



# 2027 Year 7 Transition Booklet

For Parents & Students



[www.rochsec.vic.edu.au](http://www.rochsec.vic.edu.au) [rochester.sc@education.vic.gov.au](mailto:rochester.sc@education.vic.gov.au)



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# Welcome Message

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We are thrilled to welcome you to Rochester Secondary College. Transitioning from primary to secondary school is a major milestone, and we are committed to ensuring it is a smooth and exciting journey. This booklet provides all the essential information you need to feel confident and informed as you begin Year 7.

Our staff are passionate about teaching, learning, and wellbeing. We look forward to partnering with you throughout your time at our college.

## Matthew Koutroubas

Principal

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# Vision & Values

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## Vision

Rochester Secondary College provides quality learning for all in a respectful and inclusive environment.

Our values of **Growth**, **Respect**, **Optimism** and **Wellbeing** are central to our culture of high expectations. We nurture quality relationships, a passion for learning, and a commitment to doing our best.

## Growth

We are proud to achieve our personal best whilst becoming more independent. We demonstrate persistence and determination to improve

## Optimism

We have a positive outlook and are motivated to develop the skills to have confidence in our future

## Respect

We respect ourselves, others and our environment, and we treat everyone with kindness.

## Wellbeing

We foster a safe, caring environment where we become emotionally resilient and support all members of the Rochester Secondary College community

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*The purpose of this booklet is to provide an overview of our school structures, learning programs and general information to help answer any questions you may have as you transition into Rochester Secondary College.*

*We hope you find this a useful resource*



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# Our Transition Team

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**Matthew Koutroubas**  
Principal



**Mitch Bright**  
Assistant Principal



**Lauren Pellegrino**  
Sub School Leader



**Craig Danswan**  
Sub School Assistant



**Rebecca Townsend**  
Disability Inclusion Leader

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# School Wide Positive Behaviour (SWPBS)

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Celebrating student achievement and personal excellence is an integral aspect of our learning culture at Rochester Secondary College. These awards aim to recognise individual student achievement within a range of subjects and to help raise learning expectations at Rochester Secondary College. Positive learning behaviour is continually celebrated through our School Wide Positive Behaviour Rewards Program.

## Positive Acknowledgements

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Positive Acknowledgements recognise when students demonstrate the school values of Growth, Respect, Optimism, and Wellbeing.

Teachers record these moments in Compass as a way to celebrate your child's personal development—such as kindness, resilience, or positive attitude.

These acknowledgements are shared with parents through Compass, giving you insight into the ways your child is building strong character and contributing positively to school life.

## Rochy Rewards

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Rochy Rewards are designed to encourage and motivate students by awarding points for everyday positive behaviours like being prepared, showing initiative, and supporting peers.

These points add up and help students work towards rewards and recognition.

Rochy Rewards focus on consistent effort and responsibility, providing an extra layer of encouragement alongside Positive Acknowledgements.



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# Student Wellbeing

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Supporting students to feel safe, connected, and confident is a top priority. The wellbeing of every young person is essential for learning success and personal growth. We are here to help students navigate challenges, celebrate their strengths, and feel a strong sense of belonging within our school community.

Our approach to wellbeing is proactive, inclusive, and built around strong relationships. Students can seek support through wellbeing appointments, peer support programs, or simply by speaking with a trusted staff member. We also work closely with families to ensure students receive consistent care, both at school and at home.

Wellbeing support may include:

- One-on-one check-ins
- Assistance with friendships, emotions, or confidence
- Support for managing change or stress
- Referrals to external services (where appropriate)
- Collaboration with families, teachers, and learning support staff

If your child needs support, please don't hesitate to contact the office and you will be directed appropriately.

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## Wellbeing Team

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**Rebecca Townsend**  
Wellbeing,  
Inclusion &  
Intervention  
Leader



**Kirsty Turner**  
Mental Health  
Practitioner



**Christine Carty**  
Wellbeing,  
Inclusion &  
Intervention  
Officer



**Meg Hill**  
Mental Health  
Practitioner



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# Daily Organisation

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The school day is divided in five 58 minute periods plus an additional 10 minute Homeroom session at the beginning of each day.

