



LET
YOUR
light
SHINE

TENISON WOODS COLLEGE

PARENT HANDBOOK



WELCOME

Welcome to Tenison Woods College!

As an Early Years to Year 12 Catholic, co-educational College, Tenison Woods is renowned for its academic achievement, wonderful facilities, strong pastoral care program, close involvement of families and safe, supportive learning environment.

At Tenison Woods College we say:

Every learner has a place.
Every learner has a pathway.
Every learner will shine.

This is our challenge and our celebration.

In practical terms, this means that our dedicated staff see and celebrate the competent individual child or adolescent, with their own needs, pathway and gifts. Our staff are committed to the individual wellbeing (place) and learning (pathway) needs of each learner so that they are well prepared to shine for the next stage of their life, whether that be further study or the world of work.

Our Flexible Learning Program for senior students enables them to manage work, study and academic success in a program that caters specifically for their individual needs.

Students with special learning needs benefit from creative and customised learning programs to bring out their special gifts and talents.

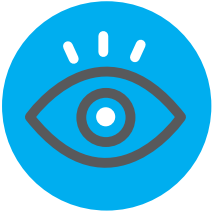
At Tenison Woods College we understand that each member of our community is a learner and each member is a teacher. This ultimately means that we value mutual relationships that foster inquiry, collaboration and innovation.

As a Catholic College we value social justice, community service and student leadership. Our motto 'Let Your Light Shine' challenges all students to reach their full potential as citizens for a global community.

I trust this handbook guides you through our approach and critical information that lays the foundation for our wonderful life-giving partnership together in the interest of our young.

David Mezinec
Principal





OUR VISION

The Tenison Woods College community lets its light shine for the world through faith and action.



MISSION

To provide a welcoming and inclusive Catholic education and care for all in our community, following Christ as our Light in the spirit of our Founders.



OUR COMMITMENT

Tenison Woods College is a vibrant, transformative and pastoral learning community that:

- Values the gifts and talents of each person and facilitates achievement in the spiritual, academic, social, personal and cultural aspects of life.
- Invites and encourages the development of faith, bearing witness to God's presence in the world through our call to action.
- Inspires positive relationships that are life giving, collaborative and respect the dignity of each person created in the image and likeness of God.
- Nurtures a sense of wonder, hope and peace grounded in the relationships we have with self, others, God and creation.
- Fosters the understanding that we are integral parts of a greater creation called to respond with loving action and relationships.
- Delivers excellence and innovation in teaching practices which inspire a love of lifelong learning.



ABOUT US

Tenison Woods College is a Catholic Co-educational College, offering comprehensive and tailored education experiences to boys and girls from Early Learning to Year 12.

The College is situated on picturesque grounds at the foot of the Valley Lakes on the western outskirts of Mount Gambier.

Students come to our school from all across the South East and from across the border in Victoria, as well as students from overseas, bringing their unique personalities, perspectives and experiences into our culturally enriched community.

The College was named after Father Julian Edmond Tenison Woods who arrived in the South East of South Australia in 1857. He quickly established a Catholic identity in the area and initiated the system of Catholic Education.

Tenison Woods College was formed in 2001 following the merging of St Paul's Primary School and Tenison College (secondary school). Both of these schools had proud reputation, with an excellent record of student achievement and care for individuals.

Tenison Woods College offers:

- Individual academic support through quality teaching
- Catholic faith and leadership
- State-of-the-art facilities and resources
- Innovation and technology in all aspects of school life
- A diverse and innovative curriculum offering a multitude of elective subject choices

The College is divided into 4 sub-schools (Early Learning, Junior, Middle and Senior) and even though each sub-school has their own distinct learning precincts, our students enjoy a united community that encourages friendships, mentoring and role modelling.



OUR STORY

Tenison Woods College has a rich history, stretching back to the early days of settlement in the South East of South Australia, where Fr Julian Tenison Woods and Mother Mary MacKillop established the first Parish School in Penola in 1866.

Tenison Woods College was formally established in 2001 as an R-12 Catholic Co-educational College as a result of the combined efforts of the Parish of Mount Gambier, the Boards and community of Tenison College and St Paul's Primary School.

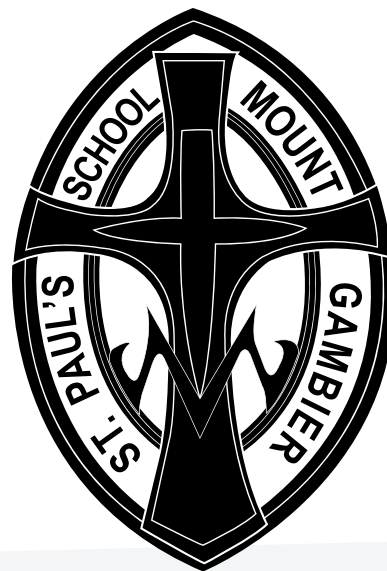
The site Tenison Woods College occupies was once part of a pastoral holding, Moorak Station. In the late 1920's the Parish of Mount Gambier purchased part of the remaining property from the Pegler family with the intention of establishing a secondary school for boys. That school, which began in 1931, was known as Marist Brothers' Agricultural College.

The Sisters of Mercy began teaching in Mount Gambier in 1880 and moved into the Penola Road Convent in 1908, at that stage called St Joseph's Convent of Our Lady of Mercy. In 1952 the Parish School of St Paul's was merged with St Joseph's to become Mater Christi College, however in 1969 the primary section once more became St Paul's School with secondary education functioning independently as Mater Christi College.

In 1972 Tenison College was formed following the merging of Mater Christi College and Marist Brothers Agricultural College. In the ensuing years since, both St Paul's and Tenison College emerged as significant Catholic educational institutions within the South-East of South Australia.

The amalgamation of St Paul's Primary School and Tenison College in 2001 formed Tenison Woods College, starting a new chapter in the history of Catholic Education in the Mount Gambier region.

Under the leadership of Principal David Mezinec, today Tenison Woods College is an enterprising Catholic School providing excellence in education for all students. The College has a strong commitment to educating all students to achieve their personal best in academic, spiritual, social and sporting achievements.



OUR FOUNDERS

At Tenison Woods College we celebrate the rich history of the Mercy, Marist and Josephite Traditions, from which the school claims its heritage. It is through our charism that our culture develops and becomes a living faith.



Catherine McAuley was the founder of the Mercy religious Order. The Mercy Tradition centres on not just doing works of mercy, but having a merciful heart, a heart that responds to need (the lonely, helpless, disadvantaged, on the edge of society) with compassion, care and love. The sisters of Mercy began teaching in Mount Gambier in 1880 and moved into the Penola Road Convent in 1908. The sisters taught for many years at St Paul's School.



St Marcellin Champagnat was a French priest who, in 1817, founded the Marist religious Order. He trained young men to become teachers in France initially, then sent Brothers to many other countries. The Marist Tradition centres on simplicity, as well as a special love of family and Mary, the Mother of Jesus. The Marist Brothers began teaching at the College site in 1931.



Father **Julian Tenison Woods** was a priest, scientist and educator, who worked in the South East. Together with Mary MacKillop, he opened our area's first Catholic school in Penola in 1866. He was a man of great vision, action, compassion and respect for the environment.



St Mary of the Cross MacKillop founded the Sisters of St Joseph with Father Julian Tenison Woods in Penola in 1866, to meet the need of Catholic Education for the poor children of the bush. The Josephite Tradition centres on generosity, faith, courage, prayer and trust in God. Mary was a great and courageous woman who lived her life in service to others.

