

# Maronite College of the Holy Family

# NEWSLETTER

23-25 Alice Street, Harris Park, 2150
Tel: 9633 6600 Email: Admin@mchf.nsw.edu.au

Term 1 - Week 5: Friday 28th February 2020

## MESSAGE FROM THE PRINCIPAL



Ash Monday Mass

The College has been working behind the scenes to restore the damage caused by the recent storms. The College phone lines have been damaged as well as classrooms. The Kindy White Classroom was hardest hit but please be assured that the repair of this classroom and the College phone lines is of the highest priority.





This week we commenced with the first of our College tours which took place on Wednesday. The College also took part in an Evacuation Drill to ensure that students are aware of the procedures which need to be followed for their safety.

A reminder that Masses will be celebrated every Tuesday and Thursday morning at 8am in the College Chapel. All parents, staff and students are invited to attend, pray and reflect especially during this important season of Lent.

Sr Irene Boughosn PRINCIPAL

## **HEAD OF PRIMARY MESSAGE**



The acquisition of leadership skills is an important part of every student's growth and development. From a young age, students are given the opportunity to gradually attain the necessary skills needed to be an effective leader. This week, the Primary SRC demonstrated their evolving skills by leading the morning prayer at the K-2 assembly. They began with a passage from the bible before inviting some of our younger students to share their thoughts with everyone. It was wonderful to see our Year 6 leaders speak with such confidence. Thank you to Sr Cynthia who assisted our students in the preparation of the prayer.

## Year 6 Leadership



This term our Year 6 students have been learning all about Servant Leadership by focusing on the actions of Moses and the teachings of Jesus. They are being encouraged to apply the Christian ideals of leadership to their everyday interactions with their family, school and broader community members. To enhance their knowledge, Fr Danny was invited to speak to the whole grade and share his own experiences with them.

The students gained a wonderful insight into his role as a priest and all the work that he does. They were then given the opportunity to ask questions so that they could deepen their understanding of how they could be a true servant leader to God.

#### **Homework Club**

Homework Club occurs each Wednesday after school for students in Years 2-6. It is a supervised session run by volunteer teachers who assist students in completing homework and research tasks. Students are asked to have enough homework to complete in the hour session. A

detailed note with an attached permission slip is available from the Primary Office.



#### **The Primary Learning Centre**

The Primary Learning Centre is always a hive of activity. At the beginning of the week, Mrs LeMerle teaches library skills to students from Kindergarten to Year Three. During breaks, students can spend time reading, playing games or using the computers. On Thursdays and Fridays, the focus is on the use of technology. Ms Azzi supports classes from Year Four to Six with research tasks linked to current units of work taught in the classroom. Using technology effectively is essential for all students, so it is vital that we explicitly teach the necessary skills so that they can achieve success.

#### Year 5

This week I received some entertaining pieces of writing from Year 5 students. The creativity was evident as I read through each of the stories. One inspirational text was written by Elijah Ghabach from 5 Opal. He wrote a response to a stimulus titled, 'Hero Award'. Elijah constructed his text about Jesus. Not only did he write with great passion, he also read his work confidently to various audiences around the school. Well done to all our emerging authors from Year 5.



#### **Parent/Teacher Chats**

A reminder that the Primary Department will be conducting Parent/Teacher Chats on Monday 2<sup>nd</sup> March

and Tuesday 3<sup>rd</sup> March. The purpose of these chats is for you to share any important information about your child with their class teacher. This information may include your child's strengths, interests or any areas of concern you may have in regards to their learning. The Parent/Teacher Chat will allow teachers to gain an insight into all aspects of your child. It is compulsory for parents/guardians to attend. Please ensure you have scheduled your chat by **11pm tonight,** as the booking system will close at this time.

#### STEM Day

On Thursday 5<sup>th</sup> March, all students from K-6 will be participating in a STEM Day. The aim of the day, is to provide hands-on experiences for our students so that they can further develop their problem-solving skills in a fun and relaxed environment. If you are able to assist on the day, please notify your child's class teacher by returning the bottom portion of the note that was sent home earlier this week. Please note, that to be able to assist you must have completed the 2020 MCHF Parent Volunteer Induction Session and signed all required documentation. We are looking forward to another exciting day this year.