08:55AM - 09:05AM **Homeroom**

09:05AM - 10:03AM **Period 1**

10:03AM - 11:01AM **Period 2**

11:01AM - 11:31AM **Recess**

11:31AM - 12:29PM **Period 3**

12:29PM - 01:27PM **Period 4**

01:27PM - 02:17PM **Lunch**

02:17PM - 03:15PM **Period 5**

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## Timetable

Student timetables are accessed through the Compass Portal. Your child's timetable is also visible in the Compass Parent Portal and we encourage you to make a note of it, so that you can talk to your child about their classes and equipment that they might need each day.

Year 7 students will be supported firstly by their Homeroom Teacher to ensure they know how to read the timetable, what classes they have and the required equipment needed for each subject.

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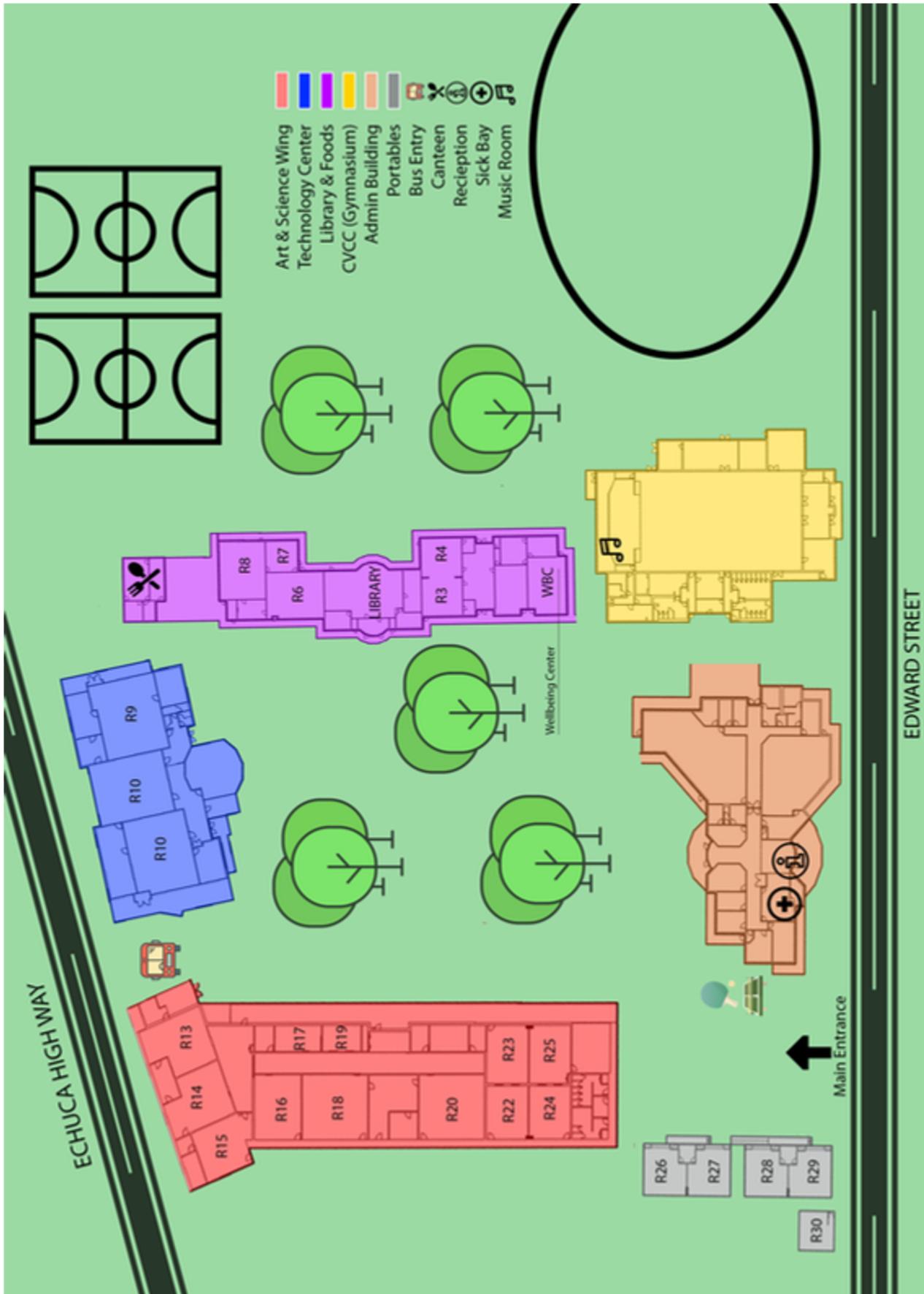
## Lockers

At the start of each year all students are assigned a locker. Students should keep their locker in an orderly manner and locked when not in use. All students are encouraged to bring a combination lock.

