



Aitken College

2022 Information Booklet

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A message from the Principal

Aitken College is an independent school in association with the Uniting Church, that values its diverse community and provides an opportunity to experience the Christian message. We welcome students from all faiths and cultural backgrounds to share in worship, service and in the celebration of individual differences.

At Aitken College education is about providing opportunities and experiences for young people. There is a commitment to academic excellence and striving to achieve your personal best. Creativity is seen as an integral part of using knowledge. However, knowledge without a values and belief system is worthless and we encourage young people to engage in the exploration of self, community and global responsibility.

Our College motto 'In Mind and Spirit' reflects the nurturing of educational and spiritual growth. Values such as honesty and integrity, acceptance and respect for self are seen as important. These can be supported through establishing positive relationships between all members of our community.

Our unique site is welcoming and provides opportunities for students to learn about sustainability and care for their environment. Our contemporary curriculum provides opportunities for students to focus on their learning and teachers on their teaching.

The choice of a school for your child is an important one. I warmly invite you to visit our school so that you may discover the value of an Aitken education. The best way to gain an impression is to meet the students and staff and participate in the community activities that are offered.

Josie Crisara OAM
PRINCIPAL



Aitken College aims to provide a safe, friendly and purposeful environment, in which students are able to value and enjoy learning. The College seeks to create an atmosphere in which students show consideration for the needs of others and a respect for the community and environment at both a local and global level.

The College provides each student with activities which promote self-esteem and feelings of self-worth. All students are allowed opportunities for the development of leadership skills within the school and through involvement in community activities.

The College supports and rewards academic achievement across all of the subject disciplines and encourages students to work constructively to achieve their maximum potential.

The College endeavours to ensure that there is open and effective communication between staff, students and parents. It encourages the involvement of parents, and highlights the value of the corporate involvement of many individuals to the College community in its continuing development.

The College actively promotes, through its Religion and Values Education program, and in many other ways, a values system based on acceptance and respect for others, reverence for life and the development of personal honesty and integrity. It creates an environment in which students may develop an understanding of the moral values and philosophies arising from the Gospel and the traditions of the Christian Church.



Vision

The vision for Aitken College is to develop and support a learning community of students, staff and families in association with the Uniting Church in Australia.

Mission

The mission of Aitken College is to enable students to become informed and compassionate members of the wider global community.

Aims

Aitken College will aim to:

- Make the Christian faith relevant through an understanding of its major teachings and by encouraging a personal faith journey
- Inspire and challenge students to realise their academic, social and emotional potential to equip them for the 21st century
- Promote and develop creativity, critical thinking, collaboration, perseverance and self-improvement
- Encourage individuals and the community to be respectful, take responsibility and to act accordingly
- Instill in students a sense of service
- To cultivate an adaptive, innovative and continuously improving school

Our Guiding Values

Compassion Honesty Integrity Kindness Respect

Courses of Study

Aitken College provides learning experiences for each student which are consistent with a commitment to a comprehensive curriculum. The College recognises the high expectations that society has of schools and that these expectations will only be met by a learning program which provides for the full development of each student. Learning is selected and organised so that what is learned has meaning for students at their own level of development. Learning occurs in many different ways and a variety of learning and teaching approaches are used at all levels within a caring and well-coordinated school environment. Continuity in the educational growth of students from Preparatory to Year 12 ensures that new learning builds on an appropriate foundation of prior learning and experiences.

Aitken College provides a high-quality education which:

- ensures students gain a broad general education;
- gives students a framework for moral and ethical decision-making, based on Christian values;
- encourages students to develop an understanding of their world, control their own affairs and participate in the management of their society;
- develops the practice of constructive, reflective and critical thinking on issues raised in the school curriculum;
- enables its students to work co-operatively and in teams;
- engages students in learning which integrates theoretical understandings with practical activities;
- creates learning situations which students find both demanding and satisfying and in which they have continuing opportunities for success; and
- helps students to grow in confidence and to develop strong feelings of self-worth so that they become responsible for their own life-long learning.

The programs of, and teaching in, Aitken College support and promote the principles and practices of Australian democracy including a commitment to: elected government, the right of law, equal rights for all before the law, freedom of religion, freedom of speech and association, and values of openness and tolerance.

