



**MAZENOD  
COLLEGE**



*Each Family's Guide To EVERYTHING BOARDING!*



# Welcome Home

We hope you will be very happy here with us. In fact, we know you will love it!

You're about to embark on one of the biggest journeys of your life.

It's also a journey for your parents. That's why here at Mazenod, we don't just enrol you, we enrol your whole family!

We understand it is a difficult decision for your parents to send you to boarding school and we are committed to helping families have the best experience possible by creating a friendly, supportive environment, with programmes tailored for each year level, designed to help you to thrive during your stay. You will be encouraged to become actively involved in a broad range of both College and boarding activities to ensure that every moment with us is a well spent one.

Your transition from a boy to a young man is a challenge filled time through which you will need to feel safe, supported, and special. Boarding at Mazenod aims to recreate many aspects of home – intimate, nurturing living to cater for you through the varying stages of your spiritual, emotional, cultural, and social development.

We work on the premise that if we focus on how boys best live and learn, we will provide you with a positive life changing experience. At all times, you'll be challenged to explore new interests and discover and explore your individual skills and talents.

We are home to boys from rural Western Australia as well as some local boarders who join us for shorter stays. We encourage all our boys to recognise their own responsibility for academic success and we support you with resources to help you balance your schoolwork and your co-curricular responsibilities.

There is a place for every student in our boarding family to exercise his talents and gifts, experiencing success and challenge. Our staff will always be available to support you as you develop your independence. We will work with your parents and your teachers to inspire you to "be the man you want to be". We want you to make a meaningful contribution to the world at whatever level and in whatever unique way you can.

Care, consideration, and respect for others is at the core of our Cebula Residential Community. Living in a boarding environment is not without pressures, but kindness, patience, empathy, and care for your peers need to always be your prevailing priorities.

This information booklet has been compiled for two purposes. Firstly, it is a reference point for our new boys and parents. It will assist you by outlining what's expected and the part you play in making your stay with us sensational. Secondly, for our current boarders, it is an opportunity to revisit the expectations essential for successful community living.

Mrs Annamaria Cream  
Director of Boarding



## Meet the Team and Contact Details



**Annamaria Cream**  
Director of Boarding  
9291 1552 or 0413 918805 (24/7)  
Cream.Annamaria@mazenod.wa.edu.au



**Fiona Logan**  
Housemother  
Logan.Fiona@mazenod.wa.edu.au



**Leigh Daff**  
Housemother  
Daff.Leigh@mazenod.wa.edu.au

**Housemothers and Boarding Reception – 9291 1554**

**School Reception - 9291 1500**

**Uniform Shop – 9291 1560**  
**uniform.shop@mazenod.wa.edu.au**

**IT Helpdesk - 9291 1572**  
**helpdesk.support@mazenod.wa.edu.au**



# Where We Live

Many of our boarders are from country backgrounds and have big, big backyards. Well, ours is big too!

After school hours, our boarders have access to the school ovals, tennis and basketball courts, and some serious games of hide-and-seek happen in the empty school courtyards.

The pool is also very popular, and we open it up regularly for after school cool downs and hot weekends. The Year 11s and 12s make good use of the gymnasium and weights room during the footy season too!

If you are used to getting your hands dirty at home, we even have a mini farm for you to help tend to.

The formal dining room is great for both the themed dinners our chef likes to hold and informal daily dining. We also enjoy outdoor BBQ dinners and lunches when the weather is fine.

For us, private spaces are quiet spaces. Sleeping areas are not the place for boisterous, loud behaviour! We always ask our boarders to remain respectful of this so that everyone can enjoy their quiet 'down-time'.

If boarders want to get a little noisy then we have common spaces for games of pool and ping pong; a TV room to catch up on their favourite show, sport, or a bit of gaming; and the lounge room for relaxing with their new friends.

Just like any home, we have a few house rules. We'll go through it all with the boys in the first few weeks. It's simple stuff though: keep personal spaces clean, tidy up communal spaces before leaving; respect the spaces and property of others. Just like home!

## Conduct in Our Community

As a boarding community, we strive to develop and maintain relationships with the boys which are based on both the Cebula values of Charity, Excellence, Brotherhood, Understanding, Leadership and Action and the College values of

- Respect and Dignity
- Personal Excellence
- Courage and Passion
- Compassion and Charity



Included with these are mutual trust and open communication. Boys need to demonstrate these accordingly through their daily behaviour and we will challenge all boarders to live these values in their interactions with each other.

A Boarding Code of Conduct agreement is signed by each boarder and his family at the start of each year as is an acknowledgment that the Boarders' Handbook has been read and understood and a mobile device usage policy.

We encourage boarders to look for opportunities to serve and support others. We are like a big family, and just like home, sometimes we get along and sometimes we don't! Regardless, we expect all boarders to treat each other with kindness and respect and this also extends to supervisors and other boarding staff. A please and thank you goes a long way!

We commit fully to the care and safety of your son. Trust and honesty are central to our community, alongside forgiveness and acceptance. As with any family, there are guidelines, and our boarding house is no different. Our guidelines are based on Consideration, Cooperation and Duty of Care. Boys are asked to always ensure that they are following the guidelines to support the safety, comfort, and wellbeing of others.

We expect our boys to always use appropriate language, and swearing is not permitted.

## Breaches of Trust

The following behaviours may result in a Boarder being suspended or jeopardising his enrolment at the College and or place in the boarding house.

