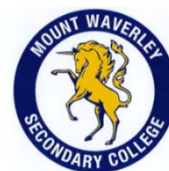


GENERAL INFORMATION



Accident Insurance

The Department of Education and Training (DET) does NOT provide insurance cover for accidental injury, accidental property damage or cover for ambulance for our students. Parents/Carers advised to check their own health and other private insurance and ambulance cover policies for the scope and type of coverage.

Attendance

Daily school attendance is important for all children and young people to succeed in education and to ensure they don't fall behind both socially and developmentally. If your child is going to be absent please inform the college by 10.00am via Compass Parent Portal.

For any known planned extended absences *i.e.*: *family holiday during school term*; attendance requirements as per the College Attendance Policy and the Department of Education and Training guidelines requires, notification in writing to the Head of Subscool at least 6 weeks in advance. An Absence Learning Plan will be developed to support your child during this period of absence. Teachers will provide work and activities to allow your child to keep up with the work completed in class.

Books

The college official supplier is Link Educational Supplies Pty Ltd, Waverley Road, Mount Waverley. Ordering and payment details are printed on booklists.

Compass

Compass Parent Portal allows you to access up-to-date and meaningful information on your child's progress. Compass includes many different features, including the ability to; monitor your child's attendance, enter an explanation for absence or lateness, communicate with your child's teachers, view your child's timetable and the college calendar, download your child's semester reports, provide consent for events and pay fees. The college will provide you with a Compass Parent Portal login.

Emergency medical assistance

If the need arises and there are no doctor/clinic details on record to refer to, the College Nurses will take your child to the Burwood Medical Clinic, cnr Burwood Highway and Stephenson's Road, Mount Waverley.

Excursions

Students must have their own MYKI card for excursions that involve public transport. Please ensure all MYKI cards have student names printed on them in case of they are misplaced or lost.

iTunes card – for eBooks

Students must purchase an iTunes card up to the value of \$50 (to be used for apps and eBooks).

Parking on the college grounds

Car parks on both campuses are for **staff only**. When dropping off or picking up your child please use nearby streets and be mindful of our local residents.

Policies

College policies can be found on the Mount Waverley Secondary College website:

<http://www.mwsc.vic.edu.au/our-college/college-documents/>

Private property at school

DET does NOT hold insurance nor does it accept responsibility for private property brought to school by students, staff and visitors.