



Truth and Courage



ST FRANCIS XAVIER COLLEGE

# COLLEGE GUIDE

[sfx.act.edu.au](http://sfx.act.edu.au)

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# OUR COLLEGE

St Francis Xavier College is a Year 7 to Year 12 coeducational Catholic secondary school with an enrollment of 1,300 students. St Francis Xavier has enjoyed an excellent reputation for over 49 years and is committed to the preparation of young people with the 21st century skills and attributes they will need to be citizens of the future.

The preparation and holistic education of students at St Francis Xavier begins in Year 7 and continues throughout their learning journey until they conclude their studies in Year 12. Excellence in learning and teaching is deeply aspirational for both staff and students at St Francis Xavier and our students flourish in a learning environment in which they are challenged and supported to think critically and creatively about their world, its complexity and its opportunities in classrooms of nurture and support. Our students are encouraged to be curious, confident learners, and to exhibit pride in their school.

## **The College is comprised of:**

The Junior school (Year 7 to 10)  
The Senior school (Year 11 and 12)

Our students are carefully transitioned between Primary and Secondary school and undertake studies in Integrated Humanities in Year 7. They also undertake integrated Maths and Science (STEM) in Year 7. In Years 8, 9 and 10 our students study a range of core and elective subjects in preparation for our Senior school, where they begin to specialise in a broad range of courses prior to university, CIT and the workforce.

We recognise that student wellbeing is essential for effective learning and that trusted supportive teacher student relationships are essential for student success in learning. The College offers a range of programmes to support student wellbeing including a research based pastoral programme and a wellbeing space.

The College has excellent learning facilities including laboratories, a performing arts theatre, sports fields, design and technology facilities, visual arts studios and a Trade Training Centre.



# COLLEGE EXECUTIVE



**SANDRA DARLEY**  
COLLEGE PRINCIPAL



**JONATHAN MOYLE**  
ASSISTANT PRINCIPAL TEACHING AND LEARNING



**A/JESSICA TARBUCK**  
ASSISTANT PRINCIPAL STUDENT WELLBEING



**DEARNE BASSETT**  
ASSISTANT PRINCIPAL STAFFING



**MARINDA BURGER**  
BUSINESS MANAGER

# 2025

# DIRECTORS AND HEADS OF DEPARTMENT

**Director of Senior Studies** Felicity Duffy

**Director of Junior Studies** Nicola Edghill

**Director of Inclusive Education** Amber Rebecca

**Director of Student Wellbeing** A/Leilah Ayton

**Director of Research and Staff Development** Dr Barbara Morris

**English** Dylan Fox

**Enrichment and Acceleration** Sarah Conn and Elizabeth Allsop

**Design & Technologies** Juliet Harris

**Digital Technologies** Gerard Elias

**Health & Physical Education** Jaime Reppion-Smith

**Inclusive Education** Karen Garrity

**Integrated Humanities** Daniel Ewin

**Languages** Janelle Horsington

**Learning Commons** Kylie-anne Swan

**Literacy** Meagan Younger

**Liturgy & Spirituality** Ryan Lenarcic

**Mathematics** Aine McAuley

**Middle School – STEM** Samuel Beattie

**Performing Arts** Hannah Carrey

**Religious Education** A/Ryan Lenarcic

**Science** A/Ian Stace-Winkles

**Social Science** Dmitry Dubovitsky

**VET and Careers** Julia Cattanach

**Visual Arts** Juliet Harris

Staff can be emailed directly using Compass.  
Alternatively, the format for email addresses is  
**firstname.surname@sfx.act.edu.au.**

# 2025 YEAR COORDINATORS



**ABBHEY KENNEDY**  
YEAR 7



**NATALIE BAKONJI**  
YEAR 8



**CHRISTOPHER BEERWORTH**  
YEAR 9



**DAN RYALL**  
YEAR 10



**LUKE POTTER**  
YEAR 11



**PETER MARRAPODI**  
YEAR 12

# BELL TIMES





# OUR UNIFORM

## SCHOOL UNIFORM

St Francis Xavier College requires students to wear a uniform which has been developed and agreed upon by the Parent Community Council in conjunction with the College. Students are expected to meet a standard of appearance.