- Leaving the grounds at any time without permission or without signing out.
- Using, supplying, or being in possession of inappropriate or illicit substances and substance paraphernalia, cigarettes, vapes, alcohol or inappropriately used aerosols.
- Returning to boarding after leave under the influence of drugs or alcohol.
- Being repeatedly disruptive, uncooperative, or disrespectful.

- Falsifying leave documentation or found to be stealing or shoplifting.
- Having female visitors in Boarding Houses.
- Endangering own safety or that of others.
- Violent or abusive physical/verbal/behaviour towards other students or staff.
- Inappropriate use of technology or social media.
- Blatantly disregarding the Boarding guidelines.
- Bullying of any sort.
- Continued disregard of any of the above

## What's not allowed in boarding

The following items are strictly prohibited in boarding:

- Items that may cause injury to self or others, e.g., pocketknives
- Any illicit substances/drugs or substance paraphernalia including
- e-cigarettes, cigarettes, vapes, alcohol, medications in rooms.
- Material considered to be of a racist, pornographic nature
- Aerosols
- Energy Drinks, e.g. Red Bull, Mother
- Negative attitudes, inappropriate language

## Discipline

Boarding staff may deal with minor breaches of behaviour such as disruptive or uncooperative behaviour. More serious offences are dealt with by the Director of Boarding and the College Principal including offences that are inconsistent with our college and boarding values.

Consequences may include parental contact, gating, or extra duties. We would appreciate support from parents with these measures, particularly about time frame and the logistics of any gating issues by the boarding staff.

Our disciplinary system is based on care and mutual responsibility. Of equal importance is the process of reconciliation and restoration of good relations, mutual trust and respect following issues of misconduct which have attracted disciplinary measures, and which have been successfully worked through and resolved.

Where possible we also try to focus on a Positive Behaviour model which is a person-centered approach to behaviour aimed at reducing behaviours of concern.

## The First Few Weeks

We manage this time very closely as it is so important for settling in and becoming comfortable in our new community. Along with the close care and support from our staff, two key strategies we apply are:

1. **Keep busy!** In the Boarding House, we fill the first few weeks with activities designed to help the boarders get to know each other and their new home-away-from-home.

The first two weekends are our Boarding House Welcome Weekends. Both weekends are closed weekends, meaning that leave is not usually available. Whilst this sounds harsh, best practice has shown that the transition and settling in process for new boarders is made so much easier if they can start forming connections with their peers. Similarly, returning boarders also need to get back into boarding routines and reconnect with their peers and those boys who are new to Mazenod. Time is set aside for parents who may wish to visit in special circumstances during these times.

2. **Keep an eye on the amount of contact with family.** This sometimes feels tough but it's a great way to acclimatise the new boarders to life away from home. We recommend scheduling a late afternoon call once a day to check-in and catch-up. All our boarders in Years 7-11 hand in their phones for safekeeping in the evening and overnight, so they can focus on evening routines and settling in. From experience, a quick call before bed can often leave both parties a little unsettled so we encourage calls well before bedtime.

Parents can always call the staff if they are concerned about anything.

If you are giving your son news that may be distressing, please let us know first so we can be prepared to support him.

## Homesickness

Helping your son cope with homesickness at boarding school starts with acknowledging how they feel and supporting them as they learn new strategies to help them feel better so they can enjoy their time at boarding school.

Although all transitions are tricky, they're also an invitation to grow. Homesickness is a very human emotion. Children will experience varying degrees of homesickness, no matter what their age. Often it can be triggered by a smell or a familiar image. As your son adjusts, it will be important to validate their concerns by telling them that whatever they might be feeling is okay. Teaching them to recognise when they need support and who to get it from, will be a positive step towards their independence. Parents are encouraged to do this in partnership with the boarding house and to be regular communicators with the Director of Boarding and the staff.

Fortunately, there are strategies to help students and parents cope with these challenges. Homesickness will always be there, but preparation is key to reducing these feelings. As parents, we can't solve all problems from afar, so it is important to empower your son to work with the boarding staff to solve issues that arise.

### How to help your son deal with Homesickness

Talk about homesickness, boarding and boarding life as if its normal.

All boarders feel homesick at some point, but the most important thing is how they deal with this emotion. Leading up to the start of the school year, prepare your son mentally for the possibility that when he becomes a boarder, the first few weeks will be very new and perhaps overwhelming. Like everything, he will adapt and make new friends. He will find his place and get comfortable. Your biggest advice should be

don't give up, but to remain strong, positive, and open-minded. We will echo the same message.

It's also a good idea to incorporate talk about boarding school into your normal family conversations.

### 1. Keep in Touch but don't call at the wrong time!

We encourage our boys to keep the lines of communication open with family and friends. Video chat/Facetime is one way to feel connected while apart. Happy, loving families that have strong connections eat boarding school families. Phone calls, letters, care packages are all good ways to stay connected. And believe it or not, your connection to your son will probably grow even stronger when you're living away from them.

There are times however, when calls should be avoided - before bed and before school are just a few and we recommend that for the first week of term and sometimes even the second, that it is beneficial for the boys to hand their phones in at study and collect them the following afternoon. Other occasions when calls may not be helpful include when you're at a family event and your sons not there or when you're feeling particularly low about sending him to boarding school.

### 2. Be Active and Involved

We also recommend that boys need to be active in the school community as well as boarding. It helps everyone have a sense of purpose and meaning. All students should be as involved in sport and extracurricular activities as possible - without compromising their academic performance. Weekends are a time when we offer a range of activities all designed to give the boys opportunity to "find their tribe" connect and create friendships.