#### Year 5 Maths



Students from 5 Sapphire were challenged with the task of creating a dinner menu with a budget of only \$50. They began by accessing the latest Woolworths catalogue online in order to select the products they would need. Students were then required to use the addition and subtraction strategies they had been learning in class to calculate their



total spend and work out the amount of money left over. The whole class were extremely creative with their menus and enjoyed this very practical application of Mathematics.

### Sport at MCHF

Physical activity is an essential element of a child's development. It is a component of the Personal Development, Health and Physical Education curriculum. All primary schools are mandated by Government policy to cover all elements of the PDHPE syllabus. This week, 1 Gold participated in a range of activities which not only aimed to improve the fitness and coordination of the students, but also emphasised the importance of teamwork.



#### **Swimming Program**

Last Tuesday, Years Four to Six attended their first swimming lesson of the year. At this lesson, the swimming ability of all students was assessed so that they could be placed into levelled groups. This week, students were given the opportunity to further develop specific skills and techniques which were targeted to their needs. They had a deal of fun and can't wait to be back in the pool again next week.



The Premier's Reading Challenge student site is available again this year. The challenge aims to encourage a love of reading in all

students and enables them to experience quality literature. Students can search for books to read, add books to their reading logs and track their progress throughout the challenge. The website will be available for students when the challenge opens on Monday 2<sup>nd</sup> March. The Final date for entry of student reading records is Friday 28<sup>th</sup> August. You can find the site at <a href="https://online.det.nsw.edu.au/prc/studentExperience.html#/">https://online.det.nsw.edu.au/prc/studentExperience.html#/</a>



A reminder that any student intending to take leave for a period of 5 days or more during the school term, must complete an application form in order to obtain Principal approval. Forms can be obtained from the main office.

Mr D. Day Head of Primary





## **HEAD OF SECONDARY MESSAGE**

## Student Success: Part 1 "RESPONSIBIITY"

As mentioned last week, each week for the next few weeks I will provide information and suggestions for each aspect that creates student success. This week is Responsibility. As parents and teachers, we strive for our students to be responsible young men and women. However, it is easier said than done! A main element of responsibility is accountability. A student needs to be accountable for their decisions and actions in order to develop responsibility. Students heavily rely on their parents and teachers; and unfortunately, sometimes we provide 'too much' support. For example, a student may state that they

Collaborate

Attitude
Commitment

Attendance

Student
Success

Hard Work

cannot do something - our reaction is doing it for them. A suggestion would be to ask questions so the student

can analyse and form solutions. Therefore, the next time your child states they cannot do something, start asking them questions and allow them to reflect and evaluate. This will develop a student's confidence, make them accountable, and in turn become responsible for their own learning and development.

#### **College Forms**

A reminder to parents/guardians that the following forms are due to be returned to the College:

- College Events Permission Form (provided at the Parent Information Evening)
- Photography Form
- Medical Forms (if there are changes from 2019).

These must be returned as soon as possible to ensure the College can effectively operate this year. If you need additional copies of these forms, then please contact the College.

#### Season of Lent

This week we commenced the season of lent with a beautiful Ash Monday liturgy. As we commence the Season of Lent, we are invited to reflect on our Lenten journey. What do we want to achieve? What does our journey look like? Students are encouraged to fast during the season of lent as much as they can. Staff are allowing students to break their fast at midday. We encourage students to pack a small item to eat at midday as the bell for lunch time goes at around 12:25pm. Students and parents/guardians are invited to celebrate Mass every Tuesday and Thursday mornings at 8am in St Elias Chapel.









## Student Leaders

On Friday last week we announced the student leadership roles for this year. Class Captains and SRC Representatives are for Semester 1 only (i.e. Term 1 and 2). The remainder of the leaders are for the year. Refer to the attachment in this newsletter for our student leaders. Congratulations to all our students as we commence this year under our newly revised student leadership model.

Please scroll down for the leadership structure and list of 2020 College leaders

## **Wellbeing Wednesday**

This week we held Wellbeing Wednesday which focuses on mental health and wellbeing. This initiative is held once a term in week 5. We thank Mrs Abdul Ahad, the student Wellbeing Prefects and student leaders who prepared the day. Various activities and initiatives took place including a staff lunch on the roof of our C Block.





## **Thursday Sport Uniform**

There seems to be some confusion amongst students in regards to the required uniform to be worn on Thursdays. Students are required to wear the College sport uniform on Thursdays with their House Polos. This includes rep students. Rep students must either wear their rep uniform under their sport uniform or bring in a separate bag and change into before rep sport. Commencing this week any student who fails to comply with this will result in out of uniform infringement being issued.