Each year we celebrate our Founders with a Whole School Mass or Founder Liturgies, where we gather together and give thanks for their lives and influences, praying that they continue to inspire and encourage us every day.

Our College Houses are based on these four Founders: each student is allocated a House when they enrol, with family members being placed together in the same House. Students' Sports polo shirts incorporate their House colour.

Our four Founder Houses are:

- McAuley (Red)
- Champagnat (Green)
- Woods (Yellow)
- MacKillop (Blue)

LEADERSHIP STAFF

EXECUTIVE LEADERSHIP TEAM



David Mezinec
Principal



Michelle Coote
Deputy Principal



Neal Turley
Business Manager



Francesca Dickson
Head of Junior School



Nick Patzel
Head of Middle School



Kate Carroll
Head of Senior School



Frances Scanlon
Director of ELCC



Scott Dickson
Director of Learning



Tania Sigley
Director of Wellbeing

MANAGERS



Colin Langford
ICT Manager



Alex Nicholson
Library Manager



Tracey Davey
Office Manager



Sophie Morrison
PR & Events Manager

LEADERSHIP STAFF

COORDINATORS

CATHOLIC IDENTITY AND MISSION



Sally Telford
Religious Education
Coordinator



Rayhna Stephens
Catholic Identity and Mission (CIM)
Coordinator. EY-6 RE Curriculum &
Faith Formation Coordinator



Chris Lloyd
Catholic Identity and Mission
7-12 Religion Curriculum & Faith
Formation Coordinator



Chris Raymond and Teone Brauer
Ecology Conversion and Sustainability



PATHWAYS AND INDIVIDUALISED LEARNING



Liz Snell
Pathways EY - 6



Mel Robinson
Pathways Years 7-9



Suzanne Pepe
Pathways Years 10-12
and EAL



Alarni Holmes
ELCC Education Leader

WHOLE SCHOOL COORDINATORS



Gemma Hamilton
Poplars Coordinator



Giovanni Calandro
Languages R-12



Beth Creedy
Head of Performing Arts
R-12



Yvette Sims
R-12 Coordinator of Teaching
Staff Development

LEADERSHIP STAFF

COORDINATORS

YEAR 7-12 COORDINATORS



Kaitlin Egan
Sports Years 7-12



Angela Queale
HPE



David Cole
HASS



Xenia Bryant
English



Meghan Amoroso
Arts



Brody Virgo
Mathematics



Jason de Nys
Science



Trent Eitzen
Technology



Jamie Edwards
Home Economics /
Child Studies

SENIOR SCHOOL COORDINATORS



Jason Plunkett
SACE Coordinator



Kelly Agnew
VET Coordinator



Hayley Morgan
Teaching and Learning R-6



Tina Opperman
Sports Years R- 6



Jody Elliott
Careers Coordinator



Sarah Mutch
10-12 Futures Coordinator

JUNIOR SCHOOL COORDINATORS

STUDENT LEADERSHIP

SENIOR SCHOOL STUDENT LEADERS

STUDENT LEADERSHIP

Part of fostering wellbeing is recognising the need to have a strong culture of student leadership. At Tenison Woods College we understand that self-determined learners are 'well beings'. As such, our students have many opportunities to develop their leadership skills either through student councils or specific interest groups. Each sub-school has formal leadership roles in Year 6, 9 and 12, with the addition of Little Leaders for Years R - 2, STARS for Years 3 - 5, Middle School Council for Years 7 - 9, and Student Representative Council for Years 10 and 11.



Andi Corfield
School Captain



Sam Crispino
School Captain



William
Mission Leader



Halle Zwar
Mission Leader



Candice Schreiber
Learning Leader



Jolie Vaughan
Learning Leader



John Gosse
Sport Leader



Mia Gysbers
Sport Leader



Tilly Salmon
Sustainability Leader



Harvey Zerk
Sustainability Leader



Isla Biggins
Performing Arts Leader



Leah Creedy
Performing Arts Leader



Amity Fennell
Wellbeing Leader



Chelsea Lucas
Wellbeing Leader



Finn Dickson
Champagnat Founder Leader



Xan Stephens
Champagnat Founder Leader



Abbie Anderson
MacKillop Founder Leader



Ben Braithwaite
MacKillop Founder Leader



Abbey Edwards
McAuley Founder Leader



Neve Rossouw
McAuley Founder Leader



Samantha Considine
Woods Founder Leader



Kiera McBain
Woods Founder Leader

STUDENT LEADERSHIP

MIDDLE SCHOOL STUDENT LEADERS



Kobe Bromley
Middle Student Leader



Alannah Phillips
Middle Student Leader



Alida Brokken
Mission Leader



Luca Hamilton
Mission Leader



Taylor Fenton
Sustainability Leader



Hiram Webster-Lawson
Sustainability Leader



Xanthia Coles
Wellbeing Leader



Amelia Gruetzner
Wellbeing Leader



Kurtis Bentley
Champagnat Founder Leader



Gretta Doman
Champagnat Founder Leader



Esha Brooksby
MacKillop Founder Leader



Poppy Flint
MacKillop Founder Leader



Tilly Prouse
McAuley Founder Leader



Fergus Tarr
McAuley Founder Leader



Lily Hackwill
Woods Founder Leader



Archie Olsen
Woods Founder Leader

STUDENT LEADERSHIP

JUNIOR SCHOOL STUDENT LEADERS



Casey Peterse
Junior Student Leader



Scarlett Pilven
Junior Student Leader



Sabine Teodoro
Mission Leader



Grace Mugavin
Mission Leader



Aaron Chen
Learning Leader



Emily Humphries
Learning Leader



Ava Hayden
Performing Arts Leader



William Mott
Performing Arts Leader



Alyssa Milich
Sport Leader



Charlie Winterfield
Sport Leader



Piper Clements
Sustainability Leader



Angus Robinson
Sustainability Leader



Harlow Dalton
Wellbeing Leader



Ellie Newell
Wellbeing Leader



Josh Lamond
Champagnat Founder Leader



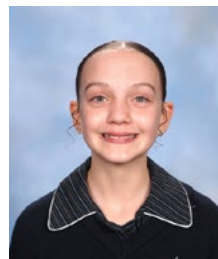
Ted Lucas
Champagnat Founder Leader



Sienna Buntsma
Mackillop Leader



Will Gannon
Mackillop Leader



Hadley Bryant
McAuley Founder Leader



Isaac Lindner
McAuley Founder Leader



Payton Bilney
Woods Founder Leader



Quinn Jennings
Woods Founder Leader



LET YOUR *light* SHINE

2025 IMPORTANT DATES

TERM DATES

Term 1	Tuesday 28 January to Friday 11 April
<i>Term 1 Holidays</i>	Monday 14 April to Friday 25 April
Term 2	Monday 28 April to Friday 4 July
<i>Term 2 Holidays</i>	Monday 7 July to Friday 18 July
Term 3	Tuesday 22 July to Friday 26 September
<i>Term 3 Holidays</i>	Monday 29 September to Friday 10 October
Term 4	Monday 13 October to Wednesday 10 December
<i>Term 4 Holidays</i>	Thursday 11 December to Sunday 25 January 2026

STUDENT FREE DAYS

Term 1	Tuesday 11 March
Term 2	Thursday 5 June Friday 6 June
Term 3	Monday 21 July Friday 5 September
Term 4	Friday 24 October

SOUTH AUSTRALIAN PUBLIC HOLIDAYS

New Year's Day	Wednesday 1 January
Australia Day	Sunday 26 January
Australia Day (additional day)	Monday 27 January
Adelaide Cup	Monday 10 March
Good Friday	Friday 18 April
Easter Saturday	Saturday 19 April
Easter Sunday	Sunday 20 April
Easter Monday	Monday 21 April
ANZAC Day	Friday 25 April
King's Birthday	Monday 9 June
Labour Day	Monday 6 October
Christmas Day	Thursday 25 December
Proclamation Day	Friday 26 December

PARENT CALENDAR

To access a PDF of the 2025 Parent Calendar, please visit <https://www.tenison.catholic.edu.au/newsroom/calendar>



DAILY TIMETABLE

Students should arrive at School at between 8.20am and 8.30am and wait in their designated areas until their classroom is opened. The day begins with attendance being taken at home group after the second bell at 8.40am.