### 3. Talk with Us

We are here for you as well as your son. Parents also experience a sense of guilt along with missing their son. So, reach out to our staff if you need us. Where your son is concerned, we want to help - any time of the day. Encourage him to tell us he is sad

or lonely. We can help him find ways to get more involved, build more friendships, and will mentor him with anything he may need help with.

4. Don't make "you can leave promises"  
Don't fall into the trap of saying to your son "if you don't like it after a few weeks you can leave". Parents sometime say this to placate a homesick child, but all the child hears is "I'm leaving so nothing else we try makes him settle.

### 5. Break the term up into small manageable chunks

For a new boarder the thought of a ten-week term can be agonising. We suggest you break the term up in to two lots of five weeks which become much easier for them to manage.

### 6. Encourage them to stick with it

Try not to cave in and take your son home. Things do get better, and, in most cases, this happens well before mid-term.

### 7. Be prepared.

Try and keep up to speed with what is on for weekend activities, or what's happening at school so that you can point your son in the right direction when he says he's bored, has nothing to do etc. Knowing about what's been happening is also a great way to start conversations

## Recreational Activities

Research shows us that the transition to boarding can be made much easier and far more positive if boys involve themselves with activities where they can relax and develop meaningful friendships with both their peers and the staff.

Does your son like kayaking, trampolining surfing, go karting? Perhaps he enjoys a round of golf, some laser tag, or a nice picnic. Each weekend we offer a range of recreational activities for your son. Sign-up sheets are put out on a Monday evening and parents are notified through our boarding parents Facebook page about what's on offer. Most activities are put on your account and an

invoice is sent to you at the end of each term. Some activities, however, require the boys to make payment at the venue.

We select activities that also take the boys out of their comfort zones, allowing for a sense of adventure and challenge. This can assist the boys develop resilience, increase self-esteem, and allow for a sense of personal achievement – elements crucial to maintaining good mental and emotional health.

We also offer activities run by our weekend supervisors both on campus and off site. In addition, most weekends we endeavour to run at least one ACT BELONG COMMIT activity which encourages boys not out on leave or playing sport to engage and connect with their peers usually off campus and doing something active.

If your son decides to stay in for the weekend. Our common areas have TVs, comfy lounges, pool tables, air hockey and table tennis tables, not to mention all the school ovals, basketball courts, gymnasium, and cricket nets that our boarders have full access too. The pool is another popular option during those warmer months!

Boys are asked to check weekend leave plans prior to signing up for an activity as tickets are often booked and paid for midweek and cancellations may still incur a cost to parents.

### Day Boys in boarding

Your son is most welcome to invite a day friend to dinner, a sleepover or to spend time in boarding over the weekend. Boys need to see the Director of boarding if they'd like to do this. We view friendship between boarders and day boys as integral and encourage the boys to establish solid relationships by inviting day boys home to our Cebula community.

### Sports and Clubs

The hardest thing about sport at Mazenod is choosing which sport to play. There is a very strong appetite for basketball, football, hockey, and cricket at Mazenod with teams associated with the College. At Boarding, we will also offer transport to some 'outside' clubs if we have available staff to transport the boys. These can range from golf and soccer,

swimming, and kickboxing to drone and archery clubs. We encourage checking with us before registering at a club not associated with the College so we can confirm we can offer transport. In many instances, the families of other players offer transport to games and training.

Below are the contact details for football, basketball, hockey, and cricket.

#### **Mazenod Junior Football Club**

President: Michael Ferritto  
Contact: President  
MJFC presidentmjfc1@gmail.com

#### **Mazenod Junior Basketball Club**

President: Brett Scarey  
Contact: Mazenod Basketball President  
president.mjbc@gmail.com

#### **Mazenod Junior Hockey Club**

President: Justin Pavlinovich  
Contact: presidentmchc@outlook.com

#### **Lesmurdie Mazenod Cricket Club**

President: Suzie Zuber  
Contact: President  
LMJCC president.lmjcc@hotmail.com

### Pocket Money

A trip to 'Sandos', the shops just down the road from Mazenod, is a very popular activity in the afternoons and on weekends. Most parents supply their son with a weekly allowance that they can use for the occasional treat. We also run a canteen with a small selection of popular treat type items. The canteen is cash only. All you need to do is put each week's pocket money in an envelope and label it - Week 1-10. We will lock it up safe and sound and hand it out weekly.

Parents may also wish to provide their son with a key card. We ask that this process is undertaken prior to your son becoming a boarder.

Some recreation activities need to be paid for at the venue whilst others can be billed to parents accounts it is handy to ensure your son has access to money at the times when the college is unable to make bookings.





### Looking after personal possessions

We expect that your son will be bringing a suitcase full to the brim with everything from his school uniform and casual clothes to mementos that will remind him of home. So, what do we do with it all?

### Rooms

We encourage you to pack anything that will make your son feel more comfortable in his new room. Posters, photos, trinkets, or even a special blanket can help liven up his living space. In fact, replicating your son's room at home may be a great way to make him feel like he's not moved to far from the family home at all. There is a pin-up board and wall space in each room which you are welcome to make the most of.

