



Portland Secondary College

Newsletter

TERM 1 WEEK 5

24th February 2026

Highlights

- **Principal's report**
- **Attendance**
- **Library News**
- **Sport**
- **Food Studies**
- **Hands On Learning**
- **Community News and more**

IMPORTANT DATES TO REMEMBER

- **Wednesday 25th February**
 - Year 7 Welcome BBQ (5:30pm - 6:30pm)
 - School Photo Back-up Day
- **Monday 2nd March**
 - Athletics Day @ Nelson Park
- **Tuesday 3rd March**
 - VCE/VM Careers Expo - Warrnambool
 - Live4Life Crew Induction
- **Friday 6th March**
 - PSC Student Leader Induction Ceremony
- **Monday 9th March**
 - Labour Day Public Holiday



Portland Secondary College is a Child Safe School



PRINCIPAL'S REPORT

Week four of the term has flown past and as we head into Week 5, I would like to congratulate our students on the way they have quickly settled into work. Term One can be very busy with lots of interruptions for Swimming, Athletics, School Photos, whole School Assemblies, Camps and excursions with more to come over the next few weeks but most students have coped admirably with changes to their program. They've also had to contend with some disruptions to their learning program as many building projects are underway and they may have been moved out of their normal space temporarily.

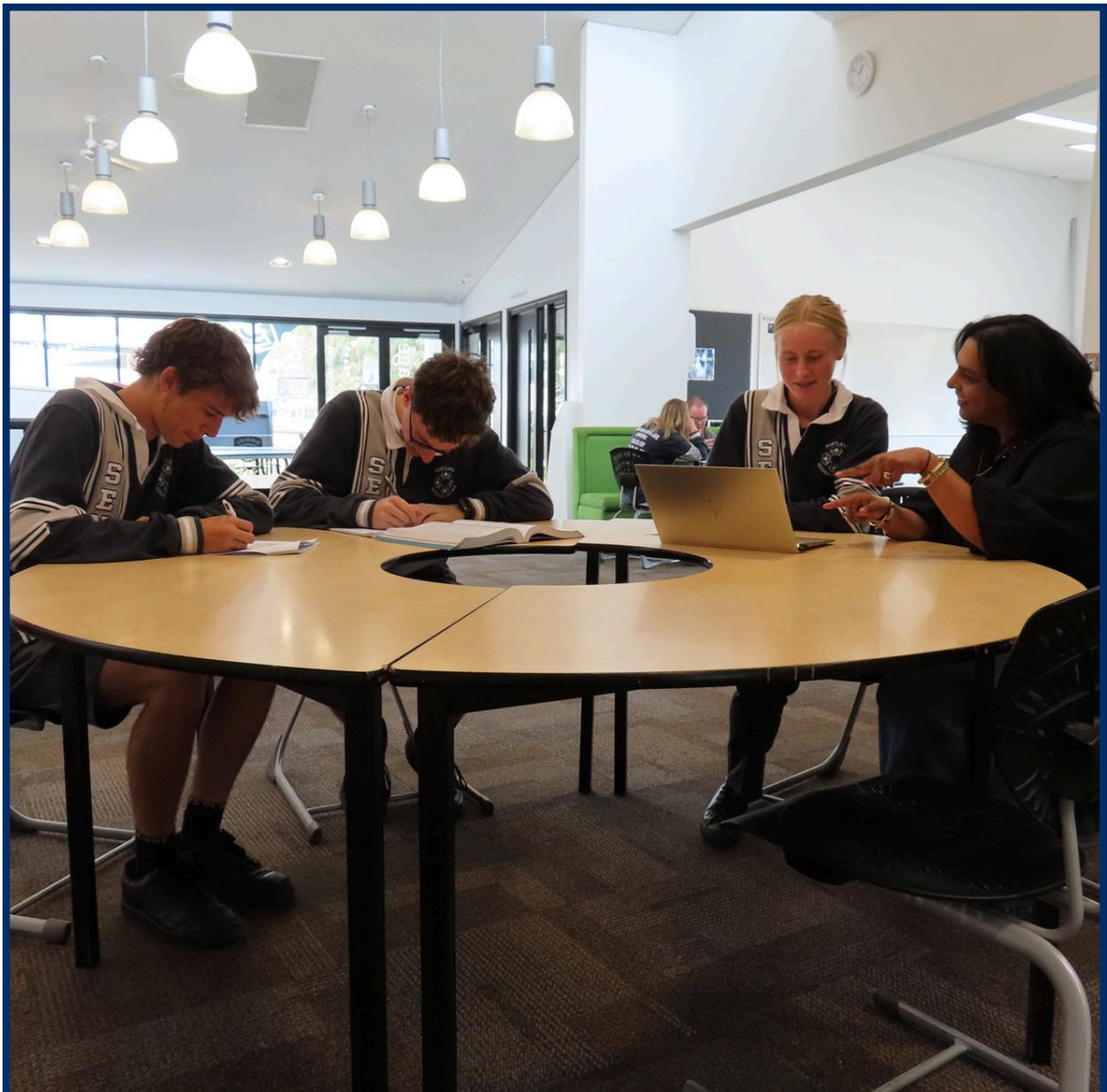
Since the beginning of the year, the College has had the Year 7 Hub Roof completely replaced with extensive changes being made internally, our high-risk trees have been removed, the music room has a new roof, the Middle School toilets has a new ceiling, guttering has been replaced on most building and several have been painted. The bike enclosure has had a face lift, the Junior School toilets has a new deck and the steps into some classrooms have been replaced. The technology floors are being re-sanded and re-stained and the Marriott theatre is getting new drains and a new retaining wall. And there is still a great deal of work to be done on the Art Car park, drainage around the Global Learning Centre, roof repairs on Science and the Amenities block, new Windows in Students Services and a new deck on the Music room. There is also a great deal of work to be completed on the ramps across the College to made them all compliant with current building codes. While all this is a little inconvenient at times, it will be wonderful when it is all completed.

The next round of swimming - Glenelg District - was held on Thursday the 19th of February against schools from Portland, Heywood and Hamilton, including the private schools. Those students representing Portland Secondary College all did extremely well, with two students Matilda Andrews and Hugo Keenan taking out Age Group Champions on the day. Well done to all students involved.

And it's a busy week ahead as well. Information sessions are being held tonight for students in Year 11 at 6pm and Year 12 at 7pm. Wednesday evening is the Year 7 and Newcomer's BBQ. On Friday the School Canteen will be closed but the year 11VM class have decided to run a BBQ that day so students will still be able to purchase lunch.

Every year Portland Secondary College invites parent input into a number of school policies. This week we publish the Second of these – the College's Child Safety and Wellbeing Policy.

If you have any comments or contributions regarding the Policy, please email the Principal on Portland.sc@education.vic.gov.au.



Respect

Success

Resilience

Creativity



Notice of election and call for nominations

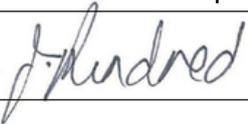
An election is to be conducted for members of the school council of Portland Secondary College.

Nomination forms may be obtained from the school and must be lodged by 4.00pm on 02/03/2026.

The Ballot will close at 4.00pm on 16/03/2026.

Following the closing of nominations, a list of the nominations received will be posted at the school.

The terms of office, membership categories and number of positions in each membership category open for election are as follows:

Membership Category	Term of Office	Number of Positions
Parent Member	From the day after the date of the declaration of the poll in 2026 to and inclusive of the date of the declaration of the poll in 2028	6
School employee member	From the day after the date of the declaration of the poll in 2026 to and inclusive of the date of the declaration of the poll in 2028	1
Student Member	From the day after the date of the declaration of the poll in 2026 to and inclusive of the date of the declaration of the poll in 2027	2
If the number of nominations is less than the number of vacancies, a notice to that effect and calling for further nominations will be posted in a prominent position at the school.		
Principal Signature		

Appendix A: Fact sheets

Fact sheet 1: School council elections – information for parents

What is a school council and what does it do?

