

2024

WOODLEA
MIDDLE SCHOOL
HANDBOOK

Year 5 to Year 8



Doctrina Vitae
Bacchus Marsh
Grammar

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WELCOME TO THE WOODLEA MIDDLE SCHOOL - YEAR 5 to 8

On behalf of all the Middle School staff, we would like to welcome each new family to our Middle School Community. We will work together to guide your child through this important stage of their development.

We understand that your child is an important individual who deserves the very best education that we can provide. Staff at Bacchus Marsh Grammar work hard to treat all students as individuals and endeavour to meet their specific needs.

Together, we will share in the successes and challenges of your child's educational journey and trust that you will join us in encouraging them to always work to the best of their ability. It is most important to remember that in any class, a diverse range of skill, knowledge and talent will be displayed and that students will progress at different rates. However, students are expected to set high standards for themselves and always aim to achieve their personal best.

Education for life is a structured, purposeful process. Bacchus Marsh Grammar encourages all students to be active participants in their own learning. Our curriculum aims to present challenges, where students are encouraged to take risks as learners, step out of their comfort zones and to work toward enhancing their skills and knowledge. Learning needs to be calm and structured and this is reflected in our thorough curriculum which includes clear procedures for assessing progress.

We endeavour to provide our Middle School students with a learning experience which enables them to become responsible and productive members of the wider community. They will learn to lead through service within the Middle School as well as the Junior School and Senior School.

You will find this handbook a valuable resource, however, we do not expect you to remember everything at once. Please ask questions as we are all here to help make your transition to the Middle School a seamless experience. I would like to encourage each family to foster the good communication that exists between families and our staff. Do not hesitate to contact your child's Tutor Teacher if you have any matters that need discussion or clarification. Good communication is a valuable key to success. We look forward to meeting all new families and getting to know you and your child.

Mrs Sarah Hunter

Deputy Principal : Head of Middle Schooling

Mr Michael Abramovic

Deputy Head of Middle School

OUR PHILOSOPHY

The school has a culture of achievement which encourages staff and students to strive towards their personal best.

A School that Values the Individual

At Bacchus Marsh Grammar, we believe that the key to a successful education is concentration on the individual. We all have different strengths which need to be developed, and weaknesses that can be addressed and improved upon. We strive to develop a clear understanding of each child's needs and the particular ways in which we can foster their growth and development. The school provides a wide range of activities to extend children beyond the normal curriculum and provide additional assistance to individuals working towards mastering new skills, knowledge and values.

A Calm Structured School

At Bacchus Marsh Grammar, we know what type of environment delivers the best possible education. Learning best occurs when there is a clear structure and clarity of expectations of students. This is applied at a "whole school" level and in our well-defined and consistent approach to individual teaching and classroom management. We know that learning is optimised by a calm, friendly and purposeful environment. This enables students to concentrate on their learning, work towards achieving their personal best and develop their individual talents. Our teachers reinforce this environment with their genuine care and concern for each student's academic and personal development, and their clear and structured teaching methods. Such an environment fosters the development of positive social skills. Behaviour which interferes with the learning or happiness of others is not tolerated.

Communication is Vital

For us, educating a student requires a bond between school, parents and students. To enable us to provide the best possible education, all three parties must be clear and committed to common goals and have a clear understanding of how students are progressing both academically and socially. The key to developing and enhancing the bond between parties is clear and consistent communication. We believe that parents need to be aware of how their children are going in a way that is understandable and helpful for development. We also believe that any issues are best resolved by early discussion between all parties. In turn, we ask that parents keep the school fully informed of issues that may be affecting the well-being of students and support the goals and ethos of the school.

Enjoyment and Enthusiasm

We strongly believe that school should be a place which students can enjoy. We look to provide students with opportunities to develop new skills and experience new ideas and activities which will excite and challenge them. We also want our students to develop an enthusiasm for learning and a curiosity about the world. We achieve this by having a teaching staff which is able to draw upon a wide range of skills and experiences and who are enthusiastic about the chance to help young people develop their potential.

Pastoral Care

One of the strengths of Bacchus Marsh Grammar is the depth and quality of our pastoral care initiatives.

At Bacchus Marsh Grammar, pastoral care is concerned with the cultivation and promotion of the academic, social, emotional, and physical wellbeing and development of all students. It is embedded within the teaching, learning and structural organisation of our school.

All members of our school community work toward and contribute to the pastoral care of our students. Our school values underpin how we approach pastoral care, as we strive to maintain an environment where students feel connected, valued and a strong sense of self.

An Explicit Teaching Model

The school believes that learning best occurs when students have a clear understanding of what they are required to do and when material or skills they need are taught, this is achieved through clear and transparent methods. We believe strongly in the role of an expert teacher who has deep subject knowledge.

Our Values

The school is guided by eight core values Respect, Discipline, Confidence, Ambition, Leadership, Kindness, Knowledge and Wisdom.

- The school seeks to teach students to respect others and the world they inhabit;
- We aim to guide our students to develop discipline to pursue long term and meaningful goals, and eschew short term and superficial pursuits;
- Students should have the confidence to express ideas and values, and project their worth to others;
- Students are guided to develop ambition and passion to achieve their best;
- Students are taught to understand that leadership occurs in a variety of forms, and encouraged to find ways they can influence and organise for the good of others and themselves;
- Students are taught to value knowledge for both its own sake but for the power that it has to influence our lives;
- Students are guided to develop the wisdom that comes from knowledge and contemplation and to respect all who pursue true wisdom;
- Above all else, Bacchus Marsh Grammar students are inspired to embrace life with a sense of kindness and compassion at the fore.

KEY STAFF CONTACTS

All relevant Middle School Heads of Year will be communicated to families at the beginning of Term 1, 2024.