### Valuables

There is a lock box in each room for those extra precious things from home. A padlock with a key (and a spare) will do the trick. We will make sure we put the spare key in a safe spot. Digital devices such as iPads can often be misplaced so it is important to get these engraved or clearly labelled prior to arriving at boarding to help your son keep track of them. We also ask that parents complete valuables register and provide us with the serial numbers etc.... of such items so that in the event they are misplaced, we can track them down

### Clothes

As you can imagine, it is quite a large operation to launder and organise the clothes of 75 plus boys. To help your son's clothes make it back to him, please clearly label everything (yes, even his socks!) and don't send anything that wouldn't survive a commercial wash.

## Dress Standards and personal presentation

Boarders should adhere to the dress standards below

- Casual clothes must be always neat and clean
- Boys must change out of their uniform at the end of each school day
- Suitable footwear must be always worn
- No thongs or open toed shoes on basketball courts, ovals etc.
- A set of smart casual clothes needs to accompany every boy to boarding – this includes appropriate smart casual footwear
- Inappropriate clothing such as ripped or torn clothing, clothing with offensive prints or language or clothing bearing any reference to drugs or alcohol must not be worn on campus or on school /boarding events. Staff have the discretion to ask boys to change their clothing if they feel it is inappropriate.

## Hair and general appearance

The college has a very clear hair policy (short back and sides) and therefore extreme haircuts, braids, dreadlocks, colours or hair that is growing too long is not acceptable. Boys who are not meeting these guidelines will be transported to the barber in Kalamunda by staff. Boys also need to be clean shaven.

## Laundry and Hygiene

Along with keeping his personal space tidy, one other daily chore is making sure laundry is done. For the boys, it happens like magic: they drop off their dirty washing in the evening and by the end of the next school day it is washed, ironed, and folded for them to collect. The laundry is open three days a week for general washing and one day for bedding and towels. It is important that boarders have two sets of bedding and towels, so they can alternate when one set is being washed.

We keep a close eye on hygiene. The laundry staff report to the House Mothers about boarders who are not washing enough clothes and the boys have evening reminders to ensure the washing gets done.

## Room Tidiness.

Room tidiness isn't a negotiable! Your son will need to make his bed daily and ensure that his desk and floor is clear of any items to allow our cleaning staff to come through daily and maintain his personal space. Waste bins need to be emptied each day and any food items should be in airtight containers.

## Tidiness of common shared areas.

It is each boy's responsibility to ensure that the tidiness of our shared common room areas, passageways, mini kitchens, and bathrooms is always up to an acceptable standard. Boys will from time to time be asked to do their part in the cleaning of these areas, and we have an expectation that along with utilising the space, they will also contribute to its upkeep.

## Breakages and Damage

Breakage of or graffiti to any article or piece of equipment in the boarding house must be reported to staff immediately. The cost for repairs or replacement of boarding house equipment deliberately damaged by students will be charged to parent's accounts.

When allocated to a room, boys must immediately notify staff of any existing damage or graffiti, to avoid confusion regarding responsibility. No materials are to be draped over lights due to potential fire hazards

## Insurance to boarders' property

It is strongly recommended that parents check their insurance policies to ensure adequate coverage of personal items. The college doesn't accept responsibility for expenses arising from loss of or damage to personal effects and property.

## Electrical appliances

Boys will have all appliances tested and tagged upon arrival. Items considered unsafe will be stored till they can be taken home by parents.

Extension cords should not be used in boarding. Boys may use a power board with items directly plugged in.

Whilst we control our climate with air conditioners, many boarders like to bring a small desktop fan too. This may be utilised if it has passed the tagging requirement.

Desk lamps should be of an LED variety.

Candles and hot water bottles are not to be used.

## Looking after your son

There is nothing more important to us than making sure your son is healthy and happy! To learn well, your son needs to feel well. That's why his mental and physical well-being is foremost in our thinking and planning.

If a boarder is unwell or injured, we undertake an assessment and make the necessary medical appointments to ensure a high standard of care is in place. We will always liaise with parents/guardians to discuss and organise this. Before making any general medical/dental appointments, parents are asked to liaise with the boarding staff.

Boys with specialised or ongoing care needs should have a care plan to guide our processes and Your GP can help you with this prior to your son commencing as a boarder.

Our boarders have a strong network of support including the College Psychologists, Heads of Year, Director of Boarding, Teachers, Housemothers and Boarding Supervisors. We all work closely together to ensure we can best assist your son. We also utilise outside support networks when and if required.

Mead Medical in Kalamunda and Crystal Brook Dental Clinic offer great care for our boys. We are also able to access other medical and dental practices as needed in the local area. Remember to complete your son's "Operoo" profile so we have all the information we need to book appointments. We also need this profile completed as it is

your consent for us to administer medication if your son requires it.

We have a physiotherapist visit each Monday evening but will also take boarders to appointments as needed especially during the winter sport season.

## Specialist Appointments

If your son has a specialist appointment, we ask that you take him to the initial appointment personally to make sure he feels comfortable, and so that you can hear ensure correct information is discussed and decisions can be made in terms of what follow up care may be required. We are happy to arrange and attend any follow up appointments where possible, but as we do need to consider travel/time arrangements we ask the parents don't make follow up appointments unless they have discussed this with our staff who need to consider the logistics associated with transport. We take the boys to all their appointments in the Hills/Midland area only. Appointments outside these areas should be discussed with the Director of Boarding.

## Ambulances

Please note that in any situation we deem an emergency, an ambulance will be called to take your son directly to hospital for appropriate care. It is recommended that parents have ambulance cover on their health insurance if possible.