All government schools in Victoria have a school council. They are legally constituted bodies that set the broad direction of a school and provide oversight of school decisions and finances. Their roles are guided by rules and laws including Ministerial Order 1280 (Constitution of Government School Councils) 2020, the *Education and Training Reform Regulations 2017* and the *Education and Training Reform Act 2006*.

Who is on the school council?

There are several possible categories of school council membership:

- **parent membership category** – members of this category must make up more than one third of the school council's total membership. A parent member can be any person who has parental responsibility for a student enrolled at the school.
- **school employee membership category** – members of this category may make up no more than one-third of the total membership of school council. The principal of the school is automatically a member of this category.
- **community membership category** – if a school council includes a community membership category, members are co-opted by a decision of the school council. The decision may be based on their special skills or to provide broader representation of diversity in the school community. Department of Education employees are not eligible to be community members on school council.
- **nominee membership category** – a small number of school councils have nominee members.
- **student membership category** – all schools with a Year 7 and above student cohort have a student membership category with 2 positions allocated, unless they have sought an exemption. Refer to **School Council Elections: Guidance**.

What do you need to do to stand for election?

The principal will issue a Notice of election and call for nominations in term 1 of each year and let you know where you can get a nomination form.

You can nominate yourself in the parent membership category by filling in the nomination form.

Parent members are required to hold a valid Working with Children Clearance (WWCC) to nominate for a position on school council. The only exception to this requirement is parents who are also teachers and hold a current VIT registration.

If you work at your child's school, then you are not eligible to run in the parent membership category, but you can nominate for the school employee membership category.

If you work for the Department of Education somewhere other than your child's school, then you are eligible to nominate for parent membership at that school. However, there is a limit to the number of department employees who can hold office in the parent membership category. Check with your school's principal.

You must return your completed nomination form to the principal within the time stated on the notice of election. You will receive a nomination form receipt via post, email or by hand delivery.

How do I get a Working with Children Clearance, and does it cost money?

You can apply for a Working with Children Check (WWCC) through the **Services Victoria website**.

School council members are volunteers which means that applying for a WWCC is free.

When applying for a WWCC, parents must:

- nominate the Department of Education as the organisation they are working for when applying for a Working with Children Check
- provide evidence of their Working with Children Clearance as soon as practicable after receiving it (or via the school council nomination form).

What happens if there are more nominations than positions available?

If the number of nominations is greater than the positions available in any school council membership category, a ballot is required to elect members to school council. A ballot means a vote is held to determine which of the nominees are elected to school council.

Each parent/carer who is eligible to be on school council is given a ballot paper to vote. Ballot papers are only given to members of the specific membership category where the ballot is required.

For example, if a ballot is required to determine who will be elected to the parent membership category, each parent/carer of a child at the school are given a ballot paper and are able to vote.

What happens if not enough parents nominate to fill the available parent membership positions?

All nominees will be declared elected to school council. For the remainder of the unfilled positions, the principal will call for a second round of nominations, for a 3 day period.

What happens if the number of nominations equals the number of positions available?

The nominees are elected to school council and the election process concludes. For example, if 3 parents nominate and there are 3 parent positions available, all 3 parents who nominated are elected to and join school council.

How long is the term of office?

Generally, the term of office for all council members is 2 years. The term of office of half the members in each category expires each year, creating vacancies for the annual school council elections.

How often does school council meet?

School council is required to meet 8 times per year and at least once per term.

Meetings are held at the school, generally after school hours. School council members can also join meetings virtually.

If you would like to read more about what happens at a school council meeting, please refer to the **School Council – Meetings policy**.

Why is parent membership so important?

Parent members on school councils provide important viewpoints and have valuable skills, experiences and knowledge, which help inform and shape the direction of the school.

Do I need special experience to be on school council?

No. Each school council member brings their own valuable skills, knowledge and life experience to the role. An interest in your child's school and the desire to work in partnership with others to help shape the school's future are the most important criteria.

To successfully perform their duties, school council members may need to gain some new skills and knowledge. Free school council training is available to all school council members. The training helps support school council members with their roles and responsibilities.

Code of conduct for school council members

School councils in Victoria are public entities as defined by the *Public Administration Act 2004*.

School council members must comply with the Code of Conduct for Directors of Victorian Public Entities issued by the Victorian Public Sector Commission. The Code of Conduct is based on the Victorian public sector values and requires school council members to:

- **act with honesty and integrity** – be truthful, open and clear about their motives and declare any real, potential or perceived conflict of interest and duty
- **act in good faith in the best interests of the school** – work cooperatively with other council members and the school community, be reasonable, and make all decisions with the best interests of students foremost in their minds
- **act fairly and impartially** – consider all relevant facts of an issue before making a decision, seek to have a balanced view, never give special treatment to a person or group and never act from self-interest
- **use information appropriately** – respect confidentiality and use information for the purpose for which it was made available
- **exercise due care, diligence and skill** – accept responsibility for decisions and do what is best for the school

- **use the position appropriately** – not use the position as a school council member to gain an advantage
- **act in a financially responsible manner** – observe all the above principles when making financial decisions
- **comply with relevant legislation and policies** – know what legislation and policies are relevant for which decisions and obey the law
- **demonstrate leadership and stewardship** – set a good example, encourage a culture of accountability, manage risks effectively, exercise care and responsibility to keep the school strong and sustainable.

Indemnity for school council members

The Department of Education provides insurance to school council members. School council members are not legally liable for any loss or damage suffered by council or others as a result of reasonable actions taken in good faith in the exercise of their powers and functions as a member of school council. For further information refer to the **School council – liability and legal proceedings policy**.

How can you become involved?

By participating in, and voting in the school council elections, which are held in Term 1 each year. Ballots are only held if more people nominate as candidates than there are positions vacant.

You might consider:

- standing for election as a member of the school council
- encouraging another person to stand for election.

Remember

- Consider standing for election to school council.
- Ask the principal for instructions if you are not sure what to do.
- Be sure to vote if the election goes to ballot.

Form 3: Self-nomination form for parent member category

I wish to declare my candidacy for an elected position as a parent member on the school council of school:

Candidate's details

Name:

Residential address:

Personal contact phone (*mobile or landline*):.....

Personal email:

Gender (optional):

Are you of Aboriginal and/or Torres Strait Islander origin? (yes/no/prefer not to say)

Do you have a culturally or linguistically diverse background? (yes/no/prefer not to say)

I am the parent/carer of who is/are currently enrolled at this school.

Statement

	Yes (Mark with an x)	No (Mark with an x)
I am an employee of the Department of Education		
I am an employee of the school council		
I am engaged in work at and for the school		

I am prepared to serve as a parent member of the above-named school council. I hereby declare that:

- I am not and have not been insolvent under administration within the last three years
- I have not been found guilty of an offence that is, or would if committed in Victoria be, an indictable offence
- I am not suffering from any medical condition that would make me unable to fulfil the role of member of a school council
- I have a Working with Children Clearance that is in force under the *Worker Screening Act 2020*
- I am not subject to a court order that would prohibit me from attending school council meetings in person on school grounds.

Signature of Candidate

Date:

Notes: You will be notified when your nomination has been received.

The personal information provided in this form is collected as part of the school council election nomination process. The information may be used to determine your eligibility as a candidate. Your personal information may be disclosed as a result of inspection prior to the commencement of voting or at any time up to one year from the declaration of the poll.

Your name will be included in a list of school council candidates and nominators (where applicable) posted in a prominent position at the school and of candidates on a ballot paper. Further, the name, membership category, gender (optional), term of office, office held (if any) of school council members and notification of whether the member is an employee of the department will be forwarded to the Department of Education by the principal by 30 April each year as a record of council membership and may be used for statistical purposes.

You can access your personal information by contacting the principal on:

If you choose not to give some or all of the information requested your nomination may not be accepted.

If you have any queries about the school council nomination process, please contact the principal.

Fact sheet 2: Information for students seeking election to council

What is a school council and what does it do?

All government schools in Victoria have a school council. School councils are legal entities that are given powers to set the broad direction of a school. Their roles are guided by rules and laws including Ministerial Order 1280 (Constitution of Government School Councils) 2020, the *Education and Training Reform Regulations 2017* and the *Education and Training Reform Act 2006*.

