



## MARIST COLLEGE ASHGROVE INTERNATIONAL STUDENT HANDBOOK

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## **International Student Handbook Online**

### **Important note:**

**This handbook will be updated regularly and parents should check the online version to ensure they are referring to the most up-to-date information.**

**The International Student Handbook can be found on the College website - [www.marash.qld.edu.au](http://www.marash.qld.edu.au) (Enrolments > International).**

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# WELCOME FROM THE HEAD OF COLLEGE

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It is with great pleasure that I invite you to join us as a member of the Marist College Ashgrove family. Marist Ashgrove was founded in 1940 by the Marist Brothers. We follow in the spirit of St Marcellin Champagnat, who founded the Brothers in 1817 with the ideal of making Jesus known and loved. Marist College Ashgrove has a renowned and rich history of successful students and old boys. We stand on the shoulders of many giants before us, excited at the prospect of continuing to provide both a modern and relevant Catholic boys' education to young people today as we enter into this new and exciting educational paradigm.

Our College is situated on a beautiful, leafy and spacious 26-hectare property within 7kms of Brisbane's CBD. With outstanding facilities, buildings and a dedicated staff who will partner with your son in his learning journey, Marist College Ashgrove provides a breadth of wonderful educational opportunities. Our commitment to a rich and holistic education is clear in our College Mission Statement. Our aim is for boys to achieve their excellence in all educational areas, striving for scholarship and a love of learning that is life-long. We offer a breadth of opportunities culturally, socially, spiritually and on the sporting field. The personal development of boys and their individual needs are cared for through a strong pastoral care and house system.

Personally, I love the Marist charism. This is where boys are encouraged to live the Gospels through the heart, eyes and inspiration of Mary, our good mother. They are also led by the example of St Marcellin Champagnat, whose actions reflected a man who had a strong mind and a gentle heart. With Mary and Marcellin as role models, a Marist boy is reminded to be confident yet humble, always doing what is right and treating all people with compassion.

With every best wish and in the care of Jesus, Mary and St Marcellin.

**Mr Michael Newman**  
Head of College

# COLLEGE DIRECTORY

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# COLLEGE DIRECTORY

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## GENERAL

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## MARIST COLLEGE ASHGROVE MISSION

We are a faith community, based on the life of Jesus Christ and the beliefs and practices of the Catholic Church. As was Champagnat's, our vocation is to make Jesus known and loved, and we draw on the inspiration of St Marcellin and the Marist characteristics of family spirit, presence, simplicity, love of work and being in the way of Mary.

Our students are encouraged to demonstrate good scholarship, a love of learning, independence in thought and action, and the readiness to take responsibility for their own formation.

Members of the College family act courageously and stand in solidarity, committed to the creation of a more just world.

COLLEGE MOTTO: VIRILITER AGE – ACT  
COURAGEOUSLY

## HISTORY OF THE MARIST BROTHERS

The Marist Brothers is a Religious Institute founded in France in 1817 by a young French priest, Marcellin Champagnat.

Born in a mountain village in the south of France, the son of a farmer, Marcellin grew up in the years of the French Revolution. His formal schooling did not begin until he was fifteen years old. To the surprise of his family and friends, he decided to become a priest, and, in spite of many difficulties, he did so.

He considered his mission in life was to make Jesus known and loved and to do so by creating schools which not only taught secular subjects, but also Religious Education and the Catechism.

The Institute began with a network of small schools conducted by the Brothers who lived in the villages with the people. By the time of Marcellin's death in 1840 there were 278 Brothers and his system of education had begun to expand throughout France.

Over the next 50 years the Brothers expanded across all continents and established a system of education world-wide. Today, the Brothers' schools exist in 78 countries. There are about 5,000 Brothers and 35,000 lay teachers working in Marist schools today.

The first Marist Brothers arrived in Australia in 1872 and established schools in Sydney. In 1929, the Brothers established their first school in Brisbane at Marist College Rosalie and then in 1940 at Marist College Ashgrove. There are over 50 schools in the association of Marist Schools in Australia (MSA), today representing schools begun by the Marist Brothers, Marist Sisters and Marist Fathers.

## MARIST COLLEGE ASHGROVE

Marist College Ashgrove began in 1940 with Brother Ignatius O'Connor as its first Headmaster. The College is built on the site formerly used by Father Walter Cain and his proposed Missionary Order. The only permanent building was the Tower Block whose graceful architecture has made it the symbol of the entire College. Despite temporary evacuation and re-location during World War II, the College flourished and developed. There has been an almost continuous building program over the last 30 years, and the number of students has grown from the original 70 in 1940 to over 1,600 today.

The reputation of the College has steadily grown since 1940 and has been extended with its loyal supporters and Old Boys. It is respected throughout Australia, Papua New Guinea, Solomon Islands and the wider Asia Pacific region as a significant institution expressing the very best in Marist educational values and teaching.

Marist College Ashgrove is located in suburban Ashgrove approximately seven (7) kilometres from the centre of Brisbane. It is leafy and expansive, with buildings and facilities nestled amongst acres of bushland. The 23 hectare campus is characterised by a sense of history combined with a clear focus on the future. From the stately Tower Block (circa 1930) which still stands today as an Ashgrove icon, to the \$11 million Performing and Visual Art Complex, the campus provides the best of both worlds.

## ESOS FRAMEWORK

The Australian Government wants international students to have a rewarding and enjoyable experience when they come to Australia to study. Australia offers high quality education services and protects the rights of international students to en-

sure you make the most of your time here. Australia's laws promote quality education and consumer protection for overseas students. These laws are known as the ESOS framework and they include the Education Services for Overseas Students (ESOS) Act 2000 and the National Code of Practice for Providers of Education and Training to International Students 2018.

The Education Services for Overseas Students Act 2000 (the ESOS Act) and related laws set out the requirements for education institutions (providers) who deliver education services to international students on a student visa. These laws protect international students and also help ensure students meet student visa conditions for attending classes and making satisfactory progress in their studies while in Australia.

## ENSURING QUALITY AND PROTECTING OVERSEAS STUDENTS

The Australian Government wants international students to have a rewarding and enjoyable experience when they come to Australia to study. Australia offers high quality education services and protects the rights of international students to ensure you make the most of your time here.

There is a factsheet located at <https://internationaleducation.gov.au/Regulatory-Information/Documents/esosstudentfactsheetv4%20-%20Final%20clean%20copy.pdf>. This contains important information for student visa holders about living and studying in Australia, including your consumer rights and responsibilities as an international student and key things you should know before and during your study.

## ARRANGING VISAS

Most international students wanting to study in Australia require a student visa. Some other visa holders are also eligible to study as international students in Australia.

In order to apply for a student visa you will need a valid passport, and electronic Confirmation of Enrolment (eCoE) and any other documentation required by the Australian diplomatic post with which you lodge your application. For example, if you

are under 18 years and not living in Australia with a parent or guardian you must have a completed Confirmation of Appropriate Accommodation/Welfare (CAAW) arrangements form to ensure your accommodation and welfare is approved by your education provider. Students are advised not to travel outside the approved dates confirmed by the College.

You must ensure to allow enough time for processing between lodging your application and the start of your academic program, as it can be a lengthy process depending on your country of origin.

## DEPARTMENT OF HOME AFFAIRS

The Australian Government's Department of Home Affairs provides comprehensive information about student visa requirements and the application process, as well as application document checklists to assist you with your application.

For the latest information: - Visit <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-finder/study>

From 15 October 2007, all applicants aged 18 years and over are required to sign a values statement when applying for selected visas. The statement requires applicants to confirm that they will respect the Australian way of life and obey the laws of Australia before being granted a visa. <https://immi.homeaffairs.gov.au/citizenship-subsite/Pages/Learn-about-being-an-Australian.aspx>

## DEPARTMENT OF FOREIGN AFFAIRS AND TRADE

As well as links from the Department of Home Affairs website, the Department of Foreign Affairs and Trade website <https://immi.homeaffairs.gov.au/citizenship-subsite/Pages/Learn-about-being-an-Australian.aspx> has a comprehensive list of Australian embassies, high commissions, consulates and representative offices around the world.