The purpose of the College uniform is to:

- provide clothing that identifies St Francis Xavier students
- provide all students with equal access to quality clothing
- minimise cost for parents.

By asking students to adhere to a prescribed uniform, the College is removing issues associated with fashion trends and image that can divide school communities. It is expected that students wear the prescribed uniform at school, while travelling to and from the school and at school events where uniform is required.

## WHERE TO BUY

These can be purchased from the following uniform suppliers:

- [Our clothing pool](#)
- [Lowe's Belconnen](#)
- [Workin' Gear Schools.](#)



# UNIFORM REQUIREMENTS

## CHECKLIST

### JUNIOR GIRLS

SFX College dress (knee length) /  
SFX College skirt (knee length) /  
SFX College trousers (SCAGS W121, SCAGS  
W191/Midford 7400) /  
Shorts with SFX logo

SFX College blue blouse (Midford 5047)

SFX College royal blue jumper / vest

SFX College navy jacket

Plain white socks (must cover ankle) /  
Navy stockings/tights (with skirt only)

SFX hat

### JUNIOR BOYS

Grey school shorts (Midford 9904M)

SFX College blue shirt (Midford 1038C)

Grey melange trousers (Midford)

SFX royal blue jumper / vest

SFX College jacket

Plain grey or plain white socks  
(must cover ankle)

Black belt (optional)

SFX hat

*The Kea royal blue jacket is **no longer permitted** to be worn by junior students.*

### SENIOR GIRLS

SFX College skirt (knee length) /  
SFX College slacks (SCAGS W121, SCAGS  
W191/Midford  
7400) /  
SFX College shorts with SFX logo

SFX College white blouse (Midford 5047)

SFX College navy jumper, cardigan or vest

SFX College jacket

Plain white socks (must cover ankle) /  
Navy stockings/tights

SFX hat

### SENIOR BOYS

Navy trousers or shorts

SFX College white shirt

SFX College navy jumper, cardigan or vest

SFX College jacket

Plain navy / plain white socks  
(must cover ankle)

SFX blazer and tie (optional)

Black belt (optional)

SFX hat

*Plain white t-shirts may be worn under shirts but should not be visible below the hem or sleeve line.*

## SHOES

Traditional style black polishable leather lace-up shoes with a discernible heel (platforms, raised heels, boots, ballet flats or sport shoes are NOT acceptable).

As an illustration of the acceptable style, please see the sample below:



Parents are asked to contact the school if in doubt, in order to avoid purchasing shoes that may not be permitted.

## SPORTS UNIFORM

- Navy blue sport shorts with SFX logo
- Navy blue active pant with SFX on leg (girls)
- St Francis Xavier PE shirt with SFX logo
- Plain white socks (must cover ankle)
- Lace-up sport shoes
- SFX tracksuit (optional).

## HAIR AND HAIR ACCESSORIES

- Hair must be neat and of a natural colour. Extreme styles are not permitted
- Blue, white or black hair accessories only
- Hats of any kind may not be worn inside.





## JEWELLERY

### JUNIOR STUDENTS

- One earring (stud or sleeper) in each ear
- A chain with a small cross or crucifix may also be worn.

### SENIOR STUDENTS

- Two earrings (stud or sleeper) in each ear, maximum
- A chain with a small cross or crucifix may also be worn
- A simple bracelet and ring are also permitted.

## FACIAL PIERCINGS

- Senior students may wear a single, clear-coloured, discrete stud retainer as a nose piercing. No other forms of nose or facial piercing are permitted.

## MAKE-UP AND NAIL POLISH

- Make-up and nail polish are not permitted for junior students
- Senior students are permitted to wear discreet makeup and light coloured nail polish
- Long fingernails are not permitted. This includes all kinds of artificial nails.