Aitken College is committed to the safety and wellbeing of all children and young people. This will be the primary focus of our care and decision-making with zero tolerance for child abuse.

We are committed to providing a child safe environment where children and young people are safe and feel safe, and their voices are heard about decisions that affect their lives. Particular attention will be paid to the cultural safety of Aboriginal children and children from culturally and/or linguistically diverse backgrounds, as well as the safety of children with a disability.

Every person involved in the College has a responsibility to understand the important and specific role he/she plays individually and collectively to ensure that the wellbeing and safety of all children and young people is at the forefront of all they do and every decision they make.

Aitken College is committed to providing challenging and relevant learning activities for its students. Inquiry processes provide a framework for students to be actively involved in learning, as they ask questions and seek answers, helping to shape activities and programs at all levels. Practical activities are seen as important stimuli for the inquiry process.

The College encourages students to extend their learning experiences by providing suitable activities and, when necessary, appropriate extension material. Students are encouraged to achieve at their highest possible level and to move beyond the constraints imposed by the year level structure.

Structure of the School

The College is led by the Principal, Deputy Principal, and supported by 3 Assistant Principals; Assistant Principal (Primary), Assistant Principal (Secondary) and Assistant Principal (Learning).

The College is divided into the following administrative units, named after some of the original pastoral leases in the local area:

▪ Fairview	Primary School	Preparatory to Year 2
▪ Cumberland	Primary School	Year 3 to Year 6
▪ Dunhelen	Middle School	Year 7 to Year 9
▪ Brookhill	Senior School	Year 10 to Year 12

The School structure endeavours to create a sense of belonging and identity within a smaller cohort of students.

Primary School

Fairview and Cumberland: Curriculum

A broad general curriculum is offered. Programs are integrated as much as possible by bringing together a number of learning areas into thematic units that emphasize the links and keep learning meaningful.

The learning areas are Literacy (English), Numeracy (Mathematics), Visual Arts, Performing Arts (incorporating Drama, Dance and Music), Integrated Studies (incorporating Science, Technology and the Humanities), Physical Education and Health, Religion and Values Education, Life Skills and Library.

Students in Years 1 and 2 study French; students in Years 3 to 6 study Spanish.

Year 4 and 5 students participate in a Kitchen Garden program.
Students attend weekly Assembly and Chapel.



Middle School

Dunhelen: Curriculum

Year 7 students follow a program that helps them make a smooth transition into the secondary years. The class teacher usually takes the class for several different subject areas. The learning areas are English, Mathematics, Science, Humanities, Performing Arts, Visual Arts, Physical Education and Health, Religion and Values Education, Life Skills, Food Studies, Digital Technology and Indonesian.



Year 8 students follow a core program of English, Mathematics, Science, Humanities, Indonesian, Physical Education and Health, Religion and Values Education and Life Skills and have a choice of four electives (two each semester). These electives include Art, Drama, Digital Technology, Food Studies, Media, Music Performance, Music Technology, Product Design, and Visual Communication and Design.



Year 9 students follow a core program of English, Mathematics, Science, Humanities, Indonesian, Physical Education and Health, Religion and Values Education, Life Skills and a choice of four electives (two each semester). These electives include Art, Commerce, Computer Programming, Drama, Food Studies, Media, Music Performance, Music Technology, Agriculture and Environmental Studies, Product Design, Product Design (CAD), Visual Communication and Design, and Writer's Today.

The Year 9 Service Project is a collaborative project-based learning module where students engage in learning which provides service or benefit to the community. The aim is to assist students develop independence, initiative and compassion and improves problem solving, creative thinking, teamwork and communication skills.

In Semester One, students in groups of five, engage in a service project benefitting the local community, particularly the school community.

In Semester Two, students engage in projects within the wider community, both national and sometimes international. They present the results of these projects in a formal setting in front of a panel of guest judges from the local community.

Students attend a weekly Assembly and Chapel.