## ACCREDITATION

Marist College Ashgrove is an approved school under the Education (Accreditation of Non-State Schools) Act 2017 and the Education Services for Overseas

Students (ESOS) Act 2000.

Marist College Ashgrove is bound by the National Code of Practice for Providers of Education and Training to International Students 2018 (National Code) under its registration on the Commonwealth Register of Institutions and Course for Overseas Students (CRICOS).

The National Code is an integral part of the ESOS Act, providing nationally consistent standards for the conduct of registered providers and the registration of their course.

The National Code objectives are to:

- Support the effective administration of the ESOS framework
- Establish and safeguard Australia's international reputation as a provider of high quality education and training
- Protect the interests of overseas students
- Support registered providers in monitoring student compliance with student visa conditions and in reporting any student breaches to the Australian government

Evidence of Marist College Ashgrove's ability to meet these requirements is provided in:

1. The school's Annual Report to Commonwealth and State governments, available at: <https://www.marash.qld.edu.au/about-mca/annual-report/>
2. Non-State Schools Accreditation Board documentation – the school's Cyclical Review Report and NSSAB confirmation letter.

Marist College Ashgrove recognises that if it should not meet the obligations of this code or support regulatory requirements it may have its registration as a provider withdrawn.

Marist College Ashgrove is subject to auditing under the requirements of the Financial Administration and Audit Act 1977. The College will therefore keep all necessary records that would allow the auditor to be satisfied about the resources of all monies received for providing courses to overseas students and the ways in the monies are spent.

## CRICOS REGISTRATION DETAILS:

- Trustees of the Marist Brother T/A Marist College Ashgrove: CRICOS Provider No: 00670F
- CRICOS Course Name: Junior Secondary Years 7-10: CRICOS Course No: 082463A
- CRICOS Course Name: Senior Secondary Certificate of Education Years 11-12: CRICOS Course No: 082464M

Period of CRICOS Registration: 01/01/1991 to 31/12/2022

Marist College Ashgrove is registered to enrol a maximum of 20 full fee paying 500 (formerly 571) visa subclass students.

The Principal Executive Officer (PEO) appearing on the CRICOS website <https://cricos.education.gov.au> in School Contact Details is Mr Michael Newman – Head of College.

## COLLEGE FACILITIES, RESOURCES AND SERVICES

### BOARDING

Boarders are an integral part of the College Community with lifelong friendships formed. We take our commitment to ensure boarders' safety, health and personal development very seriously. Marist College Ashgrove currently caters for 230 boarders from Year 7-12. Our boarders are from rural and remote areas of Australia, the Pacific region and beyond. A dedicated staff including teachers, nurses and counsellors ensure that those entrusted to us are all known and well cared for.

Creating a "home away from home" has been an important feature of Marist education since its inception by St Marcellin Champagnat in 1817. Marcellin's charism continues to shine today in our modern and vibrant boarding community which is often described as the "heart and soul" of the College.

The boarders are housed in residence groups, under the care of a Residence Coordinator and a team of Supervisors. The Head of Boarding oversees the operation of the boarding residences as a whole and reports to the Headmaster.

With some of the best boarding facilities on offer, Marist College Ashgrove (which is only seven (7) kilometres from the CBD of Brisbane) is located on a large property with sweeping lawns and undulating hills rich in native flora and fauna. Located between the two main ovals in a distinct and central precinct are the boarding houses. Year 11 and younger boarders enjoy panoramic views of either the city or the bushland of the Mt Taylor range, located behind the College. Our senior boarders have the luxury of cricket and rugby ovals on their doorstep as they look down through abundant greenery on the Cameron Oval complex.

Our boarders benefit from:

- Full access to college facilities on evenings and weekends
- Fully equipped health centre under the care of six (6) registered nurses who are on a roster basis. A doctor visits daily through the week and a physiotherapist and dietician visit weekly. Health centre staff also organise any other health-related appointments. All medication is to be kept with the health centre and administered as necessary
- Recreational program run by our boarding recreational officer
- Boys can gain wireless to the college network from their boarding house.

Mass is held every Sunday evening and provides a constant time in a busy week where all the boarding year levels come together as one. It is a time of reflection, thanks and celebration. It is compulsory for all boarders to attend, in uniform and on time. Prayers are also said at meal times and in quiet time prior to going to bed. Singing practice is held on Thursday evenings in the Chapel and is compulsory. In all of this, boys are expected and encouraged to contribute to the spirit College.

A very strong emphasis is placed on establishing and maintaining study habits necessary for future academic success. Routines are very important in the boarding school and each residence level has its own daily timetable with an appropriate balance of study and free time.

An academic focus is a key component to daily life and application in study is to be taken seriously. Boarders benefit from:

- Supervised study in classroom areas
- Paid academic tutors and senior boarding staff who assist the boys during the evenings
- Internet and network access points from students' personal desks
- Access to the resource centre, computers, tuition, or special support as necessary

The College expects boarders to 'live life to the full' (John 10:10) and strongly encourage them to involve themselves fully in College life. The boarding school's Recreation Officer arranges appropriate afternoon and weekend activities for the different year groups. Activities include a wide range of sporting, recreational, cultural and social opportunities. These can include beach trips, movies, ice-skating, dances and Laser Skirmish.

The recreation program involves social outings with various girls' boarding schools. The costs associated with recreation are carefully monitored and a series of "no cost" activities are always incorporated.

Boarders can also choose to spend time in numerous modern recreation rooms that are provided with DVD players, table tennis tables and billiard tables for each Year level.

## BROTHER MARK FARRELLY RESOURCE CENTRE (LIBRARY)

The Brother Mark Farrelly Resource Centre houses the senior library. The Resource Centre provides support for students in all areas of the curriculum and upholds the College commitment to literacy through an emphasis on reading as a worthwhile leisure activity. The Resource Centre provides an environment conducive to learning and the library staff are on hand to assist students with their research as well as their assignment writing skills.

The most important aspect of the Resource Centre is the Integration of 21st Century Literacies into Learning. The library programs aim to empower students to become effective lifelong learners. In order to achieve this, Teacher Librarians work co-operatively with academic staff to plan lessons and activities that support the development of these skills. Students

who are critical in their thinking, motivated and confident in managing their learning, and who have developed information and digital fluency, will be better able to meet the challenges of life beyond secondary school.

Opening hours for the Senior Library:

- Monday to Thursday: 7:30 am – 5:00 pm
- Friday: 7:30 am – 3:30 pm

The library is open at both breaks providing students with to individual seminar rooms, small group study areas for assignment work and a place for quiet reading. Students also have access to specialised library staff for support with all their digital and information literacy needs. The library provides 24/7 access to information services, research guides and online support through the Brother Mark Farrelly page which can be accessed through the Student and Parent Portals.

## BRING YOUR OWN DEVICE (BYOD) PROGRAM

All students entering Marist College Ashgrove in Years 8, 9, 11 and 12 are required to have their own laptop or suitable Information and Communications Technology (ICT) Device with minimum specifications. A student's laptop is the primary electronic device to be used for their learning, however an additional device (such as an iPad or other portable device) may be used with teacher permission to supplement functionality.

Parents are encouraged to refer to the BYOD program (found in MyMarash > Parent Login> BYOD Program) for further information.

Students in Years 7 and 10 will be provided with a laptop by the College.