Heads of Middle School

Deputy Principal: Head of Middle Schooling

Mrs Sarah Hunter - hunters@bmg.vic.edu.au

Deputy Head of Middle School

Mr Michael Abramovic - abramovicm@bmg.vic.edu.au

Heads of Campus

Head of Campus

Mrs Danielle Copeman – copemand@bmg.vic.edu.au

Deputy Head of Campus

Mrs Sarah Hunter – hunters@bmg.vic.edu.au

Principals

Principal

Mr Andrew Neal – school@bmg.vic.edu.au

Executive Deputy Principal

Mr Kevin Richardson – richardsonk@bmg.vic.edu.au

Deputy Principal – Student Support

Mrs Rosalind Pittard – pittardr@bmg.vic.edu.au

Deputy Principal – Head of Woodlea Campus

Mrs Danielle Copeman – copemand@bmg.vic.edu.au

Deputy Principal – Head of Maddingley Campus

Mrs Debra Ogston – ogstond@bmg.vic.edu.au

Deputy Principal – Teaching and Learning

Mrs Emma Kannar – kannare@bmg.vic.edu.au

Deputy Principal - Head of Middle Schooling

Mrs Sarah Hunter - hunters@bmg.vic.edu.au

Deputy Principal – Senior Programs

Mrs Erin Thornton – thorntone@bmg.vic.edu.au

Deputy Principal – Culture and Character Education

Mr Andrew Perks – perksa@bmg.vic.edu.au

KEY CONTACT INFORMATION

School Email school@bmg.vic.edu.au School Website www.bmg.vic.edu.au

Postal Address P.O. Box 214, Bacchus Marsh, 3340

Maddingley Campus

Phone Number (03) 5366 4800

Fax Number (03) 5366 4850

Absentee Number (03) 5366 4888

Absentee Email maddingley_absentees@bmg.vic.edu.au

Bacchus Marsh Grammar - Maddingley

South Maddingley Road

Bacchus Marsh, 3340

Woodlea Campus

(03) 5366 4900

(03) 5366 4950

(03) 5366 4988

woodlea_absentees@bmg.vic.edu.au

Bacchus Marsh Grammar – Woodlea

111 Frontier Ave

Aintree, 3336

TERM DATES 2024

Term 1 2024

Staff Day – <i>ALL Staff Commence</i>	Monday 29 January
Staff Day	Tuesday 30 January
Prep 2024 Readiness Meetings	Tuesday 30 January
Year 12 Development Day [at school]	Wednesday 31 January
Year 7 Classes Commence	Wednesday 31 January
Prep 2024 Readiness Meetings	Wednesday 31 January
Years 1 to 11 Commence (Maddingley & Woodlea)	Thursday 1 February
Prep 2024 Readiness Meetings	Thursday 1 February
Prep (Maddingley & Woodlea) – Commence	Friday 2 February
Labour Day	Monday 11 March [no school]
End of Term 1	Thursday 28 March

Term 2 2024

Staff & Students Commence	Monday 15 April
Anzac Day	Thursday 25 April [no school]
King's Birthday	Monday 10 June [no school]
End of Term 2	Friday 21 June

Term 3 2024

Staff Commence	Monday 15 July
Students Commence	Tuesday 16 July
Mid-Term Break	Friday 16 August
End of Term 3	Friday 20 September

Term 4 2024

Staff Commence	Monday 7 October
Year 12 Trial Examinations	Monday 7 October
Students Commence	Tuesday 8 October
Mid-Term Break	Monday 4 November [no school]
Melbourne Cup	Tuesday 5 November [no school]
Year 7, 2025 Orientation Day	Friday 22 November
Report Writing Day	Friday 22 November [no school for Years 7 to 11]
End of Term – ALL STUDENTS	Friday 6 December
Staff Training Week	Monday 9 December to Thursday 12 December

STRUCTURE OF THE SCHOOL DAY

All classes begin at 8.45am from Monday - Friday.

(Please note bell times are subject to change)

8:40am	Music Warning
8:45 - 8:55	AM Tutor Group
8:55 - 9:10	STAR (Independent Reading Program)
9:10 - 10:00	Period 1
10:00 - 10:50	Period 2
10:50 - 11:15	Recess
11:15 - 12:05	Period 3
12:05 - 12:55	Period 4
12:55 - 1:35	Lunch
1:35 - 2:25	Period 5
2:25 - 3:15	Period 6
3:15 - 3:20	PM Tutor Group/Dismissal

GENERAL INFORMATION

SCHOOL POLICIES

School policies are available to view on Schoolbox in both the Junior and Middle / Senior School Gateways under the School Policies tile. Any updates to these policies are communicated to parents via a notification in the weekly BMG News.

A CHILD SAFE SCHOOL

Bacchus Marsh Grammar is committed to the protection of all children from all forms of child abuse and demonstrates this commitment through the implementation of a comprehensive Child Safe Program designed to keep children safe and endorsed by the Schools' governing body. We are clear about our behavioural expectations of every person in our community.

At Bacchus Marsh Grammar, we have a zero tolerance of child abuse and are committed to acting in a child's best interest and in keeping them safe from harm. We regard our child safe responsibilities with the utmost importance.

We provide the necessary resources to ensure compliance with all relevant child protection laws and regulations and maintain a child safe culture that:

- is aligned to the new Child Safe Standards that apply from 1 July 2022,
- has zero tolerance for child abuse,
- actively works to listen to and empower children and young people,
- has systems to protect children and young people from abuse, and will take all allegations and concerns very seriously and respond to them consistently in line with the School's policies and procedures,
- is committed to promoting physical, emotional, and cultural safety for all children and young people,
- is committed to providing a safe environment for all children and young people.

Parent and visitors' toilets

To ensure compliance with child safety requirements, we have designated and clearly marked parent and visitors' restroom facilities. These facilities are equipped to meet the needs of our adult visitors and are available at the Gatehouse, Reception and on the western side of the canteen building.

For the protection and welfare of our students, we kindly request that when you are on-site, you refrain from using the students' restroom facilities. We appreciate your understanding and cooperation in helping us maintain a safe and secure environment for our students. Your adherence to this requirement is essential in upholding our commitment to child safety.

More information and a copy of the Child Safe Program Quick Reference Guide can be found on the [School's website](#).

UNIFORM REQUIREMENTS

The school colours are black, gold, white and blue. Wearing of the school uniform is compulsory for all students. Full school uniform must be worn correctly to and from school and on all formal occasions, including school assemblies.