## UNIFORM FREE DAYS

- Uniform free days are held occasionally and may include attendance at mass or a liturgy
- Clothing appropriate for these occasions is required. Due to safety, closed-in shoes must be worn at the College on uniform-free days.

# LIVING OUR VISION OF TRUTH AND COURAGE

We ask our student to behave in a manner that is safe, responsible and respectful and it is communicated to the students that these are the College's three rules.

The following are examples of behaviours which support this principle:

## KIND

Help someone who appears to be in need

Use "please" and "thank you" with staff and each other

Put others before yourself

Ask someone who might be alone to join your group in class or at recess and lunch

Treat others as you would wish to be treated

Be particularly gentle with and understanding of the vulnerable members of our community

## RESPECTFUL

Follow teachers' directions

Use good manners

Avoid offensive language

Participate in College events

Follow College expectations regarding uniform and dress

Treat others as you would wish to be treated

Follow College expectations while in uniform

Resolve conflict peacefully

## RESPONSIBLE

Use the bins provided

Look after your friends

Do your best

Complete your learning tasks

Be on time

Be organised

Return notes promptly

Allow others to learn

# CONSEQUENCES OF NOT BEING KIND, RESPONSIBLE OR RESPECTFUL

The College responds to student misbehaviour by seeking to use such incidents as teaching opportunities.

Consequences may include parent notification, an apology, detentions, time out of the classroom, community service, withdrawal from school activities or suspension. All incidents will be dealt with on a case by case basis.

Illegal activity such as theft, image-based abuse, violence or possession of illegal items may result in these matters being referred to the police.



## PROHIBITED ITEMS

- Illicit drugs
- Alcohol
- Cigarettes, e-cigarettes, vapes and smoking equipment
- Prescription drugs
- Weapons or other items that could harm others
- Aerosols and sprays
- Items for buying, selling and trading
- Caffeinated or energy drinks
- Items that are intended to cause offense
- Large amounts of money
- Fire lighting equipment.

# PASTORAL CARE AND HOUSE SYSTEM

Each student belongs to a small Pastoral Care Class which meets daily and enables students to receive and extend the care and support necessary in a large and busy community.

Each school day begins with Pastoral Class, when students, meet their Pastoral Leader for prayer, roll call, information sharing and discussion. Pastoral Classes consist of about 20 students from the same year group and House.



**PINDARI**  
Wisdom  
High



**KOORILLA**  
Passion  
South



**IRIN IRIN**  
Strength  
West



**GARIWANG**  
Wonder  
East



**DULLUGAL**  
Acceptance  
North

## ST FRANCIS XAVIER HOUSES

Our community consists of five Houses and each student and staff member belong to one of the Houses.

House activities include celebrations, competitions, Community Days and Athletics Carnivals. The House activities create a sense of belonging, community and creates strong bonds across Year groups. The House Points system rewards students for positive contributions to the daily life of the College. The House Spirit Cup is awarded annually to the House displaying positive community spirit across a range of areas.

# ENGAGEMENT

*The College vision is: Living the truth, Leading with courage and Learning for life.*

Students are expected to engage fully in the range of learning activities available to them. This includes classroom activities, homework and assessment.

Students are also expected to attend camps, excursions and events related educational programs. Additionally, students are expected to participate in College events such as carnivals and community days.

As a school in the Catholic tradition, students are expected to participate positively and respectfully in Religious Education and Religious Studies classes, Masses, liturgies, retreats and reflection days.

The College offers students many opportunities to pursue their interests and talents in a range of intellectual, sporting, artistic and spiritual pursuits, both as part of the curriculum and in co-curricular activities. Students in all year groups are provided with opportunities to develop their leadership skills and to serve their community. All students are expected to engage in these opportunities when they are scheduled as part of a year group or other school program.