## SELECTING A DEVICE & ACCESSORIES

For Years 7 to 12 a laptop is required with either a Windows or Mac operating system. The minimum specifications are:

- 4 Gb RAM with i5 CPU (Processor) (8Gb is better if affordable)
- 120Gb SSD (more expensive but faster and less battery power) or SATA drive -200 Gb or larger

- 50 Gb Disk space to be kept free for school use An extra 2-4 Gb should be always kept free for efficient use of the laptop operating system
- Battery (or batteries) having a minimum charge to last about 7 hours
- 5 GHz wireless capable, 802.11 ac
- Software for Windows laptop – Windows 8.1 or Windows 10 64 bit, antivirus (we recommend the free Microsoft anti-virus essentials)
- Accidental damage insurance is advisable, but you can add the laptop as part of your home contents insurance policy for accidental damage
- MCA Laptop Bag – This is not a mandatory but it can aid to minimize the risk of damage

As a general rule, either a Mac or Windows platform is suitable from a teaching perspective. The selection of a particular brand and functionality may depend on student preferences and how they intend to use the device. Some specialist software runs only on a Windows operating system, however, the College provides some access to programs through Citrix Apps and with the use of software such as Parallels or Bootcamp it is possible to use these tools on the Mac Operating System.

We also recommend purchasing the following accessories for your child:

- Headphones - volume restricted over-ear headphones are ideal as they limit the maximum volume to a safe level which can be used for an extended period
- Mouse - scroll function either wireless or USB

## FAITH EDUCATION

The Religious Education and Ministry Program nourishes the spiritual life and faith development of students. In the tradition of St Marcellin Champagnat, MCA students are educated in faith and solidarity through:

An engaging religious education curriculum that focuses on students' religious literacy in light of the catholic tradition

An integrated program of retreat and reflection opportunities for students from years 5 to 12

Regular opportunities for prayer and liturgy, including Wednesday morning mass, boarders' Sunday mass, pastoral groups and class prayer, assembly prayer and reflection

Service and ministry groups such as St Vincent de Paul, Caritas and Greenash

Extensive ministry and outreach opportunities through the MATES social justice program, including weekly barbecues with the homeless, visits with elderly and disabled people in the community, the annual Sony Holiday Camp for children with disabilities and immersion programs with our Marist neighbours in other cultures and countries

Religious Education and Ministry are coordinated by the College Mission Team which comprises a full-time present Marist Father, Campus Ministry Team, Head of Mission and Head of Religious Education.

At MCA, Religious Education and Ministry are founded on the ministry of Jesus and the Marist way of living the Gospel. We aim to engage individuals and groups within the College community in expressions of a lived faith through offering a broad range of sacramental, prayer and reflection experiences, together with opportunities to minister to the "least favoured" in the wider community.

## MATES MINISTRY PROGRAM

MATES (Marists Are Taking Everyone Seriously) is a vehicle enabling students to take up the challenge of Christian service in a comprehensive way. MATES allow students the opportunity to be involved locally and internationally in a range of ministry experiences. These range from visiting local ministries through to Solidarity Immersion experiences in Australia and the Asia Pacific region. MATES is an invitation to share the Marist story and to create relationships with others.

MATES is coordinated by the Mission team. At its heart, MATES is about faith and spirituality, relationships and leadership, service and solidarity.

MATES builds a spirituality of service in the College. It allows student achievement and commitment to ministry and service that is recognised in the acknowledgment of hours of service throughout the year.

Projects and organisations in which students are actively involved include:

- St Vincent de Paul Society
- Caritas Australia
- Marist Asia Pacific Solidarity
- Little Kings Movement
- Sony Foundation Children's Camp
- MATES BBQ with Homeless People
- The leadership and Mentoring Program (LAMP)
- Rosies Youth Mission
- Paddington Respite Care
- Green Ash Creek Care

## SPORT

Marist College Ashgrove sees sports education as an integral part of general life education and the development of children. Major sports carnivals are held for Swimming (Term 1), Cross-Country (Term 2) and Track & Field (Term 3).

Sport is an extension of the Health and Physical Education program and provides many opportunities for students to engage in physical activity in a fun and formalised competitive structure.

It is College policy that all students are encouraged to represent the College in at least one sport during the year.

Representing the College in sports can be an enormous boost to a student's confidence and self-esteem. Once a student is selected in a College team he is expected to be available to play for that team for the entire season (i.e. to commit to attend all training sessions and all games for the duration of the season). It is important to note that Middle School co-curricular sport is all about participation. This makes it a great place for young students to learn and experience new sports.

Marist College Ashgrove is a member of a number of sporting associations and therefore have commitments to field teams in a variety of different sports and competitions. The most regular competition is undertaken as part of our involvement in the Associated Independent Colleges (AIC) competition.



## AIC Competing schools

- St Laurence's College
- Villanova College
- St Edmund's College
- Padua College
- Iona College
- St Peter's Lutheran College
- St Patrick's College

### AIC Fixture Dates

#### Term One

- Cricket – Saturday
- Volleyball – Saturday
- Swimming – Friday Afternoon / Evening
- AFL - Friday Afternoon / Evening & Saturday

#### Term Two

- Rugby Union – Saturday
- Football / Soccer – Saturday
- Chess – Friday Afternoon

#### Term Three / Four

- Cross Country – Weekday Afternoon
- Basketball – Saturday
- Tennis – Saturday
- Rugby League - Saturday
- Track and Field – Friday Afternoon / Evening

In addition to the above, the College is involved in AIC Water Polo in Term Four as well as a number of other sporting activities agreed to on an annual basis.

Parental assistance in managing or coaching teams is most welcome. Parents are always welcome to attend fixtures and are strongly encouraged to support the school and its teams at any sporting fixture. Your attendance always gives a great boost to members of the team.

Dates of sporting fixtures are available on the College Calendar and are published in the sports newsletter The Buzz in the week prior to the fixture.

If your son requires a representative sports shirt you will be emailed by the Head of Sport with purchase details.

### Sports Conduct

The main aim of the AIC organisation is to "promote and conduct various forms of inter-school activity, with a view to fostering a spirit of fellowship." The standard of conduct at each AIC event is the commonly accepted norm of behaviour at our College. In the event that a student exhibits unacceptable conduct at an AIC event, he will present himself to the Headmaster the following school day.

## PERFORMING AND VISUAL ARTS

Playing a musical instrument, singing in a choir or performing before an audience encourages students to explore their creative and artistic potential.

### MUSIC

At MCA, students enjoy a range of musical options to cater for musicians of all abilities. Opportunities for musical expression are almost unlimited. Students regularly perform as members of orchestras, jazz ensembles, bands and choirs in performances that take place throughout the entire school year.

The Molly and Len Draney Theatre boasts a performance area that readily accommodates

the College's Symphony Orchestra while providing seating for 300 patrons. This magnificent facility provides students unparalleled opportunities for their own musical development.

Art and Drama are integral components of the MCA curriculum.

With the help of expert teachers, enthusiasm for the artistic expression is fostered in students from their early years.

Through exposure to a wide range of artistic experiences, we aim to nurture student's aesthetic and creative awareness.

## ART

The Art curriculum combines modern techniques such as animation, graphic design, computer art and photography with traditional elements, such as ceramics, drawing, painting and sculpture.

Students are encouraged to see the visual world from new perspectives and to respond with self-expression and creative flair.

## DRAMA

Students are encouraged to participate in drama productions, whether through acting, producing or back-stage work.

Through Drama, students are able to explore their own self-awareness and emotional development; an experience that is both challenging and inspiring. Students acquire skills in communication and improvisation which helps enhance their confidence and self-esteem.

## LEARNING ENRICHMENT CENTRE

Marist College Ashgrove seeks to establish relationships with the students so we can walk with them in their learning and growing. We cater for individual differences in a learner-centred, contemporary and respectful way with Before School Tutoring, Individual Tutoring and Email Conferencing, Term Planning and some In-Class support based upon the support of students' class and assignment work. Special provisions for exams is offered where students have appropriate documentation.

Marist College Ashgrove has a full time teacher who specialises in English as an Additional Language or Dialect (EAL/D), and offers

support to students in small groups from non-English speaking backgrounds.