Homegroup	8.40am
Lesson 1	8.55am
Lesson 2	9.35am
Lesson 3	10.15am
RECESS	10.55 - 11.20am
Lesson 4	11.20am
Lesson 5	12.00pm
Lesson 6	12.40pm
LUNCH	1.20 - 2.00pm
Lesson 7	2.00pm
Lesson 8	2.40pm
DISMISSAL	3.20pm (3:15pm for Junior School)

TIMETABLES

New students in Middle and Senior school will have their timetable posted out to them in the last week of the school term prior to them starting.

Returning students will be able to access their new timetable on SEQTA at the beginning of the new school year.

SCHOOL STATIONARY

Reception to Year 6 students will be provided with book packs which will be available for collection from College classrooms on the designated book pack collection day. This will be communicated to families in the end of year letter. It will also be noted in the school newsletter.

For students in Years 7-12 booklists are issued to families at the end of the school year. Please ensure that your child has the recommended stationery on their first day of school.

LOCKERS

Middle and Senior school students are issued with lockers to safely store their belongings. A combination lock is issued at the beginning of Year 7 and is retained for the duration of Middle and Senior School. If a lock is lost/damaged, this may incur a \$20 charge via school invoicing. At the end of each year, the locks are handed into Homegroup teachers and will be re-issued at the beginning of the next year.

SCHOOL REPORTS

Student reports for children in Reception to Year 11 are available on SEQTA at the end of Terms 2 and 4. Year 12 student reports are available via SEQTA at the end of Terms 1 and 3.

The reports will refer to assignments completed during the semester which can also be found through SEQTA.

PARENT TEACHER INTERVIEWS

Parent teacher interviews are conducted in Terms 1 and 3. Parents/carers will receive an email with a link to request interviews on nominated days and preferred times with your child's teacher/s. You will then receive an email confirming the date and time of the interview once they have been scheduled.

EDSMART PERMISSION SLIPS FOR EXCURSIONS AND CAMPS

All permission slips for excursions and camps will be sent via Edsmart in the form of an email from Tenison Woods College with a link to an electronic form to complete.

All permission forms must be completed prior to your child's event.

ATTENDANCE

LATE ARRIVAL AND LEAVING EARLY

Students arriving late to school can sign in at the attendance iPad at the Front Office (Shepherdson Road entrance), Pam Ronan Centre Office (White Avenue Office entrance) or Middle School Support Office in Gilap Wanga.

It is recommended for the safety and wellbeing of the student that a late arrival is accompanied by either a phone call, a note or an email from a parent/carer to the Front Office to ensure all attendances are correct.

Students leaving early are also required to sign out at the attendance iPad at one of the Administration Offices with prior notification from parents/carers.

ABSENT

If your child can not attend school due to Illness or a Family/Social commitment, please contact the school by either:

- Phoning the school - 08 8725 5455
- Leaving a message on the 24-hour Absentee Line - 08 8724 4659
- Sending a text message to 0429 134 568.

Please include your child's full name, Homegroup and the reason your child will be absent.

EXTENDED ABSENCE

Students that have a planned absence of more than 5 days will require an exemption form which are available from the Front Office, and must be approved by the Principal prior to the absence.

PROACTIVE WELLBEING SUPPORT

Our College is well-resourced with staff dedicated to fostering student resilience, wellbeing, and social-emotional growth. Each year level has a Wellbeing Coordinator who provides support, implements restorative practices, and strengthens student connection through leadership programs and wellbeing initiatives.

Our wellbeing counsellors—Laura Herbert, Mary Castignani, and Chelsea Croser—offer face-to-face counselling and proactive support for students and families.

Director of Wellbeing, Tania Sigley, provides strategic leadership, working closely with families and overseeing the College's health and wellbeing programs.

WELLBEING COORDINATORS



Alana Fensom
Early Years



Maria Jeffrey
Reception to Year 2



Stacy McCourt
Year 3 to Year 6



Kym Hammond
Year 7



Nathan Creedy
Year 8



Madison Jones
Year 9



Austin Jones
Year 10



Katrina Mott
Year 11



Bernadette Fisher
Year 12



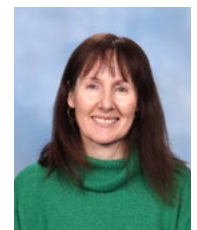
Tania Sigley
Director of Wellbeing



Chelsea Croser
Counsellor



Laura Herbert
Counsellor



Mary Castignani
Counsellor

PARKING/DROP OFF AREAS

Visitor parking is available at the front of the Early Learning and Community Centre, Marist Park or at the rear of the Gilap Wanga Learning Community Complex.

Students can be dropped off and picked up from the “Kiss and Drop” zones located outside the Barrie Holmes Stadium via the White Avenue entrance, or in front of the Administration Office area via the Shepherdson Road entrance, or at the rear of the school Gilap Wanga car park.

Please note the roads in the College grounds are two-way.



SEQTA LEARN

SEQTA is Tenison Woods College's teaching and learning system that connects all members of the College allowing staff, students, parents and caregivers to interact and collaborate in a supportive online learning community.

THERE ARE 3 SEQTA PORTALS



SEQTA Learn – Student Access
<https://learn.tenison.catholic.edu.au>



SEQTA Engage – Parent Access
<https://engage.tenison.catholic.edu.au>



SEQTA Teach – Teacher Access

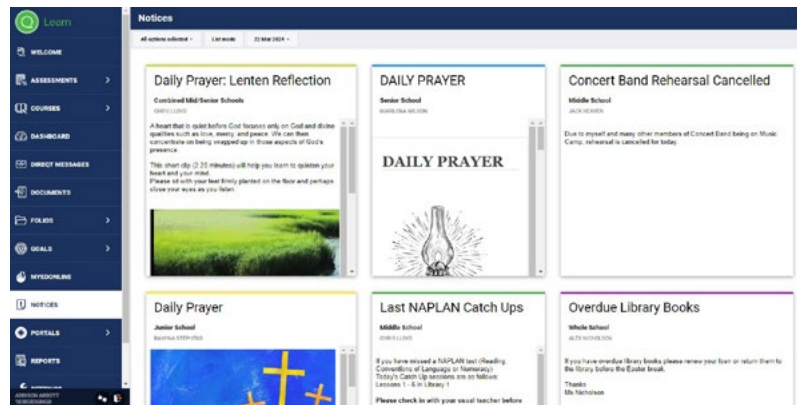
Signing in

Students Sign in with their TWC email address and password



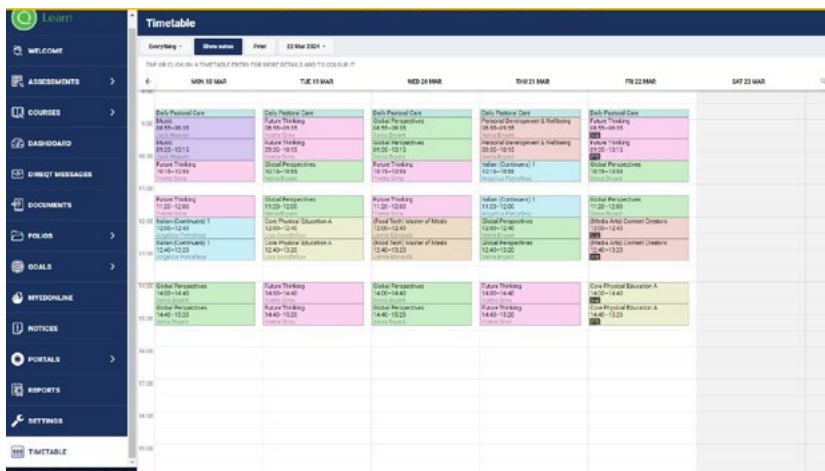
Daily Notices

When the 'Notices' tab is selected it will show the College notices for that day.