All students who are not in correct uniform need to have a signed note explaining the reason in their school diary from a parent/guardian. A note shall not be regarded as sufficient explanation for continued variation to the uniform. Such students will be issued with a Breach of Uniform notice by their Head of Year.

Students wear their sports uniform to and from school on their designated Physical Education day. Parents will be made aware of their child's Physical Education day at the beginning of the school year. Please note that it is preferred that the sports runners predominately reflect school colours of black, gold, white and blue.

Full school uniform requirements are listed in the school diary. Please also read in conjunction with the School Uniform and Dress Code Policy accessed via the School Policies tile in Schoolbox or the [School's website](#).

Uniform Outlets

The School's Uniforms are available from Rushfords Schoolwear in Werribee and at the School Uniform Shop at the Maddingley campus. Key operating hours are on the [school's website](#). Online shopping for the school uniform is also offered via [Noone](#).

School Uniform Shop: Maddingley Campus (Gate 2 Main Carpark) - Telephone 5367 4072

Rushfords Schoolwear: Shop 1/13 Barnes Place Werribee - Telephone 9741 3211.

REPORTS AND PARENT/TEACHER INTERVIEWS

Detailed written reports are issued twice a year, in June and December. These reports evaluate each student in a comprehensive manner in all curriculum areas.

Parent/Teacher Interviews are conducted in first and third term. Further information, including dates and times, will be shared with parents in the new school year.

Parents should always feel free to communicate any concerns regarding the progress of their child at any given time. It is advisable to give prior notice to teachers if an interview is requested as staff are frequently involved in meetings after school. Please note that first thing in the morning is not an appropriate time to see teachers with your issues or concerns unless prior arrangements have been made directly with the teacher involved. Matters of urgent concern should be directed to the Head of Junior School, Mrs Sally Savic.

STUDENT ABSENCES AND LATENESS

Parents/guardians are asked to telephone the Student Absentee line on 5366 4988, if their child is sick, will be late or absent from school prior to the start of school. An absence can also be logged via Schoolbox/QuickLinks. Where an absence of a student has not been explained by 9.20am, the school will send an SMS to the parent/guardian requesting them to contact the school absence line. If parents/guardians do not respond to the first SMS, a reminder SMS is then sent at approximately 10.00am.

If no response is received, the School will contact the parents/guardians by phone. Please supply your child's class teacher with a written note explaining any absence once your child returns to school. Students who arrive late to school must personally report to Reception to obtain a late pass before going to class. Students who are collected early during the school day must be signed out at Reception before leaving for the day. Parents should not collect their child directly from the classroom. Please refer to the Student Attendance Policy and Procedure on the School Policies tile in Schoolbox or on the School's website for further information.

Please note that if parents/guardians choose to take their child/ren on holidays during Term time for less than 14 days, they must inform the child's Head of Year and Head of School. School work will not be provided where a student is absent on holidays. In addition, a leave of absence application must be made for student absences greater than 14 days. The application must be made in writing to the Principal or their delegate well in advance of the intended leave of absence. Approval for a leave of absence may be given at the Principal's or their delegates discretion. School work will not be provided where a student is on leave of absence. Please refer to the Student Attendance Policy and Procedure on the School Policies tile in Schoolbox or on the [School's website](#) for further information.

Students leaving school early

To ensure proper documentation and supervision of students leaving school early, we kindly request that all parents or guardians collect their child/ren from the School's Reception. Additionally, we ask that a note be placed in the student's diary to notify teachers and staff of their early departure. This process is essential for the safety and accountability of our students.

SCHOOL DIARY

The school diary is used by all students and is each student's main organisational tool and mode of communication between home and school. The class teacher checks diaries on a regular basis. Students need to be encouraged to notify teachers if parents have used the diary to communicate with the teacher. Parents are asked to sign student diaries, as a minimum requirement, on a weekly basis.

Please read your child's diary for the following:

- Information about Bacchus Marsh Grammar, including school policies, rules and responsibilities
- Uniform regulations
- Your child's class timetable
- Daily homework tasks
- Incidental notes from staff

If the diary is lost, the student must purchase a new school diary from the Main Administration office immediately.

HOMEWORK

Year 5 and 6

Students are expected to complete a set amount of homework each night. Even from the early school years, it is important to develop good habits in regards to homework.

Year 5 and Year 6 students are expected to spend forty-five minutes on set homework or study each night, Monday through Thursday. Additionally, they are required to read for at least twenty minutes per day, including weekends where possible. Class teachers will notify parents of the specific subject areas to be covered each night. Occasionally, work will be set to be completed on the weekend. Students are required to record homework in their diary during morning or afternoon Tutor Group.

- If homework is incomplete without parent notification, then the student's school diary will be stamped.
- A red stamp will be received in the homework book or diary to indicate that work has not been submitted. Three stamps in a term will result in a detention being issued.

If a student consistently has issues with homework, a parent meeting will be required to establish work routines and to enable the child to more effectively meet requirements.

Year 7 and 8

Developing good homework and study techniques at the beginning of secondary school is of paramount importance.

Subject teachers will set homework regularly and it is expected to be completed. Homework is an important part of the curriculum and is set to help students achieve their best.

At Year 7 and 8, students and parents may expect an average of up to 60 to 90 minutes of homework five times per week. This time also includes study and wider reading.

A number of factors influence successful and effective study techniques:

Students must record details of their homework and due dates in their diary. This allows them to plan ahead and allocate time to different subjects where necessary. There should be no surprises as to when homework is due!

Allocate a specific homework time every day when students can sit quietly and give their work their full attention. Students will receive some homework which needs to be completed straight away, and some which needs to be done over longer periods of time. When a daily homework routine is established and tasks planned, nothing will be left to the last minute.

Where possible, a quiet study space which is well lit and ventilated should be dedicated to school work at home. Trying to complete work in front of the television or with the stereo turned up is generally not very effective!

Part of the task of completing homework is ensuring that students have it with them in class when required. It will be considered incomplete if students have left it in their locker or at home.

- If homework is incomplete without parent notification, the student's school diary will be stamped.
- A red stamp will be received in the homework book or diary to indicate that work has not been submitted. Three stamps in the diary result in a detention being issued.