What are some of the duties of a school council member?

School councils have responsibilities in the following areas:

- **Finance:** overseeing the development and expenditure of the school's annual budget and ensuring proper records are kept of the school's financial operations.
- **Strategic planning:** participating in the development and monitoring of the school strategic plan.
- **Policy development and review:** developing, reviewing, and updating selected school policies, such as the student dress code policy.
- **Community engagement:** listening to the thoughts of the school community including fellow students and keeping them in mind when making decisions.

Other key functions of school councils may include:

- raising funds for school related purposes
- maintaining school grounds and facilities
- entering into contracts
- reporting annually to the school community and the department
- creating interest in the school in the wider community
- deciding on after hours use of school premises and grounds
- operating a children's service at the school.

Why is student membership so important?

Having student members on school council allows students to have a say in the future direction of their school and ensures student input into decision-making. Student representation on secondary school councils can also assist in the development of skills, including leadership and communication.

Do I need special experience to be on school council?

No. Each member brings their own valuable skills, knowledge and experiences to the role, however, to successfully perform their duties, school council members may need to gain some new skills and knowledge.

Student members are encouraged to attend the department's free school council training to support them in their role.

For training options, refer to the **School Council – Training and Good Governance policy**.

Who is on the school council?

There are several possible categories of school council membership:

- **parent membership category** – members of this category must make up more than one third of the school council's total membership. A parent member can be any person who has parental responsibility for a student enrolled at the school.
- **school employee membership category** – members of this category may make up no more than one third of the total membership of school council. The principal of the school is automatically a member of this category.
- **community membership category** – if a school council includes a community membership category, the members are co-opted by a decision of the school council because of their special skills, interests or expertise. Department of Education employees are not eligible to be community members on school council.
- **nominee membership category** – a small number of school councils have nominee members.
- **student membership category** – all schools with a Year 7 and above student cohort have a student membership category with 2 positions allocated.

What do I need to do to stand for election?

The principal will issue a Notice of election and call for nominations early in term 1 each year.

If you decide to stand for election, you can nominate yourself for the student membership category by completing a nomination form and returning it to the principal before the due date.

The principal will tell you where you can get a nomination form from.

Nominations for school council

If one student vacancy is available and only one student nominates, then the student is elected.

Unlike the parent or school employee membership categories, if 2 student membership category positions are available and in the first call for nominations only one nomination is received, the student is not automatically declared elected. The principal will immediately post, in a prominent place in the school, a notice calling for further nominations. These nominations are to be received within 3 school days from the closing of the first call for nominations.

If after the second call for nominations one other nomination is received, then both students are appointed to council.

After the second call for nominations if the total number of nominations exceeds the number of vacancies, then all nominees will go to ballot to decide which nominees will be elected to school council. A ballot means a vote is held to determine which of the nominees are elected to school council.

Each student at the school in Year 7 is given a ballot paper to vote for their preferred candidates. The 2 students with the most votes will be elected to school council.

What happens if there are more nominations than positions available

If the number of nominations received is greater than the positions available, a ballot is required to determine who is elected to school council. The ballot process is explained above.

What happens if the number of nominations equals the number of positions available?

The nominees are elected to school council and the school council election process concludes. For example, if one student nominates and there is one position available, that student is elected to school council.

Can I share the role with another student?

No, student school council members cannot share the role with another student.

Are school captains and SRC members offered a position on council before other students?

While being the school captain, vice-captain, or a member of the SRC can provide valuable leadership experience, students in leadership positions must run for election like any other student.

Voting for student leaders at the school, such as school captains and SRC representatives, is a separate process to voting for student school council members.

How long is the term of office?

Generally, the term of office for all school council members is 2 years. The term of office of half the members in each category expires each year, this allows for one student membership position to become available for election each year.

Students voted onto council will be elected to council for a 2-year term of office.

If a student member resigns prior to the end of their term of office, the position can be filled through co-option.

One my family members is already on the school council, can I also be a member?

Yes, relatives are allowed to be members of the same school council.

What happens if there are tied votes?

If there is a tie between some or all of the candidates standing for election, the successful candidate will be determined by the drawing of lots, which means choosing someone by chance. For example, flipping a coin or drawing names out of a hat.

Are there any rules on how I can campaign if a ballot is required?

Yes. Campaign literature supporting student member candidates for school council elections may only be distributed and posted in certain places and times. School resources cannot be used to support candidates.

The principal may invite candidates to prepare a brief written statement to be distributed with each ballot paper. The length of the candidate statement is specified by the principal and is usually no longer than 150 words.

The principal will let you know the full set of rules if a ballot is required.

How do I know which students are standing for election?

The principal will inform the school community of the students who have nominated for school council.

If a ballot is required, names will be listed in random order on the voting/ballot paper.

If the principal decides to allow candidates to prepare a written statement, they will be given to voters along with the ballot paper.

How do I vote?

Each student in Year 7 and above will be provided a ballot paper and given 7 days to complete it and return it.

The details about what you need to do to vote and where you need to drop your completed ballot will be communicated to you if a ballot is required.

School council meetings

School councils must meet at least 8 times a year and at least once per school term. The president chairs all meetings, and all members of the council are expected to attend.

School council members can attend meetings in person or by videoconferencing or teleconferencing, for example on Webex.

Following the school council elections, school council members will determine an appropriate time and location to hold meetings throughout the year. For example, council may agree that meetings will take place on the first Wednesday of each month in the school library.

For most school councils, meetings are located at the school and are held in the evening to ensure that members can attend. Meetings typically last for around 2.5 hours.

You will need to discuss and arrange transport to and from the meeting with your parent/carer.

What if I cannot attend a council meeting?

If you are unable to attend a meeting let the principal know. This is called an apology. A request for extended leave for up to 3 meetings should be submitted to the principal and president.

Can a school council tell a teacher what to do?

No, a school council cannot issue instructions to teachers regarding their professional duties, or to employees of the department in respect of their duties at the school. That role is the responsibility of the principal. If a school council has developed a school policy on certain matters and that policy is consistent with department policy, the council can expect the school staff will implement the policy.

Code of conduct for school council members

School council members must comply with the Code of Conduct for Directors of Victorian Public Entities issued by the Victorian Public Sector Commission. The Code of Conduct is based on the Victorian public sector values and requires members to:

- **act with honesty and integrity** – be truthful, open and clear about their motives and declare any real, potential or perceived conflict of interest and duty
- **act in good faith** in the best interests of the school, work cooperatively with other council members and the school community, be reasonable, and make all decisions with the best interests of students foremost in their minds
- **act fairly and impartially** – consider all relevant facts of an issue before making a decision, seek to have a balanced view, never give special treatment to a person or group and never act from self interest
- **use information appropriately** – respect confidentiality and use information for the purpose for which it was made available
- **exercise due care, diligence and skill** – accept responsibility for decisions and do what is best for the school
- **use the position appropriately** – not use the position as a councillor to gain an advantage
- **act in a financially responsible manner** – observe all the above principles when making financial decisions
- **comply with relevant legislation and policies** – know what legislation and policies are relevant for which decisions and obey the law
- **demonstrate leadership and stewardship** – set a good example, encourage a culture of accountability, manage risks effectively, exercise care and responsibility to keep the school strong and sustainable.

Fact sheet 3: Information for parents of children seeking election to school council

What is a school council and what does it do?

All government schools in Victoria have a school council. They are legally constituted bodies that are given powers to set the broad direction of a school and provide oversight of school decisions and finances. Their roles are guided by rules and laws including Ministerial Order 1280 (Constitution of Government School Councils) 2020, and the *Education and Training Reform Act 2006*.

Who is on the school council?

For all schools with a student cohort of Year 7 and above, there are several possible categories of school council membership:

- **parent membership category** – members of this category must make up more than one third of the school council's total membership. A parent member can be any person who has parental responsibility for a student enrolled at the school.
- **school employee membership category** – members of this category may make up no more than one-third of the total membership of school council. The principal of the school is automatically a member of this category.
- **community membership category** – members are co-opted by a decision of the school council because of their special skills, interests or expertise. Department employees are not eligible to be a community member.
- **a nominee membership category** – a small number of school councils have nominee members.
- **student membership category** – all schools with a Year 7 and above student cohort, have a student membership category with 2 positions allocated, unless they have sought an exemption (refer: **School Council Elections: Guidance**)

How long is the term of office?