Access to a Student Timetable

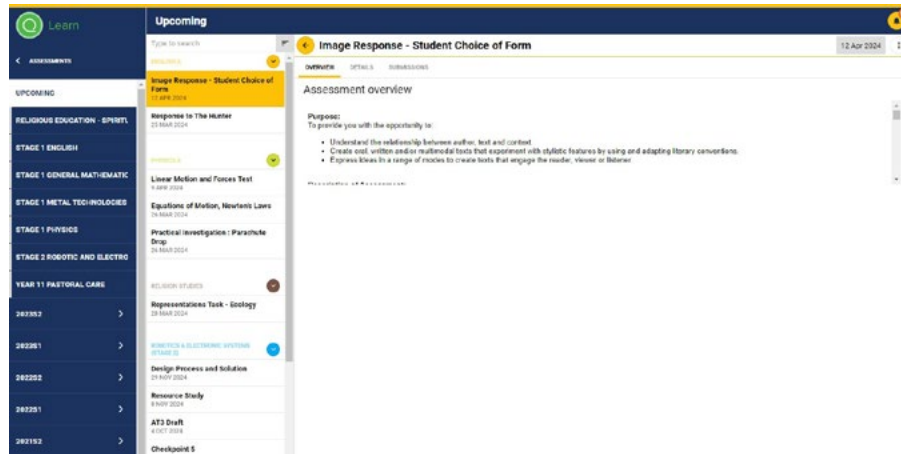
When the 'Timetable' tab is selected it will show the student's personal subject timetable for the week.



SEQTA LEARN

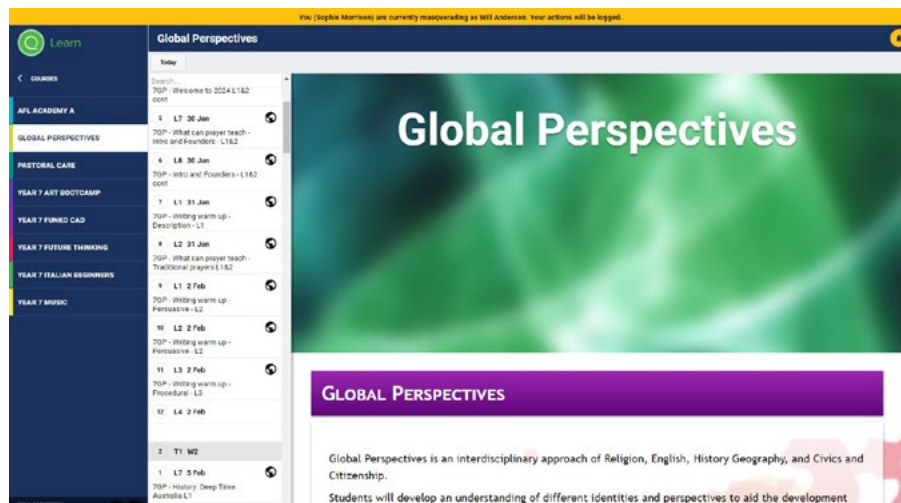
Assignment Due Dates and Submitting Work

When the 'Upcoming' tab is selected it will provide an overview of the upcoming assessment tasks. Students will have the ability to upload their completed assessment tasks in this area.



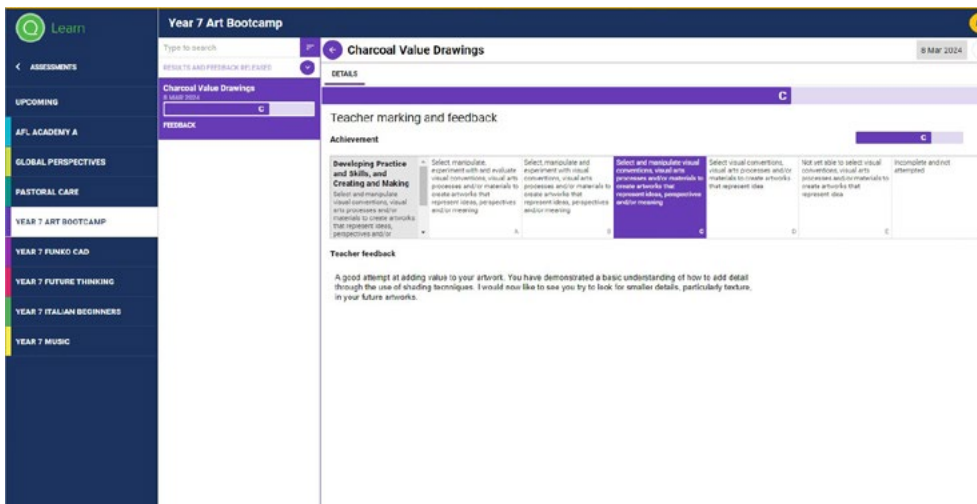
Subject and Assessment Outlines

When the 'Courses' tab is selected it will show an overview of the selected subject. This provides students with a summary of the key objectives of the course along with a breakdown of the individual assessment tasks.



Access to Academic Results and Progress Updates

When the 'Assessments' tab is selected it will provide you with an overview of the assessment tasks for each subject. Students are also provided with a summary of their progress to date in relation to completed assessment tasks.



SEQTA ENGAGE

PARENTS ACCESS TO COLLEGE INFORMATION VIA SEQTA

SEQTA App

The SEQTA App can be downloaded from your phone's app store, or accessed via the Tenison Woods College Website at <https://engage.tenison.catholic.edu.au>



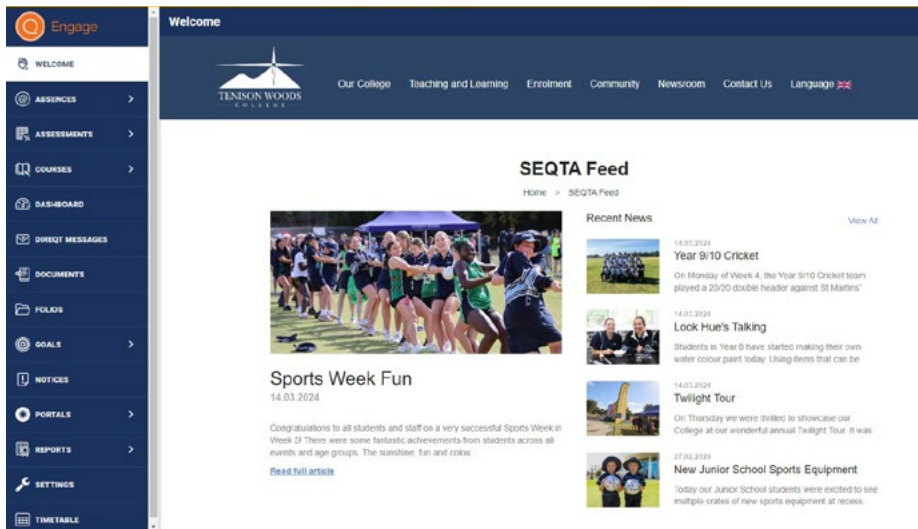
Parent Log In

This is sent via email just prior to your child starting or shortly after they begin. If you have not received this information please contact connect@tenison.catholic.edu.au



