

EMMAUS COLLEGE JIMBOOMBA

*Where the focus is on learning*



# ENROLMENT INFORMATION 2024



# Enrolment Procedure

For the College to consider an enrolment application, it is necessary to lodge an online application via the Emmaus College website together with copies of supporting documentation –

- Child's Birth Certificate
- Baptismal Certificate (*if baptised*)
- **INFORMATION ACCESS PERMISSION FORM**
- Last 2 school reports and NAPLAN results (*as applicable*)
- Any medical or learning reports (*if applicable*)
- *If noted in your application:*
  - Legal Documentation
  - Medical Action Plan
  - Student Specialist Assessments
  - Passport & Visa copy
  - Australian Citizenship/Passport – if both parents are born overseas

➤ An Enrolment Application Fee of **\$100 per student is paid on application.**

**Once ALL the necessary paperwork and application fee are received, the application is 'complete' and the enrolment application will then be recorded and processed.**

It is important that all documentation be provided to allow the application to be processed.

*Lodgement of an application does not guarantee enrolment or an enrolment interview.*

The enrolment process:

- lodgement of the fully completed online enrolment application together with all the necessary supporting documentation and application fee payment
- processing of the application by the Principal or delegate
- the availability of a position in the College
- attending an enrolment interview with your child
- a successful interview with the Principal and position offered
- completion and return of Confirmation of Enrolment documentation together with payment of **\$150.00 Acceptance Fee**

Please contact the P-6 or 7-12 Enrolment Officers on 5547 9990 for further information on the enrolment process or to receive information about our Open Mornings.

# Annual School Fees & Levies

Emmaus College aims to provide a quality education to all students and for this to be achieved, fees and levies are charged. It is an expectation that all families who enrol at the school will invest financially in the education of their child.

## **SCHEDULED COLLEGE FEES**

### **Issuing of Accounts**

School fees and levies are charged on a term basis before the commencement of the first week of term in accordance with the College Fees and Charges listing available on our website - [www.emmausjimboomba.qld.edu.au](http://www.emmausjimboomba.qld.edu.au) and comprise the following charges:

- Tuition Fee per student – provides the funds to deliver the staffing and administrative requirements associated with educating your child/children.
- Building Fund Levy – provides the funds used to pay loans and to maintain the grounds and facilities.
- Student & IT Levies – provides the funds to make available the resources used by students during educational activities.
- 1:1 Program – funds the supply of a device to students in Years 4 – 12.
- Parents and Friends Association Levy – used to fund priorities identified by the parent body.
- Camps, Recreational Sport, Vocational Education Courses or any other charges applicable to a student activity not covered in the above charges and will be charged in the term of the activity or as payment is required of the school by suppliers.

A due date is listed on the account and parents are required to make payment by the due date unless a payment arrangement has been made with the Finance Department.

A reminder notice will be issued to all families who have not settled the school fee account by the due date where a payment plan is not in place.

An overdue fee will be charged to all families who have not settled the school fee account by the due date where a payment plan is not in place. This overdue fee is not refundable.

## **OTHER CHARGES**

### **Uniform Expenses**

Uniform costs must be paid to the Uniform Shop at the time of purchase.

### **Excursions, Incursions, Immersions, etc.**

Other charges may apply throughout the year for special activities such as excursions and immersions. The College endeavours to keep these charges to a minimum. These charges may be shown on your statement, however, may not be included in direct debit or BPoint schedules arranged by the Finance Department.

### **Who is Responsible for Payment?**

The parent/s and/or legal guardian/s, who have signed the Confirmation of Enrolment agreement with the College, are jointly and severally liable for the student's tuition fees and any other costs associated with the student's attendance at the College. Any changes in family circumstances must be documented in a 'Revision of Financial Obligations' form. Due to BCE Privacy Policy, the College cannot discuss an account with anyone other than the account holder.

## **PAYMENT INFORMATION**

### **Methods of Payment**

- Direct Debit
- BPay
- BPoint (via Parent Portal)
- EFTPOS – Debit and Credit cards at the office (American Express not accepted)
- Credit Card deductions
- Credit and Debit Card (Visa or Mastercard) via the payment window on the Parent Portal
- Cash at the Office

For regular payments (weekly, fortnightly, or monthly) you can pay by credit card or direct debit. Please contact the office before the due date to arrange the correct payment amount.

For payment of term accounts in full, please use BPay, EFTPOS, Direct Deposit (the details are shown on your statement), or BPoint - visit the Parent Portal to use the school fee payment facility.

### **Discount for Full Payment of Annual College Fees**

A 5% discount on the tuition component will be granted to parents who elect to pay the full year's College fees by 31 March. Contact with the Finance Department must be made to ensure correct calculation of discount.

