



PROSPECTUS

Thank you for your interest regarding placement for your child/children at Good Shepherd Lutheran College.

To make an application to enrol your child at Good Shepherd Lutheran College, please complete an Application for Enrolment, a copy of which can be downloaded from our website, www.gslc.qld.edu.au for each child and return the form/s to the college together with a non-refundable application fee of \$110.00 per family. We will then contact you to arrange a mutually convenient time to conduct an interview. The purpose of the interview is to enable you to gain a broader understanding of our College and is also an opportune time to discuss at length any relevant matters. You will also be given a tour of the College grounds and facilities. Following the interview, consideration of an offer can be made.

If you would like further information, please do not hesitate to contact us either in person between our office hours of 8.00am to 4.00pm, Monday to Friday; by telephone on (07) 5455 8600 or by email at gslc@gslc.qld.edu.au.

Yours sincerely
Anthony Dyer
Principal

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General Information

Parents and Teachers are Partners

Because it is our belief that parents are both the most natural and the most influential teachers of their children, we realize that the College's aims can only be achieved if parents are aware of and actively involved in programs and activities. A wide range of formal and informal opportunities exist for this to happen.

Parents are encouraged to get involved in the Parents and Friends Association especially in its annual fundraiser - The Shepherd's Fair - held each year on the first Saturday of September. The school tuckshop is another area for parent volunteers. Parents are always welcome at the school, whether as visitors, resource people or helpers. This will usually be by special arrangement with teachers or administration.

Parents have the key role in teaching children Christian values, attitudes to life, manners, respect, sex education and the like. Teachers can only assist and support parents in these matters.

Teachers have a key role in teaching children basic skills for living like mathematics, reading and the use of language as well as formal Christian teachings. Parents can positively assist and support teachers in these vital areas.

Parental Undertaking

As part of the enrolment procedure it is usual practice for parents or guardians, having been made aware of the nature of the College and its aims, to sign a statement of support that is the "Parent Undertaking" section of the Application for Enrolment. In signing parents are stating that:

1. We will in every way possible seek to support the College in its philosophy, aims and objectives, particularly as they apply to our child.
2. We will encourage and assist our child in work which is set out for home study.
3. We will assist and support the teachers in matters of school discipline, behaviour and the accepted general regulations pertaining to the College life and its programs.
4. We will do our best to become involved in the College's program whether through voluntary assistance in the College, involvement in P & F or support of College and fundraising activities.
5. We will give a term's notice before removing our child from the College, or pay one term's fees in lieu.
6. We will comply with any decisions of the College relating to the student's continued enrolment.



Student Pastoral Care

Introduction

One of the chief words in our mission statement is the word “caring”. This is in keeping with our strong commitment to Christian values and beliefs. Every student in our College is regarded as precious, to their parents, to the staff of the school, and to God. Our pastoral care system within the College reflects these core concerns. In one sense the entire College programme is part of pastoral care, or looking after the needs of students. There are, however, some structures which we employ for the more specific “shepherding” that takes place at our College.

Within our College we have three sub-section student coordinators: Junior Years (P-5); Middle Years (6-9); and Senior Years (10-12) - who assist with student welfare and behaviour management. The Head of Primary, Head of Secondary, College Chaplain, College Counsellor and Principal are also available to handle pastoral care concerns.

Years P-7

The class teacher is the main person concerned for monitoring the social, emotional and spiritual needs of the students in their class. Teachers communicate openly with parents through class newsletters, email and via phone as needed. Reports at the end of the year are generated at this level and parents should feel free, at suitable times, to approach or contact their children’s teachers about any issue concerning their welfare and growth.

Years 8-12

Pastoral care in these year levels aims to encourage students to care for each other and for staff to support students on welfare related matters.

One aspect of this is the regular sessions each week spent in pastoral care groups, during which students engage in a range of activities geared towards enhancing their personal development. Such activities include devotions, study and homework program, drug and alcohol education, bullying and harassment topics, as well as group thinking games and some inter-house competitions. In addition to the PC sessions, one morning session is spent in Chapel and one morning is Assembly.