Generally, the term of office for all council members is 2 years. The term of office of half the members in each category expires each year, creating vacancies for the annual school council elections.

Students voted onto council will be elected to council for a 2-year term of office.

If a student member resigns prior to the end of their term of office, a casual vacancy is created. The casual vacancy can be filled through the co-option process by school council.

What does my child need to do to stand for election?

The principal will issue a Notice of election and call for nominations following the start of Term 1 each year.

If your child decides to stand for election, they can nominate themselves for the student membership category.

Once the nomination form is completed, it should be returned to the principal within the time stated on the notice of election. A nomination form receipt will be issued following the receipt of the completed nomination.

If one student vacancy is available and one student nominates, then the student is elected to school council.

Unlike the parent or school employee membership categories, if 2 student member positions are available and in the first call for nominations only one nomination is received, the student is not automatically declared elected. The principal will immediately post, in a prominent place in the school, a notice calling for further nominations. These nominations are to be received within 3 school days from the closing of the first call for nominations.

If after the second call for nominations one other nomination is received, then both students are appointed to council.

If there are more nominations than positions available?

If the number of nominations received is greater than the positions available, a ballot is required to determine who is elected to school council.

In the event of a ballot, each student in Year 7 and above will be given a ballot paper to vote.

What happens if number of nominations equals the number of positions available?

The nominees are elected to school council and the election process concludes. For example, if one student nominates and there is one position available, that student is elected to council.

Why is student membership so important?

School council exist to make the education students receive as good as possible.

Students provide a unique, lived experience perspective of how students feel about certain initiatives being talked about at school council meetings.

Student voice plays a key role in providing direction and support to the principal and school leadership team to achieve the best possible education outcomes for all students.

Having student members on school council gives the students at the school a voice, and the ability to have a say in the future direction of the school.

Does my child need special experience to be on school council?

No, not at all. Each member brings their own valuable skills and knowledge to the role, however, to successfully perform their duties, school council members including students may need to gain some new skills and knowledge.

Student members are encouraged to attend the department's free virtual live or face-to-face school council training, using the Improving School Governance modules and mini modules to support them to undertake their role. Interactive online training is also available.

For more information about training and access to interactive online modules, refer to the **School Council – Training and Good Governance policy**.

School council meetings

School councils must meet at least 8 times a year and at least once per school term. The president chairs all meetings, and all members of the school council are expected to attend.

School council members can attend meetings in person or by videoconferencing or teleconferencing.

Following the school council elections, school council members will determine an appropriate time and location to hold meetings throughout the year. For example, the school council may agree that meetings will take place on the first Wednesday of each month in the school library.

For most school councils, meetings are located at the school and are held in the evening to ensure the majority of members can attend. Meetings typically last for around 2.5 hours.

You will need to discuss and arrange transport options to and from the meeting with your child. The school council does not provide transport.

The principal, in consultation with the school council president, will ensure an agenda is prepared for each regular meeting and will distribute the agenda, draft minutes from the previous meeting and meeting papers such as sub-committee reports, principal's and president's report to school council members. These documents will be distributed approximately 5 days before the meeting.

Conflict of interest

If your child, as a member of school council, or their immediate family has a direct conflict of interest, including a monetary interest, in a matter under discussion at a school council meeting, they must declare the conflict of interest and must not be present during the discussion unless invited to do so by the chair at the meeting. The member will not be involved in any voting associated with the matter at hand.

If your child is interested in joining school council, you should speak with them regarding any conflicts of interest they may have. For example, if a family member of the student owns a local plumbing business which the school contracts. That is a conflict of interest the school council will need to be aware of.

Can I attend school council meetings with my child?

School council meetings are ordinarily open to the school community. Visitors or observers can be present at a school council meeting with the prior agreement of the principal. A request to attend must be forwarded either to the principal or president.

There may be times when, for the purpose of confidentiality or other reasons, a school council meeting needs to be closed and only the appointed members can attend.

I am a parent member of the school council. Can I be a member of the same council as my child(ren)?

Yes, relatives are allowed to be members of the same council.

What if my child cannot attend a school council meeting?

If a member is unable to attend a meeting, an apology needs to be submitted to the principal prior to the meeting.

A member of the school council may apply in writing to the president for extended leave of up to 3 consecutive meetings.

What if my child decides they no longer want to be a member of school council?

The department strongly encourages students to consider the time commitment of being on council prior to running for election.

Your child should discuss resigning from school council with the principal.

A school council member is required to submit their resignation from school council in writing to the principal for it to be formally accepted.

Code of conduct for school council members

School councils in Victoria are public entities as defined by the *Public Administration Act 2004*.

School council members must comply with the Code of Conduct issued by the Victorian Public Sector Commission. The Code of Conduct is based on the Victorian public sector values and requires members to:

- **act with honesty and integrity** – be truthful, open and clear about their motives and declare any real, potential or perceived conflict of interest and duty
- **act in good faith** – in the best interests of the school
- **work cooperatively** – with other school council members and the school community, be reasonable, and make all decisions with the best interests of students foremost in their minds
- **act fairly and impartially** – consider all relevant facts of an issue before making a decision, seek to have a balanced view, never give special treatment to a person or group and never act from self-interest
- **use information appropriately** – respect confidentiality and use information for the purpose for which it was made available
- **use the position appropriately** – not use the position as a school council member to gain an advantage
- **act in a financially responsible manner** – observe all the above principles when making financial decisions
- **exercise due care, diligence and skill** – accept responsibility for decisions and do what is best for the school
- **comply with relevant legislation and policies** – know what legislation and policies are relevant for which decisions and obey the law
- **demonstrate leadership and stewardship** – set a good example, encourage a culture of accountability, manage risks effectively, exercise care and responsibility to keep the school strong and sustainable.

Indemnity for school council members

The Department of Education provides insurance to school council members. School council members are not legally liable for any loss or damage suffered by council or others as a result of reasonable actions taken in good faith in the exercise of their powers and functions as a member of school council. Refer to the **School Council – Liability and Legal Proceedings policy**.

Form 7: Self-nomination form for student member category

I wish to declare my candidacy for an elected position as a student member on the school council of school:

Candidate's details

Name:

Residential address:

Personal contact phone (*mobile or landline*):

Personal email:

Gender (optional):

Statement

	Yes (Mark with an x)	No (Mark with an x)
I am enrolled in Year 7 or above at this school		
I have discussed standing for election to school council with my parents or carers		
I have a sound understanding of the obligations and level of commitment required to participate on school council		

I am prepared to serve as a student member of the above-named school council. I hereby declare that:

- I am not and have not been insolvent under administration within the last three years
- I have not been found guilty of an offence that is, or would if committed in Victoria be, an indictable offence
- I am not suffering from any medical condition that would make me unable to fulfil the role of member of a school council
- I am not subject to a court order that would prohibit me from attending school council meetings in person on school grounds.

Signature of Candidate

Date:

Notes: You will be notified when your nomination has been received.

The personal information provided in this form is collected as part of the school council election nomination process. The information may be used to determine your eligibility as a candidate. Your personal information may be disclosed as a result of inspection prior to the commencement of voting or at any time up to one year from the declaration of the poll.

Your name will be included in a list of school council candidates posted in a prominent position at the school and for candidates, on a ballot paper.

Further, the name, membership category, gender (optional), term of office, office held (if any) of school council members, and notification of whether the member is an employee of the Department will be forwarded to the Department of Education by the principal by 30 April each year as a record of council membership and may be used for statistical purposes

You can access your personal information by contacting the principal on:

If you choose not to give some or all of the information requested your nomination may not be accepted.

If you have any queries about the school council nomination process, please contact the principal.



Child Safety and Wellbeing Policy

PURPOSE

The Portland Secondary College Child Safety and Wellbeing Policy demonstrates our school's commitment to creating and maintaining a child safe and child-friendly organisation, where children and young people are safe and feel safe.