If a student experiences difficulties in completing the set homework, please contact the appropriate subject teacher before the due date so that other arrangements can be made where necessary.

CHROMEBOOKS

Chromebooks are allocated to each student from Years 5 to 12, who are then responsible for their care and for ensuring that they are brought to school, and charged, each day.

The Chromebooks are essential to the learning processes that occur at the school. Thus, any student without a Chromebook at school will be given one to hire, at a charge (refer to the current Business Notice for cost), as well as it being treated as a disciplinary issue.

BUS TRAVEL

A Student Bus Travel Code of Conduct is in place and is available to view on the School Policies tile in Schoolbox.

The purpose of this Code of Conduct (Code) is to ensure safe and comfortable travel for all students at Bacchus Marsh Grammar (the School).

This Code applies to all students (Junior, Middle and Senior) who travel to and/or from School on a designated Bacchus Marsh Grammar private bus, town service or country service school bus (School Bus).

Rules and Expectations of Behaviour

Students must abide by the following rules and conduct requirements at all times when travelling on a School Bus. All students must;

1. Behave in a safe, responsible, and respectful manner – ensuring that behaviours and noise levels are not uncomfortable to other passengers.
2. Remain properly seated while the bus is in motion, at all times.
3. Not take photos or videos of other students, drivers, or aspects of the bus during operation.
4. Not eat food (including chewing gum) or consume drinks (other than water) on the bus.
5. Not sit on armrests, kneel, or place feet on the seats.
6. Not draw on, damage, or deface any article in or on the bus.
7. Not use offensive or inappropriate language.
8. Not throw any article in or from the bus.
9. Not spit or fight.
10. Not distract the driver while the bus is in motion unless there is a serious reason to do so such as requesting a stop or an emergency.
11. Not make inappropriate and/or rude gestures to others including pedestrians and/or the general public.
12. Not yell at or out to others or pedestrians and/or the general public.
13. Not behave whilst waiting for a bus in a way that brings discredit to the School.
14. Ensure if they are travelling on a Bacchus Marsh Grammar private bus, that they travel on the bus service to which they have been allocated.
15. Behave in a way that respects the rights of residents who are in the vicinity of school bus stops.
16. Wear seat belts where fitted at all times.
17. Carry their Student ID card at all times.
18. Disembark at their designated stop as advised on Roll Call for students travelling on a Bacchus Marsh Grammar private bus.
19. Abide by Bacchus Marsh Grammar's Rules and Regulations, particularly those related to behaviour and appearance.
20. Not enter the driver area of the bus or touch any driver instruments. THIS AREA IS STRICTLY OUT OF BOUNDS.

In addition, it is recommended that students:

- 1) Remain at home and do not board the bus if they are unwell.
- 2) Wear a fitted face mask while travelling on a School Bus.

Note: - These requirements are in place for the safety and comfort of all students while travelling to and from the School.

Consequences for breach of this code of conduct

Non-compliance with any of the above rules and expectations of behaviour will result in the following actions:

- **First offence** – verbal warning to student
- **Second offence** – written warning to parent/guardian
- **Third offence** – up to one week suspension of student from school bus travel
- **Fourth offence** – the student may not be allowed to travel on the school bus for an extended period

If the incident or incidents are deemed by the Principal to be of a more serious nature, withdrawal of travel rights may occur immediately.

Normal School sanctions, i.e. detentions, suspension, etc., will also apply to any/all bus incidents in line with the School's Student Discipline Policy.

Incident Notification

The initial response to any misbehaviour is for the incident/s to be reported to the School Bus Services Administrator who will refer the matter to the appropriate staff member for investigation. Upon prompt investigation of the incident, students will receive appropriate disciplinary action in accordance with the School's Student Disciplinary Policy with parents/guardians notified.

Safety concerns or incidents should be reported immediately to the School.

Safety Tips

Children should:

- Stand a safe distance back from the curb when waiting for a bus.
- Ensure they wait calmly and patiently for their bus and do not push or crowd forward as the bus comes to a stop.
- Move towards the bus only when it has stopped, and the doors have opened.
- Stay in the same seat with bags placed under their seat.
- Follow the instructions of the driver.
- Sit quietly on the bus and not distract the bus driver or engage in behaviour that will disturb and attract the attention of other passengers.
- Not harass other passengers.
- Keep all body parts inside the bus.
- Only move from their seat when the bus has come to a complete stop.
- Ensure they do not cross the road in front of or directly behind the bus after disembarking their bus.
- Students should wait until the bus has cleared the stop and they have clear vision in both directions to ensure it is safe before crossing.

Parents/guardians should:

- Drop off or wait for their child/ren on the same side of the road as the bus stop.
- Park away from the designated bus stop area to ensure there is sufficient distance available for the bus to safely pull into and exit its stop.
- Not approach students, other parents, or the bus driver if they have any issues or concerns.
- Direct all concerns or issues they have to the School as stated in Section 4.
- Arrange and communicate any change requests e.g. changes to the bus stop their child accesses to the School only, not the Bus driver.
- Advise the School Bus Services Administrator if their child/ren will be changing a stop on their allocated route as a permanent stop change.
- Not board the bus under any circumstances.
- Be mindful of the amenity of residences close to bus stops as many bus stops are in residential areas. Please do not park in or across driveways or on nature strips.

All enquiries, concerns or issues are to be reported to the School Bus Service Administrator - Mrs Leanne Robertson by calling 5366 4800 or via email at bus@bmg.vic.edu.au. if their child has complained about the behaviour of other students or if they have a query about their child's behaviour.

THE CANTEEN

The Canteen is open daily, at recess and lunchtime. It is highly recommended that students have only a limited amount of money to spend at the canteen.

Lunch orders are placed through the Qkr! By MasterCard App. Details on how to access the Qkr! App can be viewed [here](#).

Emergency lunches are available, with the money to be brought to school the following day or paid through the Qkr! App.

Gluten Free - Please note that gluten free options are available to order online and over the counter.