Student mobile phones a must be locked in the student's locker on silent from 8:55am to 3.15pm.

Personal belongings are not covered under our school insurance policy. We therefore ask students to lock their locker and not bring any items of personal or monetary value to school.

# Map



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# Student Absences

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## Absence

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If your child is absent for the whole day or part of the day, please notify and approve on the Compass Parent Portal or contact the front office via phone (03) 5484 1844.

## Late

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Homeroom begins at 8:55AM. If a student is late for Homeroom, they are required to enter through the front office to sign in via the Compass Kiosk.

## Contacting the School

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We ask that you do not attempt to contact your child directly through text or email while at school, as this can lead to confusion for them about following the correct school processes.

## Early Departures

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If your child is leaving due to a Medical or Dentist Appointment you may use the Compass Parent Portal to add an attendance note or contact the front office. This must be done before your child can leave the school.

## Sick Bay

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If your child feels unwell at school they need to inform their classroom teacher who will send them to the sickbay. The sick bay team will assess your child and if unable to help them feel better the team will contact parents. Once contacted the team will discuss the options of your child going home and will complete the signing out process.





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# Parent Portal & Technology

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## Compass

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At Rochester Secondary College, we believe a student learns best when the family and school are working in partnership with the common goal of achieving the best possible educational outcomes. To that end, our school has an online management system, the Compass Parent Portal, which is designed to provide students and parents with secure, direct access to school information. Parents are given their own secure login to access the system. Students should never have access to or use their parents' login details.

### **The Parent Portal permits access to all kinds of helpful information and updates:**

- Student Timetable – parents see what their student is doing, at any time of the school day, including instrumental lessons, sport and extra-curricular programs
- Assessment Tasks – when they are due and whether those tasks have been submitted or not completed
- Attendance Records – including late arrivals or early departures (parents are sent an SMS if the student has been marked absent from a Mentor and/or Session 1 class)
- Absence Approvals – and give reasons for absences as well as advise of upcoming absences Interim and Semester Reports – a chronological history is kept for each student
- Schedule Progress conferences – book appointments
- Events – provide parent consent
- School fees – Make payments and schedule instalment plans
- Alerts – receive alerts about outstanding work, excursions and important information specifically related to the student
- News – receive news items specifically tailored to the student

## Responsible Use of Technology Agreement

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Students are expected to adhere to the school's Responsible Use of ICT Agreement. All families are expected to read and accept the Agreement. The Agreement needs to be signed by both parent and student on the Parent Portal.

Key points of the agreement include:

- Bringing a charged device to school every day
- Checking the school email account regularly
- Keeping mobile phones in lockers from arrival to the end of the school day
- Keeping earphones in lockers unless instructed to use them by a teacher
- Keeping computers in lockers at recess and lunchtime
- Abiding by responsible use guidelines and using technology appropriately

## BYOD Program

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At Rochester Secondary College, we support a BYOD program that enables students to bring a personal device for use in class. This encourages digital learning, responsibility, and independence. Devices must meet our minimum specifications to ensure compatibility with school systems and learning programs.

*Scan the QR code below for full details, including device requirements and purchasing options.*



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# Curriculum - Learning and Teaching

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Rochester Secondary College offers a curriculum designed around the needs of all students. We aim not only to differentiate what we teach, but also how we teach, recognising that students have different ways of learning.

In the early years, the main focus is on students making the successful transition to secondary school. The structure of the curriculum for Years 7–9 reflects the belief that all students need to learn from each of the Learning Areas. Each Learning Area encompasses rich activities and incursions and/or excursions. This complements classroom teaching and engages students in the knowledge, skills, understanding and enjoyment of the subject.