This policy provides an overview of our school's approach to implementing [Ministerial Order 1359](#) (PDF, 363KB) which sets out how the Victorian Child Safe Standards apply in school environments.

It informs our school community of everyone's obligations to act safely and appropriately towards children and guides our processes and practices for the safety and wellbeing of students across all areas of our work.

SCOPE

This policy:

- applies to all school staff, volunteers and contractors whether or not they work in direct contact with students. It also applies to school council members where indicated.
- applies in all physical and online school environments used by students during or outside of school hours, including other locations provided by for a student's use (for example, a school camp) and those provided through third-party providers
- should be read together with our other child safety and wellbeing policies, procedures, and codes – refer to the related school policies section below.

DEFINITIONS

The following terms in this policy have [specific definitions](#):

- child
- child safety
- child abuse
- child-connected work
- child-related work
- school environment
- school boarding environment
- school staff
- school boarding premises staff
- school governing authority
- school boarding premises governing authority
- student
- volunteer.

STATEMENT OF COMMITMENT TO CHILD SAFETY AND CHILD SAFETY PRINCIPLES

Portland Secondary College is a child safe organisation which welcomes all children, young people and their families.

We are committed to providing environments where our students are safe and feel safe, where their participation is valued, their views respected, and their voices are heard about decisions that affect their lives. Our child safe policies, strategies and practices are inclusive of the needs of all children and students.



Portland Secondary College

Creating the Opportunities...

We have no tolerance for child abuse and take proactive steps to identify and manage any risks of harm to students in our school environments.

We promote positive relationships between students and adults and between students and their peers. These relationships are based on trust and respect.

We take proactive steps to identify and manage any risk of harm to students in our school environment. When child safety concerns are raised or identified, we treat these seriously and respond promptly and thoroughly.

Particular attention is given to the child safety needs of Aboriginal students, those from culturally and linguistically diverse backgrounds, international students, students with disabilities, those unable to live at home, children and young people who identify as lesbian, gay, bisexual, trans and gender diverse, intersex and queer (LGBTIQIA+) and other students experiencing risk or vulnerability. Inappropriate or harmful behaviour targeting students based on these or other characteristics, such as racism or homophobia, are not tolerated at our school, and any instances identified will be addressed with appropriate consequences.

Child safety is a shared responsibility. Every person involved in our school has an important role in promoting child safety and wellbeing and promptly raising any issues or concerns about a child's safety.

We are committed to regularly reviewing our child safe practices, and seeking input from our students, families, staff, and volunteers to inform our ongoing strategies.

ROLES AND RESPONSIBILITIES

School leadership team

Our school leadership team (comprising the Principal, Assistant Principals, Learning Specialists, Leading Teachers and inclusive practice Leader), is responsible for ensuring that a strong child safe culture is created and maintained, and that policies and practices are effectively developed and implemented in accordance with Ministerial Order 1359.

Principals and Assistant Principals will:

- ensure effective child safety and wellbeing governance, policies, procedures, codes and practices are in place and followed
- model a child safe culture that facilitates the active participation of students, families and staff in promoting and improving child safety, cultural safety and wellbeing
- enable inclusive practices where the diverse needs of all students are considered
- reinforce high standards of respectful behaviour between students and adults, and between students
- promote regular open discussion on child safety issues within the school community including at leadership team meetings, staff meetings and school council meetings
- facilitate regular professional learning for staff and volunteers (where appropriate) to build deeper understandings of child safety, cultural safety, student wellbeing and prevention of responding to abuse
- create an environment where child safety complaints and concerns are readily raised, and no one is discouraged from reporting an allegation of child abuse to relevant authorities.

School staff and volunteers

All staff and volunteers will:

- participate in child safety and wellbeing induction and training provided by the school or the Department of Education, and always follow the school's child safety and wellbeing policies and procedures
- act in accordance with our Child Safety Code of Conduct



Portland Secondary College

Creating the Opportunities...

- identify and raise concerns about child safety issues in accordance with our Child Safety Responding and Reporting Obligations Policy and Procedures, including following the [Four Critical Actions for Schools](#)
- ensure students' views are taken seriously and their voices are heard about decisions that affect their lives
- implement inclusive practices that respond to the diverse needs of students.

School council

In performing the functions and powers given to them under the *Education and Training Reform Act 2006*, school council members will:

- champion and promote a child safe culture with the broader school community
- ensure that child safety is a regular agenda item at school council
- undertake annual training on child safety
- approve updates to, and act in accordance with the Child Safety Code of Conduct to the extent that it applies to school council employees and members
- when hiring school council employees, ensure that selection, supervision, and management practices are child safe. (At our school, school council employment duties are delegated to the principal who is bound by this policy).

Specific staff child safety responsibilities

Portland Secondary College has nominated a Student Services officer as our child safety champion to support the principal to implement our child safety policies and practices, including staff and volunteer training.

The responsibilities of the child safety champion are outlined at [Guidance for child safety champions](#). In addition to these roles, our child safety champion is also responsible for the running of Student Support Services in the College. Our principal and child safety champion are the first point of contact for child safety concerns or queries and for coordinating responses to child safety incidents.

- The Principal is responsible for monitoring the school's compliance with the Child Safety and Wellbeing Policy. Anyone in our school community should approach the Principal if they have any concerns about the school's compliance with the Child Safety and Wellbeing Policy.
- The Principal is responsible for informing the school community about this policy, and making it publicly available
- Other specific roles and responsibilities are named in other child safety policies and procedures, including the Child Safety Code of Conduct, Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedures, and Child Safety Risk Register.

Our school has also established a Child Safety and Wellbeing Team and a Student Reference Group on child safety. The Child Safety and Wellbeing Team meet regularly to identify and respond to any ongoing matters related to child safety and wellbeing. The Student Reference Group provides an opportunity for students to provide input into school strategies.

Our Risk Management Committee monitors the Child Safety Risk Register.

CHILD SAFETY CODE OF CONDUCT

Our Child Safety Code of Conduct sets the boundaries and expectations for appropriate behaviours between adults and students. It also clarifies behaviours that are not acceptable in our physical and online environments.



Portland Secondary College

Creating the Opportunities...

We ensure that students also know what is acceptable and what is not acceptable so that they can be clear and confident about what to expect from adults in the school.

The Child Safety Code of Conduct also includes processes to report inappropriate behaviour.

MANAGING RISKS TO CHILD SAFETY AND WELLBEING

At our school we identify, assess and manage risks to child safety and wellbeing in our physical and online school environments. These risks are managed through our child safety and wellbeing policies, procedures and practices, and in our activity specific risk registers, such as those we develop for off-site overnight camps, adventure activities and facilities and services we contract through third party providers for student use.

Our Child Safety Risk Register is used to record any identified risks related to child abuse alongside actions in place to manage those risks. Our school leadership team will monitor and evaluate the effectiveness of the actions in the Child Safety Risk Register at least annually.

The College will also:

- Maintain correct supervision of students in all settings
- Inform students and their families about the appropriate use of the College's technology and safety tools, and how to seek help and report concerns including cyberbullying and online grooming
- Promote activities in the school community to raise awareness around bullying prevention
- Inform students about online safety risks

ESTABLISHING A CULTURALLY SAFE ENVIRONMENT

At Portland Secondary College, we are committed to establishing an inclusive and culturally safe school where the strengths of Aboriginal culture, values and practices are respected.

We think about how every student can have a positive experience in a safe environment. For Aboriginal students, we recognise the link between Aboriginal culture, identity and safety and actively create opportunities for Aboriginal students and the Aboriginal community to have a voice and presence in our school planning, policies, and activities.

We have developed the following strategies to promote cultural safety in our school community:

- Beginning events and meetings with an Acknowledgement of Country
- Flying the Aboriginal and Torres Strait Islander flags on the school grounds
- Displaying plaques, signs and value poles to acknowledge the traditional owners of the land
- Appointing a student cultural officer to represent the cultural needs of students
- Ensuring all staff complete Community Understanding Safety Training
- Meeting termly with all Aboriginal and Torres Strait Islander students, their families and the KESO to discuss student progress
- Facilitating and attending key public events and anniversaries

STUDENT EMPOWERMENT

To support child safety and wellbeing at Portland Secondary College, we work to create an inclusive and supportive environment that encourages students and families to contribute to our child safety approach and understand their rights and their responsibilities.