## Year 12 Driving to the College

Year 12 students are required to seek approval from the College to drive to the College. This is a policy which must be adhered to by students. Students must complete the application form and submit to the College for approval. Failure to seek approval may result in severe consequences.

#### **College Tour**

On Wednesday 26<sup>th</sup> August, the College held its first tour for the year. The session commenced with a presentation followed by a tour led by our primary and secondary student leaders. Thank you to all our guests who attended. Further tours will be held each term throughout the year.





## Applying for Approved Leave - Travel

A reminder that as of this year an application for approved leave must be completed and submitted to the College if the leave is for 5 days or more.

### **Evacuation Drill**

This week the College performed its annual evacuation drill on Wednesday 26<sup>th</sup> February. This is a mandatory drill as part of our WHS policy and procedure. This drill is an important activity to ensure our students and staff are prepared for the unforeseen event that the College needs to be evacuated. The students and staff completed the drill extremely well and very quickly had evacuated the buildings.

#### **Swimming Carnival**

On Friday 28<sup>th</sup> February, our Annual Swimming Carnival was held at Granville Swimming Centre. The day was a great success and enjoyed by all staff and students. We congratulate students for their participation, attendance and competitiveness on the day. We thank Mr Abood for coordinating the event and to all the staff who assisted on the day.









## Travelling on the Bus

We are receiving concerns from the bus company regarding some student behaviour when on the bus. Can we please remind our parents/guardians that the buses are a service provided for the College to ensure our students are travelling to and from the College safely. Students must not eat or drink on the bus and must not leave any rubbish behind. Furthermore, students must ensure they behave in a respectful manner and follow the directions of the bus prefects. Finally, please ensure your child has an opal card with them to use the bus service. The College would really appreciate the support and cooperation of parents/guardians in this matter.

#### The Coming Week....

This week coming our Year 8 students will be completing their compulsory three-day swimming program from Monday until Wednesday. Also our year 7 students will be participating in their day retreat on Tuesday at OLOL CYPC. Once again looking forward to another week at MCHF!

Mr E. Asmar Head of Secondary

## DATES TO REMEMBER

- Monday 2<sup>nd</sup> to Wednesday 4<sup>th</sup> March Year 8 Swimming Program
- Tuesday 3<sup>rd</sup> March Year 7 Retreat at the OLOL Youth Centre
- Tuesday 10<sup>th</sup> March Years 4-6 Swimming
- Friday 13<sup>th</sup> March Social Justice Mass (Years K-6) at 9am
- Monday 16<sup>th</sup> to Friday 20<sup>th</sup> March Bullying Awareness Week
- Tuesday 17<sup>th</sup> March Years 4-6 Swimming
- Friday 20<sup>th</sup> March St Joseph Mass (Years 7-12) at 9am
- Tuesday 24<sup>th</sup> March Year 4-6 Swimming
- Wednesday 25<sup>th</sup> March Primary Maths Olympiad
- Tuesday 31<sup>st</sup> March Years 4-6 Swimming
- Wednesday 1<sup>st</sup> April Year 12 Parent/Teacher Interviews from 3:30pm to 7:30pm
- Thursday 9<sup>th</sup> April Term 1 Ends
- Wednesday 29<sup>th</sup> April Term 2 Begins

## **★★★ CONGRATULATIONS ★★★**

All Rounder Awards – Charlise Sassine (Year 1)

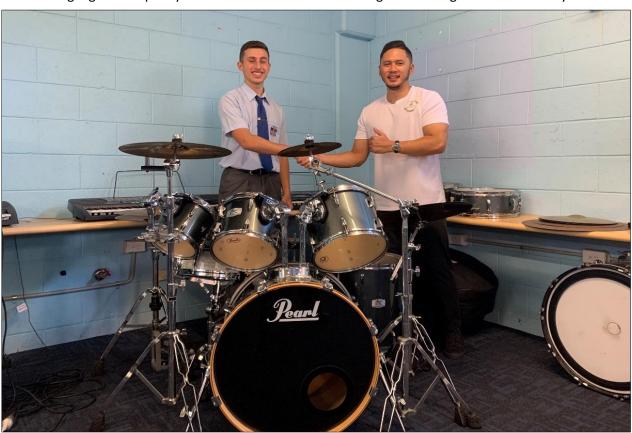
**Bronze Awards -**

Silver Awards -

Principal's Award -

## **THIS AND THAT**

The CAPA Department at MCHF would like to thank Raymond Hadchiti (Year 11) and family, for their donation of a fully equipped drum kit. This display of generosity has truly humbled staff (especially Mr. Sedicol) and highlights the quality of students we have at the College. Thanks again Hadchiti family!