Students who do not meet the Colleges expectations of engagement will be referred to the relevant Director of Studies or Faculty Coordinator and may be required to complete tasks outside of class time, re-sit assessments, complete extra learning tasks or be removed from the class. Prolonged disengagement can lead to students not meeting the outcomes of a particular course and may lead to further academic consequences, such as voiding or not receiving a grade for the unit of study.

Breaches of academic integrity (e.g. plagiarism) is both tracked and recorded and can result in a loss of grade or re-submission of a task.

Senior students study courses under the auspices of the **Board of Senior Secondary Studies (BSSS)**.

# ATTENDANCE

Students are required under the ACT Education ACT to attend on all school days. All student absences must be accounted for.

Report an absence:

- through the Compass Parent Portal
- for part day absences, email [attendance@sfx.act.edu.au](mailto:attendance@sfx.act.edu.au)
- phone **02 6258 1055**.

The SFX Student Attendance Policy is available on our website. Senior students must comply with the attendance requirements of the BSSS.



# MOBILE PHONES

Students are not permitted to use their mobile phones during the school days, including recess and lunch. All mobile phones must be stored securely in their lockers from the beginning to the end of day.

# SICKNESS AND MEDICATION

Any student leaving the College because of sickness must report to the Subject Teacher before reporting to the Student Office. The Student Office personnel record the necessary details.

Parents/carers will be notified of their child's illness and arrangements will then be made by the Student Office for the student to return home. The Sick Bay is used only for temporary accommodation while the student is waiting to go home. If a student is too ill to be in class, he/she is ill enough to go home.

It is essential that the name and phone number of an available person and an address where he/she may go is on record in Student Office, in case of illness. Students should not come to school or remain at school if they are ill.

Senior students require a medical certificate or an appointment attendance certificate in accordance with [the BSSS policy](#), if they are absent from class due to illness.

# MEDICATIONS AT COLLEGE/EXCURSIONS/ CAMPS

If it is necessary for a student to bring any form of medication to school or camp, the relevant documentation must also be brought to school or prior to attendance at camp.

The documentation from the student's parent/carer must include:

- the type of medication
- the dosage required, and
- the time the medication needs to be administered.

This documentation must be presented to the Student Office (or to the Teacher on a camp or excursion). The only medication that can be in the possession of students (at College or on a College camp or excursion) is emergency medication that must always be carried by the individual (e.g asthma or allergy medication). Students who do not adhere to this requirement will have the medication confiscated until their parents have been notified. Only medication supplied by the student with the correct documentation will be administered. No medication is provided by the College.



# COMMUNICATION

The College uses various communication channels to provide information for students, parents and the community.

For general communication and promotional information see:

- [Compass Parent Portal](#)
- [The College website](#)
- [Our social media accounts: Facebook and Instagram](#)
- [SFX Community Calendar in Compass](#)
- [College newsletter is published twice each term](#)
- [Parent/teacher evenings are held twice yearly. Bookings for these can be made via our website.](#)

## LEARNING PLATFORM - CANVAS

The College Student Learning Platform CANVAS provides up to date information about your child's assessment and results. It also provides details about College events through the SFX Communication classroom. Parent login details are provided by the College. Download the [Canvas Parent App](#) or [login via the website](#).



## COMPASS

Compass is our school management solution that allows parents, students and teachers access to up-to-date and meaningful information about our school and the student's progress.

Compass is used to manage a student's timetable, calendar, attendance, school news and more. Access the [Compass School Portal](#) or download the [Compass School Portal](#) mobile app: 'Compass School Manager' available from [Google Play](#) or [Apple App Store](#).

## CONTACTING THE COLLEGE

To contact the College or a teacher:

- call **02 6258 1055**
- email [school.office@sfx.act.edu.au](mailto:school.office@sfx.act.edu.au)
- email a teacher directly in Compass or by using [firstname.surname@sfx.act.edu.au](mailto:firstname.surname@sfx.act.edu.au).



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