This specialist assistance enables EAL/D students to meet the language requirements of the curriculum so they can feel part of the Marist family community.

Students are able to email the EAL/D teacher with any questions regarding their assignments. Parents can also contact the EAL/D teacher with any queries.

Although lessons focus mainly on English, Grammar, Vocabulary and Expression, the program aims to improve students' language ability in all subject areas across the curriculum.

Support available for student where English is an Additional Language or Dialect (and who are also deemed to have literacy needs requiring support):

- Enrolment in modified english classes for eal/d learners
- Modified academic programs for students assessed as having high language needs
- Withdrawal during class time for individual or small group tutoring
- Before school tutoring
- Extra provisions for exams (extra time and use of a dictionary)

Students should be aware that English competence may influence their results.

In the first four (4) weeks of commencing at Marist College, students from non-English speaking backgrounds will sit for some diagnostic English test in Listening and Writing skills. At the commencement of the first term of studies student will complete diagnostic testing in reading and speaking skills.

## TEXTBOOKS

At the beginning of each semester, each student in Years 7 to 12 is issued with the necessary complement of textbooks from the Resource Centre Textbook Loans.

Students are responsible for the care and maintenance of all textbooks in their charge and for their prompt return at the end of each unit studied. It is a requirement that all outstanding textbooks be returned before subsequent texts can be issued. Any damaged or stolen texts must be reported immediately to the Resource Centre.

It is the expectation of the College that all items borrowed are returned on time and in good condition. In the event that they are lost or damaged, they need to be replaced. Students will be notified of the replacement cost of the lost resource and this amount can be paid to the Resource Centre.

## PASTORAL CARE

### COUNSELLING

Collaboration meetings are held regularly to facilitate discussion on students' needs. The Student Counsellors meet regularly with the Pastoral Leaders and Head of Students to discuss student matters. Students are referred to a Counsellor for counselling and for assistance with matters relating to behaviour, organisation, relationships as well as academic expectations and concerns. In the majority of cases, parents would be part of this process.

Students are encouraged to make use of these services if they need assistance. There are, however, a number of things that students and their parents should know before using the counselling service.

- Records will be made of counselling sessions and because the counsellor is an employee, those records belong to the College, not the counsellor
- The College is very conscious of the need for confidentiality between counsellor and student. However, at times, it may be necessary for the counsellor to divulge the contents of discussions or records to the Headmaster if the Headmaster or the Counsellor considers it necessary for the student's welfare, to discharge the College's duty of care to the student
- It is also possible that the Headmaster may need to disclose aspects of discussions with counsellors to others, in order to assist the student. Where such a disclosure is made, it would be limited to those who need to know, unless the student consents to some wider disclosure
- We emphasise that disclosures (if any) would be very limited. However, if a student is not prepared to use the counselling services on the basis set out above, the student will need to obtain counselling services from outside the College

Students may make an appointment with the Counsellor directly by going to their; or

through their Pastoral Leader or any staff member. Students will be given a date and time and, if they will be absent from class, the teacher must be informed beforehand. The Diary will be stamped to indicate absence from class.

## HOUSE SYSTEM

Each student is assigned to one of the eight Houses upon enrolment. The Houses are led by a Pastoral Leader who has a special responsibility for the students under their care. The Pastoral Leaders develop a bond with the students and families of the Houses over a period of time.

The Pastoral Leader conducts both formal and informal interviews with the students to cover pastoral care, discipline and day-to-day organisation and may also assist with subject choices.

The Pastoral Leader is the first point of contact for parents / guardians if concerns arise.

See next page for a list of all the Houses.

## PASTORAL GROUP TEACHERS

Pastoral Group Teachers meet with their students each morning and the roll is marked. As a group they pray together, listen to announcements and have the opportunity to interact across year levels.

## COURSES (YEARS 7-12)

- Marist College Ashgrove offers the following FULL TIME courses:
- CRICOS Course No: 082463A: Junior Secondary Years 7-10
- CRICOS Course No: 082464M: Senior Secondary Certificate of Education Years 11-12

## EDUCATIONAL STANDARDS AND OUTCOMES

Marist College Ashgrove is committed to providing and maintaining the highest professional standards in delivering its education programs. This includes safeguarding the welfare and interests of all students, providing adequate facilities and resources and using appropriate and effective methods of instruction. These principles are embedded with the College's Mission Statement.

Since 1940 the College has educated thousands of young men who have achieved the high standards required to undertake tertiary courses at Australian and overseas universities. Many of these students have gone on to enjoy very successful and often high-profile careers in medicine, science, the arts, politics, education, engineering, management, law, commerce, hospitality and tourism.

The College strives to support each student to develop his potential in a climate of love, trust and mutual respect. In doing this, the College follows the central belief of St. Marcellin Champagnat (the founder of the Marist Brothers) that 'to bring up children properly, we must love them, and love them all equally' (Life of Joseph Benedict Marcellin Champagnat, Marist Brothers, Rome, ed. 1989).

Marist College Ashgrove offers:

- A diverse range of opportunities which foster boys' spiritual, academic, vocational, creative, technological, cultural, sporting and social development
- Teaching, learning and assessment styles which recognise and draw on boys' strengths
- Effective classroom teaching and learning experiences which are engaging, relevant and forward-looking in a secure learning environment with consistent discipline
- An environment in which students are rewarded for achieving their own personal best
- A place where students learn to manage knowledge, to become competent, to live together, and most especially to grow as persons
- A positive approach to the celebration of make identity

## CURRICULUM (YEARS 7-12)

### YEAR 7 AND YEAR 8 CURRICULUM

Marist College Ashgrove believes it is important to work with our students to help them to recognise that they need to become independent learners who increasingly assume responsibility for their own learning.

We encourage students to engage with our learner-centred curriculum which is informed by the Essential Learnings and Standards central to the Queensland Curriculum & Assessment Authority (QCAA) P-9 syllabuses and the National Curriculum documents. These syllabuses support the development of:

- Deep understandings of key disciplinary concepts, facts and procedures
- The processes students use to develop and demonstrate their understandings
- The capabilities students need to work with knowledge, grow and manage themselves, and become active participants in local and global contexts

Year 7 and Year 8 at Marist College Ashgrove are challenging and ongoing. Students scaffold through a 21st century digital program using learning technologies which develop and prepare students to be active members of a life-long learning community. Further, our Assessment Policy supports our students by clarifying their responsibilities.

The Centre for Learning Enrichment (CLE) further supports all students initially in Year 7 and Year 8 at those levels where some of our students find themselves challenged. Some students who are gifted and talented will need the stimulation and encouragement of advanced learning opportunities.

For those students who find themselves challenged in their learning, support will be available through the Centre for Learning Enrichment.

Years 7 and 8 comprises of common foundation years for all students who study a Core Curriculum based on Semester-length units.

All units are organised under the structure of Key Learning Areas (KLAs):

- Religious Education
- English
- Health and Physical Education
- Humanities – History and Geography
- Languages Other Than English (French and Japanese)
- Mathematics
- Science



### RIDLEY

Ridley House is named after Des Ridley, an outstanding schoolboy and gifted sportsman who tragically died young.

**House Colour:** Maroon

**Head of House:** David Meehan

Email: [meehand@marash.qld.edu.au](mailto:meehand@marash.qld.edu.au)



### HAROLD

Harold House is named after Br Harold Carlson, a College pioneer and worker extraordinaire in shaping the College.

**House Colour:** Gold

**Head of House:** Brendan Kiernan

Email: [kiernanb@marash.qld.edu.au](mailto:kiernanb@marash.qld.edu.au)



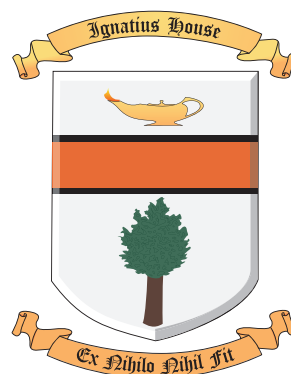
### EPHREM

Ephrem House is named after Br Ephrem Stevens, missionary and long serving teacher who worked tirelessly to beautify the College.

