



### FIRST DAY BACK TO SCHOOL INFORMATION

First day of school for students in **Years 7, 8 and 11** is **Tuesday January 29th**  
First day of school for 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

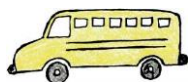
**Extended Holidays:** If your child ***will not be in attendance*** on their first day of school, please email administration to advise the expected day of return: [admin@pimpamassc.eq.edu.au](mailto:admin@pimpamassc.eq.edu.au)

**Students leaving PSSC:** If your child will not be returning to the college in 2019, please complete the ***Departure Notice*** and email it to [admin@pimpamassc.eq.edu.au](mailto: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. Please ensure you have applied for a bus pass directly with the relevant bus company. All bus passes are sent to the college and students are notified via Student Notices when they arrive. Students may travel free for the first few weeks until passes arrive at the college.

Bus Pass application forms can be found on the college website: [Bus Info](#)

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.

BYOD (Bring your Own Device) students will be connected from Thursday 31 January.

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 all medication to administration with Actions Plans. All medication will need to be labelled by a chemist. Parents will also need to complete the appropriate paperwork for us to administer the medication.



## UNIFORM SHOP – January Hours of Operation

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)	<b>Closed</b>
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](http://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 in Person

The Finance window is located at the oval end of the administration building. Hours of operation every week are:

**Wednesday 8am – 10:30am**  
**Friday 8am – 10:30am**

Payments can also be made via BPoint and Internet Banking, BPoint payment is the college's preferred method of payment.

*Please ensure the first instalment of the Student Resource Scheme/Laptop Purchase Program/BYOD levy has been paid prior to January 25 2019.*



## 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 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, 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**

Please contact administration should you wish to make an appointment with a Deputy Principal or other staff member.

We encourage parents to communicate with class teachers via email for any concerns or items to discuss.