## Medication and Prescriptions

We request that all medication is handed over to our House Mothers for administration. Medications are stored in Webster Packs prepared by our local pharmacy at a small cost. This includes vitamins and other herbal/natural remedies that boys take daily. Webster Packs ensure that students requiring medication are given the correct dose at the correct time. This also minimises the risk of medications being forgotten or misused by students. We have in stock all the usual non-prescription medications. To assist with filling prescriptions, we request that all families open an account at Sanderson Road Pharmacy. We have the form for you to complete in your info pack, or you can ask the House Mothers for a copy when you arrive.



Medications of any type are not permitted in the boys' rooms. House Mothers for a copy when you arrive. **Medications of any type are not permitted in the boys' rooms.**

### Missing School when unwell.

If your son is unwell, we may decide to hold him back from school to recover. We will contact you to advise you of this. If you choose to keep your son home when he is not in our care, you must contact the College directly to advise of the situation. When boys are too ill for school and in sick bay, for the most part, we encourage them to rest. Generally electronic devices are not allowed in sick bay for this reason.

### Infectious Symptoms

Should your son become unwell and develop potentially infectious symptoms or high temperatures, after assessment our staff may contact you to arrange collection of your son out of the boarding house to allow for rest and recovery and further medical treatment if necessary. If a parent isn't available, the nominated guardian will be notified to arrange collection and rest until your son is well enough to return to school and boarding.

### Emergency Contacts and Perth Based Guardians

Sometimes you can't plan for medical emergencies, so in case your son needs to leave the Boarding House quickly due to a medical issue, please ensure that you have your emergency Perth based contacts in place. In the case of an emergency, we will call the contact directly so please be mindful that Perth based Guardians must be able to:

1. Collect and care for your son in the event he can't remain in boarding. In this COVID environment, please also make sure that your Perth based guardian can host your son in the event he contracts COVID.
2. Meet our staff at hospital or Urgent Care if your son needs emergency or hospital treatment. We may need to call on them outside normal daytime hours, so do take this into consideration when selecting your Perth contacts.

3. Be available in an emergency, so ideally should be in the metro area where possible.
4. Be able to take your son to any appointments outside the Hills/Midland area if you're unable to do so.
5. Perth contacts may also be needed in the event a boarders behaviour necessitates his exclusion from boarding for a period of time.

### Operoo

We use Operoo as a platform to automatically keep your sons medical and emergency contact details up to date. You will receive a login in email for Operoo (check it doesn't land in your spam or junk folder) and will then be able to add all your son's medical and emergency information, consents, and other vital details. Please ensure that his medical profile is completed well before he commences with us as a boarder.

### Pastoral Care

If your son is ever in need of support or advice, be assured that there are always staff available and on hand to listen to his concerns, including the Director of Boarding, Boarding staff, Head of Year, Chaplains, and School Psychologists. Should you ever have any concerns please don't hesitate to call or email us.

### Leadership and Service

We have some wonderful senior & junior students who make up our Boarders Representative Council [BRC], including a Head Boarder and Captain of Cebula. Within the Boarding House we work with a portfolio structure run by the senior boarders.

Each portfolio will give all students the opportunity to participate in a range of service-learning activities, from cooking at Ronald McDonald House and other community centers catering to the homeless and needy to maintaining our mini farm.

There are also opportunities for boarders to join the dining room committee and the boarding social committee to have input into the boy's recreation programme.

## Academic Success

We understand that the decision to send your son to boarding school isn't one that was made without considerable thought and consideration. For many families, a significant reason for doing so is to provide their son with the best possible opportunity to receive a quality education. With this in mind, we work hard to ensure that your son is well supported when he joins the Mazenod College and the Cebula Residential Community.

## Homework and Study Sessions

In Year 7 and 8, there is a 45-minute study session each weeknight that is supervised by a teacher who is there to offer assistance and advice. Year 7s spend first term studying as a group, allowing them to develop their study skills and get into the study routine needed in secondary school. We then transition into studying in the college library, still with the support supervising teachers.

In Year 9-12 boys have two study sessions, the first in the College Library and the second after supper in their rooms with their curtain/door open. Small group study sessions that offer more one-on-one support are also available.

In Year 9-12 boys have two study sessions, the first in the College Library and the second after supper in their rooms with their curtain/door open. Small group study sessions that offer more one-on-one support are also available.

A **quiet reading** time will be in place during second study for those boys with no homework or who have completed theirs in the first session. All boarders are to bring their choice of books/magazines with them to boarding for this purpose. Reading will take place in individual rooms.

## Study Supervisors

Our weeknight study supervisors are all members of our wonderful College teaching staff. Throughout the week, there are teachers who specialise in everything from English to IT on hand to assist your son with his studies. We encourage all the boarders to make the most of this service and ask for help if they need it.

## Homework on weekends

There is no set homework time on Friday or Saturday nights, but boys need to be responsible for making time needed over the weekend to complete any work they need to have ready for Monday.

A one-hour Prep period on Sunday evenings 7.15pm-8.15pm is in place weekly during which time boys may complete work, prepare themselves for the school week by organising their bags and uniforms or spend the time **quietly in their rooms.**

## Behaviour during study/prep time

During the study/prep time, other routine activities such as taking showers, making telephone calls, watching television, gaming, or watching movies on laptops **are not permitted. The study period is a quiet time.**

Each boy must accept responsibility for his own study programme and recognize the right of his fellow boarders to work in an environment that allows for full concentration and focus. Boys are expected to work quietly, independently and without distracting others. Any boys who are disruptive during Prep/Study may find consequences in place that will restrict their ability to take part in recreation leave or other social activities.