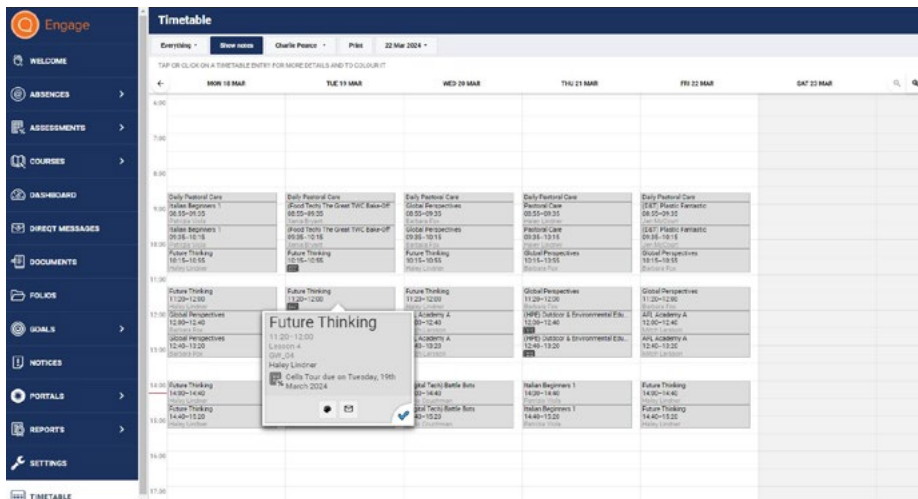
General College Information

The SEQTA Engage home page contains a master menu along the left side.



Student Timetable

Parents and caregivers are also able to access their child's timetable, through the Timetable tab.

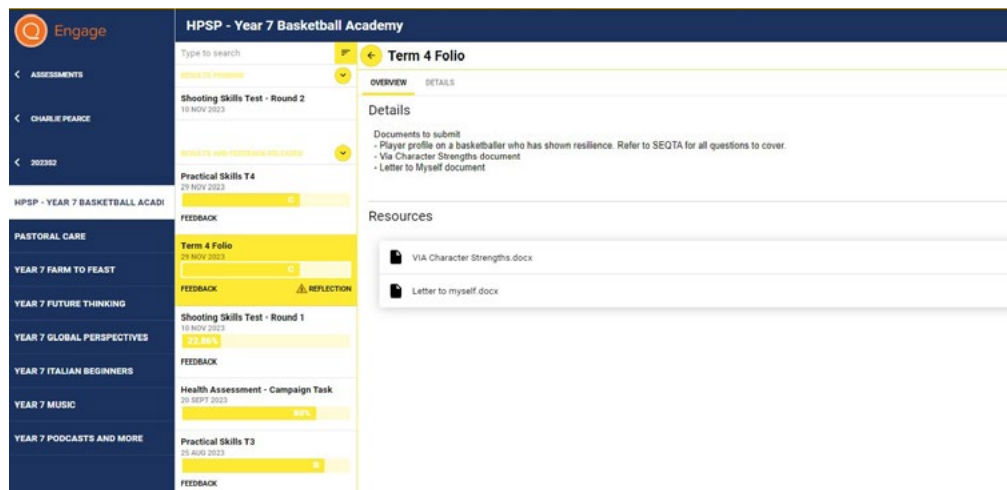


SEQTA ENGAGE

PARENTS ACCESS TO COLLEGE INFORMATION VIA SEQTA

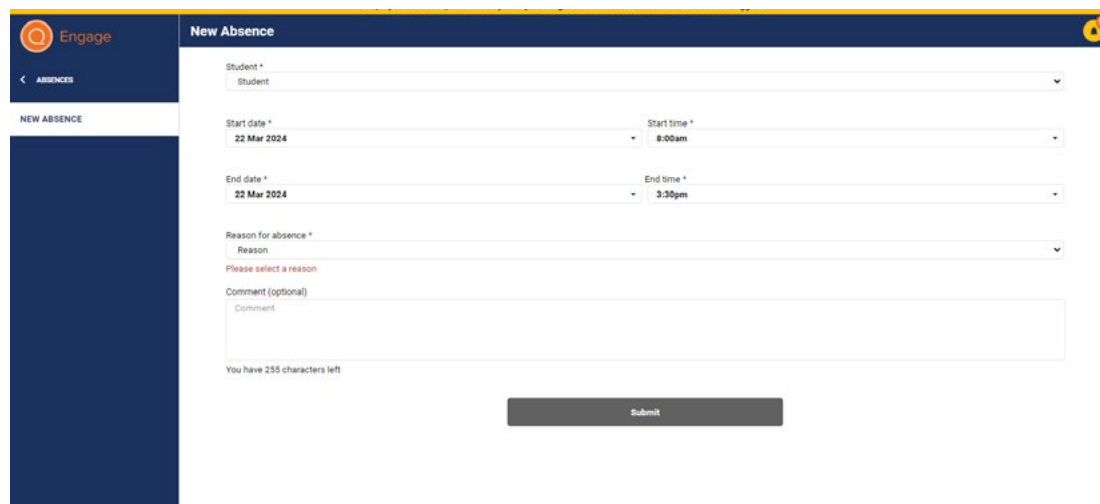
Student's Academic Progress

SEQTA Engage provides parents and caregivers with the ability to track student's academic progress through the assessment tab. It provides parents and caregivers with a summary of assessment tasks which students are working on.



Advising if a student will be absent

SEQTA Engage also provides parents and caregivers with the opportunity to advise if a student will be absent through the ABSENCES tab.



BRING YOUR OWN DEVICE (BYOD)

PROVIDING A SUITABLE LAPTOP FOR USE AT SCHOOL

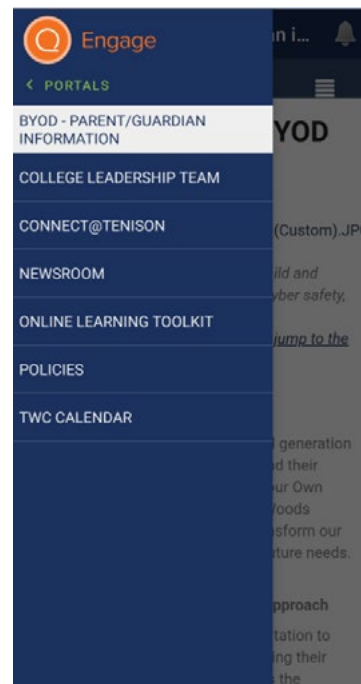
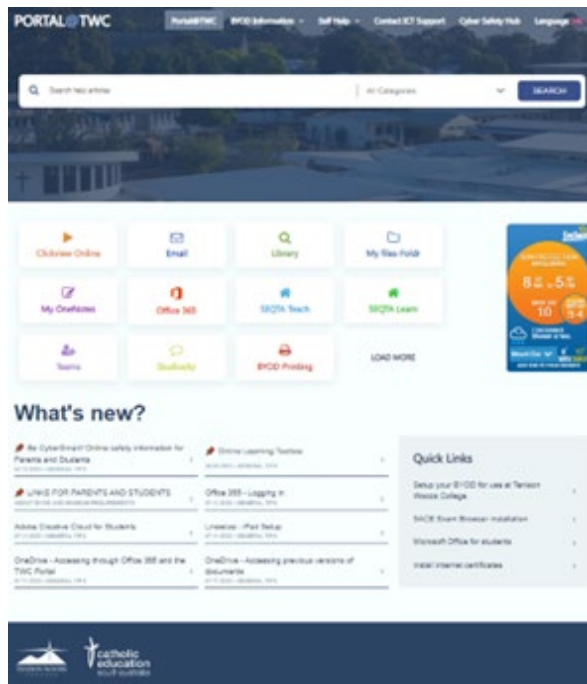
Tenison Woods College uses the BYOD approach for students in years 7-12, and students in these year levels must provide a suitable laptop for use at school with our Microsoft Office 365 and SEQTA learning environment.