THE HOUSE SYSTEM

Each student is a member of one of eight Houses. These are:

- **Lerderderg** – Navy Blue
- **Kororoit** – Yellow
- **Toolern** – Red
- **Djerriwarrh** – Purple
- **Parwan** – Bottle Green
- **Pyrites** – Maroon
- **Dale** – Orange
- **Pykes** – Light Blue

Family members all belong to the same House. Houses are involved in various school activities and competitions under the leadership of senior students within the House.

PHYSICAL EDUCATION / SPORT AWARDS

Age Group Champions in Year 5 to 8

Students in Year 5 to 8 may compete in four individual races and one relay in House Swimming, and in five individual races and one relay for House Athletics.

All athletes in Year 5 and 6 will compete in their age groups. The age in which students compete is determined by the age they turn during that year (i.e. if a student turns 12 during the school year, they compete in the 12/13 year old age group).

All athletes in Year 7 and 8 will compete in their Year level for interschool and ICCES competitions (unless otherwise advised).

CAMPS

All students from Year 5 to 8 will attend a minimum of one camp each year. The camps program is sequential, with age appropriate challenges and experiences, providing transitional pathways into the Senior School Camps and Outdoor Education program.

CO-CURRICULAR ACTIVITIES

Year 5 to 8

Information outlining a comprehensive range of co-curricular activities will be distributed in Term 1. The additional classes offered will range from enrichment and support in core curriculum areas, to stimulating and fun activities in a broad range of specialist subjects that are available to all Middle School students. In some cases the curriculum is

designed to cater for specific needs. Students will be able to choose from a diverse range of lunchtime and after-school activities.

Some of these activities may include:

- Musical groups
- Drama productions or dance ensembles
- Chess Club
- Sports
- House activities and competitions
- Academic competitions
- Public Speaking and Debating
- Community service
- SRC

MIDDLE SCHOOL COLOURS

Middle School Colours are awarded to students in Years 5 to 8 in recognition of their participation in, and contribution to, the school community, and their on-going effort and achievement across a variety of areas within the school.

To be eligible to receive school colours, students must demonstrate a high level of cooperation, responsibility and care of other members of the School Community.

Students eligible to be awarded school colours must have accumulated in excess of 50 points in areas determined by the Middle School Colours program. No student will be awarded Middle School Colours if they do not meet the general conduct standard expected by Bacchus Marsh Grammar.

Students awarded Middle School Colours will be presented with a badge at a Middle School assembly. Students may achieve Double Middle School Colours once they have accumulated 100 points and will be presented with a braid to be sewn to the top of the blazer pocket.

Tutor Group teachers are responsible for confirming the allocation of points towards Middle School Colours and liaise with the appropriate Head of Year when a student is ready to apply for Middle School Colours presentation.

Students may be awarded points towards their school colours in a range of areas. Information can be found on Schoolbox.

MIDDLE SCHOOL LEADERSHIP OPPORTUNITIES

Bacchus Marsh Grammar has a firm commitment towards service leadership. Service leadership is based on service to others, the school and wider community. All students in the Middle School are encouraged to participate in service leadership opportunities and be positive role models for others across both the Middle School and Junior School. To facilitate the promotion of service leadership across Bacchus Marsh Grammar, there are a number of recognised positions of leadership for which students moving into Year 6 and Year 8 may apply. Applications and interviews occur during Term 4. A list of service leadership positions can be found in the table below:

Year 6
Wellbeing Leaders
SRC Leaders
Language and Literacy Leaders
Performing and Visual Arts Leaders
STEM Leaders
Year 6 Sport Leaders
Bus Assistants

Year 8
Woodlea School Captains and Vice Captains
Wellbeing Leaders
SRC Captains
Language and Literacy Captains
Performing and Visual Arts Captains
STEM Captains
House Leaders: Parwan, Lerderderg, Djerriwarrh, Pykes, Pyrites, Toolern, Dale, Kororoit
Bus Captains

STAUGHTON VALE CAMPUS

Bacchus Marsh Grammar has established a unique rural facility at Staughton Vale, just 45 minutes from our Woodlea Campus.

Located on 200 acres, the stunning campus backs onto the Brisbane Ranges National Park. The site enjoys extensive views of the City of Melbourne, the You Yangs Regional Park and Port Phillip Bay. As well as providing an area in which significant native wildlife congregate, the site has extensive orchards and a significant area of well-watered soil suitable for a range of activities.

The campus commenced in 2017 and, as it develops, it will play a central role in the life and experiences of Bacchus Marsh Grammar. It has already given our students unmatched opportunities to experience all the advantages of a rural campus in close proximity to where they live.

Many of our students are from urbanised areas so Staughton Vale helps provide an even more rounded education. It enables them to be close to nature, get their hands dirty and experience the pleasure of physical work and activity.

While Staughton Vale's curriculum has a Middle School emphasis, the campus will help fulfil the following key objectives across all year levels:

- Observation skills are developed over time and are the key to deep understanding and authentic learning. The Staughton Vale programs will enrich basic observational skills and the associated structuring of knowledge.
- The practical activities and applications at Staughton Vale will extend learning beyond the classroom environment.
- Staughton Vale will provide a unique and engaging setting for the development of lifelong skills such as collaboration, initiative, calculating risk and developing resilience.

The campus gives students the opportunity to reflect on the power and magic of a storm brewing in Port Phillip Bay and the impressive expanse of the City of Melbourne. Whilst offering a challenging program, it also enables students to reflect and explore their learning at a different level.

We are confident that all students will embrace the challenges offered by Staughton Vale and grow to love the facility and what it offers.

INTER-SCHOOL COMPETITIONS

Year 5 and 6

Bacchus Marsh Grammar is involved in an inter-school competition (MPSSA) with a group of local primary schools within the local area. Students are selected to represent the school at various sporting competitions and events such as debating and chess.

Year 7 and 8

Bacchus Marsh Grammar is involved in an inter-school competition (ACS) with a group of independent schools within the wider area. Students are selected to represent the school at various sporting competitions, such as swimming, cross country and athletics, as well as events such as debating and chess.

MUSIC

Music is an important part of life at Bacchus Marsh Grammar. Students are encouraged to explore our diverse range of music experiences for their own personal enjoyment, and because the disciplines and skills they acquire, can positively enhance their academic pursuits and personal development.