Helpful information on studying and self-organisation can be found in the student diary.

All our boys and their parents are required to sign a contract regarding acceptable use of computer technology and internet access: failure to support this contract, particularly during study/prep may result in the privilege of internet access being withdrawn for a period.

## Monitoring academic progress

We work very closely with school to ensure that we are kept informed of how your son is travelling academically. If you have any concerns whatsoever, please don't hesitate to contact the Director of Boarding who will liaise with school staff to ensure you are appraised of your son's progress.

Reports, including boarding specific ones, are also issued throughout the year.

## Visitors

We love getting visitors, so if your son has a friend in the area, they are more than welcome to drop by to say hello.

Wherever possible, staff should be informed beforehand if visitors are expected. All visitors must be introduced to a boarding staff on arrival at boarding reception and sign the visitor's register. Visitors are unable to go into the boys' private space/bedrooms but are welcome in the common areas, boarding grounds, or dining room.

You, of course, are also always welcome to pop in or even stay for dinner! The occasional surprise visit is always a special treat. Extended family and Perth guardians are also most welcome.



## Let's Talk About Food

Maybe the most important information of all!

During the school week, the dining room is opened from 7:00am – 8:00am each morning, where Boarders get to enjoy at least one full-cooked breakfast, pancake Tuesday and an array of continental offerings

For lunch, we mix things up a bit: each week there is a combination of dine-in the Boarding House, 'Grab-n-go', and MYO sandwich days.

While the Boarders have become members of our Boarding community, they are also members of the school community. As such, we encourage spending a large portion of their school recess and lunchtime mixing with the day boys.

Dinner ranges from tried and tested favourites to our much - anticipated themed nights, such as Australiana Night (think kangaroo pie, crocodile bites, and emu sausages) and Italian Night. Whatever is being served there are always plenty of options for the fussier eaters. Most evenings there is informal dining with service open from 5:30pm - 6:15pm. Morning tea and afternoon tea is also provided.

Families are always welcome to join their sons and brothers for an evening meal with us. If this is your plan, ask your son to let the Director of Boarding know so she can adjust the serving numbers.

We also operate a dining room committee which allows our Chef to meet with the boys to discuss menu planning and food options.

Once a week each year group uses the college canteen at lunchtime instead of collecting their lunch from boarding.

If your son has a food allergy or other dietary needs, please contact the Director of Boarding on [cream.annamaria@mazenod.wa.edu.au](mailto:cream.annamaria@mazenod.wa.edu.au) prior to his commencement at the college so that we are best able to cater for him.

sons and brothers for an evening meal with us. If this is your plan, ask your son to let the Director of Boarding know so she can adjust the serving numbers.

We also operate a dining room committee which allows our Chef to meet with the boys to discuss menu planning and food options.

Once a week each year group uses the college canteen at lunchtime instead of collecting their lunch from boarding.

If your son has a food allergy or other dietary needs, please contact the Director of Boarding on [cream.annamaria@mazenod.wa.edu.au](mailto:cream.annamaria@mazenod.wa.edu.au) prior to his commencement at the college so that we are best able to cater for him.





## Dining Room

Meals are very important communal times in the boarding house.

Good table manners and behaviour are always expected along with suitable dress including no bare feet, sleep wear, bathers, school uniform or wet sport clothes.

Mobile phones and other devices may not be used in the Dining Room, including the alfresco area or at the tables during mealtimes.

Early breakfasts, late dinners and packed lunches can be easily arranged by speaking with the boarding staff.

## Mass

As a Catholic school, we are committed to the development of students as 'whole' persons. One way we do this is through inviting boarders to a relationship with Christ. **All boarders are required to attend Sunday Mass [6:30pm] together.** This forms an essential part of our community, so we ask all efforts are made to return boarders from leave prior to the commencement of Mass.

The dress code for mass is smart casual. No thongs, slides, singlets, or track suit pants should be worn.

Boarders will also attend any Form and Wednesday Mass they are associated with.

## Let's talk about Technology

We encourage boarders to bring an alarm clock as mobile phones should be out of sight and mind during lights out.

## Laptops, Phones Smart Devices, Game Consoles

We are aware of the difficulty in navigating the challenges of connectivity and screen time. We encourage parents to set up parental controls for their son's devices which can be initiated from home and used to regulate screen time. We will communicate other smart device use requirements to all new boarders during our induction activities at the start of the school year.

Mobile phones, iPads and other devices are permitted under the following guidelines

- The school does not accept any liability for lost electronic equipment
- Mobile numbers must be registered with the boarding reception and **all boys and parents need to have signed the Mobile Phone Use Contract and returned it to us prior to the boys commencing in 2023. Forms can be emailed to cream.annamaria@mazenod.wa.edu.au. Please ensure you go through the contents with your son and that as a family, you're familiar with the policy.**
- Mobile phones may not to be used in the Dining Room, during study, at Mass, in sick bay or after lights out.
- All boys Years 7-11 hand phones and other devices with a SIM card as well as game consoles in each evening before lights out. These can be collected in the morning once rooms are tidied and boys are ready for the day. Year 12s may keep their phones overnight but must not be using them after lights out. Boys in Years 7-9 also hand in laptops.
- Device free time on weekends Saturdays and Sundays [12:00-2:00pm Saturday and 10:00-12:00pm Sunday], must be adhered to.