Our pastoral care structure places students into what is known as vertical care groups – at Years 8/9 and Years 10-12 – based on College House membership. The intention is for students to remain in the same care group for the duration of their schooling at GSLC, progressing each year to the next within the same group.

We have a vertical care system for a wide variety of reasons:

- ▶ the opportunity for new students to be helped by older students in their care group, to make a smooth transition into GSLC
- ▶ increased opportunity for students and their families to build long term relationships with their care group staff
- ▶ positive role modelling by older students in relation to care, leadership, approach to school and study
- ▶ the opportunity for students to develop and utilise leadership skills within their group as they become more senior students.

Parents are encouraged to make contact with their student’s Pastoral Care Teacher or House Leader to discuss any student welfare related concerns.

Fee Schedule 2011

Application Fee

The application fee of \$110 per family applies when the Application for Enrolment form is lodged with the College. The fee is non-refundable and assists in covering enrolment processing costs. Please visit our website for more information on the enrolment procedure: http://www.gslc.qld.edu.au/pdf/enrolment_policy_procedure.pdf

Student Bond

The bond is currently \$700 per student. No interest is payable on this money and the amount will be refunded, on application, when the student leaves the College and it has been established that all accounts have been paid and all hire books and library books returned. The bond will be forfeited if the student is withdrawn without the required one term's notice in writing having been given.

Per Year	Prep-Yr 5	Years 6-7	Years 8-9	Years 10-11	Year 12
Tuition Fees	\$4,292	\$5,293	\$5,722	\$6580	\$6580
Resource Levy	\$429	\$572	\$859	\$1145	\$1145
Laptop Levy	N/A	\$220	\$220	\$220	N/A
Technology Levy	\$90	\$100	\$130	\$130	\$130
Total per year	\$4810	\$6185	\$6,930	\$8,075	\$7,855
Total per term	\$1,203	\$1,546	\$1,733	\$2,019	\$1,964

Sibling Discounts

For second child	\$500 (\$125 per term)
For third child	\$600 (\$150 per term)
For fourth child	\$700 (\$175 per term)
For fifth child	\$800 (\$200 per term)

(For sixth and subsequent children, the sibling discount increases by \$100 per child per year)

****Are only paid once per family per year and are not included in the table above**

**Compulsory Capital Levy \$500 per family per year

This levy is to provide a secure source of funds for the College's extensive building and maintenance programs as part of the College Capital Development.

**Compulsory Parent & Friend Levy \$80 per family per year

The P & F Association has resolved to charge this levy and it is collected by the College through its billing system and paid across to the P & F Association. The P & F Association is very active in providing funding for the purchase of teaching and library resources, sports and music equipment. It has also undertaken the funding of major developments such as the construction of the swimming pool, refurbishment of the Primary Tennis Courts and provision of furniture for the new Library.

The following are inclusive in the fee table above:

• Resource Levy

The Resource Levy is charged to cover such items as compulsory workbook items, subject costs, excursions (including buses for sport and education excursions), compulsory camps (including the Year 10 outdoor education program and the Year 7 Canberra trip), photocopied notes, non-subject specific classroom consumables, student accident insurance premiums, ID cards and the school magazine. It also includes the cost of visiting theatre groups and competition fees including English, Maths, Science etc.

Individual and group Performing Arts tuition costs, club fees and certain expensive and restricted excursions (e.g. annual snow/ski trip) are charged out at cost on a user pays basis.

Compulsory workbooks are charged separately on the fee statement to assist parents in claiming the Education Tax Rebate.

Fee Schedule 2011

The following are inclusive in the fee table from the previous page:

- **Information and Communication Technology (ICT) Levy**

This levy supports the high level of ICT integration that the College now provides to enable the enactment of the Federal Government's Digital Education Revolution. The levy will provide for and maintain our infrastructure – our high volume broadband link, wireless network, data projectors, hardware, software, support of skilled personnel and services. (You may be eligible to claim the Education Tax Refund. Contact the Tax Office or your Accountant for details.)