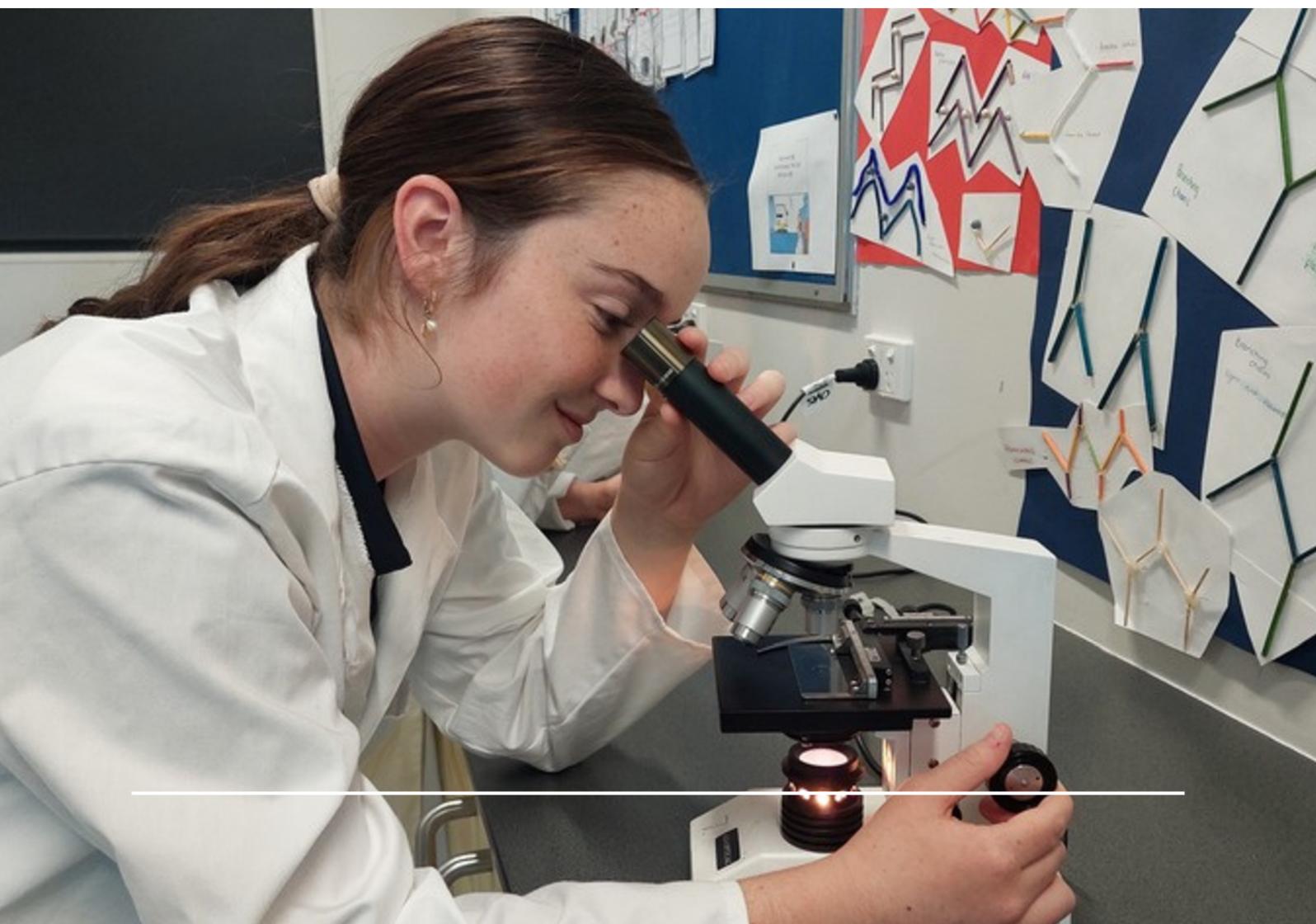
## The subjects at Year 7 level are:

- English
- Mathematics
- Science
- Humanities
- Indonesian
- PE & Health
- Art
- Technology
- Foods
- ICT

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Foods, Technology and ICT are semester-based. This means students study these subjects for half the year (either Semester 1 or Semester 2) before rotating to a different subject in the second half. This allows students to experience a broad range of learning areas throughout the year.





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# Student Monitoring and Assessment

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## Assessment

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To support student learning, teachers use a variety of formal and informal student assessment data to identify where students are at with their learning and understanding of concepts and skills. This supports teachers to provide targeted activities for students to take the next steps in learning.

