



2019 - FIRST DAY BACK TO SCHOOL INFORMATION

First day of school for all students in **Years 7, 8 and 11** is **Tuesday January 29th**
First day of school for all students in **Years 9, 10 and 12** is **Wednesday January 30th.**

All students must be in formal uniform and at school by 8:45 am.

Class lists will be available for viewing outside the administration building on arrival.



EXTENDED HOLIDAYS AND STUDENTS WHO ARE LEAVING THE SCHOOL

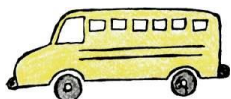
Extended Holidays: If your child WILL NOT be in attendance on the first day of school, you will need to submit the attached **DAY 8** form and email it to administration: admin@pimpamassc.eq.edu.au

Students leaving PSSC: If your child will not be returning to the college in 2019, please complete the attached **Departure Notice** form and email it to admin@pimpamassc.eq.edu.au



SCHOOL PHOTOS

School photos are on Wednesday February 20, 2019 (catch up day Wednesday February 27, 2019). Information and photo envelopes will be sent to parents during the first few weeks of school. Formal uniforms must be worn and students need to be well presented. Every student has their picture taken for their Student ID Card.



BUS PASSES

If you need a bus pass, they can take a few weeks, so we suggest you put your application in now. However, don't panic if the bus pass hasn't arrived in time for the start of school. Students travel free for the first few weeks until passes arrive at the college. Please ensure you have applied for a bus pass directly with the relevant bus company. All bus passes are sent to school for students to collect. We will notify your child via Student Notices when they arrive.

Bus forms can be found on our website: [Bus Info](#)

Bus info can be found at - Surfside Buslines: <http://www.surfside.com.au/school-services/>
Yatala Bus & Coaches: <https://www.localsearch.com.au/profile/yatala-bus-coach/qld/gold-coast/yatala/GmQY>



LAPTOPS

New students and students entering the college laptop purchase program will be issued laptops during the first few weeks of the term. Students are NOT required to bring their own laptops on the first day.

BYOD students will be notified when to bring them in to school.

In the interim teachers will plan lessons that do not require technology. Students should bring in exercise books and pencil case during this time.



MEDICATION

For students requiring medication at school such as Epi pens, tablets etc please bring this chemist labelled; to the office with Actions Plans. Parents will need to complete the appropriate paperwork for us to administer the medication.



UNIFORM SHOP

Uniform shop hours during December 2018

Monday December 3	8.00am -10:30am
Wednesday December 5	1:15pm – 3:45pm
Thursday December 6 – TRANSITION DAY	8.00am – 10:30am & 1.15pm – 3.45pm
Friday December 7	8.00am – 10:30am
Monday December 10	8.00am – 12.00pm
Tuesday December 11	8.00am – 12.00pm
Wednesday December 12	1.15pm – 3.45pm
Thursday December 13	8.00am – 12.00pm
Friday December 14	8.00am – 12.00pm



UNIFORM SHOP

Uniform shop opening times prior to and the first week of school

Friday January 18	9.00am – 3.00pm
Saturday January 19	9.00am – 1.00pm
Monday January 21	9.00am – 4.00pm
Tuesday January 22	9.00am – 4.00pm
Wednesday January 23	9.00am – 4.00pm
Thursday January 24	9.00am – 4.00pm
Friday January 25	9.00am – 4.00pm
Monday January 27 (Australia Day Public Holiday)	Closed
Tuesday January 29	7.30am – 11.00am
Wednesday January 30	7.30am – 11.00am and 1.15pm – 3.45pm
Thursday January 31	7.30am – 11.00am
Friday February 1	8.00am – 10.30am



CANTEEN

The canteen is open every day for breakfast and both lunch breaks. Students may purchase items with cash or EFTPOS.

Alternatively, Flexischools is available here at PSSC. This makes ordering and paying for lunches an easy process for you and we encourage families to take this option.

Just go to www.flexischools.com.au to follow the simple process to register online.

Students will be issued ID cards towards the end of term 1 and you can link their ID card to your Flexischools account as an alternative cashless method of purchasing items.



FINANCE OFFICE

Payments onsite at finance window:

The finance window is located at the oval end of the Administration building.

The Finance Department window will close for 2018 on Friday November 30 at 10:30am

If you wish to make a payment after this date, please pay by BPoint. (Please refer to invoice or college website home page to access BPoint)

The finance window will be open earlier in January for payments in person:

Wednesday January 23 8am – 10:30am

Friday January 25 8am – 10:30am

These are the normal operating hours of the finance window for 2019.

Payments can be made via B Point and Internet Banking during the school holidays for Student Resource Scheme, Laptop Purchase Program, BYOD, Academy and subjects.

Please ensure the first instalment of the Student Resource Scheme/Laptop Purchase Program/BYOD levy has been paid prior to Friday November 30.



STUDENT SERVICES

The Student Services counter operates on the B Block side of the Administration Building. For all **Late Arrivals** and **Uniform Passes**, students are required to line up at the Student Services window prior to attending class. Parents are asked to either write a note or phone administration to provide a reason for lateness or incorrect uniform to avoid a detention being issued.

To assist with proficiency in processing passes, **please do not leave a message on the Absence Line or notify the college via email** as these notifications may not be received and recorded before the student arrives at Student Services.



STUDENT SERVICES

Attendance:

If your child cannot attend school, please phone 07 5540 9333 and press 1 to record your child's absence. This line is open 24/7. Please state your child's name, (spelling any difficult names), the duration of their absence, your name, and provide a valid reason why your child will not be attending.

Absences longer than 3 days require a medical certificate and should be presented to Student Services.



Administration Office Hours: **Monday - Friday 8am – 3:30pm**

Administration will be closed for the Christmas Break from:

Monday December 17, 2018 – Friday January 18, 2019

Administration will re-open **Monday January 21, 2019 8am – 3:30pm.**

We wish all our students and families a safe and restful holidays!