**House Colour:** Green

**Head of House:** Tony Byrne

Email: [byrnet@marash.qld.edu.au](mailto:byrnet@marash.qld.edu.au)



### IGNATIUS

Ignatius House is named after Br Ignatius O'Connor, the College's first Headmaster and visionary who contributed magnificently to the College's early years.

**House Colour:** White

**Head of House:** Terry Quain

Email: [quaint@marash.qld.edu.au](mailto:quaint@marash.qld.edu.au)



### FOLEY

Foley House is named after Tom Foley, Marist College Ashgrove's first P&F President, an exemplary supporter and energetic leader.

**House Colour:** Navy blue

**Head of House:** Stan Kosiek

Email: [kosieks@marash.qld.edu.au](mailto:kosieks@marash.qld.edu.au)



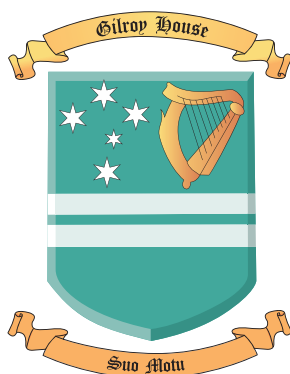
### RUSH

Rush House is named after Archbishop Francis Rush, former Archbishop of Brisbane, and a great leader and friend of the College.

**House Colour:** Red

**Head of House:** Scott Minogue

Email: [minogues@marash.qld.edu.au](mailto:minogues@marash.qld.edu.au)



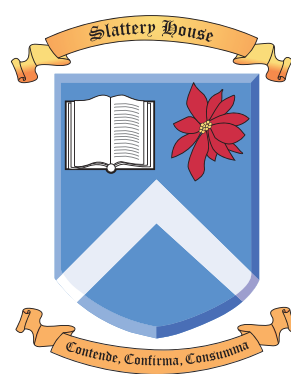
### GILROY

Gilroy House is named after Kitty Gilroy, teacher, musician, loyal friend of the College and staff member for 25 years.

**House Colour:** Light green

**Head of House:** Brett Gillett

Email: [gillett@marash.qld.edu.au](mailto:gillett@marash.qld.edu.au)



### SLATTERY

Slattery House is named after Leo Slattery, a long-serving College teacher with outstanding commitment to the College

**House Colour:** Sky Blue

**Head of House:** Megan Wandell

Email: [wandellm@marash.qld.edu.au](mailto:wandellm@marash.qld.edu.au)

- Technology (Design and Technology)
- The Arts (Visual Art, Foundation Drama and Foundation Music)

## YEAR 9 AND YEAR 10 CURRICULUM

With the Year 9 and Year 10 curriculum:

- Students have some flexibility and responsibility in selecting courses and building up their own curriculum
- Students can work at their level – accelerating or remaining at a level to strengthen their understanding
- Students have every opportunity to plan their Arts units, many of which are in high demand
- Throughout these final four semesters, most students are able to access their preferred choices across Media, Art, Music and Drama
- The Health and Physical Education syllabus has personal development as one of its strands. All students must complete two units of HPE
- The Curriculum addresses the questions – how do students learn? And – how do teachers assist learning? Opportunities for teachers to guide students to greater independence have been identified
- Subjects are studied for one semester

### The Key Learning Areas

In 1996 Key Learning Areas were introduced at Marist College Ashgrove.

There are eight Key Learning Areas in the general school system and the Catholic system adopts a ninth one, Religious Education.

The intention of the system is to ensure that all students are exposed to the key areas of learning during the middle years of high school. The actual number of subjects that each student must study are:

- Religious Education
- English
- Health & Physical Education
- Humanities/Business (Business & Economics, Social & Environment Studies)

- Mathematics
- Science
- Languages (French / Japanese)
- Technology (IPT, Graphical Communication, Graphic Design, Engineering Technology, Construction Technology, Technology Studies and Digital Solutions)
- The Arts (Visual Art, Drama, Media and Music)

Students will study the strands as identified in English, Mathematics, Science and History of the National Curriculum.

In all subjects students select and use a range of tools and technologies, including information and communication technologies (ICTs). They routinely demonstrate an autonomous and purposeful use of ICTs.

As an essential part of Year 10 studies, students are involved in designing their Senior Education and Training Plan (SETP) as they formalise their learning pathways into the senior years. The Senior Education and Training Plan is a requirement of the 2006 Youth in Education and Training Act.

## YEAR 11 AND YEAR 12 CURRICULUM

Upon completion of Years 11 and 12, students who have achieved a significant amount of learning including literacy and numeracy at set standards, will be awarded a QCE by the Queensland Curriculum & Assessment Authority (QCAA). Details about the QCE are published on the QCAA website <https://www.qcaa.qld.edu.au/>

Marist College Ashgrove Senior School is composed of Year 11 and Year 12 with approximately 250 students in each year level. Some of these students are boarders from coastal or rural Queensland and New South Wales, the Northern Territory, Victoria and Western Australia, the Asia-Pacific region and Europe.

All seniors are expected to wholeheartedly contribute to the academic, vocational, sporting, cultural, service and social areas of College life.

Pastoral Care is a strong feature of the College's support of students. Students are guided by their Pastoral Leaders, their tutors, their boarding supervisors, their Heads of Key Learning Areas and

their teachers. Two counsellors are also available to support students.

All students at Marist College Ashgrove are eligible to receive a Statement of Results.

The Statement of Results shows all QCE contributing studies and the results achieved that may contribute to the award of a QCE.

### Australian Tertiary Admission Rank (ATAR)

The majority of students in the Senior College study for an ATAR for entry into tertiary studies.

#### ATAR

- Compares overall student achievement
- Uses the results of a student's best five subject results. At least four of these subjects must be General Course subjects
- Reports students' positions in 2000 bands from 99.95 (highest) to 0 (lowest)

## MARKETING AND RECRUITMENT

Marist College Ashgrove markets its education and training services ethically and in a professional manner, accurate manner to maintain the integrity and reputation of the international education industry.

Students are provided with accurate information about courses offered and the facilities provided.

### 1. Marketing Information and Practices

Marist College Ashgrove's marketing material does not intend to make false claims or provide misleading information about itself, its courses or course outcomes, including:

- Claims of association between providers
- Employment outcomes associated with course
- Automatic acceptance into another course
- Possible migration outcomes
- Any other claims relating to the registered provider, its course or out-

comes associated with the course Marist College Ashgrove will not actively seek to recruit a student who is already enrolled with another registered provider.

Marist College will assess any enrolment enquiry from a student already enrolled with another registered provider according to the requirements of Standard 7 of the National Code of Practice.

The College's Legal Entity Name Trustees of the Marist Brothers T/A Marist College Ashgrove and CRICOS No: 00670F will appear on all College written marketing and other required materials including in electronic form as required by the 2018 National Code.

## 2. Student Information

At the time of receiving a Prospectus from Marist College Ashgrove, Overseas students will also be provided with a copy of the following:

- International Student Handbook
- International Student Policy Handbook
- Fee Schedule - International Students
- Expression of Interest form
- Faith Commitment form
- Permission for Release of Information form
- Acknowledgement of Receipt of International Student Handbook and International Student Policy Handbook
- Overseas Student Checklist
- Bupa Overseas Health Cover Member information – available online at <https://www.bupa.com.au/health-insurance/oshc/get-bupa>

## 3. Recruitment Process and Practices

Recruitment of students will be conducted at all times in an ethical and responsible manner consistent with the requirements of the curriculum.

## 4. Education Agents

Education Agents are not engaged to formally represent Marist College Ashgrove in the recruitment of Overseas Students.

Our College responds to all enrolment enquiries and to applications for enrolment according to established procedures.