Senior School

Brookhill: Curriculum

Students in Year 10 study core subjects of English, Mathematics, Science, Humanities, Physical Education and Health, Life Skills, and Religion and Values Education. Students choose four electives (two each semester). These electives include Agriculture, Business and Economics, Computer Aided Design, Computer Programming, Digital Technology, Environmental Studies, Food Studies, Indonesian, Legal Studies and Politics, Media, Music Industry, Music Performance, Photography, Product Design, Theatrecraft, Visual Arts and Visual Communication and Design.

Students who demonstrate exceptional academic progress may be invited to participate in an accelerated program which allows them to study a selected VCE subject (Unit 1 and 2).

Students in Years 11 and 12 can complete either the Victorian Certificate of Education (VCE) or Victorian Certificate of Applied Learning (VCAL) as prescribed by the Victorian Curriculum and Assessment Authority (VCAA).

The College offers a broad range of VCE subjects. The structure of the two-year course is described fully in the VCE information booklet.



The VCAL program is a hands-on option for Year 11 and 12 students. It provides practical work-related experience as well as literacy and numeracy skills and the opportunity to build personal skills.

Vocational Education and Training (VET) programs are undertaken as part of the VCE or VCAL program. Structured Workplace Learning (SWL) placements also form a crucial part of the VET program where they can gain valuable experience and are able to put skills learnt in their VET course to use. Students in both the VCE and VCAL program can complete VET studies.

All students in Years 10 to 12 are involved in the Life Skills program.

The Pastoral Care system in the Senior School is based on a Homeroom structure organized along year level lines. Students are allocated to a Homeroom within their year level. To enable strong and productive teacher-student relationships to form, the Homeroom Teacher will also take the Homeroom for Lifeskills or Mentor Group.

Each year level is overseen by an Assistant Head of School who is the first point of contact for parents for all pastoral and academic matters. The Assistant Heads of School work as a team, with the Head of School, to manage significant Senior School events.

The Mentor Group program gives students an ongoing relationship with their Homeroom Teacher as a study mentor. These classes will occur weekly at Year 11 and 12 and be run as one-off lessons throughout the term at Year 10.

General Programs

Alumni

The Alumni focuses on maintaining connections amongst our past students. It embraces the continuous engagement and sharing of experiences and stories. The Alumni provides a resource and network for peers and the College community. There are Alumni reunions, guest speaker and mentoring opportunities, which encourage connecting with friends and past teachers.

Chaplaincy

The Chaplaincy Department is responsible for the running of all the weekly chapel services and other significant religious services such as the annual Easter and Carol Services. In addition to these, the College community is served by the Chaplaincy Staff in their responding to loss and grief and other crises which arise from time to time. Baptism and confirmation classes are provided for those interested in developing their spiritual journey within the Christian Church, and ROC (**R**each **O**ut **C**ommunity) provides a means of nurturing faith issues for the whole community. ROC is involved in children's ministry and special events which encourage those who attend to explore their faith.

Counselling

Counselling falls under the direction of the Head of Wellbeing and comprises trained counsellors who address a range of issues which relate to students and families at risk, offering specific pastoral care and counselling responses in time of crisis. Referrals are made in conjunction with the Head of School and can be initiated by a student, their teachers or parents. For some specific issues, a student will be referred to external specialist support.

Co-Curricular

A wide range of co-curricular activities complements the academic program at the College.

These include:

- House Activities – athletics, swimming, orienteering and cross country
- Choirs and Ensemble groups
- Instrumental music tuition
- Science Activities – Family Science and Science Talent Search
- Interschool Sports – School Sports Victoria
- Community Service (including Interact, the youth division of Rotary)
- ROC (Reach Out Community)
- Youth Group
- Debating Competitions
- Chess Competitions
- Musicals
- Eng Girls
- Sustainability
- College Plays



Extension Programs

Aitken College offers extension and enrichment programs to students that demonstrate high achievement across a wide range of subjects. Data is gathered to create a learning engagement profile for these students. Within the classroom program, students in the extension program are supported with a differentiation program which reflects and challenges their ability. Extra-curricular activities are also offered to students that engage in the extension program including the Da Vinci Decathlon and Tournament of Minds.