Respectful relationships between students are reinforced and we encourage strong friendships and peer support in the school to ensure a sense of belonging through implementing our whole school approach to Respectful Relationships, our student Code of Conduct, and our school values.



Portland Secondary College

Creating the Opportunities...

We inform students of their rights through our whole school approach to Respectful Relationships and give them the skills and confidence to recognise unsafe situations with adults or other students and to speak up and act on concerns relating to themselves or their peers. We ensure our students know who to talk to if they are worried or feeling unsafe and we encourage them to share concerns with a trusted adult at any time. Students and families can also access information on how to report concerns at Student Services.

When the school is gathering information in relation to a complaint about alleged misconduct or abuse of a child, we will listen to the complainant's account and take them seriously, check our understanding of the complaint, support the student and keep them (and their parents and carers, as appropriate) informed about progress.

Portland Secondary College will also:

- Inform students of their rights and special protections
- Share information about student needs through approved information sharing schemes
- Promote student voice and agency
- Invite student feedback on school wide decisions through student forums
- Provide students with a variety of ways to air their concerns
- Appoint student Diversity and Inclusion officers to represent student voice on the Student Voice and Agency Committee

FAMILY ENGAGEMENT

Our families and the school community have an important role in monitoring and promoting children's safety and wellbeing and helping children to raise any concerns.

To support family engagement, at Portland Secondary College we are committed to providing families and community with accessible information about our school's child safe policies and practices and involving them in our approach to child safety and wellbeing.

We will create opportunities for families to have input into the development and review of our child safety policies and practices and encourage them to raise any concerns and ideas for improvement.

We do this by:

- Ensuring our child safety policies and procedures are available for students and parents on the College website
- Using newsletters to inform families and the school community about any significant updates to our child safety policies or processes, and strategies or initiatives that we are taking to ensure student safety.
- Displaying PROTECT Child Safety posters across the school in Student Hubs, Student Services and the Library

The College will also:

- Provide parents, carers and students with information about children's rights via the newsletter
- Provide regular opportunities for families to engage with staff
- Utilise the whole school approach to Resilience, Rights and Respectful Relationships education.

DIVERSITY AND EQUITY

As a child safe organisation, we celebrate the rich diversity of our students, families and community and promote respectful environments that are free from discrimination. Our focus is on wellbeing and growth for all.

We recognise that every child has unique skills, strengths and experiences to draw on.



Portland Secondary College

Creating the Opportunities...

We pay particular attention to individuals and groups of children and young people in our community with additional and specific needs. This includes tailoring our child safety strategies and supports to the needs of:

- Aboriginal children and young people
- children from culturally and linguistically diverse backgrounds
- children and young people with disabilities
- children unable to live at home or impacted by family violence
- international students
- children and young people who identify as LGBTIQ+.

Our Student Wellbeing and Engagement Policy provides more information about the measures we have in place to support diversity and equity.

SUITABLE STAFF AND VOLUNTEERS

At Portland Secondary College, we apply robust child safe recruitment, induction, training, and supervision practices to ensure that all staff, contractors, and volunteers are suitable to work with children.

Staff recruitment

When recruiting staff, we follow the Department of Education's recruitment policies and guidelines, available on the Policy and Advisory Library (PAL) at:

- [Recruitment in Schools](#)
- [Suitability for Employment Checks](#)
- [School Council Employment](#)
- [Contractor OHS Management](#).

When engaging staff to perform child-related work, we:

- sight, verify and record the person's Working with Children clearance or equivalent background check such as a Victorian teaching registration
- collect and record:
 - proof of the person's identity and any professional or other qualifications
 - the person's history of working with children
 - references that address suitability for the job and working with children.
 - references that address suitability for the job and working with children.

Staff induction

All newly appointed staff will be expected to participate in our child safety and wellbeing induction program. The program will include a focus on:

- the Child Safety and Wellbeing Policy (this document)
- the Child Safety Code of Conduct
- the Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedures and
- any other child safety and wellbeing information that school leadership considers appropriate to the nature of the role.

Ongoing supervision and management of staff

All staff engaged in child-connected work will be supervised appropriately to ensure that their behaviour towards children is safe and appropriate.



Portland Secondary College

Creating the Opportunities...

Staff will be monitored and assessed to ensure their continuing suitability for child-connected work. This will be done through annual performance reviews.

Inappropriate behaviour towards children and young people will be managed swiftly and in accordance with our school and department policies and our legal obligations. Child safety and wellbeing will be paramount.

Suitability of volunteers

All volunteers are required to comply with our Volunteers Policy, which describes how we assess the suitability of prospective volunteers and outlines expectations in relation to child safety and wellbeing induction and training, and supervision and management.

CHILD SAFETY KNOWLEDGE, SKILLS and AWARENESS

Ongoing training and education are essential to ensuring that staff understand their roles and responsibilities and develop their capacity to effectively address child safety and wellbeing matters.

In addition to the child safety and wellbeing induction, our staff will participate in a range of training and professional learning to equip them with the skills and knowledge necessary to maintain a child safe environment. Staff child safety and wellbeing training will be delivered at least annually and will include guidance on:

- our school's child safety and wellbeing policies, procedures, codes, and practices
- completing the [Protecting Children – Mandatory Reporting and Other Legal Obligations](#) online module annually
- recognising indicators of child harm including harm caused by other children and students
- responding effectively to issues of child safety and wellbeing and supporting colleagues who disclose harm
- how to build culturally safe environments for children and students
- information sharing and recordkeeping obligations
- how to identify and mitigate child safety and wellbeing risks in the school environment.

Other professional learning and training on child safety and wellbeing, for example, training for our volunteers, will be tailored to specific roles and responsibilities and any identified or emerging needs or issues.

School council training and education

To ensure our school council is equipped with the knowledge required to make decisions in the best interests of student safety and wellbeing, and to identify and mitigate child safety and wellbeing risks in our school environment, the council is trained at least annually. Training includes guidance on:

- individual and collective obligations and responsibilities for implementing the Child Safe Standards and managing the risk of child abuse
- child safety and wellbeing risks in our school environment
- Portland Secondary College child safety and wellbeing policies, procedures, codes and practices

COMPLAINTS AND REPORTING PROCESSES

Portland Secondary College fosters a culture that encourages staff, volunteers, students, parents, and the school community to raise concerns and complaints. This makes it more difficult for breaches of the code of conduct, misconduct or abuse to occur and remain hidden.

We have clear pathways for raising complaints and concerns and responding and this is documented in our school's Complaint Policy.



Portland Secondary College

Creating the Opportunities...

If there is an incident, disclosure, allegation or suspicion of child abuse, all staff and volunteers (including school council employees) must follow our Child Safety Responding and Reporting Obligations Policy and Procedures. Our policy and procedures address complaints and concerns of child abuse made by or in relation to a child or student, school staff, volunteers, contractors, service providers, visitors or any other person while connected to the school.

As soon as any immediate health and safety concerns are addressed, and relevant school staff have been informed, we will ensure our school follows:

- the [Four Critical Actions](#) for complaints and concerns relating to adult behaviour towards a child
- the [Four Critical Actions: Student Sexual Offending](#) for complaints and concerns relating to student sexual offending

Our Student Wellbeing and Engagement Policy and Bullying Prevention Policy cover complaints and concerns relating to student physical violence or other harmful behaviours.

COMMUNICATIONS

Portland Secondary College is committed to communicating our child safety strategies to the school community through

- ensuring that key child safety and wellbeing policies are available on our website including the Child Safety and Wellbeing Policy (this document), Child Safety Code of Conduct, and the Child Safety Responding and Reporting Obligations (including Mandatory Reporting) Policy and Procedure
- displaying PROTECT posters around the school
- updates in our school newsletter and Compass Portal.
- ensuring that child safety is a regular agenda item at school leadership meetings, staff meetings and school council meetings.