Portal@TWC BYOD HELP SITE

To assist sourcing a suitable laptop, including how to download a free student copy of Microsoft Office, the school maintains a BYOD information website named Portal@TWC.

www.tenison.catholic.edu.au/portaltwc

This site can also be accessed by searching 'Portal@TWC' in a web browser, using the link on the main Tenison Woods College website, or from within the SEQTA Engage app 'Portals' section.



Topics covered by the Portal@TWC help site include:

- Frequently asked questions.
- Policies, BYOD code of conduct and Online Safety.
- Minimum requirements and checklist.
- Purchasing a device, including a school purchase portal with recommended laptops.
- BYOD setup for use at Tenison Woods College, including our 'Online Learning Toolbox'.
- Further questions and support contacts.
- Self-help articles.
- Cybersafety hub and contact ICT support options.

We urge families for whom this approach will cause significant hardship to contact Mr Neal Turley, Business Manager, to discuss your individual circumstance and how the College can support your family in this approach.

Further information/direct links to Portal@TWC pages:

BYOD parents and carers information

BYOD student information

BYOD purchase portal

BYOD setup steps

Online learning Toolbox

Any questions regarding BYOD can also be emailed to byod@tenison.catholic.edu.au

CANTEEN

The Tenison Woods College canteen is available to Reception to Year 9 students.

The canteen operates with the Red, Amber and Green food guidelines. Green foods should be eaten every day, Amber foods should be eaten in limited amounts and Red foods should be eaten occasionally.

www.tenison.catholic.edu.au/community/canteen

QKR ONLINE ORDERING APP



The canteen uses the QKR (pronounced - Quicker) app which is a free mobile app which allows parents and carers of students at Tenison Woods College to use their smartphones to place School Canteen orders. The cut off period for School Canteen orders is prior to 8:30am on the day you wish to order. Any orders received at/or after 8:30am will not be processed for that day and will prompt you to select another day to order. Orders will be delivered to classrooms for Reception to Year 5 students. Reception to Year 5 students are only allowed to use the canteen at lunch time and only for selected items.

Students in Year 6 to 9 are able to purchase items online via the app. Students will need to present themselves to the canteen to receive their Recess or Lunch order. Students can also purchase items that are available at the canteen without placing an order.

This online ordering service is only available for the canteen (not the Sugarloaf Café). Once you have downloaded the app, you will need to register and search for Tenison Woods College. If you do not have access to a Smart Phone, orders can be made via the online Portal at <https://qkr-store.qkrschool.com/store> Orders Via App Store or Play Store are the preferred option for ease of use.

Note: No refunds will be given. If your child goes home sick, the Parent / Carer will need to notify the canteen at their earliest convenience. The canteen will try to hold the order for another day where possible and if enough notice is given. If the Canteen is not notified by the parent / carer, the item/s will be forfeited.

An information sheet for QKR App can be found www.tenison.catholic.edu.au/community/canteen.

VOLUNTEERS

For parents/carers who wish to volunteer at the canteen, visit www.tenison.catholic.edu.au/community/volunteers to read and complete Volunteer Registration Information Booklet and you can then contact Canteen Manager, Leanne Sandow, at sandl@tenison.catholic.edu.au to express your interest. When you are rostered on to work in the canteen, your start time will be 10.00am and finish time is 2.00pm.

SUGAR LOAF CAFE

The Sugarloaf Cafe, situated in the Pam Ronan Centre (PRC), is open for students in Years 10 to 12. It offers a range of homemade delicious cakes, snacks, coffee, hot meals and light lunches.

The Sugarloaf is a perfect place to catch up with other parents and friends after you drop off your children in the morning, or before you pick them up in the afternoon, for a coffee and cake in our special cafe area.

Open Monday to Friday, 8.30am - 3:15pm. Entry to the Café is via the White Avenue driveway.

Phone: (08) 8724 4670



TENISON WOODS COLLEGE

SUGARLOAF CAFE

COFFEE • CAFETERIA • CATERING

PARENT PARTICIPATION

Tenison Woods College is a thriving and enthusiastic community of staff, parents and students. Parents are valued as the first educators of their children and are actively encouraged to be involved in as many aspects of school life as possible to promote a strong school-family relationship. Listening to children read, helping with Stephanie Alexander Kitchen Garden sessions, attending class and school events, helping on excursions and coaching sports teams are some of the ways parents can share their expertise and become involved in the life of the College.

There are many parent connection opportunities within our College. These are in the form of Faith, Health and Wellbeing Committee Member, Uniform Committee Member, Board Member, Friends of Music Member plus many more opportunities. In addition, there are regular Parent Coffee Mornings and Parent Sessions. Please visit the Facebook Page for upcoming parent events, or alternatively contact the Front Office.

Volunteering with the on-site Breakfast Club, the Canteen, Working Bees, our Stephanie Alexander Kitchen Garden Program, excursions and camps plus Sports Days and Swimming Carnivals are all fantastic opportunities to get involved. Parents and Grandparents frequently volunteer to be part of our Learning Assistance Program (LAP) to work closely with our young students in need of some extra care and confidence boosting.

As all parent volunteers are required to undertake a Working with Children Check, please remember to collect the necessary forms from the Front Office.

Tenison Woods College also has an Old Scholars Association, which allows parents to maintain their links with the College once their children have left the school.

To register on our Old Scholars database, please visit www.tenison.catholic.edu.au/community/old-scholars

www.tenison.catholic.edu.au/_files/d/45321061/2023_Volunteer_Induction_book.pdf



OUT OF SCHOOL HOURS CARE

Out of School Hours Care (OSHC) is a standalone service run by Tenison Woods College and runs from the Multi-Purpose Room (MPR), next to the Barrie Holmes Stadium. It is available for school aged children aged from 5 up to 13 years old.

Types of care available: Before School Care (BSC); After School Care (ASC); Vacation Care (VAC); and during school Student Free Days and Early School Closure Days.

For bookings phone: (08) 8724 4633 or email: oshc@tenison.catholic.edu.au

The OSHC enrolment form and all other OSHC information can be found on the Tenison Woods College web page under [Community >OSHC](#)

OPERATING TIMES

Monday to Friday (except public holidays and two weeks over Christmas)

Before School Care (BSC) 6:45am – 8.30am

After School Care (ASC) 3:15pm – 6:00pm

Vacation Care/Student Free Days 6:45am – 6:00pm

Early Dismissal Days 2:15pm – 6:00pm

FEES

Before School Care (BSC) \$15

After School Care (ASC) \$25

Vacation Care/Student Free Days \$60

Early Dismissal Days:

2.15pm - 3.15pm \$10

2.15pm - 6.00pm \$25

Late pick up charge: \$50 (\$50 for every 15 minutes or part thereof)

CHILD CARE SUBSIDY

We are an approved service for the Child Care Subsidy.