Interact

The Interact Club is a service club at Aitken College for young leaders in Year 7 to 12. The intent is to conduct activities, events, and fundraisers to enhance community, serve others and to develop leadership skills and personal integrity – we aim to give back to our community and help those in need. Interact has also focused on wellbeing, mental health and how our community can be a core of strength to resource sustainable support.

iPad Program and My Aitken

The College is committed to providing our students with opportunities to access the curriculum through 21st Century technologies. This commitment will help prepare students for a world where the only constant is change. We believe that encouraging students to use iPads in the classroom to help them with their learning, organisation and productivity is of enormous benefit. Students from Prep to Year 2 use class sets of iPads; students from Year 3 to 10 have their own personal iPad. Students in Years 11 and 12 can choose to supply an iPad or a Macbook.

We see the iPad as a tool to support key processes in learning – accessing, organising, processing and publishing information, collaboration, creativity and communication – and for teachers to use them as an environment to facilitate deeper engagement in learning and higher-order thinking.



My Aitken is the College's online Learning Management System, which gives access to school timetables, calendars, homework tasks, personalised assessment feedback, curriculum content and College Services. It is available to all members of the College community, students, staff and parents.

Learning Support

Students requiring support for a range of learning difficulties or disabilities may be referred to the Learning Centre. Support may include in-class assistance or small group withdrawal. Parents may be advised to access educational testing from an external specialist, the results of which will guide the ongoing support given.

Library

The Aitken College Library supports and enriches the teaching/learning program of the school.



At Aitken College students use the latest technology to access information. The Library system 'Infiniti' allows students to access the catalogue and other library resources from any internet connection (e.g. home). Internet and intranet resources are available for students and staff. Access to wider online services and other electronic facilities provide the most current resources for research. A large collection of non-fiction, fiction, junior fiction and picture storybooks further support the curriculum. The Library is open to students before school, at lunchtime and after school.

Life Skills

The Life Skills curriculum from Prep through to Year 12 covers the Personal, Social and Community Health strand of the Australian Curriculum for Health and Physical Education. Students focus on age-appropriate issues related to resiliency, food and nutrition, health benefits of physical activity, mental health and wellbeing, cyber safety, relationships, alcohol and drugs, sexuality, risk taking behaviour, personal safety, bullying and transition towards adulthood. The program is designed to assist students to develop their sense of self-worth and an appreciation for the diversity within their community while they become more aware of the ever-changing world in which they live.

Religion and Values Education (RVE)

As part of a well-rounded education it is important that young people learn about other religious world views. As a Christian based school, we focus on the central truths of Christianity in RVE (Religion and Values Education) classes, which are compulsory for all students from Prep to Year 10. However, we also teach about other religions, and the basis for morality and ethical behaviour which flow naturally from an understanding of the Christian faith. RVE classes are age-appropriate, and the set curriculum is constantly reviewed and kept contemporary so that important links can be made to real life situations in which faith-based views are of significant importance and relevance. All students attend a weekly Chapel service at which Christian themes are highlighted and explained.



Sport



Students will have the opportunity to participate in a wide range of sports both within the school and on an interschool basis. The College is a member of School Sports Victoria in the Woodlands division and participates in interschool competitions for Years 5 to 12 students.

Activities include: athletics, cross-country, orienteering, swimming and a variety of team sports (badminton, basketball, cricket, football, netball, soccer, softball, table tennis, tennis and volleyball).



General Information

Facilities and Resources

From Mickleham Road, the school complex is approached via a winding road through a rural landscape. The College is set out like a small village complete with plazas flanked by larger buildings and students walk down paths to individual classrooms, complete with pitched roofs and verandahs. Inside, each classroom has heating and air conditioning, carpet, audio-visual facilities, bag storage and a teacher's office. Specialist facilities include the Chapel and Performing Arts Centre, a library, science laboratories, art rooms, computer laboratories, design technology facility, environmental centre, kitchen garden centre, food studies centre and a gymnasium. The school leads by example in the concept of sustainability. An extensive revegetation program is also in place.

Online Information Services

The Aitken College website at www.aitkencollege.edu.au provides public information about the College including enrolment details, a virtual tour, major events and key policies.

My Aitken, our Learning Management System accessible by students, parents and staff, includes timetables, learning resources and student tasks and is used for submission of student work and assessment feedback.