Individuals making enrolment enquires or assisting in any way with enrolment applications are not remunerated for doing so.

If the College's policy with regard to use of Education Agents changes in the future, the College is aware of its obligations under Standard 4 of the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007. At this time we will implement appropriate policies, procedures and agreements as required under the National Code.

## APPLICATION DOCUMENTATION

Applications for enrolment must be made on the approved Marist College Ashgrove Expression of Interest - Overseas Student Form. This must be correctly completed, and must be accompanied by the following completed documents to support the application:

- Faith Commitment form
- Permission of Release of Information Form
- A recent photograph of applicant
- Appropriate proof of applicant's identity and age
- Photocopy or scanned copy of passport page with name, photo identification, passport number and expiry date
- Copies of Student Report Cards from the two most recent semesters of study, including a copy of the latest Academic Report
- Reference from the student's current or most recent college Principal advising of his progress, behaviour and commitment to studies
- Written evidence of proficiency in English as a second language or other forms of testing which satisfy Marist College Ashgrove's expectations
- Handwritten letter from the student (in English) talking about his home, family, present college, personal interests and why he wants to study in Australia

**Additional application requirements include:**

- Overseas Student Checklist

- Acknowledgement of Receipt of International Student Handbook and International Student Policy Handbook
- Administration fee AUD \$150.00 (Non-Refundable)
- Minimum academic and English language requirements

Where the above documents are not in English, certified translations in English are required, with necessary costs to be met by the applicant.

An Expression of Interest form can only be processed when all the above are in the hands of the Registrar. Expressions of Interest forms are processed according to established policy and procedures, and are dealt with on their merits.

Assessment procedures include an evaluation of reports from previous schools/colleges and English language proficiency by the appropriate qualified staff who will assess the extent to which the applicant is likely to achieve the outcomes of the course based on the applicant's level of English and academic results.

In cases where report cards are not available or are inconclusive for any reason, the College may require relevant testing of the applicant to assess the application.

Applicants selected to proceed to interview are advised of any further requirements necessary.

## ENROLMENT MATTERS

Marist College Ashgrove enters into Written Agreements (Overseas Visa Student Agreement) with students about services to be provided, fees payable and information in relation to refund of tuition fees. A copy of a signed Written Agreement is kept on each student's file.

### 1. Privacy of Personal Information

Marist College Ashgrove will meet all requirements of the Privacy Act 2001 in relation to the way it handles personal and sensitive information about students.

### 2. Student Support Services

Marist College Ashgrove will provide Orientation on arrival to Overseas Students and assist them to adjust to study and live in Australia by ensuring that students have access to:

**Table 1: Year 11 & 12 Subjects**

General Courses		
Accounting	Ancient History	Biology
Business	Chemistry	Design
Digital Solutions	Drama	Economics
English	English Literature	Film, Television and New Media
French	Geography	Japanese
Legal Studies	Mathematics (General)	Mathematics (Specialist)
Mathematical Methods	Modern History	Music
Music Extension*	Physical Education	Physics
Study of Religion	Visual Art	
Elective Applied Courses		
Drama in Practice	Essential English	Essential Mathematics
Hospitality Practices	Industrial Graphics Skills	Religion and Ethics
Social and Community Studies	Sport and Recreational Studies	Visual Art in Practice

- Student support services available with regard to transition to life and study in a new environment
- College facilities and resources
- Emergency and health services
- Services designed to assist them to meet course progress and attendance requirements
- Welfare related support services to assist with issues arising from meeting course progress and attendance requirements, accommodation or other issues arising during their study
- Assistance and information about their academic progress
- Information regarding entry to further study
- Ongoing counselling as required to health and family matters
- Complaints and appeals process

### 3. Course Progress

At Marist College Ashgrove, in accordance with Student Visa Conditions, students must meet the following criteria to achieve satisfactory academic performance:

#### For Junior Secondary Years 7 – 10

- a) Years 7-9: Students are required to pass (C- or above) all core subjects and must not fail more than two elective subjects in any semester.
- b) Year 10: Students must pass (C- or above) all core subjects and must not fail more than one elective subject in any semester.

#### For Secondary Certificate of Education Years 11 – 12 – Full Duration

To demonstrate satisfactory course progress for the Senior Secondary Course, students must progressively accrue sufficient credit in Units in Years 11 and 12 to remain eligible for a Queensland Certificate of Education (QCE). Students enrolled for all four Units of a Senior Secondary Course will be identified and notified as being at risk of not achieving satisfactory course progress when their results indicate that the Learning Options available to them to remain eligible for a QCE are becoming limited.

Other general expectations to be met by international students in addition to the mandatory academic requirements noted above, include:

- Active involvement in all classes;
- Meeting of all assessment deadlines, unless special consideration has been applied for and approved;
- Utilisation of support services offered by Marist College Ashgrove;
- Satisfactory (or better) approach to learning and homework;
- On a student's school report, there are three behavioural categories for each subject: Punctual and prepared, application and homework, and behaviour. It is expected that all international students would achieve results of A and/or B in 80% of subjects for these indicators.
- Demonstrated academic improvements and/

or demonstrated improvement in work practices;

- Evidence of self-discipline.

If at the end of a study period a student does not achieve satisfactory course progress as described above, the Head of House will formally contact the parent(s) to advise that the student is at risk of breaching the course progress requirement and that there will be a meeting with Head of House/ Head of Teaching and Learning/ EAL/D Teacher and the student to develop an intervention strategy for academic improvement. This may include;

- After hours tutorial support
- Mentoring
- Additional ESL support
- Change of subject selection, or reducing course load (without affecting course duration)
- Counselling – Time management
- Counselling – Academic skills
- Counselling – Personal
- Other intervention as deemed necessary

Further actions beyond the initial intervention can be found in the International Student Progress, Attendance and Course Duration Policy.

### 4. Course Attendance

Regular attendance and punctuality at



the College and all classes is required. Satisfactory course attendance in classes should not fall below 80% of scheduled course contact days. With this in mind, the College checks the attendance rolls and late book daily. Likewise, late arrivals at the commencement of a term or early leave at the end of a term will be marked absent to the purpose of attendance monitoring.

If the student's absence reaches 10%, we will issue a warning notice. Once the student's absence reaches 20% we are obliged to advise the student of our intention to report his breach of attendance requirements to the Department of Home Affairs.

The student will then have twenty (20) working days to appeal the College's decision to make this report. During this time the student has the opportunity to explain his absence and produce any medical certificates or other evidence that may be the reason for his absence.

Processes used for dealing with students "at risk" of breaching their Visa conditions for unsatisfactory attendance:

Verbal discussion between student and Pastoral Leader

Advise the student and parent(s)/legal guardian(s) of an arranged interview with his Pastoral Leader for counselling support and warning that repeated non-attendance will lead to a report on PRISMS and possible Visa cancellation.

The purpose of this process is to offer appropriate support for students.

## 5. Change of Contact Details

It is the student's responsibility to ensure that his current details, i.e. residential address and contact telephone numbers, including the student's mobile phone number, are current at all times.

## 6. Other Conditions of Enrolment

All College Policies, including the Refund Policy, should be fully understood by the person signing an Agreement with the College, prior to signing the Agreement.

Enrolment at Marist College Ashgrove is conditional upon full participation in the complete range of the College's curriculum and activities, as well as adherence to College Policies as detailed in this document and the College Student Handbook.

All students are required to wear full and correct college uniform during the college day.