## PARENT CORNER

Please note; You are now able to phone the College. Our number has been diverted to a mobile until the phone lines are fixed, so please be patient with us. Please feel free to email us as another option - <a href="mailto:Admin@mchf.nsw.edu.au">Admin@mchf.nsw.edu.au</a>.

# Please scroll down to the last two pages to read the Information College Notice from the Department of Education.

## **Parents/Guardians**

Please do not park in disabled parking, in the Church carpark, unless you have a disability sticker. Please be aware that we have parishioners, students and parents with disabilities.

#### **BYOD LINK AND CODE**

https://www.jbeducation.com.au/byod/ School Code: MCHFBYOD

Please remember to download the SkoolBag app (free) from your app store and create an account linked to our College.

To receive our newsletter via email, please email us - admin@mchf.nsw.edu.au

Website: http://www.mchf.nsw.edu.au/



**Facebook:** https://www.facebook.com/mchfparramatta/

Instagram - https://www.instagram.com/mchf2325/

LinkedIn: https://au.linkedin.com/company/maronite-college-of-the-holy-family

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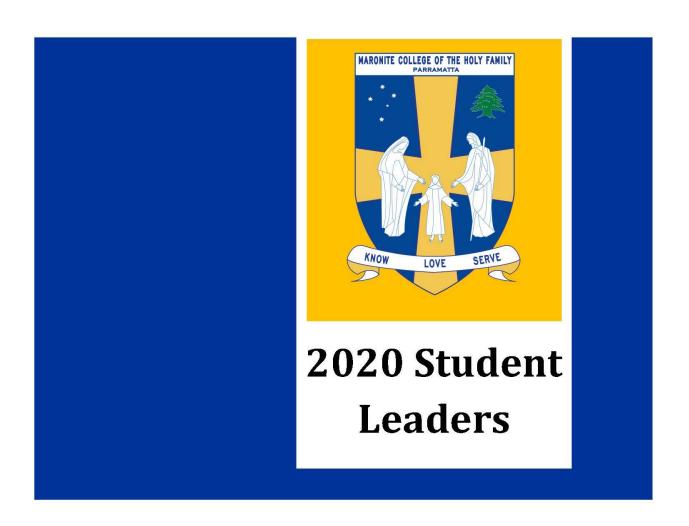
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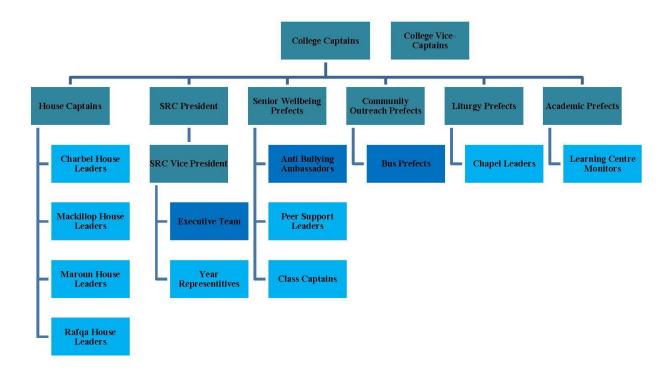
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# **Secondary Student Leadership Model**