### **Family Discounts on Fees**

Discounts on the tuition component of the charges are available to families with multiple students attending the College. For any discounts to apply, all students must be enrolled with an identical structure of responsible account holders.

### **New Students Entering the College**

New students entering the College after the commencement of a term will be charged on a pro-rata basis for the remaining weeks of a term. The invoice must be paid within 14 days unless a regular payment plan is agreed on.

Further information regarding the issue and payment of school fees can be obtained by contacting the College.



# Emmaus College

## 2024 Annual School Fees & Levies

Year Level		Building Levy	P&F Levy	Tuition	Student Resource Levies			Camp	Total
					Student Levy	IT Levy	1:1 Program		
EARLY Years	Prep	\$1,052	\$150	\$1,530	\$650	\$150			\$3,532
	1	\$1,052	\$150	\$1,530	\$650	\$150			\$3,532
	2	\$1,052	\$150	\$1,530	\$650	\$150			\$3,532
JUNIOR Years	3	\$1,052	\$150	\$1,530	\$650	\$150			\$3,532
	4	\$1,052	\$150	\$1,530	\$650	\$150	\$350		\$3,882
	5	\$1,052	\$150	\$1,530	\$650	\$150	\$350		\$3,882
	6	\$1,052	\$150	\$1,530	\$650	\$150	\$350	\$415	\$4,297
MIDDLE Years	7	\$1,052	\$150	\$2,690	\$900	\$150	\$450	\$450	\$5,842
	8	\$1,052	\$150	\$2,690	\$900	\$150	\$450		\$5,392
	9	\$1,052	\$150	\$2,690	\$900	\$150	\$450		\$5,392
SENIOR Years	10	\$1,052	\$150	\$2,830	\$900	\$150	\$550		\$5,632
	11	\$1,052	\$150	\$2,830	\$900	\$150	\$550	\$550	\$6,182
	12	\$1,052	\$150	\$2,830	\$900	\$150	\$550		\$5,632

### PAYMENT DUE DATES

Term 1: 16 Feb 2024  
Term 2: 26 Apr 2024  
Term 3: 19 July 2024  
Term 4: 11 Oct 2024

#### Family Based Charges

Applied to eldest in family only

#### Multiple Children \*

2nd - 20% discount  
3rd - 35% discount  
4th - 50% discount  
5th - 50% discount

\*Please see over for fee calculator and examples

Fees and levies subject to yearly change.



# Emmaus College

## 2024 Fee Calculator

Students in Family	Fees Applied	Year Level									
		P-3	4	5	6	7	8	9	10	11	12
Eldest	P&F, Building Levy, Tuition, Student Resource Levies	\$3,532	\$3,882	\$3,882	\$4,297	\$5,842	\$5,392	\$5,392	\$5,632	\$6,182	\$5,632
Second	Student Resource Levies + 20% discount on Tuition	\$2,024	\$2,374	\$2,374	\$2,789	\$4,102	\$3,652	\$3,652	\$3,864	\$4,414	\$3,864
Third	Student Resource Levies + 35% discount on Tuition	\$1,795	\$2,145	\$2,145	\$2,560	\$3,699	\$3,249	\$3,249	\$3,440	\$3,990	\$3,440
Fourth	Student Resource Levies + 50% discount on Tuition	\$1,565	\$1,915	\$1,915	\$2,330	\$3,295	\$2,845	\$2,845	\$3,015	\$3,565	\$3,939
Subsequent	Student Resource Levies + 50% discount on Tuition	\$1,565	\$1,915	\$1,915	\$2,330	\$3,295	\$2,845	\$2,845	\$3,015	\$3,565	\$3,939

Example 1		
Eldest	Yr 3	\$3,532
Second	Prep	\$2,024
Annual Fees:		\$5,556.00
Fees per term:		\$1,389.00

Example 3		
Eldest	Yr 9	\$5,392
Second	Yr 7	\$4,102
Third	Yr 5	\$2,145
Fourth	Yr 2	\$1,565
Fifth	Yr 2	\$1,565
Annual Fees:		\$15,069.00
Fees per term:		\$3,767.25

Example 2		
Eldest	Yr 11	\$6,182
Second	Yr 9	\$3,652
Third	Yr 3	\$1,795
Fourth	Yr 2	\$1,565
Annual Fees:		\$13,494.00
Fees per term:		\$3,373.50

Example 4		
Eldest	Yr 12	\$5,632
Second	Yr 10	\$3,864
Third	Yr 8	\$3,249
Annual Fees:		\$12,745.00
Fees per term:		\$3,186.25



## Early & Junior Years (Prep to Year 6)

	Eligible for Prep
Born 1 July 2018 to 30 June 2019	2024
Born 1 July 2019 to 30 June 2020	2025
Born 1 July 2020 to 30 June 2021	2026
Born 1 July 2021 to 30 June 2022	2027