- If a boy's conduct is found to be inappropriate via access to electronic devices, the devices will be confiscated, and a discussion held with parents.
- Handheld game consoles must be handed in to be looked after by staff and their use during weekend times is closely monitored. Gaming Mondays to Thursdays is not generally permitted but may be at the discretion of staff under certain circumstances. All consoles should be named and be clearly identifiable.
- Boys found to be in possession of a second phone, laptop or other sim based device not registered on each boys' valuables register will have both devices confiscated.

### Personal Music

Radios, MP3s and/or iPods are allowed on bedrooms but must be switched off during prep/study time, on weekdays and used only with headphones at all other times. Out of respect for others.

### Television

Watching of TV during the school week is at the discretion of staff. Boarders not involved in after school sport may watch TV until dinner. Some viewing after prep/study is permitted depending on year levels. Boys should not have televisions in their rooms.

### Leave from the boarding house.

The safety of our boarders is paramount, so we always want to be able to locate them. Whenever a boarder wishes to leave the Boarding House, they must seek permission from the staff and be signed out by a staff member via REACH system in our foyer.

Parents will receive a Reach login which prompts you to set up an account on the leave portal.

### Weekend Leave

All types of weekend leave, e.g., leave with hosts, parents, guardians etc..... may be requested by Parents through our Reach Leave system. You will be sent an email guiding you to set up an account. Leave requests need to be submitted no later than

5pm on the Thursday preceding the weekend. Late leave request may not be approved for certain types of leave. Whilst we appreciate that plans may change unexpectedly, late leave requests are very challenging for us with regards to catering numbers, staffing ratios and the general logistics involved with our duty of care.

### Be specific with leave details

Parents are asked to ensure that they give us all the host and location details, contact details and any other necessary information in the leave request. Leave requests without sufficient background information may not be approved.

Boys must be collected from boarding reception before departing on any type of leave and signed back into reception by an adult.

### When is leave not approved?

On occasion, dependant on a boy's behaviour, leave may not be granted. Parents will be contacted if this is relevant to their son. Leave may also be declined if the leave request is late or leave arrangements not suitable.

### Appropriate Hosts

All hosts must be over 18 years of age. Leave with hosts under 18 years of age is subject to a discussion between parents, Director of Boarding before approval is granted.

### Prompt return from Leave.

It is essential that boys adhere to the return time on the leave request we have approved. Should there be changes to return times, these need to be communicated to the boarding house **by parents**. Boys may not extend their own leave. Continued late return from leave may jeopardise future leave approval.

### Leave Return Times

All boys need to be back from leave as per below:

**Friday evening 9.30pm  
Alarms go on 10.00pm**

**Saturday 10pm**  
**Alarms go on 10.30pm**

**Sunday 6pm**  
**Compulsory mass attendance at 6.30pm**

Travel on leave with a P Plate driver.

Parents who give their sons permission to travel with a P Plate driver on leave must specify this in their leave requests. As a boarding house we do not encourage this and leave it to the discretion of parents preferring it to be an exception rather than the norm.

### Local Leave

Outside of school hours, boys may request permission to leave the school grounds to go to Ray Owen Reserve or the Sanderson Road Shops. This is approved by staff on duty and boys must sign in and out at the reception desk. There are time constraints on this type of leave that staff will remind the boys of.

### Beach Leave

Leave for beach trips isn't without complications and requests should be directly discussed with the Director of Boarding. Beach leave is only available for discussion for boys in Years 11/12. We take boys on staff accompanied and supervised beach leave during the summer months.

### City Leave

Boys in Years 11/12 may, with parental permission take City leave on one day of the weekend on the understanding that they travel in pairs at a minimum and return to the boarding House no later than 5pm. Year 10 boys may undertake this type of leave twice per term commencing in Term 2 and only after doing a Perth City Induction.

### Movie/Shopping Leave - Year 10-12

Parental permission is required for this. Boys must go in groups of two or more and can choose a movie or shopping but not both on same weekend. Travel to Midland/ Carousel only

Shopping leave Year 7,8 and 9 - Staff accompanied and supervised trips to Carousel or Midland Gate on average twice per term.

### Weeknight Leave

Whilst we don't decline requests for weeknight leave and appreciate that there are occasions when it's necessary, we ask that parents try to limit this as much as possible as it is quite disruptive to the boy's weeknight routines.

Check your son hasn't made recreation programme plans.

As most of our weekend recreation programme needs finalising most weeks by Thursday, parents are encouraged to check with their sons what his weekend rec plans are before submitting leave. Many activities are prepaid and booked and if boys don't attend or find a replacement, we can find ourselves out of pocket and having to bill families for events not attended.

### Host collection and Handover

For approved leave, we require a physical collection and handover to the host, which is done in the entry foyer of the Boarding House.

### Signing of Permission Forms

From time-to-time parents are required to sign various permission forms for camps, excursions, activities etc. These can sometimes be done online and on other occasions, the boys may send them to you. We do ask that they are completed promptly as this can otherwise create unnecessary stress for the boys.

The Director of Boarding may sign forms where large sums of and activities with risk are not involved.

### Cars in boarding

As a rule, boarders who wish to have a vehicle in boarding need to have permission granted by the Director of Boarding. Parents should make a time with her to discuss this.

### Boarders and part time employment

Boarders may have a part time job but may only work on weekends and during daytime hours. Boarding is unable to transport boys to employment, so Perth guardians or other arrangements need to be organised.