| College Captains          |  |                                       |                                       |
|---------------------------|--|---------------------------------------|---------------------------------------|
| Robbie El-Bazouni         |  | Nicole Farah                          |                                       |
|                           | tains                                      |                                       |                                       |
| Jon Boumelhem             |  | Clarita Fajloun                       |                                       |
|                           | College Leade                              | ers                                   |                                       |
| SRC President             | Karen Hawache                              | Liturgy Prefects                      | Lara Chamoun<br>Rafka Semaan          |
| SRC Vice President        | Nassif Abi-Khattar                         | Academic Prefects                     | Rafqa Kayrouz<br>Mabelle<br>Chamchoum |
| Senior Wellbeing Prefects | Theresa El-Halabi<br>Angela Marie<br>Nemer | Community<br>Outreach Prefects        | Samantha Abboud<br>Charlene Sabat     |
| MacKillop House<br>(Blue) |  | Ibrahim Fakhri<br>Mona El-Hachem      |                                       |
| Charbel House<br>(Yellow) |  | Rachelle Nakhoul<br>Raychel Fares     |                                       |
| Rafqa House<br>(Green)    |  | Jaycob Anjoul<br>Christopher Makdessi |                                       |
| Maroun House<br>(Red)     |  |                                       | l Layoun<br>l-Haddad                  |

## Class Captains: Semester 1

| <u></u>            | · ·                |  |
|--------------------|--------------------|--|
| 7A Class Captains  | Anthony Boumelhem  |  |
|                    | Mikayla Moussa     |  |
| 7B Class Captains  | Andy Sleiman       |  |
|                    | Charbella Hanna    |  |
| 7C Class Cantains  | Charbel Makary     |  |
| 7C Class Captains  | Monique Abou Touma |  |
| 7D Class Contains  | Jake Green         |  |
| 7D Class Captains  | Olivia Bechara     |  |
| 0.4.Cl             | Jacob Mansour      |  |
| 8A Class Captains  | Erica Estephan     |  |
| 8B Class Captains  | Anthony Germanos   |  |
|                    | Suzannah Al Alam   |  |
| 25.51              | Anthony Samson     |  |
| 8C Class Captains  | Claudia Kabalan    |  |
| and a c            | Joseph Ghannoum    |  |
| 8D Class Captains  | Rita Raffoul       |  |
| 9A Class Captains  | John El-Barhoun    |  |
|                    | Melissa Makhlouf   |  |
| 9B Class Captains  | Christian Younes   |  |
|                    | Teresa Matta       |  |
| 9C Class Captains  | Nicholas Laba      |  |
|                    | Christina Elkhoury |  |
| 9D Class Captains  | Abdo Abou-Chedid   |  |
|                    | Eliana Zaidan      |  |
| 10A Class Captains | Joseph Nakhoul     |  |
|                    | Georgia Khattar    |  |
| 10B Class Captains | Elie Joukhadar     |  |
|                    | Joy Sleiman        |  |

| 10C Class Captains | Stephanie Atie<br>Jacob Semaan |  |  |
|--------------------|--------------------------------|--|--|
|                    |                                |  |  |
| 10D Class Captains | Charbel Ibrahim                |  |  |
|                    | Melissa El Karina              |  |  |
| 11A Class Captains | James Azar                     |  |  |
|                    | Elly Nassim                    |  |  |
| 11B Class Captains | Nicholas Mouawad               |  |  |
|                    | Celine Harb                    |  |  |
| 11C Class Captains | Christian Nouh                 |  |  |
|                    | Tiana Khattar                  |  |  |
| 12A Class Captains | Maryrose Aboukaram             |  |  |
|                    | Carlos Melhem                  |  |  |
| 12B Class Captains | Raquel El Katrib               |  |  |
|                    | Harrison Yaacoub               |  |  |
| 12C Class Captains | Olivia Saroufin                |  |  |
|                    | Peter Germanos                 |  |  |

## **LEARNING CENTRE MONITORS**

|                                 | Giovanni Makari, Christopher Dimassi, |  |
|---------------------------------|---------------------------------------|--|
| Year 7 Learning Centre Monitors | Pierre Azzi, Dania Nakhoul, Angelina  |  |
|                                 | Franjie, Sophia Haddad                |  |
| Year 8 Learning Centre Monitors | Rebecca Hanania, David Abi-Khattar,   |  |
|                                 | Omar Amoud, George Zaidan, Michael    |  |
|                                 | Bouyssa, Sayed Sleiman, Christian     |  |
|                                 | Abdulahad                             |  |
| Year 9 Learning Centre Monitors | Joanne Sader, Michel Shalhoub         |  |