PRIVACY AND INFORMATION SHARING

Portland Secondary College collects, uses, and discloses information about children and their families in accordance with Victorian privacy laws, and other relevant laws. For information on how our school collects, uses and discloses information refer to: [Schools' Privacy Policy](#).

RECORDS MANAGEMENT

We acknowledge that good records management practices are a critical element of child safety and wellbeing and manage our records in accordance with the Department of Education's policy: [Records Management – School Records](#)

REVIEW OF CHILD SAFETY PRACTICES

At Portland Secondary College, we have established processes for the review and ongoing improvement of our child safe policies, procedures, and practices.

We will:

- review and improve our policy every 2 years or after any significant child safety incident
- analyse any complaints, concerns, and safety incidents to improve policy and practice
- act with transparency and share pertinent learnings and review outcomes with school staff and our school community
- Monitor and manage child safety risks using a risk register



Portland Secondary College

Creating the Opportunities...

RELATED POLICIES AND PROCEDURES

This Child Safety Policy is to be read in conjunction with other related school policies, procedures, and codes. These include our:

- Bullying Prevention Policy
- Child Safety Responding and Reporting Obligations Policy and Procedures
- Child Safety Code of Conduct
- Complaints Policy
- Digital Learning Policy
- Inclusion and Diversity Policy
- Student Wellbeing and Engagement Policy
- Visitors Policy
- Volunteers Policy

Related Department of Education policies

- [Bullying Prevention and Response Policy](#)
- [Child and Family Violence Information Sharing Schemes](#)
- [Complaints Policy](#)
- [Contractor OHS Management Policy](#)
- [Digital Learning in Schools Policy](#)
- [Family Violence Support](#)
- [Protecting Children: Reporting Obligations Policy](#)
- [Policy and Guidelines for Recruitment in Schools](#)
- [Reportable Conduct Policy](#)
- [Student Wellbeing and Engagement Policy](#)
- [Supervision of Students Policy](#)
- [Visitors in Schools Policy](#)
- [Volunteers in Schools Policy](#)
- [Working with Children and other Suitability Checks for School Volunteers and Visitors](#)

Other related documents

- [Identifying and Responding to All Forms of Abuse in Victorian Schools](#)
- [Four Critical Actions for Schools](#)
- [Identifying and Responding to Student Sexual Offending](#)
- [Four Critical Actions for Schools: Responding to Student Sexual Offending](#)
- [Recording your actions: Responding to suspected child abuse – A template for Victorian schools](#)



Portland Secondary College

Creating the Opportunities...

POLICY STATUS AND REVIEW

The Principal is responsible for reviewing and updating the Child Safety and Wellbeing Policy at least every two years. The review will include input from students, parents/carers and the Portland Secondary College community.

APPROVAL

Policy last reviewed	February 2026
Consultation	Consultation on this policy is mandatory. February 2026 School Council, February Newsletters 2026
Endorsed by	Principal
Endorsed on	25.02.2026
Next review date	Before February 2028

Portland Secondary College

Creating the opportunities

2026 TERM 1 CALENDAR

FEBRUARY

- Wednesday 25th - Year 7 2026 BBQ
- School Photos backup (in the afternoon)

MARCH

- Monday 2nd - Athletics Day
- Tuesday 3rd - VCE VM Careers Expo - Warrnambool
- Live4Life Crew Induction
- Friday 6th - PSC Student Leader Induction Ceremony
- Monday 9th - Labour Day Public Holiday
- Tuesday 10th - Thursday 12th - Road to Zero
- Wednesday 11th - NAPLAN (Year 7&9)
- Thursday 12th - NAPLAN (Year 7&9)
- Live4Life Launch - Year 8s and L4L Crew
- Friday 13th - NAPLAN (Year 7&9)
- Monday 16th - Wednesday 18th - Back Up NAPLAN
- Monday 16th - White Card Training Day
- Wednesday 18th - Grade 6 Experience Day
- Year 7 & 8 Student Free Day
- 2027 Year 7 Information Session 4:00pm / Tour 4:30pm
- Year 9 Future Me
- Friday 20th - GD Athletics
- Harmony Day
- Monday 23rd - Year 10 - 12 Elevate Study Sessions
- Tuesday 24th - Year 12 Tertiary Information Session
- Wednesday 25th - GWR Swimming
- Friday 27th - Young Leaders Conference
- Monday 30th - Year 9 Morrisby Profiling

APRIL

- Thursday 2nd - Parent/Teacher Interviews
- End Term 1
- Monday 20th - Term 2 commences



Calendar was last updated on
24/02/2026.

Please monitor Compass, Newsletter and
Social Media for updates.

Sue Taylor, Year 11/12 Leader



Pancake Day

Our Senior students were recently treated to a pancake breakfast that was prepared for them by our Senior School Staff! YUM!



Respect

Success

Resilience

Creativity



PSC Swimming Carnival

Despite the cool weather, an awesome day was had at the PSC Swimming Sports.

There was fierce competition across the board, particularly between long-time rivals **Sienna Stone** and **Matilda Andrews**, with Stone narrowly edging out PSC swim star Andrews in the 50-metre freestyle.

The pair's electric rivalry set the tone for the day, inspiring fellow Year 12 students **Jack, Will** and **Scott**, who entertained the crowd with their creative recreation of an ancient survival swimming test—complete with a spirited “best dressed” contest.

Students from Years 7–11 also showcased impressive potential, delivering notable performances in both speed and school spirit.

The day concluded with a podium presentation celebrating the outstanding efforts of all competitors.



Respect

Success

Resilience

Creativity

Emma Rudge, Swimming



GD Swimming Carnival

The PSC students' spirit carried through to our representation at the Glenelg Division Swimming, where it especially shone in the relay events.

Expertly guided by our more experienced swimmers, the team delivered many noteworthy performances across both relays and individual races. It was tremendous to see so many students stepping up and giving it their all.

Although a small team, we proved our strength—coming away with two age champions and several podium finishes.

A special congratulations goes to **Matilda Andrews** (PSC's own super-fish) and **Hugo Keenan** for claiming age-group champion titles.

We will be watching the continued progression of **Matilda Andrews, Lexie Munn, Hugo Keenan** and **Lucy Colley** who have all qualified for Regionals.

Go PSC!



AGE CHAMPIONS

Hugo Keenan - 14 Boys

Matilda Andrews - 20 Girls



Respect

Success

Resilience

Creativity



Year 10 Food Studies

Mr Dawson's class recently made Olympic-themed marinated Greek skewers.

Several students said it was the best cooking lesson they've had in Food Studies, and the empty platters certainly proved how popular the skewers were.

Many students even took the recipe home, excited to make it again for their families.





Year 11 Food Studies

Mrs Gould's class has been busy in the kitchen, creating mini chicken and corn patties paired with a crisp bok choy salad.

There were a few hesitant salad-eaters, but it was wonderful to see students stepping outside their comfort zones and trying something new.





Year 7 Food Studies

Year 7 students completed their first cook at PSC this week, making delicious Bacon and Egg Tarts. They were a huge success – everyone loved them, and many students took the recipe home to try again.

These tarts freeze well, can be defrosted in the fridge overnight, and make a fantastic, protein-packed breakfast to help wake up the brain and get it ready for learning. Students can even heat them in the microwave and enjoy them on the way to school.

Parents and guardians are encouraged to support their child in building confidence in the kitchen. Cooking is a great life skill, boosts self-esteem, and of course, you get to enjoy their creations.

Throughout the semester, we'll be making a variety of exciting dishes, so please remember to send a container to school for any leftovers students may bring home.

We are also collecting butter containers, yoghurt tubs, and clean takeaway containers to help students who forget to bring their own.



Denis Belden, Education Support



HANDS ON LEARNING

The Portland Secondary College 2026 Hands on Learning classes have been underway since the beginning of Term 1.

The ten students, from Years 8 and 9, have been getting to know one another while working on individual and group projects each Wednesday under the guidance of artisan teacher Gene Stewart.

Last week, students finished installing flashing on the western side of the shed, helping to prevent water from entering their workspace.

Throughout 2026, the group will take on a significant project at the front of the shed, which will include building a retaining wall, paving and landscaping.

