

The Essentials

First Day 2009

Years 7, 11 and 12 commence on **Thursday 29th January 2009**.

For these year groups there will be a brief Opening Assembly at 8:30am. Students will assemble in Year groups outside the Multi-purpose Hall. Parents are welcome to attend this Opening Assembly.

Years 1 - 6 and Years 8 - 10 commence on **Friday 30th January 2009**.

To mark the new school year, there will be a Whole School Assembly at 8:30am. Students will assemble in Year groups outside the Multi-purpose Hall. Parents are welcome to attend this Whole School Assembly.

All new students should come to the front of the Administration Block when they arrive at school for their first day. New students will be given directions as to where they are to go from that point.

Kindergarten students commence on **Monday 2nd February 2009**. Parents and Kindergarten students will assemble at 8:30am in the Mezzanine Level of the Multi-purpose Hall. Students will be taken to their classroom by the teachers. There will be a brief information session for parents of new Kindergarten students.

New Families Orientation Day

New families will have received a separate invitation to the New Families Orientation Day on Wednesday 21st January 2009.

Restricted Access Hours for Vehicles during School Terms

For reasons of safety and congestion parents are not to enter the school grounds in vehicles from 7.50 am to 8.10 am and from 2.45 pm to 3.05 pm when buses are dropping off or picking up students. Parents delivering or picking up children are to park outside the grounds at these times.

During school term parking outside the Multi-purpose Hall is reserved for parents dropping off or picking children up from the Transition class.

Additional restrictions apply to parking in school grounds during special events being held in the Multi-purpose Hall. During these events, parents may be required to park off site or, when directed, on the school Sports field. Please follow instructions issued from time to time by the Business Manager through "School Talk".

School Times

For their own safety students should not be in the school grounds before 7.55 am. Limited supervision starts only at this time.

Junior School

Start	Recess	Lunch	Finish
8.35 am	10.03 am	12.13 pm	2.43 pm

(Note: Kindergarten will finish school at 1.30 pm for the first two weeks of Term 1.)

Children from K to 4 eat their lunch with their class for approximately 15 minutes before the start of the lunch break. They are not allowed to play until this eating period is over.

Middle School & Senior School

Start	Recess	Lunch	Finish
8.17 am Period 1	10.03 am	12.13 pm	Years 5 - 12 - 2.49pm

Periods 7 & 8 (Years 11 & 12 Only)

A very limited number of classes (usually Vocational courses or Extension courses) occur after period 6. These classes commence at 3.00 pm and finish at 4.44 pm.

Tuesdays only (for Junior, Middle & Senior School)

Recess 9.59 am; Lunch 12.29 pm; End of day as on other days.

Assemblies

Each section of the School has a cycle of special Assemblies at which students are able to present their achievements, exercise their gifts and gain experience in various kinds of participation and leadership. The whole school meets for Whole School Assemblies at least once a term in the Multi-purpose Hall. When notified, these assemblies may be designated as times of corporate worship. Dates for these events are published in the School Calendar or in "School Talk" from time to time. Parents are very welcome to attend.

Junior School Assembly is held on Wednesdays at 2.05pm every two weeks. On the alternate week, students participate in Service Groups.

Middle and Senior School Assemblies are held on some Tuesdays from 10.19 a.m.

Junior School – Seeking to be a "Nut Free Zone"

We have students in Junior School who have severe (anaphylactic) allergies to nuts. This is a potentially life threatening situation and as a school we need to be pro-active in preventing a possible reaction. For this reason, the Junior School is seeking to be a NUT FREE ZONE. This means that peanuts, food made from nuts (e.g. peanut butter) and any product containing nuts (muesli bars, cookies, cake etc.) must not be brought to school. Whilst the school seeks to do all in its power to facilitate student safety in this matter is unable to provide an absolute guarantee regarding individual behaviours outside its control.

If you have any questions or concerns about this please contact the Junior School Coordinator, Mrs Sue Riethmuller.

Term Dates for 2009

Teaching Staff

Term 1

Resume - Tuesday 27th January

End – Thursday 9th April

Term 2

Start - Tuesday 28th April

End – Friday 3rd July

Term 3

Start - Wednesday 22nd July

End - Friday 2nd October

Term 4

Start - Monday 19th October

End – Wednesday 16th December

Students

Term 1

Resume –

Years 7, 11 & 12 – Thursday 29th January

Years 1–6 & 8–10 – Friday 30th January

Kindergarten – Monday 2nd February

End - Thursday 9th April

Term 2

Start – Tuesday 28th April

End – Friday 3rd July

Term 3

Start – Monday 27th July

End – Friday 2nd October

Term 4

Start – Monday 19th October

End – Years K to 9 Thursday 10th December

– Year 10 Wednesday 25th November

– Year 12 Friday 11th December

Office Hours

Staff Devotions are normally held at 8.00 am most mornings (from 7.50 am on Monday Week A) and staff are therefore generally unavailable at this time. Limited staffing is available at the front office between 8.00 am and 8.15 am. Contact at this time should be limited to urgent matters.

The Office is open from **8.00 am to 4.00 pm Monday to Friday** during school term, although parents are asked to reserve non-urgent matters until after 8.15 am.

During school holidays the office will be open from 9.00 am to 3.00 pm except for the Christmas to New Year period when the office will be closed. A small number of staff are on duty during the holidays providing essential services such as Account payments and receipt of deliveries.

Contacting the School

Postal Address:	PO Box 78 Blaxland NSW 2774
Telephone:	4753 6422
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Website:	www.wycliffe.nsw.edu.au
Email	admin@wycliffe.nsw.edu.au
Principal	Mr Geoff Bowser gbowser@wycliffe.nsw.edu.au
Personal Assistant to the Principal and Registrar	Mrs Avril Marshall amarshall@wycliffe.nsw.edu.au registrar@wycliffe.nsw.edu.au
Deputy Principal	Mrs Coral Edwards cedwards@wycliffe.nsw.edu.au
Personal Assistant to the Deputy Principal	Mrs Helen Clarke hclarke@wycliffe.nsw.edu.au
Business Manager	Mr John Downward jdownward@wycliffe.nsw.edu.au
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Year 10 Coordinator	Mr Adrian Cayzer acayzer@wycliffe.nsw.edu.au
Year 9 Coordinator	Mr Adam Osborne aosborne@wycliffe.nsw.edu.au
Senior School Secretary	Mrs Lorraine Harvey lharvey@wycliffe.nsw.edu.au
Stage 3 Coordinator (Yrs 5/6)	Mrs Nita Kruik nkruik@wycliffe.nsw.edu.au
Stage 4 Coordinator (Yrs 7/8)	Mr Allan Wallace awallace@wycliffe.nsw.edu.au
Middle School Secretary	Mrs Herma Mear hmear@wycliffe.nsw.edu.au
Junior School Coordinator	Mrs Sue Riethmuller sriethmuller@wycliffe.nsw.edu.au
Junior School Secretary	Mrs Deidre Collett dcollett@wycliffe.nsw.edu.au
Alumni Assistant	Mrs Janene Wardrop alumni@wycliffe.nsw.edu.au jwardrop@wycliffe.nsw.edu.au
Sports & Facilities Assistant	Mrs Tracey Brady sportsassistant@wycliffe.nsw.edu.au tbrady@wycliffe.nsw.edu.au