.

You can purchase all other items daily over the counter or also through QuickCliq **before 8.30am**.



## Finance Office

Our finance window is open every Friday from 8am – 10.30am and is located at our Executive Services Building between our Parent Reception and our Student Reception.

BPoint is the College's preferred method of payment, simply click the BPoint link located at the bottom left corner of the invoice. We encourage cashless payments online via BPoint, and Internet Banking, however, Eftpos payments can be made at the window.

If you have indicated you will be paying by instalment, please ensure the first Student Resource Scheme instalment of \$120.00 is paid by Friday 18 February, 2022.



## Student Services

For all late arrivals and uniform passes, students are required to present to Student Services prior to attending their first class. To authorise these variations, Parents and Carers are required to contact the school to provide an explanation. This can include a written note, phone call or email.

**Students are expected to arrive at school by the first bell at 8.35am and be in their classroom by 8.45am. School finishes at 3.00pm.**

## Student Attendance

If your child cannot attend school, please phone 07 5555 3333 and press 1 to record your child's absence. The absence line is open 24/7. Please state your child's name (offering to spell a child's name can assist our staff), their class, the duration of their absence, your relationship to the child and provide a valid reason why your child will not be attending.

Absences longer than 3 school days require a medical certificate and should be emailed to [admin@foxwellssc.eq.edu.au](mailto:admin@foxwellssc.eq.edu.au) or presented to Student Reception on return to school.





## Executive Services

Executive Services hours are Monday to Friday: 7:45am to 3:45pm.

Please contact our Executive Services team on 07 5555 3333 or via email

[admin@foxwellssc.eq.edu.au](mailto:admin@foxwellssc.eq.edu.au) should you wish to make an appointment with a staff member.

We encourage parents to communicate with class teachers via email in the first instance.

Teacher email addresses can be located on the College website under [Contact Us](#).



## School Uniform

All students must wear the school uniform as per the Student Dress Code Policy.

Please be aware of the Foxwell SSC policy regarding shoes, bags, hat, nail polish, make-up, jewellery and hair styles.

Black leather shoes are required for both the formal and sports uniform. Parents may wish to purchase one pair of black leather sports shoes that can be worn with both the formal and sports uniform. Foxwell SSC school bags are recommended, however a plain navy backpack with no writing or adornments are also permissible.



## Locker Hire

Students can purchase a locker for the year via the [Qkr! with Masterpass App](#).

Phones must be kept inside a locker during school hours 8.45am – 3pm. Parents can opt to purchase a small phone locker for \$40.00 per year or full size locker \$80.00 per year. The location of the lockers changes for each year level. Students without a locker should not bring their phone to school. Payments must be made by Friday 20<sup>th</sup> January for students to be issued a locker for week 1.



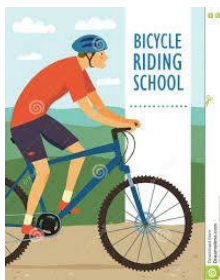
## Car Parking

We ask that parents and carers ensure they are using the Drop and Go zone appropriately.

**There is a 2-minute limit for parking in the Drop and Go zone.**

Please be patient and courteous when driving and parking in the college car park. Students do not need to be collected exactly at 3pm, staggering the collection time can ease the congestion of traffic in the afternoon.

Students may wait in the Hub between 8.00am–8.45am and 3pm-4pm. Students may also wait in the seating area outside the front gates at any time, however this area is not supervised.



## Riding Bikes & Scooters to School

Students **MUST** wear a bike helmet when travelling to and from school by bicycle or scooter.

Students must also be responsible and follow the Qld Transport Road rules.

Students who are reported by members of the community as being dangerous and disrespectful whilst travelling to and from school will receive consequences for their inappropriate behaviour.

Please ensure all **bicycles and scooters are locked individually** and parked in the College bike racks, the bike racks are located at the top of the College entrance. The School does not take any responsibility for theft or damages to students property.