The Parent Community Portal is accessed by parents to view financial accounts, book parent-teacher interviews and download student semester reports.

Consent2Go is our online information service for excursions, sports and camps and is used by parents to update student personal information and medical details and give parental consent when required.

Parents and Friends Association

The role of the Parents and Friends Association is to encourage active Parents and Friends interest in the College. This includes working towards supporting the school in the implementation of various programs and to assist with fundraising, as well as the planning and organising of functions associated with the social, sporting, cultural and educational life of the school community. Parents who are interested in joining the Parents and Friends Association can do so by completing the Volunteer form. They also support the Parents and Friends Arts Scholarship for students.

Transport

Students attend Aitken College from many suburbs in the northwest corridor including: Beveridge, Donnybrook, Mickleham, Craigieburn, Roxburgh Park, Greenvale, Gladstone Park, Tullamarine, Airport West, Gowanbrae, Oak Park, Glenroy, Pascoe Vale, Essendon, Niddrie, Keilor, Bulla and Sunbury.

The College is serviced by a limited PTV bus system. Details of routes and fares are available at the CDC Victoria website (select Services/School Services/Tullamarine/Aitken College) or using this link:

<https://cdcvictoria.com.au/services/school-services/tullamarine/aitken-college/> Suburbs serviced include Craigieburn, Broadmeadows, Westmeadows, Attwood, Greenvale and Gladstone Park.

Bus route 543 from Roxburgh Park via Greenvale stops in the Providence Estate next door to the College and students can walk to the College access gate.

Chartered bus services operate along six routes servicing Greenvale/ Oak Park/ Glenroy/ Airport West/ Gowanbrae/ Tullamarine/ Gladstone Park/ Westmeadows/ Attwood/ Roxburgh Park/ Epping/ Mickleham/ Craigieburn/ Merrifield/ Beveridge/ Bulla and Sunbury. Timetables and routes are available on www.sunburybus.com.au The service is available on a user pay basis. There are limited places available on these services. Details can be obtained from the College. The Roll Call App is used by parents to track their children's bus travel and receive notification of any delays.

Fee Schedule 2022

Application and Establishment Fees

Applications for Enrolment must be made on the College's application form and accompanied by payment of a \$55 fee. This fee is non-refundable. Acceptance of an Offer of Enrolment must be made in writing and accompanied by payment of a \$1,500 Establishment Fee.

School Fees

School fees are due before the start of each term. School fees paid annually by 31 January 2022 receive a 2.0% discount on the Total Fee.

				Payment Due Dates	
Year Level	Tuition Fee	Capital Levy	Total Fee	Annual Payment must pay by 31 January 2022	Term Fee (4 Terms) Due before start of each term
Prep – Year 2	\$5,250	\$540	\$5,790	\$5,674.20	\$1,447.50
Year 3 – Year 6	\$5,764	\$540	\$6,304	\$6,177.92	\$1,576.00
Year 7 – Year 9	\$7,300	\$540	\$7,840	\$7,683.20	\$1,960.00
Year 10 & Year 11	\$8,100	\$540	\$8,640	\$8,467.20	\$2,160.00

				Payment Due Dates	
Year Level	Tuition Fee	Capital Levy	Total Fee	Annual Payment must pay by 31 January 2022	Term Fee (3 Terms) Due before start of each term
Year 12	\$8,100	\$540	\$8,640	\$8,674.20	\$2,880.00

Notes: Year 12 fees are charged over Terms 1, 2 and 3.
Camps, charter bus charges and non-compulsory activities will be billed each term.

Fee Reduction: Families with four or more children attending the College receive a 75% fee reduction for the fourth and subsequent children.

Late Payment: An administration charge of \$55 per term applies for late payment.

Camps, Sports & Excursion Fund (CSEF):

Parents of eligible students who hold a valid means tested concession card or temporary foster parents are eligible to apply. Payments will go directly to the school and will be allocated to the student. Application forms may be obtained from the College or downloaded from: www.education.vic.gov.au/csef

Aitken College Building Fund:

The Aitken College Foundation accepts donations for specific building projects and contributions are fully tax deductible. **Contributions for families for 2022 is \$200 per student.**

Aitken College Site Map