Please complete your assessment by providing information and confirming details using your Centrelink online account through myGov – either through the app or my.gov.au/loginservices.

UNIFORM

The Uniform Shop is located adjacent to the Front Office (enter via the Front Office).

The Uniform Shop is open Tuesday, Wednesday and Thursday. The opening hours are as follows:

Tuesdays 8:00am to 12:00pm

Wednesdays 8:00am to 12:00pm

Thursdays 12:30pm to 4:30pm

Please visit www.tenison.catholic.edu.au/enrolment/uniform-shop to access the Uniform Guidelines

If you need to contact the uniform shop email thecollegeshop@tenison.catholic.edu.au or call (08) 8724 4637.

- If the temperature is forecast to be above 23° students may wear summer uniform.
- If the temperature is forecast to be below 23° students may wear winter uniform.

The school hat must be worn on any day where the UV rating states 3 or above.

Students in Reception to Year 6, Years 7, 8 and 9 are permitted to wear their PE uniform on the day they have PE lessons or Sports Academy Lessons.

It is highly recommended that you clearly label all Uniform items.

SCHOOL FEES

Fees are charged once per year and are issued at the beginning of the school year. Families can receive a 5% discount on their children's tuition fees if the full year's fees are paid by the 28th of February. Tenison Woods College offers a variety of payment options, please refer to the Payment Agreement Form at www.tenison.catholic.edu.au/enrolment/fees for the best option that suits your family. Any fee related queries, or direct debit can be arranged by calling the Finance department on 08 8725 5455 or emailing accounts@tenison.catholic.edu.au.

The tuition fee incorporates excursion costs for Reception through to Year 9 students for whole year level excursions which are not refundable if your child chooses not to attend. It does not include costs associated with College representation for sport or extra curricular activities or excursions for elective (or non-core) subjects. Please refer to the Curriculum Handbook for these additional costs. Inclusive Education ('Poplars') parents/caregivers should allow for an additional \$210 - \$320 charge. This is due to the significant number of additional excursions these students participate in.

For any confidential fee issues, a meeting with the Business Manager, Neal Turley, can be arranged by calling the Front Office.

SCHOLARSHIPS

Tenison Woods College offers scholarships for full or partial remission of tuition fees to students entering Middle School or Senior School for the following year.

MARIST BROTHERS AND MERCY SISTERS SCHOLARSHIPS

The Marist Brothers Scholarship covers tuition fees for (Year 7-9) and is open for Year 6 students transitioning to Year 7. The Mercy Sisters Scholarship covers tuition fees for (Year 10-12) and is open for Year 9 students moving into Year 10. The scholarships are awarded to students whose family would otherwise find it difficult to meet the cost of school fees and who show a commitment to a holistic education, preparing them for life, service, leadership and membership of the greater community.

Key criteria includes:

- Evidence of extra curricula and community involvement;
- Good application towards academic studies; and
- Financial, socioeconomic and/or compassionate circumstances.

JOHN BENJAMIN SCHOLARSHIP

The John Benjamin Scholarship has been established by the Parents and Friends Association and is funded equally by the School Board, in memory of the life, work and ethos of John Benjamin. It is awarded to a Year 10 student who has outwardly upheld the Christian ethos and has demonstrated a strong commitment and involvement with the school community. The scholarship provides half tuition fees for Years 11 and 12.

Further information about upcoming Scholarships is available from the Business Manager, Neal Turley, turln@tenison.catholic.edu.au. The Scholarship Criteria and Application Form can be accessed by visiting www.tenison.catholic.edu.au/enrolment/scholarships

PERFORMING ARTS

At Tenison Woods College, children can experience an inspiring, engaging and diverse Performing Arts program that provides them with every opportunity to reach their full potential.

WHY LEARN MUSIC?

Music is a vibrant learning area that can be accessed by all students at Tenison Woods College from Early Learning to Year 12. Scientific research has shown that as well as the joy and excitement we feel in creating music, the process of learning and playing an instrument has many other benefits.

Music learning:

- Increases brain power and functionality.
- Has a positive impact on success in school and life
- Creates positive, creative people
- Broadens connections between people and communities

CURRICULUM

Beginning in the Early Learning Centre, students are taught by music specialist teachers, allowing them to follow a sequence of music learning throughout their schooling. This comprehensive program allows students to explore music practically and with technology allowing them to achieve to the highest level. A particular highlight is the Year 5 Band Immersion program which gives all students the opportunity to learn an instrument and creates a pathway into many ensembles.

CO-CURRICULAR

Tenison Woods College has an expansive co-curricular program. All students are invited to take part in a wide range of choirs, bands and ensembles to further their knowledge, interests and passions. These include:

Choirs

- An extensive range of choirs from Reception to Year 12
- These choirs develop the students' skills from simple songs with actions, to advanced songs in 4-part harmony

Bands

- Beginning with our Year 5 band immersion program, students can develop their skills through to Year 12
- We have a variety of Concert Bands, Jazz Bands and Rock Bands offered to engage students' interests

Ensembles

- Contemporary and traditional smaller ensembles help to inspire creativity in our students
- From Drum Corps to Saxophone Ensembles, these ensembles vary in skill level and develop a variety of skills in our students.

INSTRUMENTAL PROGRAM

With a large variety of specialised music staff (internal and external) at the College, our instrumental program allows students to learn piano, flute, violin, voice, drums, guitar, clarinet, trumpet, bass guitar, double bass, saxophones, trombone and French horn. In individual or small group lessons.

PERFORMANCES and CAMPS

A wide variety of performances are presented across all year levels during the year. Students are supported in presenting their music to the College and wider community in a range of concerts, competitions, eisteddfods and events. Some ensembles are also involved in Music Camps and this gives the students the opportunity to make strong connections with other music students in other year levels promoting true collaboration and friendship. Our music students truly find a home in this Faculty!



PERFORMING ARTS

DANCE

CURRICULUM: Beginning in Reception, the dance curriculum is taught by specialised teachers. The fundamentals of movement and self-expression are taught and develop into a comprehensive and structured dance program allowing all students to be involved and truly shine. Our senior students specialize in their preferred dance genres, create original choreographies, and perform in group pieces, solos, and duets.

Performance Opportunities: Students will have multiple performance opportunities throughout the year. Each year, students from Years 7-12 participate in a major dance production held at the local theatre, featuring a yearly theme, creative costumes, and multiple choreographed routines. Additionally, the program connects students with national and international choreographers, providing exposure to diverse styles and techniques. Off-site programs, such as aerial classes, are also available to expand students' experiences and skills beyond the classroom.

DRAMA

Learning from specialised staff, all students in the Junior School participate in drama lessons. Continuing into the Middle and Senior schools, students participate in a structured and collaborative learning program that allows for self-expression, teamwork and the development of excellent dramatic skills both on and off the stage.

Performance Opportunities: Our drama students participate in regional opportunities to perform at other local schools, examine the contemporary professional practices at local theaters and apply their hands on learning to stage makeup. Our senior drama students will present professional performances in the College and the wider community giving them real world experiences in both on stage and off stage areas.