## YEAR 10 PEER SUPPORT LEADERS

Peer Support Leaders

Alissar Ishac, Anna Yaacoub, Ashley Habib, Badwi Makary, Chanelle Mekary, Charbel Ibrahim, Cindy Massoud, Clair El Hakim, Cynthia Sabat, George Kanaan, Georgia Deeb, Georgia Khattar, Grace Sleiman, Jacob Semaan, Joelle Lahoud, John Massoud, Jorge Dayoub, Joy Sleiman, Julien El Bazouni, Kaitlyn Gerreyn, Layla Saroufin, Leana Dib, Luciana Dib, Mikayla Stavrinakis, Patrick Licha, Ray Hobeich, Samantha Georges, Stephanie Atie, Sabine Bou-Sanayeh, Mandaline Moussa, Natalie Khoury, Marissa Frangi

## YEAR 11 ANTI-BULLYING AMBASSADORS

Anti-Bullying Ambassadors Adrian Harb, George Katrib, Theresa Sassine, Joseph Layoun, Nina Bousaid, Roula Abou-Chedid, Anna Maria Kobti, Brytney Al-Saiah, Celine Moussa, Christina Geagea, Georgia Al-Ekhtiyar, Tatiana Estephen

## **CHAPEL LEADERS**

| Year 9 Chapel Leaders  | Joanne Sader     |
|------------------------|------------------|
| Voru 10 Chanal Landous | Celine Al Draibi |
| Year 10 Chapel Leaders | Natalie Khoury   |
| Year 11 Chapel Leaders | Elissa El Katrib |
|                        | Chanel Melhem    |
|                        | Tatiana Estephen |

## **BUS PREFECTS**

|      | Morning Bus   | Af   | ternoon Bus  |
|------|---|------|--|
| 9400 | Brytney Al-Saiah<br>Chahid Bazouni  | 9622 | Chahid Bazouni<br>Charbel Makary   |
| 9401 | Nina Bousaid  | 9623 | Nina Bousaid<br>Brytney Al-Saiah   |
| 7009 | Tatiana Estephen<br>Christopher Douaihy   | 7522 | Tatiana Estephen<br>Christopher Douaihy<br>Celine Harb   |
| 7012 | Lana Chamchoum<br>Tiana Khattar   | 7508 | Erica El-Bazouni<br>Johny Issa   |
| 447  | George-Joseph Maroun<br>James Azar<br>Georgia Al-Ekhtiyar<br>Raymond Al-Chakty            | 7513 | Lana Chamchoum<br>Theresa Sassine<br>Veronica Bou Melhem<br>Tiana Khattar                              |
| 426  | Lauren Alhage<br>Roula Abou-Chedid<br>Christina Kazzi<br>Kristina Ishak<br>Jamile Jeitani | 446  | Maria Boumelhem<br>George-Joseph Maroun<br>Georgia Al-Ekhtiyar<br>Jessica Bechara<br>Raymond Al-Chakty |
| 435  | Joseph Samya<br>Maria Boumelhem   | 428  | Mariana Bechara<br>George Katrib   |
| 429  | Mariana Bechara<br>George Katrib  | 434  | Lauren Alhage<br>Roula Abou-Chedid<br>Kristina Ishak<br>Jamile Jeitani                                 |
| 575  | Reina Layoun  | 436  | Chanelle Coorey  |

## **HOUSE LEADERS**

| House                     | Year 10 Leaders  | Year 11 Leaders               |
|---------------------------|--|-------------------------------|
| MacKillop House<br>(Blue) | Badwi Makari, Charbel Chehade, Mikayla<br>Stavrinakis              | George-Joseph Maroun          |
| Charbel House<br>(Yellow) | Jorge Dayoub, Christopher Germanos                                 | Elly Nassim, Anna Maria Kobti |
| Rafqa House<br>(Green)    | Leana Dib, Mandalin Moussa   | Celine Harb, Christina Kazzi  |
| Maroun House<br>(Red)     | Stephanie Atie, Luciana Dib, Cynthia Sabat,<br>Christopher Yaacoub |                               |

# STUDENT REPRESENTATIVE COUNCIL

| Year 11 SRC Leadership Team              | Secretary                              | Chanelle Coorey, Raymond Hadchiti      |  |
|--|--|--|--|
|  | Treasurers Simon Zaiter, Kristina Isha |  |  |
|  | Media/Promotions                       | Joe Deeb, Mariella Mikhael             |  |
|  | General Members                        | Joseph Layoun, Christina Kazzi, Celine |  |
|  |  | Harb, Jason Chakti                     |  |
| Year 7 SRC Representatives – Semester 1  |  | Jerome Deeb, Hannah Youssef            |  |
| Year 8 SRC Representatives – Semester 1  |  | Jean Paul Azar, Melody Sleiman         |  |
| Year 9 SRC Representatives – Semester 1  |  | Arthur Maroun, Georgia Matta           |  |
| Year 10 SRC Representatives – Semester 1 |  | Matthew Yacoub, Cynthia Sabat          |  |