## Reporting

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Rochester Secondary College follows the Victorian Curriculum Standards guidelines for assessment of students in Years 7–10. Assessment of VCE students follows the guidelines set by the Victorian Curriculum and Assessment Authority (VCAA). All reports to parents are accessible online via our parent information portal. Interim reports are prepared at end of Term 1 and Term 3 Year as a guide to how students are working in their classes. A more comprehensive Semester Report is prepared at the end of Term 2 and the end of Term 4.

## Parent Teacher Interviews

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As a school, we pride ourselves on developing and maintaining positive relationships with our community to support successful student outcomes.

The purpose of the parent teacher interviews is to get to know you and to inform parents of their child's academic progress. It is an opportunity to engage in a conversation on what the student has done well or not so well and why. Teachers will outline strategies to improve learning.

Interviews are conducted at the end of Term 1 & 3 with the release of the student interim reports.



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# Extra Curricular Activities

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Outside the classroom, students can choose from the extensive range of co-curricular activities that supports their personal growth and development and connectedness to the school community. Some of these include:

## Year 7 Camp

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Each year our Year 7 Orientation Camp provides a great opportunity for students to mix in a relaxed setting and to start to build new relationships with peers from different primary schools. The camp held early in Term 1 plays a very important role in building strong links between students and their teachers.

## Music

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Students have the opportunity to take part in instrumental music lessons. These lessons are taught by specialist music teachers during school hours and can include a variety of instruments such as guitar, drums and bass.

Students can choose to learn an instrument individually or in small groups, depending on availability. Participating in music lessons helps build confidence, teamwork, and creativity, and students are encouraged to take part in school performances and ensembles throughout the year.

Information on how to sign up for music lessons, including any associated costs and instrument hire options, is provided at the start of the year.

## House Sporting Carnivals & Interschool Sports

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Students are placed into one of three sport houses - Acacia (yellow), Banksia (blue), or Grevillea (red) to compete in annual swimming, athletics and cross country events.

We also offer wide range of team sports, with opportunities to represent the school at regional and state levels through School Sport Victoria.



**ACACIA**



**BANKSIA**



**GREVILLEA**



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# School Uniform

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The Rochester Secondary College uniform is available for purchase from Parsons & Rochester Sports Power.

Rochester Secondary College has a policy that all students will wear uniform. The College believes a set uniform reinforces in students a pride in their own appearance, instils recognition of themselves as an integral part of the school community, and assists in developing pride in representing their school. Issues of equality, health and safety, and expense are also factors that contribute to the establishment of the Dress Code

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The uniform will consist of the following items:

- Shorts: Navy Blue – no branding
- Pants: Navy Blue straight leg – no branding
- Shirts: Navy with white detailing and logo (Winning Spirit brand)
- Polar Fleece Jumper: Navy Blue ½ zip with logo
- Shell Jacket Navy Blue with logo
- Socks: White or black socks only
- Shoes: Black shoes or runners with black laces and enclosed heel and toe
- Summer Dress Lightweight checked dress
- Navy scarf with logo
- Navy bucket hat with logo
- Navy beanie with logo



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# Student Services & Support

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## Classroom Support

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Our education classroom support staff work in the classrooms with teachers to support students who are experiencing difficulties with their literacy and numeracy skills. Senior students are also available to tutor students who are having difficulty.

## Library

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Our library provides a welcoming space for students to read, study, and access a wide range of resources. It supports learning with books, digital media, and research tools to enhance students' academic growth.

The School library is open every day during the second half of lunch, providing a quiet and welcoming space for students.

## Quiet Place

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The Wellbeing Center is a quiet, safe place that students can visit if they feel overwhelmed in the yard or classroom.

## Booklist Info

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All required books and stationery for the school year are listed in our official booklist, which becomes available in October. Families can purchase items directly through COS, our partnered supplier.

Ordering through COS ensures students receive the correct materials and that they are delivered before the school year begins. More information and ordering instructions will be provided closer to the release date.

## Canteen

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Our school canteen offers a range of healthy food options to support students wellbeing. During Terms 2 & 3, hot food is available daily, with rotating weekly specials each Thursday and Friday to add variety and choice.

A menu will be provided to all new students in the welcome pack.

## Breakfast Club

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We offer breakfast Tuesdays and Thursdays in Terms 2 & 3. All students welcome to enjoy a selection of food & beverages.



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# Contact Us

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**Phone:**

(03) 5484 1844

**Website:**

[www.rochsec.vic.edu.au](http://www.rochsec.vic.edu.au)

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