The Music program at Bacchus Marsh Grammar supports a culture of inclusion and opportunity. Classroom Music from Prep to Year 9 (Year 10 by application only), covers a wide range of experiences from the early years Suzuki-based strings program in Year 2, and Kodaly and Orff teaching methodologies within the Junior Music classroom, to the use of technology for composition work, and instruments such as the keyboard and percussion, moving into the Middle and Senior years. There are extensive performance opportunities for all students including soirees, workshops, excursions, examinations, assemblies, ceremonies, community events and house music. Students are also encouraged to volunteer for emcee duties at events to further bolster their presentation skills.

INSTRUMENTAL MUSIC LESSONS

Music has the capacity to engage, inspire and enrich the school experience for all students. Students are supported to develop their creative capacities in an open environment where they can explore and refine their skills. Music education can have a significant impact on the cognitive, affective, motor, social and personal competencies of students.

Students are encouraged to learn a musical instrument. These lessons are available during the school day on a rotating timetable, and tuition fees are in addition to the school fees. Before and after school lessons are available; however, these are subject to availability and in negotiation with the instrumental teacher. The Music Handbook/Enrolment process is available on the [School website](#).

MIDDLE SCHOOL CHOIR (Year 5 to 8)

The Middle School Choir is an excellent platform for group singing and collaboration. Students explore a myriad of musical styles with an emphasis on a uniform vocal sound. Students are given the opportunity to pursue Solos within the group and can participate in important school calendar events such as BMG In Concert. The group also collaborates at times with the Maddingley Middle School Choir and Senior Vocal Ensemble, allowing younger students to form meaningful relationships with older students and Middle School leaders.

A CAPELLA ENSEMBLE (Year 7 to 10)

The A Capella ensemble is open to students in Years 7-10 and offers more experienced vocalists the opportunity to rehearse and perform challenging material in a variety of musical styles. The ensemble promotes immersive and inspired harmony singing and encourages students to be at the helm of the process, contributing to arrangements and pursuing Solos in the group. Students are supported to perform at soirees, assemblies, ceremonies and major concert events.

WOODLEA STRINGS (Prep to Year 8)

Woodlea Strings is open to students of all year levels who play one of the following instruments:

- Violin
- Viola
- Cello
- Double Bass

Woodlea Strings play a selection of contemporary, traditional, and popular repertoire. The Suzuki-based group is excellent for developing aural skills and performs at a variety of events throughout the school year including soirees, assemblies and ceremonies.

PERCUSSION ENSEMBLE

The Percussion Ensemble is open to all students with some experience playing drum kit or percussion instruments. This group is an excellent way for students to develop their sense of beat, rhythm, and coordination. The ensemble promotes confidence and teamwork and is an excellent platform to engage in performance opportunities such as soirees and assemblies.

MIDDLE SCHOOL GUITAR ENSEMBLE

The Middle School Guitar Ensemble is open to students in the Middle Years who have some experience playing either acoustic, electric, or bass guitar. This group explores a variety of traditional and contemporary repertoire and supports the acceleration of both technical and presentation skills. This ensemble offers performances at soirees, major concerts such as BMG In Concert and assemblies.

MIDDLE SCHOOL ROCK BAND

The Middle School Rock Band is open to students in Years 5-8 who are learning a contemporary band instrument. The ensemble rehearses vibrant repertoire and has access to key performance opportunities including soirees, assemblies and major concert events.

HEALTH CENTRE

The Health Centre is staffed by Registered Nurses between 8.00am to 4.30pm Monday to Friday.

If your child attends the Health Centre, you will receive an SMS informing you of their attendance and the reason for their attendance. If your child needs to be collected due to illness or injury, the Health Centre staff will contact you by phone.

Please note that the Health Centre is equipped to provide first aid assistance to students in case of minor injuries or illnesses. However, it is important to note that Health Centre staff do not diagnose medical conditions and are not a substitute for General Practitioner assessment.

Any updates to your child's medical information/dietary requirements must be updated via Schoolbox/myBMG Parent Portal. If your child has significant medical issues, please contact the Health Centre to discuss further.

NUTS AND NUT PRODUCTS

At Bacchus Marsh Grammar, we have a growing number of students who have been identified with anaphylaxis, a severe allergic reaction particularly to nuts and nut products. In the interest of the safety of all students in our school, it is important to note that we are a nut aware school. Please refrain from bringing food containing nuts and nut products as we have a Risk Management Plan in place to provide a safe environment for the students and staff who have allergic and anaphylactic reactions to these products.

BIRTHDAYS AND CLASS PARTIES

Due to the increasing concern about the number of children who experience allergic and anaphylactic reactions to certain foods, additives etc. we ask that parents **do not send in any** food or gifts for their child to share with the class for their birthdays, Easter, Christmas or other special occasions.

We recognise that birthdays are an extremely special day for your child, so the class teacher will celebrate your child's special day.

OUTSIDE SCHOOL HOURS CARE PROGRAM – Year 5 and 6 Only

YMCA Ballarat offers before school and after school care for Primary aged students on school grounds. Details and associated costs for this program are available on the [school's website](#).

WELCOME TO YEAR 5 AND 6

Staff at Bacchus Marsh Grammar would like to welcome each new family to our Middle School community. Together we will work in partnership to guide your child through an important stage of their development.

In Years 5 and 6 we foster a caring, safe and happy environment where the child's continuing desire to learn and grow is fostered and developed. Care and respect are mutual concerns for all members of the school community and these values are continuously developed.

In today's society, there can be a tendency to overprotect and insulate our children for as long as they will allow us to do so. It is, however, of no benefit to you or your child for you to inhibit their personal growth and not allow them to develop into independent learners who are able to make mistakes and learn by associated consequences.

Whilst parents are encouraged to participate in their child's education through involvement in a variety of activities and events, we also expect that parents allow their child to develop as an individual. With parental support and direction, children can learn to cope in a variety of environments and develop resilience, enabling them to cope in the world in which we live.