Subjects for the Early & Junior Years include:

- Religious Education
- English
- Mathematics
- Humanities and Social Sciences (HASS)
  - History
  - Geography
  - Civics & Citizenship (3-6)
- Science
- The Arts
- Music
- Technology
- Health and Physical Education
- Japanese

## Middle Years (Year 7 to Year 9)

### Subject Selection

Core Subjects	Other Subjects
Religious Education	Design & Technologies
English	Design & Technologies (Engineering & Materials)
Health and Physical Education	Design & Technologies (Food & Materials) - <i>Agriculture</i>
Humanities and Social Sciences	Design & Technologies (Food Specialisations)
Mathematics	Design & Technologies (Materials & Technologies) - STEM
Science	Digital Technologies
	Drama
	Economics & Business
	Media Arts
	Music
	Visual Art

# Senior Years (Year 10 to Year 12)

## Senior School Subjects – Year 10

Core Subjects	Electives	
Religious Education	Certificate III Aviation	Economics & Business/Civics & Citizenship
English	DT Food Specialisation	Geography
Mathematics	Design & Technologies (Materials & Technologies) - STEM	Health and Physical Education
Science	Design & Technologies (Engineering & Materials)	Media Arts (TBC)
History	Design & Technologies (Food & Materials) - <i>Agriculture</i>	Music
	Digital Technologies	Visual Art
	Drama	

## Senior School Subjects – Years 11 and 12

### General Subjects

Biology	Mathematical Methods
Chemistry	Modern History
Design	Music + Music Extension
Drama ( <i>TBC</i> )	Physical Education
English	Physics
Mathematics	Psychology
Health	Specialist Mathematics
Legal Studies	Study of Religion
Literature	Visual Art

### Applied Subjects

Agricultural Practices	Religion and Ethics
Essential English	Science in Practice
Essential Mathematics	Sport and Recreation
Information & Communication Technology	Visual Arts in Practice
Furnishing Skills	Media Arts

### Certificate Subjects

Certificate II Hospitality
Certificate III Business
Certificate III Fitness

- ❖ Vocational Options: TAFE/Traineeship/Apprenticeship
- ❖ University Options: by application
- ❖ Other Certificate courses are available on application



# 2024 Term Dates

<b>Term 1</b>	<b>Tuesday 23 January – Thursday 28 March (10 weeks)</b> <ul style="list-style-type: none"> <li><b>Tuesday 23 January</b> Prep Surnames A-H only attend</li> <li><b>Wednesday 24 January</b> Years 1 to 12 Students attend Prep Surnames I-Z only attend</li> <li><b>Thursday 25 January</b> All P-12 Students attend</li> <li><b>Friday 26 January</b> <i>Australia Day Public Holiday</i></li> </ul>
<b>Term 2</b>	<b>Monday 15 April – Friday 21 June (10 weeks)</b>
<b>Term 3</b>	<b>Monday 8 July – Friday 13 September (10 weeks)</b>
<b>Term 4</b>	<b>Monday 30 September – Friday 6 December (10 weeks)</b> <ul style="list-style-type: none"> <li>Year 12 Students finish – Friday 15 November</li> <li>Years 10 &amp; 11 Students finish – Friday 29 November</li> </ul>
<b>Pupil Free Days</b>	<ul style="list-style-type: none"> <li>Wednesday 17 January</li> <li>Thursday 18 January</li> <li>Friday 19 January</li> <li>Monday 22 January (Staff Only – Admin Day)</li> <li>Monday 8 July (Staff Only)</li> <li>Friday 30 August (Staff Only – CTJ Day)</li> <li>Friday 6 December (Staff Only)</li> </ul>

## iPad and Laptop Program

Information and Communication Technologies includes the use of computers and iPads, the school network, the internet, digital/video cameras and scanners.

At Emmaus College, computers are used to enhance teaching and learning in several ways: for communicating with other people, for publishing students' work, for research and learning skills.

Emmaus College has a 1:1 technology program in Years 4 to 12.

All students in Years 4 to 6 are issued with a device and these stay in the classroom.

All students in Years 7 to 9 are issued with a device and these can be taken home.

All students in Years 10 to 12 are issued with a device and these can be taken home.

Students must agree to follow the College's Acceptable Use of Technology Policy to be able to take their device home.

## Instrumental Music Program

The Instrumental Music Program at Emmaus offers excellent quality private tuition for keen and committed students in any year level. The aim of the instrumental program is the development of the student's musical, social and personal awareness through participation in instrumental music instruction, ensembles, rehearsals and performances. Instrumental music tuition is available to students for strings, woodwind, brass, piano, drums and guitar.

The College ensemble welcomes new members when their level of proficiency allows them to contribute. More information on the program can be found in the Instrumental Handbook found on our website.