- **Laptop Computer Levy (for Years 6-11)**

This levy supplements the provision of student laptops and will allow the College to implement its Digital Literacy program which is based on an anywhere, anytime approach to technology integration. This means that student access to technology will not be constrained by fixed installations in locked classrooms. Private use of the laptop outside of school hours by the student or family members will be enabled. This will accommodate the philosophy that students' ICT skills will be enhanced through inquiry and other home use of this valuable resource. *Laptops will progressively be rolled out to students commencing with Year 6, Year 9 and Year 10 in 2010.* (You may be eligible to claim the Education Tax Refund. Contact the Tax Office or your Accountant for details.)

- **Student Accident Insurance**

Included in the Resource Levy is a 7 days a week 24 hour student accident insurance cover as well as school ambulance cover for the first conveyance trip while on school activities.

- **Supply of Secondary Textbooks**

The supply of Secondary subject textbooks is included in the tuition fee. A replacement fee will be charged for books not returned or which have been defaced. For more information about the way the College operates its Textbook Hire scheme for Secondary, please contact the Business Office or visit the Textbook and Resource Allowance Section on Education Queensland's website: <http://education.qld.gov.au/finance/grants/fund/garp/html/textresonss.html>

Building Fund and Library Fund (voluntary tax deductible contribution)

The College has a Building Fund and Library Fund to which parents and others may make voluntary, tax deductible contributions. The support of the College's development program is essential if the College is to continue to provide adequate facilities and programs. Overwhelming support by families in the past has enabled Good Shepherd Lutheran College to provide the current first rate facilities on our campus.

Fee Schedule 2011

Payment of Fees

Accounts are forwarded by email at least one week prior to school resuming. A statement will be mailed to those parents without a valid email.

The due date for payment of fees is 4.00pm on the following days;

Term 1 Fees payable by Friday 28 January 2011

Term 2 Fees payable by Friday 29 April 2011

Term 3 Fees payable by Friday 15 July 2011

Term 4 Fees payable by Friday 7 October 2011

School fees are required to be paid in full by the due date. If parents are unable to meet this requirement and wish to enter into an arrangement to pay fees off, they are asked to contact the Business Office. Where a payment arrangement has been entered into, payment by direct debit is the College's preferred form of payment method.

A student shall not be allowed to commence a new term at the College if the College fees for the previous term have not been paid in full or an extension of time for payment has not been entered into. The College may terminate the enrolment of a student if College fees remain unpaid at the end of the term for which the fees are due. Further, appropriate recovery action will be commenced. Parent(s)/guardian(s) will be billed for debt collection fees as established between the College and the Commercial Agent.

The College reserves the right to withhold College reports and references if fees remain unpaid at the end of the term to which they relate.

Methods of Payment of School Fees

Payment may be made in full by the due date by cash, cheque, EFTPOS, BPay, Credit Card (MasterCard or Visa) or by fortnightly Direct Debit (must be by prior arrangement). Online payments are now available with your credit card via the College website www.gslc.qld.edu.au via enrolments, payment of school fees.

If required, please contact the Business Office to discuss these options.

Overdue Fees

An overdue fee of \$30 per student is automatically added to all unpaid accounts at the end of the first week. Families experiencing difficulties making payment within this period are requested to contact the Business Office **before** the account becomes overdue. In most situations, families will be required to sign a regular direct debit authority to meet payments. The recovery of all outstanding monies will be placed in the hands of the College's collectors and all costs incurred will be added to the account.

Prompt Payment Discount

A 5% discount applies if the full year's tuition fees are paid by the end of the first week of the school year. This discount applies to payment by cash, cheque or credit card only.

Fees Variation

While every endeavour is made to keep fees constant during the school year (and, indeed, this has always been the case), the College Council reserves the right to adjust these as necessary at its discretion.

Fees Assistance

College Council sets aside each year a limited amount of funding to enable assistance to be provided in cases of genuine need. This funding is allocated on a means-tested basis. Parents should feel free to discuss this matter with the Business Manager.