Socially, the school provides new and wide experiences for each child. By working together, sharing materials and fair play, each child is encouraged to develop essential social skills. In Years 5 and 6, we aim to develop independence and establish healthy routines and acceptable codes of discipline to carry each child through to their secondary years.

HIGHLIGHTS

To support the academic program, students in Year 5 and 6 have the possibility to be involved in:

- Staughton Vale Experiences
- Camps
- Excursions
- Leadership Opportunities
- Music Opportunities
- House Sporting Carnivals
- Interschool Sporting Competition
- Academic Extension Programs and Competitions
- Co-curricular activities
- Performing Arts / School Plays
- Year 6 Graduation

Year 5 and 6 subject allocation:

	Length taught
English	Year
Maths	Year
Science	Year
Physical Education	Year
Critical and Creative Thinking	Year
Languages	Year
Global Studies	Year
Visual Art	Semester
Design and Technology	Semester
Music	Semester
Information Technology	Semester

WELCOME TO YEAR 7 AND 8

In Year 7 and 8, all staff look forward to a productive and successful year with students taking part in many of the school's co-curricular activities as well as making the most of their academic abilities in the classroom.

Bacchus Marsh Grammar offers a wide range of events that we encourage all students in Year 7 and 8 to enjoy. Intra-school events include House Swimming, Athletics, Cross Country and Music. There are also many co-curricular activities that, apart from being great fun, also help to build team spirit and organisational and disciplinary skills. The school also stages musical and drama productions, and apart from on-stage positions, students are offered the chance to work backstage in areas such as lighting, backstage, stage-work and set-design.

Students in Year 7 and 8 attend a camp and this is always a highlight of the school year. The exhilarating and rewarding experiences to be had are always fondly remembered.

In Year 7 and 8, students are expected to be completing approximately 60 minutes of homework a night, five nights a week. We encourage students to develop good study habits and self-discipline skills and we set a realistic and achievable study and revision timetable. We would encourage parents/guardians to take a keen interest in their child's work and help them to develop and maintain good study habits. This includes taking some time to read the pages at the front of the school diary to familiarise yourself with school regulations regarding school/sports uniform, jewellery and make up, and absences. Parents/Guardians are also expected to check and sign their child's diary each week.

Part of our pastoral program at Bacchus Marsh Grammar includes students having daily contact with their Tutor Group teachers. These teachers are the first point of contact if you have any concerns about your child's welfare and education.

Staff would like to take this opportunity to offer our support to every student in Year 7 and 8, as well as their parents/guardians. We are available should you need any assistance throughout the year. Please do not hesitate to contact staff at the school if you are concerned about any aspect of your child's education and welfare or require information or clarification about any point of the school's policy or curriculum.

SUBJECT INFORMATION – YEAR 7 AND 8

This booklet provides you with brief course outlines of all subjects available for Year 7 and 8 students.

In Year 7 and 8, students study the full-year core subjects of English, Mathematics, Science, Physical Education, Languages, Global Studies and the Critical and Creative Thinking. Year 7 and 8 students also complete two terms each of Visual Art, Performing Arts, Design and Technology, and Information Technology.

Bacchus Marsh Grammar provides students with the opportunity to participate in several co-curricular activities outside the normal classroom at lunchtime and after school. These range from chess and debating, a variety of sports, Music, Drama, and supplementary Mathematics, Science, Languages and English sessions during and after school. It is important to participate in co-curricular activities as it helps with making friends and broadens your school experience – the more you give, the more you get!

Year 7 and 8 subject allocation:

Subject	Length taught
English	Year
Maths	Year
Science	Year
Physical Education	Year
Critical and Creative Thinking	Year
Languages	Year
Global Studies	Year
Visual Art	Semester
Design and Technology	Semester
Performing Arts/ Music	Semester
Information Technology	Semester

SCHOOL COMMUNICATION

SCHOOLBOX

Accessible from the School website, Schoolbox is the School's learning management system (LMS), community portal and engagement platform. Schoolbox provides an efficient, secure and environmentally friendly way for the School to communicate and share information with Bacchus Marsh Grammar parents. Parents/guardians may use this system to access the curriculum, assessment due dates, interim results, school forms and letters and also keep connected and apprised with what's happening within the School Community. The Family Engagement Page can also be utilised by parents to keep up to date with their child's learning and special events.

myBMG PARENT PORTAL

Accessible via Schoolbox Quick Links, the myBMG Parent Portal provides financial information, including fee statements and options to make payments towards your school fees, various user pays activities and any ad hoc charges. The portal also provides a booking system for parent/teacher interviews and a space for Families to securely update medical and contact information.

EDSMART

The School uses the service of EdSmart, which is a software providing a more effective and efficient platform for managing school communications between the school and parent/guardians. A significant benefit of the software is that it assists the School in achieving its objective of being a more sustainable organisation by significantly reducing the carbon footprint through the elimination of paper communications. Through EdSmart, communications e.g. letters for camps and excursions, are sent to parents/guardians electronically via email.

The School does need to share parent and student personal information including names, addresses, date of birth and some medical data with EdSmart. EdSmart is a cloud-based platform and is committed to protecting the security of your personal information. It uses a variety of security technologies and procedures to help protect your personal information from unauthorised access, use or disclosure and they are required by law to abide by the Australian Privacy Principles. For more information on EdSmart privacy, please view their Privacy Policy.

For the system to operate effectively it requires all parents/guardians to update email and mobile telephone details on the MyDetails Tab via Schoolbox as soon as possible.

SCHOOL WEBSITE

An important form of communication within the School Community, the School's website is updated regularly with important news and information relating to the School and associated communities. It is important that parents/guardians and students access the website regularly to ensure that they are conversant with the most current information. The website is located at <http://www.bmg.vic.edu.au>.

SCHOOL NEWSLETTER

An important form of communication within the School Community, the School's newsletter the "BMG News" is published on the School's website every Friday.

To keep up to date with key dates and activities it is suggested that parents/guardians subscribe to the newsletter. To subscribe to this service visit <https://www.bmg.vic.edu.au/category/enews/> and enter your contact details. You may subscribe or unsubscribe at any time.