## 7. Enrolment of an Onshore Overseas Student

If an Overseas student wishes to change Education Provider prior to him completing the six months of his first school course of study in accordance with their documented procedures, conditions do apply

Marist College Ashgrove will only enrol a student who wishes to transfer from another registered provider's course prior to the student completing six months of his first school course of study where:

The student's course or school becomes unregistered

The student's current school has a government sanction imposed on its registration

A government sponsor (if applicable) considers a transfer to be in the student's best interests

If the student is granted a Letter of Release from his current school

Marist College Ashgrove will only enrol a student who has already completed another course in Australia with a registered provider if we are satisfied that:

The student has demonstrated a commitment to studies in that course

The student has a good attendance record for that course

The student has paid all fees for that course

Standard 7 of the National Code 2018 outlines the procedures Marist College Ashgrove must follow when assessing a request for a letter of release from a student and the restrictions about enrolment of a student who has not completed six months of his first school course of study.

The full Transfer policy is available on the College website.

**If you change your education provider at any time you must contact the Department of Home Affairs and provide a Confirmation of Enrolment (eCoE) from your new provider.**

Telephone: 131 881

Website: <https://immi.homeaffairs.gov.au/help-support/contact-us>

## FEES AND OTHER EXPENSES

The College fees are determined each year by the Provincial and Council of the Marist Brothers detailing tuition, boarding and other costs. The College expects that all fees are to be paid promptly by the due date as indicated on each account. The College fees do not include: extra English tuition, private music tuition or other incidental expenses.

The tuition fees for Overseas Students are higher than fees for Australian or Permanent Residents because these students receive both Federal and State Government funding.

### 1. Course fees (effective January 2018)

Admission Fee (non-refundable): AUD \$150.00

Acceptance Fee (\$2,500 refundable)\*: AUD \$ 5,000

Prepaid Tuition & Non-Tuition Fees can be viewed on the website: <https://www.marash.qld.edu.au/enrolments/international/>

\$2500 of the Acceptance Fee (\$5000) will be refunded when a student leaves the College provided all financial obligations have been met (including any outstanding medical expenses) and all textbooks have been returned in an acceptable condition to the Textbook Hire Department

\* In cases of Visa refusal, the Acceptance Fee will be considered in any applicable refund.

Please see the 2018 Course Information and Fees on the College website - [www.marash.qld.edu.au](http://www.marash.qld.edu.au).

Please note: Students must only wear the Marist College Ashgrove approved uniform.

Additional fees are charged on a user pay basis for activities such as:

Co-curricular activities

Some boarder activities

Excess printing and photocopying charges

Private lessons for music, extra english tuition

Transport cost

### 2. Fee Payment Policy

College fees are determined each year by the Provincial and Council of the Marist Brothers annually with any changes being notified to parent(s)/legal guardian(s) in advance.

The College fees are available on the College website:

<https://www.marash.qld.edu.au/enrolments/international/>

Fee statements are issued annually.

It is the responsibility of the parent(s)/legal guardian(s) who sign the Written Agreement and Enrolment Contract to ensure fees are paid by the due date shown on the statement.

### ACTION ON OVERDUE ACCOUNTS:

When Overseas Student fees are not paid and the account is more than one term overdue, the parent(s)/legal guardian(s) will be required to pay the total outstanding, plus in advance fees for the next term.

If difficulties arise, contact should be made with our Finance Office – Telephone +61 7 3858 4504. The Headmaster will review the student's enrolment at this College if the parent(s)/legal guardian(s) are unable to meet college fee payments.

#### Payment Methods:

The College accepts payment via:

In person to the Finance Office – Cash, Cheque, Eftpos, Credit Card

Direct Debit

Telegraphic Transfer

Credit Cards accepted are: Visa and MasterCard

By Mail – Cheque and Credit Cards

Telephone – Credit Cards

### 3. School Fee Policy

The College fees are determined each year by the Provincial and Council of the Marist Brothers detailing tuition, boarding and other costs any may be subject to change.

The College expects that all fees are to be paid in Australian Dollars (AUD\$) and promptly by the due date as indicated on each account.

In rare cases, which require evidence of actual financial over-burden, provision ex-

ists for extensions of time for payment or some consideration of amounts, however, only when the Headmaster is accorded the courtesy of immediate contact from parent(s)/legal guardian(s) to explain the circumstances in detail and to make alternative arrangements.

Compassion for, and support of families in special circumstance, will always be a priority.

It is unreasonable and unjust to other families, however to ignore fee accounts or to fail to contact the College promptly when problems affecting payment may arise. Enrolment may be terminated in the face of ongoing discourtesy or without the development of a sustainable repayment plan.

Please note: DIBP will be notified of student default due to non-payment of fees. This could result in the cancellation of the student's visa.

### 4. Health Cover Policy

The Overseas Student Health Cover (OSHC) Levy is required by the Commonwealth Government and is payable prior to commencement at the College. Students must maintain current OSHC for the period covered by their Visa. The College will organise the Overseas Student Health Cover for students.

OSHC will help pay towards to costs of most medical and hospital treatment you may require while studying in Australia.

Optical items and ancillary services, such as dental or physiotherapy, whether provided in private practice or in a hospital, are not covered under this policy. If you wish to be covered for these expenses, you should consider purchasing an additional 'extras' cover from Bupa.

Extras Cover is not included in this cover but can be purchased separately at an additional cost. Extras Cover provides benefits for some additional health services such as Dental treatment, Physiotherapy and Optical appliances. For more detail, please refer to OSHC Membership Guide which is available on the website: - [www.bupa.com.au/health-insurance/oshc/members-help-guide](http://www.bupa.com.au/health-insurance/oshc/members-help-guide)

It is the responsibility of the student's family to seek refund from the Medical Insurance authority in the event the student leaves the College prior to completion of his Course or Visa expiry.

The students will be required to pay for

the services of the medical provider at the time of consultation.

### 5. Boarders Pocket Money (Allowance)

Boarding students require pocket money to cover such items as toiletries, stationery, postage and personal expenses during the term. Where boarding students participate in optional recreational activities the cost will be added to the Account, as necessary. The costs of these activities are kept to a minimum.

### 6. Notice of Withdrawal

It is expected that termination by either party would follow only after communications and efforts to remedy the issues of concern had been made.

The College may terminate this contract when:

Mutual trust and conditions that both the College and the applicants work in partnership, co-operation and in the best interests of the College break down

There is a breach of contract by the applicants including non-payment of fees and/or failure of the applicants to support the faith or ethos of the College

There is a failure of the student to attend the College on a regular basis

The student's enrolment is cancelled

The parent(s)/legal guardian(s) may terminate this contract when:

Written notice is provided to the College by the parent(s)/legal guardian(s)

They consider that the College is not providing the educational experience or opportunities they contracted for

They fail to, or are unwilling to pay fees or to honour payment options entered into

If the student is to leave the College, the parent(s)/legal guardian(s) will, where possible, give written notice no later than the first day of the term at the end of which he will be leaving: or, if leaving during a term, no later than the first day of the preceding term.

At times and for various reasons a student may discontinue enrolment during a term. Parent(s)/Legal guardian(s) are required to pay fees for the whole term in which the student discontinues unless otherwise agreed with the Head of College.









## DATES AND TIMES

Students are required to be in attendance for the duration of these term times. Parents are requested to avoid making arrangements to remove students from the College prior to the conclusion of the term.

School commences at 8:30am with a teacher on duty from 8:15am. School concludes at 3:10pm with a teacher on bus duty until 3:30pm.

## TERM DATES 2022

### TERM 1

Sun 23 January	Yrs 7, 12 & New Boarders Arrive
Mon 24 January	Yrs 5, 7 & New Student Orientation
Mon 24 January	Yrs 9 - 11 Boarders Arrive
Tues 25 January	Term 1 Begins
Fri 1 April	Term 1 Concludes

### TERM 2

Tues 19 April	Boarders Return
Wed 20 April	Term 2 Begins
Mon 25 April	Anzac Day Holiday
Mon 2 May	Labour Day Holiday
Tues 21 June	Term 2 Concludes

### TERM 3

Mon 11 July	Boarders Return
Tues 12 July	Term 3 Begins
Wed 10 – 12 August	Exhibition Break Holiday
Fri 2 September	Student Free Day
Thur 15 September	Term 3 Concludes

### TERM 4

Tues 4 October	Boarders Return
Wed 5 October	Term 4 Begins
Fri 18 November	Year 12 Students Finish
Fri 25 November	Term 4 Concludes

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Students need to be at school within a reasonable time to allow them to prepare for the start of the day. Anytime between 8:00am and 8:20am is considered a reasonable time.