## Boarders News Updates

A boarding News Update is included in the Colleges fortnightly newsletter so your family can stay up to date with all the boarding news.

Parents are invited to also join our boarding parents Private Facebook group as well as our social medial platforms.

## Holidays and Mid Term Breaks travel

These are shown in the College Calendar and unless otherwise stated commence at 330pm. All boys are expected to spend holidays and mid-term breaks outside the boarding house. In the event they are unable to travel home, parents need to have a Perth based host in place.

The boarding house closes at 530pm on these occasions and parents are asked to wherever possible, not make travel arrangements that will involve their son missing part of the organised school programme.

Travel arrangements must be made by parents and communicated well in advance of holiday times and mid-term with the boarding house especially if we are to transport boys to airport, bus, or train station. Transport is always available from the College but please note that there will be occasions when your son may have to depart boarding well in advance of his travel time so that we can accommodate all transport requests.

Similarly, whilst we do collect boys from the airport, train, and bus times on their return to boarding, we may sometimes need to advise you of the need for your son to wait at a designated location as our staff attend to multiple pick-ups.

After holidays and midterm breaks, the boarding house reopens at 3pm. Arrivals earlier than this time will need to be managed by Perth guardians and dropped off to boarding.

It is requested that all boys are returned by 8pm so that they have sufficient time to prepare for the next day before bedtime.

It is essential that staff are made aware well in advance of any changes to return times especially if pick up is required. As our overnight staffing model is quite rigid, boys on flights earlier than 7am, should be collected by Perth guardians the night prior to travel and transported to the airport. on their flight day

## Making a time to chat with the Director of Boarding

The Director of Boarding, Annamaria Cream is always available to talk to parents with concerns at a time that is mutually convenient. Please don't hesitate to call Annamaria on 0413 918805 9291 1552 or email [cream.annamaria@mazenod.wa.edu.au](mailto:cream.annamaria@mazenod.wa.edu.au)



## Mazenod College Boarding Code of Conduct – 2023

### ACKNOWLEDGEMENT REPLY FORM

At Mazenod College Boarding, each boarder has a fundamental right to feel and be safe, to work towards academic excellence and to have a fulfilling, life changing experience. This Code of Conduct is designed to ensure these rights are afforded equally to all boarders. Breaching the Code of Conduct may result in a boarder forfeiting his place in the boarding house and/or the College.

All boarders, along with their parents are required to read the code of conduct below and ensure that they understand the behaviours required in the Cebula Residential Community for 2023 and beyond. This understanding is to be acknowledged by each boarder and his parents.

As a member of the Cebula Residential Community at Mazenod College, I understand that:

- I have a right to always feel safe and secure, therefore I have the same responsibility to promote positive relationships and avoid actions that may threaten the safety of myself or others.
- I have a right to expect my belongings to be safe therefore I have the responsibility to respect others' belongings, to label my property and to appropriately secure my valuables.
- I have the right to personal privacy therefore I have the responsibility to seek permission to enter another person's room and to always respect their personal space. I will not enter anyone else's personal area or in their absence or tamper with their belongings.
- I have the right to well-maintained, clean accommodation therefore I have the responsibility to keep my room and boarding house clean, neat and tidy always. I must also respect all boarding house property including furniture items as well as the property of others.
- I have the right to an education therefore I have a responsibility to work quietly and effectively during study time, to follow all rules in place and not hinder my own or others' pursuit of academic success. I must focus during the allocated study sessions and ensure that I complete any set work. I will arrive at study time promptly and well prepared with everything I need to ensure the session can be productive. If I have no study, I understand that I must engage in a quiet alternative.
- I have the right to positive health and wellbeing therefore I have the responsibility to report all illness, poor general health or any mental health concerns and to abstain from inappropriate behaviours such as smoking, vaping, e cigarettes, alcohol or drug use. This also includes not being in possession of or supplying to other students, items related to smoking, alcohol, drug use and vaping on school/boarding premises or whilst on college related activities and in uniform. I must also never be in possession of items that may injure others, e.g., knives, blades etc.
- I have the right to access approved leave from the boarding community therefore I have the responsibility to apply for leave in a timely manner, inform staff when departing and arriving and to contact staff immediately should there be an issue with maintaining the timings and conditions of the approved leave.
- I have the right to just and fair treatment therefore I have the responsibility to treat all staff, students and the rules with honesty and respect. This includes my use of appropriate language towards staff and my peers as well as my general behaviour and manners.
- I have the right to live in an environment which enhances my wellbeing therefore I have the responsibility to ensure I do the same for others. This includes adhering to lights out time promptly to allow for quality sleep and ensuring that noise levels in bedroom areas are kept to a minimum particularly at bedtime.
- I have the right to be a proud member of the Cebula Residential Community therefore I have the responsibility to follow boarding rules, and guidelines, attend all compulsory boarding and, co-curricular activities, meetings and Sunday Mass services and always uphold the values of our Cebula community and the College.

I agree to abide by the Mazenod Boarding Code of Conduct and any rules and guidelines specified in the Boarders Handbook and the Mobile Phone/Device Policy. Should I breach the Code of Conduct, I will accept any appropriate disciplinary actions implemented and understand I may be jeopardising my position as a boarder at the College.



**MAZENOD  
COLLEGE**

Gladys Road, Lesmurdie WA 6076  
[www.mazenod.wa.edu.au](http://www.mazenod.wa.edu.au)