MUSICAL

Our annual musical is a highlight of the Performing Arts year! Students from Years 7-11 can participate in subjects in either on-stage or off-stage activities. Mentored by a group of highly skilled staff, students relish the chance to be involved in a high-quality production in a professional theatre. Additionally, our Year 10 and 11 students use this opportunity to complete the SACE Stage 1 Creative Arts subject. The College community are always delighted to see our students shine on stage.

If you would like more information about what Music Programs we have available at Tenison Woods College please go to www.tenison.catholic.edu.au/teaching-and-learning/music or contact:

Beth Creedy - Head of Performing Arts
creee@tenison.catholic.edu.au

Jodi Swiggs Performing Arts Administration
swiggj@tenison.catholic.edu.au

Phone (08) 8725 5455. For more information on all of our Music Offerings and how to be involved, please see the Music Handbook on our website.



SPORTS PROGRAMS

In line with the vision statement of the school, Tenison Woods College aims to foster the physical talents of students to enable them to reach their full potential which contributes to opportunities to develop character, values, and lifelong skills.

Tenison Woods College is part of the South East Secondary School Sports Association (SESSA), the South Australian Primary School Amateur Sports Association (SAPSASA) and the South Australian Catholic Schools Sports Association.

Sport at Tenison Woods College aims to provide students with the opportunity to develop and display their sporting talents and abilities, to involve the College in student-representative activities with other schools and to engage the College in regional, state, and interstate sporting events.

JUNIOR SCHOOL (RECEPTION TO YEAR 6)

Students have Physical Education lesson each week with a specialist teacher, often utilising the Barrie Holmes Stadium, court or oval areas. The PE curriculum emphasises participation, sportsmanship and skill development. External facilitators will often work with students to develop skills related to particular sports.

In Term 1, Junior School students will participate in R-2 and 3-6 Sports Days, held on separate days. Throughout the year, students will also take part in a week of water safety lessons at Wulanda Recreation and Convention Centre. Students in Years 4-6 also have the opportunity to take part in a range of SAPSASA sports, including Cross Country, Swimming, Athletics, Netball, AFL Football, Football (Soccer), Basketball, Cricket, Hockey, Softball, Tennis.



SPORTS PROGRAMS

YEARS 7 - 8

As part of the Healthy Lifestyles program, students will be given a choice of a specialist sport they would like to focus on or alternatively they can choose Core Health and Physical Education which will offer a variety of activities. The specialist sports include AFL/AFLW, Basketball, Cricket, Dance, Hockey, Football (Soccer) Tennis and Netball. Students who choose to do a specialist sport are required to purchase a HPSP t-shirt available for purchase through the QKR App.

The aim of the Healthy Lifestyles programs is to provide opportunities for all students to pursue a healthy and active lifestyle through personalised learning and links to the wider community. It also encourages all students to become physically confident and health literate in order to build resilience and embed values such as respectful relationships, pride and life-long learning.

YEARS 9 - 12

Students in Years 9 to 12 have the option of joining the High Performance Sports Program (HPSP) for a selected sport (AFL, AFLW, Basketball, Cricket, Dance, Football (Soccer), Hockey, Netball or High Performing Athletes).

The aim of the High-Performance Sports Program (HPSP) is to provide a learning environment and sporting opportunities for students to enable them to reach their sporting goals and obtain the necessary skills and knowledge to continue their development beyond school.

In Year 10 we also offer optional subjects for Dance, Outdoor Education and Physical Education.

MIDDLE AND SENIOR SCHOOL

Throughout the year all students in Years 7 – 12 will be involved in an Athletics Carnival, Swimming Carnival and Cross Country event. Students who are successful in these school based carnivals will then be invited to represent the College at the South East Secondary School Sports Association (SESSA) interschool carnivals.

There are also a wide range of knockout sports that students can nominate and trial for throughout the year, including Football, Netball, Tennis, Cricket, Basketball, Touch Football and many more.

Please go to www.tenison.catholic.edu.au/teaching-and-learning/2025-curriculum to access our Curriculum Handbook's for more details on each subject available.

If you would like more information about what Sports Programs we have available at Tenison Woods College please contact sports@tenison.catholic.edu.au or phone (08) 8725 4555.



COMMUNICATION

FACE-TO-FACE

We provide opportunities throughout the year for parents/caregivers to meet with teachers at Information Nights and Parent Teacher Interviews. Meetings can also be arranged by parents and caregivers with staff by contacting the college or emailing the individual staff member.

WEBSITE

www.tenison.catholic.edu.au

PUBLICATIONS

Tenison Woods College provides a weekly newsletter which is emailed each Wednesday afternoon during the school term.

SOCIAL MEDIA

We encourage all members of our community to like and follow our Tenison Woods College Mount Gambier Facebook and Instagram Page.

BUS SCHEDULES

Enrolling your child at Tenison Woods College facilitates access to eight Bus Routes:

Penola
Naracoorte
Kalangadoo/Glencoe/Kongorong
Millicent
Coonawarra
Port MacDonnell
Beachport/Millicent 2
Mil-Lel
Eight Mile Creek

To view a detailed version of each bus route please visit www.tenison.catholic.edu.au/our-college/bus-routes

Afternoon school services on the last day of school term operate one hour earlier (except for the last day of term 4).

Please note: At times there will be changes to schedules, however notice is usually given a week prior to the change.

The Mount Gambier City Bus also services Tenison Woods College.

Applications for a Concessional Pass are available at the Front Office, as well as City Bus Route information.

Mount Gambier Bus Line routes can also be found on the TransportMe App.

FIRST AID AND SICK ROOM

Tenison Woods College offers a sick room which is located in the Front Office, where students can access First Aid during school hours.

If students are feeling unwell during the day they will be taken to the sick room. Treatment may involve a rest for a short time or if very unwell, parents will be contacted and asked to collect the student. The type and duration of treatment administered is always recorded.

Medication may be administered provided it is in the original bottle, accompanied by a letter from your doctor and a weekly tablet box. Antibiotics can be refrigerated and administered according to the bottle instructions.

Front Office staff are accredited First Aid Officers.

BREAKFAST CLUB

The Breakfast Club is available for any students that require breakfast before lessons commence, particularly (but not limited to) students who travel long distances on school buses.

It operates on a Tuesday, Wednesday and Thursday from 8.10am to 8.35am in the Home Economics Centre and this service is run and operated by the College.

BEFORE AND AFTER SCHOOL STUDY

The school library is open from 8am till 4pm on school days. Students are welcome to come and study before and after school in the library.

LOST PROPERTY

Lost Property is located at the Front Office. We urge parents to please clearly label their child's belongings to minimise losses. At the end of each semester unnamed lost property is donated to the St Vincent de Paul Society.

COLLEGE YEARBOOK

Tenison Woods College are proud to issue each family one Annual Yearbook. Packed with photos, stories and events, the yearbook is compiled across the year and distributed the following year to one student per family.

SCHOOL PHOTOS

School photos are taken during Term 3 and are distributed early Term 4. Please refer to the Uniform Handbook for acceptable uniform and presentation.

CONTACT

ADDRESS

Cnr White Avenue & Shepherdson Road
Mount Gambier
South Australia 5290

POSTAL ADDRESS

PO Box 965
Mount Gambier
South Australia 5290

TELEPHONE

Early Learning and Community Centre	(08) 8724 4656
Tenison Woods College	(08) 8725 5455
Senior School	(08) 8724 4650
Absentee Line	(08) 8724 4659
College Uniform Shop	(08) 8724 4637

WEBSITE

www.tenison.catholic.edu.au

EMAIL

info@tenison.catholic.edu.au