The College operates on a 10-day cycle, with six (6) periods each day.

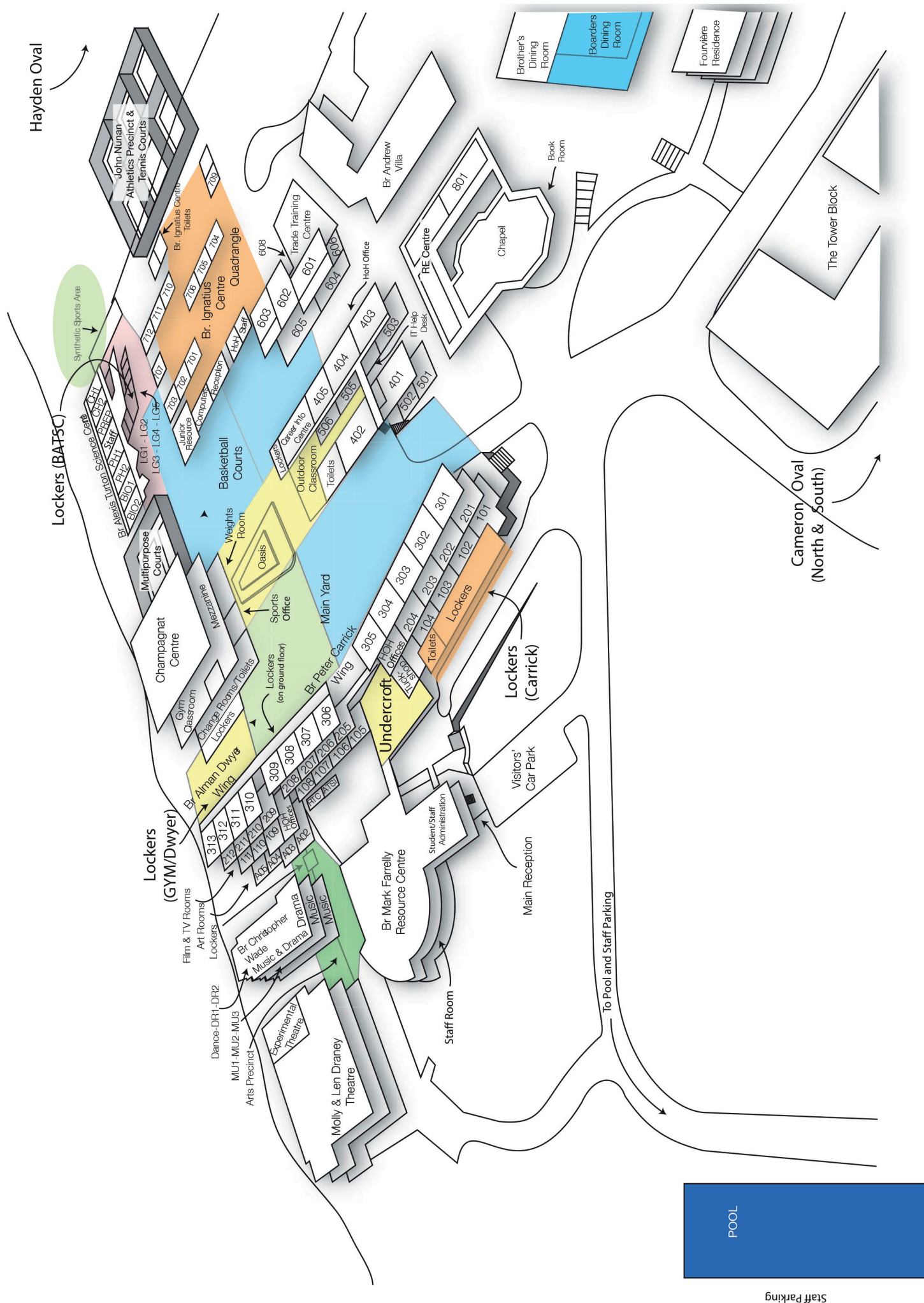
The Main Administration is open from 8:00am - 4:00pm during the term time and is closed during school holidays.

## BELL TIMES

Bell Cycle	
Days	Normal (Includes Day 8 Assembly)
Length of Periods	(50 minute periods)
First Bell	8:30am
Pastoral Group	8:35am – 8:50am
Period 1	8:50am – 9:40am
Period 2	9:40am – 10:30am
Period 3	10:30am – 11:20am
Break 1	11:20am – 12:10pm
Period 4	12:10pm – 1:00pm
Period 5	1:00pm – 1:50pm
Break 2	1:50pm – 2:20pm
Period 6	2:20pm – 3:10pm



## CLASSROOM MAP



# MARIST COLLEGE ASHGROVE CAMPUS MAP

## ADMINISTRATION CENTRES

- 1 Main Administration
- 2 Student Administration
- 3 Chaplin's Office
- 52 Counsellor's Office
- 4 Finance
- 1 Foundation Office
- 5 IT Help Desk
- 1 Enrolments Office
- 1 The Tower

## PRIMARY SCHOOL AREAS

- 6 Primary School Classrooms
- 6 Primary School Library
- 6 Primary School Reception
- 7 Primary Learning Enrichment

## SENIOR SCHOOL AREAS

- 8 Art Studios - Br Alman Dwyer Building
- 9 Br Alexis Turton Science Centre
- 10 Le Rosey Music & Art Centre
- 11 Br Mark Farrelly Resource Centre (Library)
- 12 Br Peter Carrick Wing (Senior Classrooms)
- 13 Centre for Learning Enrichment
- 14 Film and TV Centre - Br Alman Dwyer Bld.
- 15 Religious Education Centre
- 16 Trade Training Centre
- 17 VET & Careers Information Centre

## BOARDING SCHOOL AREAS

- 18 Boarding Reception
- 19 Br Geoffrey House
- 20 Br Terence House
- 21 Fourvière House
- 19 Hermitage Residence
- 19 La Vallia Residence
- 19 Montagne Residence
- 22 Kitchen and Laundry Complex
- 23 Tim Baldwin Dining Room

## SPORTING AREAS

- 24 Champagnat Centre / Gymnasium
- 25 Cricket Practice Nets
- 26 John Eales Grandstand
- 27 John Nunan Athletics Precinct
- 28 Multi-Purpose Courts
- 29 Swimming Pool
- 30 Synthetic Sports Area
- 31 Tennis Courts

## OVALS

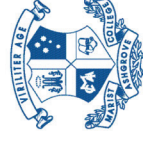
- 32 Br Francis McMahon Oval
- 33 Derek Cameron Oval
- 34 Des Connor Park 5
- 35 Des Connor Park 6
- 36 Des Connor Park 7
- 37 Des Connor Park 8
- 38 Jack Eales Field
- 39 Matthew Hayden Oval

## HALLS AND THEATRE

- 40 Br Cyprian Pavilion
- 41 Molly & Len Draney Theatre

## GENERAL

- 42 Br Andrew Villa
- 43 Bus Stop - Frasers Road
- 44 Chapel
- 45 Second-Hand Clothing Pool
- 46 Goods Inwards
- 47 Marist Centre Brisbane
- 48 Staff Carpark
- 49 Tuckshop
- 50 Undercroft
- 45 Uniform Shop
- 51 Visitor Carpark
- 53 Bus Stop - Grevilla Road





# MARIST COLLEGE ASHGROVE

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142 Frasers Road  
Ashgrove QLD 4060

PO Box 82  
Ashgrove West QLD 4060

07 3858 4555

[www.marash.qld.edu.au](http://www.marash.qld.edu.au)