# Extra Curricular Activities

## Junior Years (Years 3 – 6)

### **Sport**

- Kingfisher Rugby League
- Kingfisher Netball
- Cluster Cup Cricket
- Cluster Gala Days

### **Squad Training**

- Athletics
- Cross Country

### **Performing Arts**

- Junior Years Choir
- Concert Band
- Biannual Musical - 2024
- Ukelele Club

### **Other**

- Equestrian
- Opti-MINDS
- Various lunchtime clubs
- Homework Club
- St Vincent de Paul's Sleepout Afternoon

## Middle & Senior Years (Years 7 to 12)

### **SECA Sports Competition**

- Cricket
- Netball
- Rugby League
- Soccer
- Tennis
- Touch Football
- Volleyball
- Basketball
- eSports
- Swimming
- Athletics
- Cross Country
- Chess
- Theatre Sports
- Rugby 7's
- AFL
- Rugby League 9's

### **Other Sport**

- Confraternity Rugby League
- QISSN (Netball)
- Qld All Schools Touch Competition
- Basketball
- Qld School Sport – Representative Sport
- QC Cup Netball
- Equestrian
- All Schools Volleyball

### **Squad Training**

- Cross Country

### **Performing Arts**

- Concert Band
- String Ensemble
- Biannual Musical
- Rock Band
- Stage Band
- Music Ministry Team

### **Other**

- Orion Club
- Tutoring – Maths, English, Science
- Immersion Trip
- St Vincent de Paul Sleepout
- Australian Competitions – Mathematics
- Opti-MINDS (Middle Years)
- Agriculture Cattle Show Team
- STEM Club
- Reading Club

# Outside School Hours Care

Before School, After School and Vacation Care are available for students – Prep to Year 6. Bookings are essential. Management of the centre is the responsibility of Catholic Early EdCare, an agency of the Catholic Archdiocese of Brisbane.

Any enquiries should be directed to the Coordinator, telephone number is 5548 6800 or more information is available on their website at [www.catholicearlyedcare.qld.edu.au/emmaus-primary-school-combined-outside-school-hours-care-jimboomba](http://www.catholicearlyedcare.qld.edu.au/emmaus-primary-school-combined-outside-school-hours-care-jimboomba).

Operating hours in the morning are from 6:30am to 8:30am, and in the afternoon from 2:45pm to 6:00pm.

Vacation Care operating hours are 7:00am to 6:00pm.

# Uniform Shop

New uniforms, iron-on labels and other accessories are available for purchase at the Uniform Shop.

Orders can be placed by email [emmausuniform@bne.catholic.edu.au](mailto:emmausuniform@bne.catholic.edu.au), online through Flexischools or phone: 5547 9913. Layby and EFTPOS facilities are available. To see current Uniform Shop hours please refer to the College website.

## Second Hand Uniform Shop

The Second-Hand Uniform Shop is run by volunteers from the P&F Association.

Opening hours are advertised via the Emmaus Parent Portal and newsletter. Opening times may change throughout the year due to volunteer availability.

# Bus Services

Emmaus College has several bus services that transport students to and from the College. Further information about bus services to the school can be obtained from Bus Qld [www.busqld.com.au](http://www.busqld.com.au), website [www.emmausjimboomba.qld.edu.au](http://www.emmausjimboomba.qld.edu.au) and from the bus companies –

- |                           |           |  |
|---------------------------|-----------|--|
| • Beaudesert Bus Services | 5541 3432 | <a href="http://www.logancoaches.com.au">www.logancoaches.com.au</a> |
| • Logan Coaches           | 5546 3077 | <a href="http://www.logancoaches.com.au">www.logancoaches.com.au</a> |
| • Park Ridge Transit      | 3802 1233 | <a href="http://www.busqld.com.au">www.busqld.com.au</a>             |

At all times, students of Emmaus College are expected to follow the *Code of Conduct for School Students Travelling on Buses* issued by the Queensland Government. A copy of this document is located at –

[www.translink.com.au/travel-with-us/school-travel/school-travel-info/code-of-conduct](http://www.translink.com.au/travel-with-us/school-travel/school-travel-info/code-of-conduct)

Students are expected to follow the requirements set out under the *Code of Conduct* in order to ensure safe and enjoyable travel to and from home and school, and whilst on school excursions, camps, sports and study trips.

The Code of Conduct for School Students Travelling on Buses states that students have a responsibility to –

- contribute to safe and enjoyable travel for all passengers
- follow the Code of Conduct and accept the rules of bus operators
- be responsible for their attitudes and actions
- respect the rights of other passengers
- treat bus drivers with respect
- follow the direction/instruction of drivers
- report any unsafe behaviour to drivers/schools
- express concerns in an appropriate manner
- demonstrate self-control
- be co-operative



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