## For parents/guardians of students:

## 2020 Student Residential Address and Other Information collection notice

This notice is from the Australian Government Department of Education, Skills and Employment (the department), to advise you that the department has requested that your child's school provide a 'statement of addresses', in accordance with the Australian Education Regulation 2013 (Cth) (Regulation).

A statement of addresses contains the following information about each student at the school:

- Student residential address (not student names)
- Student level of education (i.e. whether the student is a primary or secondary student)
- Student boarding school status (i.e. whether the student is boarding or a day student)
- Names and residential addresses of students' parent(s) and/or guardian(s)

Schools generate a record number for each student for the purposes of this collection, which is also provided to the department.

#### Purpose of the collection

This collection is routinely used to inform Commonwealth school education policy, and to help ensure that Commonwealth funding arrangements for non-government schools are based on need, and are fair and transparent.

The information collected in the *statement of addresses* will be used to inform school funding calculations. It is combined with data held by the Australian Bureau of Statistics (ABS) to calculate the estimated capacity of a school community to contribute to the schools' operating costs (capacity to contribute). Australian Government funding to non-government schools takes this estimated capacity to contribute into account.

On 20 September 2018 the Government announced that it will implement a new, improved capacity to contribute methodology used in the calculation of the Commonwealth's needs-based funding arrangements for non-government schools. Known as the direct measure of income (DMI), the proposed new methodology is based on the median income of parents or guardians of students at a non-government school. This is in contrast to the current area based measure which is a point in time analysis based on average circumstances in 2011 of the area in which students at the school lived. This change follows a review of the existing methodology by the National School Resourcing Board. Further information about the review and the Government's response can be found on the department's website: <a href="https://www.education.gov.au/review-socio-economic-status-ses-score-methodology">https://www.education.gov.au/review-socio-economic-status-ses-score-methodology</a>.

#### Use and disclosure of personal information

Your personal information is protected by law, including the *Privacy Act 1988* (Cth). Any use and disclosure of your personal information relating to the *statement of addresses* will occur in accordance with the Regulation.

Your personal information may be used by the department, or disclosed to the ABS, for the purposes of reviewing capacity to contribute methodology, calculating capacity to contribute and Commonwealth school education policy development (including school funding), or where it is otherwise required or authorised by law.

Your personal information will be provided to the ABS for capacity to contribute calculations and analysis as part of the Multi-Agency Data Integration Project (MADIP). Departmental staff will use the ABS' secure DataLab to undertake analysis and calculate capacity to contribute scores for schools using de-identified data (i.e. data that has had identifiable information such as name and address removed). The linked information will not be used for other purposes. Further information on the MADIP can be found here:

 $\frac{\text{http://www.abs.gov.au/websitedbs/D3310114.nsf/4a256353001af3ed4b2562bb00121564/9099c77cb979d55}{8ca258198001b27a0/$FILE/MADIP%20iPIA 2018.pdf.}$ 

The department may, from time to time, carry out audits of school submissions. In the event of an audit, contracted auditors may seek to compare a school's *statement of addresses* with student enrolment information held by the school. These contractors will not use the information for any other purpose.

The department may also be required to disclose your personal information to its service providers for the purposes of the provision of information and communications technology (ICT) support services to the department.

#### What do you need to do?

You are not required to do anything. Your school is responsible for providing the requested details to the department, however, you may wish to ensure that your school has the most up-to-date and correct details for your family.

#### **Contacts for further information**

Your school can provide additional information about the process of the address collection.

If you have any further questions regarding the collection, you can contact the department by:

- Email: <u>seshelpdesk@dese.gov.au</u>
- Phone (free call): SES helpdesk on 1800 677 027 (Option 4)

The department's privacy policy is available on the department's website at <a href="www.dese.gov.au">www.dese.gov.au</a>. The privacy policy contains information about:

- how individuals can access and seek correction of the personal information held by the department;
- how complaints about breaches of the Privacy Act 1988 (Cth) can be made; and
- how the department will deal with these complaints.