The newsletter provides administrative information for the coming week and provides information on the daily operations of the School. Importantly, the newsletter will often contain reminders related to information contained within the Business Notice. It is vital, therefore, that parents/guardians read the newsletter and are fully aware of its contents.

BMG FACEBOOK PAGE

The BMG Facebook Page is an alternative platform of communication within our School Community. It has been set up in order to share special interest articles provide useful updates and strengthen the School's brand.

Social media is an integral part of society and how we form, create and share information within our community. However, if social media is inappropriately used, serious issues can arise. As such, the School requests all parents/guardians exercise their best judgment and carefully consider the content and appropriateness of any communications made via this format.

MULTIMEDIA CONSENT*

Parents/guardians will be sent an annual EdSmart notification regarding the use of school multimedia and providing them with an opportunity to 'opt out' and exclude their child/ren from appearing in school publications (including Yearbook, Grammarian and weekly BMG newsletter), school website, social media, advertising or external media. Generally school multimedia involving current students may be obtained throughout the school year by BMG staff, a contracted photographer or in limited circumstances external media outlets (e.g. local newspaper). Non completion of the annual notification will result in your child/ren not being included in any school multimedia and uses by the School.

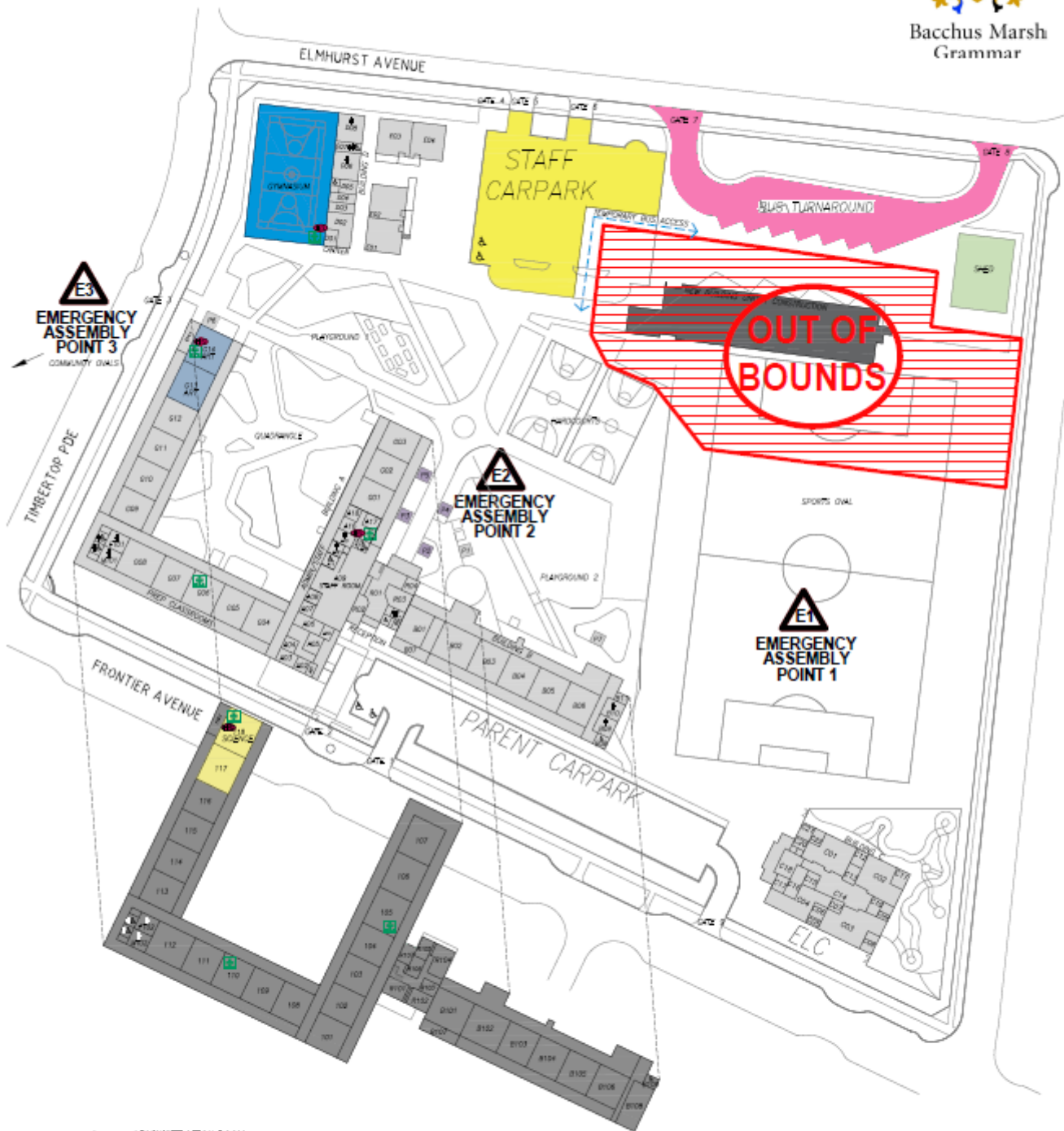
*Multimedia is defined as photography, video, audio or any other form of electronic recording. Note: This does not apply to the official School Photos of students and their classes.

Should you have any questions, please contact the Marketing & Communications Administrator on (03) 5366 4800.

SCHOOL MAP – Woodlea Campus



Bacchus Marsh
Grammar



- | | | | |
|-----|---------------------------|--|---------------|
| A-- | ADMINISTRATION ROOM | | MUSIC PODS |
| G-- | GROUND FLOOR CLASSROOM | | ART ROOMS |
| F-- | FIRST FLOOR CLASSROOM | | SCIENCE ROOM |
| + | FIRST AID / HEALTH CENTRE | | SHED |
| △ | EMERGENCY ASSEMBLY POINT | | GYMNASIUM |
| ⊞ | BUS ZONE | | STAFF CARPARK |
| ⚡ | HEART START | | |
| ⊞ | FIRST AID KIT | | |
| | PARENT DROP OFF POINT A | | |
| | PARENT DROP OFF POINT B | | |

03/10/2023 V1



Doctrina Vitae

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