



BELRIDGE SECONDARY COLLEGE

An Independent Public School

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ABN 67 170 041 476

Principal Mrs Sharon Lyon

Dear Parents and Guardians,

END OF YEAR ARRANGEMENTS

Some important events for Years 12s are approaching for the Class of 2021. The Farewell Breakfast, Final Assembly, Big Day Out, Graduation Ceremony and, for some, ATAR exams. Please make a note of the following important events in your diary:

| | |
|--------------------------|---|
| Mock ATAR exams | 25 September and 10 October |
| WACE Practical exams | 25 September to 3 October (for Physical Education/Drama/Dance) |
| Exam Tour of Prendiville | 13 October |
| Exam Tour of Woodvale SC | 13 October |
| Breakfast | 15 October - 7.30am in the Café |
| Final Assembly | 15 October - 8.45am in the Gym |
| Big Day Out | 15 October - 10.00am |
| Reports emailed | 19 October |
| OLNA results | 20 October (<i>if applicable</i>) |
| | Letters can be collected from front office from 8am till Noon. Any uncollected results will be mailed. |
| Graduation Ceremony | 28 October at Kingsway Christian College Auditorium |
| WACE written exams | 1 to 19 November |

FRIDAY 15 OCTOBER 2021

FAREWELL BREAKFAST

Parents and students are invited to join with staff on Friday 15 October for a farewell breakfast to celebrate the conclusion of six years of secondary schooling. Breakfast is from 7.30am to 8.30am in the school café (*this event is free of charge*).

FINAL ASSEMBLY

Immediately following the Year 12 Breakfast, parents and guardians are invited to stay for our final Senior School assembly from 8.45am to 9.45am to farewell the Year 12 cohort.

BIG DAY OUT

After the assembly, invited Year 12 students and staff will head off out to enjoy the rest of the day with fun-filled Activities. This event will cost \$15 to cover transport and food. A separate letter with full details will be distributed shortly. **Please note that students are expected to travel to and from the venue by the school transport provided and will not be permitted to go by way of their own transport.**

The Big Day Out excursion is extra-curricular and therefore requires students attending to hold Good Standing. As per policy, this entails students to have 85% attendance rating, to have completed all assessments, fulfilled their Belridge Secondary College Graduation requirements, and to have no more than three SBR reports across all learning areas.

P.T.O.

THURSDAY 28 OCTOBER 2021

**GRADUATION CEREMONY
KINGSWAY CHRISTIAN COLLEGE AUDITORIUM**

Year 12 students will celebrate their six years of secondary schooling at the Belridge Secondary College Graduation Ceremony on Thursday 28 October.

As is customary, students will wear a graduation gown and school sash on the evening. The charge for these items is included in the students' graduation fee of \$55, as part of their school charges. Any student who still has school charges outstanding is required to settle their account, including the graduation fee, as soon as possible. Items included in the graduation cost are:

- Gown hire
- Sash (to keep)
- Graduation folder
- Venue hire
- A professional photograph
- Refreshments and canapé's upon arrival

Reminders of unpaid accounts were recently sent out, it would be appreciated if all accounts could be settled in full by Friday, 22nd October. Parents can either complete the attached *Year 12 End of Year Payments Form* and drop in to Administration, alternatively, if you wish to set up a payment plan please complete the attached *Payment Plan Form* and drop in to Administration. **Please note if you wish to set up a Payment Plan, the completed form must be presented to Administration by Friday, 27 August 2021.**

As a formal school event, we ask students to ensure they are suitably groomed and attired for the occasion. It is recommended that male graduates wear a dress shirt (tie optional), long trousers and black shoes, while it is recommended the female graduates wear flat shoes and knee length skirt/dress, due to access to the stage.

On the day of graduation, Year 12 students must collect their gowns and sashes from the College's Staff Room between the hours of 9am and 1pm, access via the ramp in the Staff carpark at the front of the school. Students will need to ensure they are at the venue by 6:15pm on the night with their gown and sash to prepare for the 7pm commencement of the ceremony.

Due to time constraints on the night, students have already had a professional photograph taken of themselves in their gown. The cost of this is also included in the graduation fee and will be presented at the Graduation Ceremony. You may also have family photos taken on the night either prior to or following the ceremony, with Jodie Grieve, our official photographer. Details on how to purchase and download photos will be in detailed students' graduation folders.

GRADUATION TICKETS

Details on how to purchase your graduation tickets will be detailed in a separate invitation letter.

2021 YEAR BOOK

All students who chose to pay for the Year Book with their school fees will automatically receive a yearbook. It is expected that the books will be available to collect from the front office end-November and a text message will be sent once these are ready for collection.

We, at Belridge Secondary College, would also like to take this opportunity to wish those students sitting exams, all the very best.

If you have any queries, please do not hesitate to contact Mrs Alicia Holliday or the front office on 9408 8000.

Yours faithfully



**SHARON LYON
PRINCIPAL**



**ALICIA HOLLIDAY
YEAR 12 COORDINATOR**

August 2021

TO: FRONT OFFICE

IT WOULD BE APPRECIATED IF ACCOUNTS ARE SETTLED
NO LATER THAN FRIDAY 22 OCTOBER
THANK YOU

Student Name: _____ Form: _____

Payment for: **YEAR 12 END OF YEAR PAYMENTS**

| | | | |
|--|---------|--------------------------------------|--|
| Graduation Fee (<i>if applicable</i>) | \$55.00 | <input type="checkbox"/> please tick | } Included in charges and contributions. Please check your account carefully |
| Year Book (<i>if applicable</i>) | \$15.00 | <input type="checkbox"/> please tick | |
| Balance of compulsory Charges & Contributions \$ | _____ | <input type="checkbox"/> please tick | |

Total Amount: \$ _____

Cash (correct money only please - no change given or responsibility accepted for lost cash or discrepancies).

Direct Deposit
Bank Commonwealth Bank of Australia
BSB: 066 040
Account No. 1990 6002
Reference: Student Name [*please detail which items you are paying for*]

Credit Card N.B. We do not accept American Express

| | | | | | | | |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|

Expiry Date ____/____ Signature _____

| |
|--|
| Office Use Receipt No: _____ Date: _____ Init: _____ |
|--|

Please do not hesitate to contact the front office on **9408 8000**
if you require clarification of which fees are outstanding on your account.

Thank you



YEAR 12 2021 PAYMENT PLAN AGREEMENT

Student Name: Form:

Reminders of unpaid accounts were recently sent out to Year 12 families, if you are unable to settle your account in full by Friday, 22nd October then a payment arrangement must be formalised by completing and returning the paperwork to our Administration Office no later than **Friday 27 August 2021**.

I _____ agree to make payments to Belridge Secondary College for the total amount of \$ _____.

- a) I will pay an instalment of \$ _____ every _____
- b) The first payment will be received on this date _____
- c) For: (eg: Charges, Vols, Year Book etc) _____
- d) Belridge Secondary College can setup a payment plan on your behalf through COMPASS debiting via your preferred credit card.

Cardholder Name:

Card Number:

Expiry date :.....

CVC:

- e) Every following instalment amount must be received by the College no later than 3.00pm according to the agreed schedule until the full amount of the debt is paid.

DECLARATION:

I hereby acknowledge that the school Contributions & Charges for my child will be paid in full by the end of the 2021 School Year based on the payment option I have selected. I will contact the school in writing should I be unable to commit to this agreed arrangement for any reason.

PARENT/GUARDIAN

DATE

MANAGER CORPORATE SERVICES

DATE