The ten students were selected for the HoL program after completing a Term 4 application and interview process last year.



Respect

Success

Resilience

Creativity



Sports News

PSC ATHLETICS DAY
Monday 2nd March
@ Nelson Park

Year Level Colours:
Year 7: Red
Year 8: Blue
Year 9: Green
Year 10: Yellow
Year 11 & 12: Nominated Theme

Phone Number: 03 5523 1344
Website: www.portlandsc.vic.edu.au
Facebook: [portlandseccollege](https://www.facebook.com/portlandseccollege)
Instagram: [portland_secondary_college](https://www.instagram.com/portland_secondary_college)

PSC Athletics Day is almost here!

What you need to know:

- ✓ Students must go to school to be marked off by their Mentor
- ✓ Students will walk to Nelson Park with their Year level and teachers
- ✓ Students must remain at the park until they are dismissed at the end of the day (if a student needs to leave early, they must be collected by a parent/guardian and signed out by their Mentor)
- ✓ Parents/Guardians are welcome to come and watch and support their students
- ✓ Canteen will be available (CASH ONLY) or bring your own food from home (BBQ sausages \$2, cold drinks \$2, chips \$1, lolly bags \$1, zooper doopers \$1)
- * Students local excursion form must be completed before event to attend

👕 Wear the colours assigned to your Year level

- ✗ NO mobile phones (normal school rules apply)
- ✗ NO fast food can be dropped off by parents

? Any questions, please contact PSC 5523 1344 or your students PE teacher

Elley Foster, Literacy Support

Donna Chapman, Numeracy Support

Homework Program



Portland Secondary College

Creating the opportunities



HOMEWORK CLUB



WEDNESDAY

&

THURSDAY

AFTERNOONS

3:40PM - 4:30PM

in The HUB

Students are reminded to bring work to complete or a book to read.

Our Literacy and Numeracy Tutors will be available to help you.

Students need a pre-arranged way home at or before 4:30pm as the office will be shut.

The schools no phone policy applies.



STUDENT ACHIEVEMENTS



DEAKIN RESIDENTIAL LEADER

*Jed
Denham*



Respect

Success

Resilience

Creativity

We're excited to share some wonderful news about one of our former students, Jed Denham. Jed has been appointed as a Residential Leader for 2026 at Deakin University's Waurn Ponds Campus – an achievement that reflects his leadership, character, and commitment to others.

The Residential Leader role is highly sought after, with a detailed application process that includes written responses and both individual and group interviews. Being selected is a significant accomplishment, and Deakin staff shared that Jed stood out during RL camp for his positivity, care, and strong community values.

As a Residential Leader, Jed will support new students as they settle into university life, help build a safe and inclusive residential community, and play an important role in shaping the culture of Deakin Res.

We're incredibly proud to see Jed taking on this opportunity and representing our school community so well.

Easing into adolescence: resources for families

Free resources for families of adolescents aged 10 to 14 years.

The Department of Education has launched an [Easing into adolescence](#) webpage for families of students aged 10 to 14 (Grade 5 to Year 8).

The webpage has information and strategies you can use to help ease your child into adolescence and secondary school. These include:

- a guide to emotion coaching. Staff from The University of Melbourne's Tuning in to Teens Kids program developed the guidance.
- how to support your adolescent with their studies and more generally. Parenting expert and clinical psychologist Andrew Fuller helped develop this resource.

Subtitles for videos by The University of Melbourne on the webpage are available in 10 languages. You can select your preferred language on the [translations page](#).

For questions about these resources, contact the Strategic Partnerships, Transitions and Student Voice team. You can email them at Secondary.School.Transition@education.vic.gov.au.



Community News

We love hearing from our community, please contact us if you have an event or story to share.

newsletter@portlandsc.vic.edu.au | 03 5523 1344

FREE YOUTH SURF PROGRAM

PORTLAND

Hey Portland! STOKED is running a 4 - week surf therapy program for young people (12 - 25)

Riding the waves of life can be stressful.

Come LEARN TO SURF, meet new crew, yarn about life & boost your wellbeing - Yeeeow.

YARN - SURF - EAT

THURSDAYS 4:30 - 7:30PM

- THURSDAY 19 FEBRUARY
- THURSDAY 26 FEBRUARY
- THURSDAY 05 MARCH
- THURSDAY 12 MARCH

4-WEEK POP UP MINI PROGRAM

FEB - MAR 2026

for young people aged 12 - 24

Location:

SURF LIFE SAVING CLUB
BRIDGEWATER ROAD
CAPE BRIDGEWATER BAY

VOLUNTEERS NEEDED

The program involves a crew of amazing mentors, local surfers, ocean lovers and other local legends who want to join in and connect with young people. Keen to get involved? - Get in touch!

SURF SCHOOL

Contact Stoked
ph: (03) 5561 8888. e: STOKED@brophy.org.au
brophy.org.au/stoked

facebook.com/brophy.org.au
stoked_surf_therapy



Respect

Success

Resilience

Creativity

WESTERNS JUNIOR FOOTBALL – JOIN OUR CLUB TODAY

Auskick | Under 11s | Under 14s | Under 17s



We're especially looking for enthusiastic players to join our **Under 14s** team! Come and experience the fun, teamwork, and community spirit that makes **Westerns** such a special place to play footy.

Whether you're brand new to the game or already love it!
We'd love to have you on board!

Interested? Contact **Harry Boxer** on **0407 110 750** for more information.



PROUDLY RUN BY LOCAL
POLICE & VOLUNTEERS

Blue Light

PORTLAND

Blue Light
DISCO

20TH MARCH

7.30 - 9.30PM | 8 TO 13 ONLY | \$12 ENTRY
Inc. Booking fee

Portland Civic Hall
30 Bentnick Street, Portland
Contact: LSC Lee-Anne Nelson 03 5522 1500

ALL TICKETS MUST BE PURCHASED
ONLINE VIA THE QR CODE



PORTLANDBLUELIGHT

Portland Blue Light Disco



**SAVE THE DATE:
SATURDAY 21ST MARCH 2026
10AM - 2PM**

Bundarra Primary School Fete

**is
looking for
stall holders!**

**crafty,
sensory,**

**knitted,
painted,**

**created,
pre-loved**

**& various
other
wonderful
things!**

Expressions of interest for stall holders can be
emailed to bundarrapsfete@gmail.com

We look forward to hearing from you soon!



SATURDAY, MARCH 21 | 10 AM – 2 PM

BUNDARRA **SCHOOL FETE**

FREE ENTRY | LIVE MUSIC | MARKET STALLS | RAFFLE
SAUSAGE SIZZLE & DRINKS | FACE PAINTING | FIRE TRUCK
PIE FACE | PORTLAND LIBRARY VAN | SCHOOL BAKE SALE
DANZ X-TENSIONS SHOWCASE... **A GREAT DAY OUT!**

- 📍 Cnr Fawthrop St & Edgar St, Portland
- 📘 Find our event on Facebook - 'Bundarra Primary School Fete 2026'

**YOUR SUPPORT
WILL HELP OUR
'HANDS ON
LEARNING'
PROGRAM**



Corporate & Community Volunteering Opportunity



Deakin University is looking for volunteers to have inspiring career conversations with young people for the FutureME program.

FutureME is run by the Deakin Engagement and Access Program (DEAP) who work directly with secondary school students from regional and rural Victoria, low socio-economic and Indigenous backgrounds to help break down barriers to accessing education.

As a FutureME volunteer, you will participate in conversations with young people to spark inspiration, job exploration and navigation of future pathways.

A conversation can make a difference - be a catalyst for motivation, empowerment and information!

As a volunteer you will:

- have a willingness and enthusiasm to engage with young people.
- be able to spare up to 2 hours of your time to participate in small speed-meets and answer career-related questions.
- share your own career journey, current work and future aspirations.
- hold a current Victorian Working With Children Check Card (volunteer or employee) or VIT Card. You can apply for free at www.workingwithchildren.vic.gov.au.

To register:

Scan the QR code to complete the Expressions of Interest Form.

For more information:

Visit deakin.edu.au/DEAPOutreach or email futureme@deakin.edu.au.

