21 November 2014

Dear Parents / Guardians

Tuesday, 27 January 2015 is the first day of Year 7 for your son. On this day a variety of activities are planned to help welcome him to our Middle School, and for some, to Moreton Bay Boys’ College. The day will give your son an opportunity to start the year with some familiar faces, to be introduced to his Pastoral Care teacher, to unpack all of his belongings and set up his locker. **Super Sevens Day** will also provide an opportunity to meet the Year 12s and get to know them as they cook the boys a barbeque lunch.

Please note the starting time of 9:00am  
*Dress for the day is to be the FULL HPE uniform with House t-shirt.*

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Staff Involved</th>
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<tbody>
<tr>
<td>9.00</td>
<td>Welcome School Hall</td>
<td>Head of College</td>
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<tr>
<td>9.15</td>
<td>Welcome and expectations School Hall</td>
<td>Deputy Head of College&lt;br&gt;Head of Middle &amp; Senior School&lt;br&gt;<em>Mr Damien Barry</em></td>
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<td>9.30</td>
<td>Academic expectations</td>
<td>Director of Teaching &amp; Learning (P-12) <em>Mr Jason Day</em></td>
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| 9.45 – 10.45 | H1/H2 Form Rooms: Roll  
• Unpacking and naming of all school supplies  
• Setting up of locker  
• Timetable  
• Name tags  
• Diary | 7A and 7B Form Teachers<br>Middle School Pastoral Team Leader<br>*Mrs Cadzow-Andreas* |
| 10.45 – 11.15 | Break (Year 7 are to provide their own morning tea and drink) | Middle School Form Teachers – *Mr David Ash & Mr Joe Lewczuk* |
| 11.15 – 11.45 | Lecture Theatre:  
• Laptop preparation  
• Responsible Use Policy  
• Accessing and use of Moodle | *Mrs Cadzow-Andreas*<br>Middle School Form Teachers<br>eLearning Co-ordinator – *Mr Joe Lewczuk* |
| 11.45 – 12.30 | H1/H2 Form Rooms:  
• Laptop preparation  
• Use in class  
• Digital citizenship | *Mrs Cadzow-Andreas*<br>Middle School Form Teachers<br>eLearning Co-ordinator – *Mr Joe Lewczuk* |
| 12.30 – 1.15 | BBQ Lunch at the Chessboard | Year 12’s                                                                               |
| 1.15 – 2.15 | • Revision of Middle School Academic and Behaviour Expectations  
• Community & Service Learning Program | Middle School Form Teachers<br>*Mrs Cadzow-Andreas*                           |
| 1.15 - 2.15 | Dodge Ball (Hall)            | Form teachers and Year 12 students                                               |
| 3.00   | Dismissal                                                      |                                                                                  |
Please also find attached some “Handy Hints” for being organised in Middle School.

We hope you and your son have a peaceful and joyous Christmas holiday and we look forward to a great year with him supporting him as he grows.

Yours sincerely

Mr Damien Barry
Deputy Head of College
Head of Middle & Senior School
HANDY HINTS FOR BEING ORGANISED IN MIDDLE SCHOOL

How do I make sure I don't lose my belongings?

• Name all of your belongings clearly with your name, class and subject

How do I organize all my books and know what I need when?

• Cover your books for each subject in the same coloured paper or contact.

How do I use my locker effectively?

• Top shelf: Stand your books up so you can slip them in and out easily; put your hat on top of your books;
• Bottom shelf: store your school and PE bags

• Use folders to store your exercise book and textbook for each subject
• Place that folder straight into your bag if you have homework for that subject
• Put your name on everything you own
How do I use my diary effectively?

- draw a table and list the subjects you have for that day
- write the homework next to the subject heading
- have your parents sign your diary every day

- photocopy your timetable three times: one for your desk at home, one for the fridge and one for inside your locker.