Dear Parents,

Welcome to 2016!

Mashallah, the year 2015 went by so quickly. Indeed time passing by is a reminder for all of us to work our best and live our life to the fullest according to the teachings of our beautiful religion, Islam.

This year, I am pleased to announce that more than twenty new staff have joined the college. This includes a qualified and experienced nurse, counsellor and speech pathologist and more teachers and support staff.

In addition to our college’s robust and modern curriculum, sports will be a big focus of the college this year. Plans are already in place for our students to participate in interschool sports and more training will be scheduled for a variety of different sporting activities.

Also, I am glad to inform you that the Islamic College of Melbourne has decided to sponsor two of our Year 10 students for Umrah during the Term 2 break this year. We are excited about launching this program and we hope that it will motivate the students to excel in all aspects of life, including enhancing leadership skills and resilience.

At the beginning of the year, I would like to draw your attention to a few things:

- Daily attendance of students has a paramount effect on their education. The college will follow up on this and action will be taken to maximise students’ attendance. Your cooperation will be highly appreciated for the best interest of the students.
- The meeting to elect our 2016 parent committee will take place on 24 February 2016 at 5:00 pm at the College. I encourage all interested parents to attend this meeting. Our vision is for an effective parental committee as it plays an important advisory role to the school board and management.

Finally, I would like to emphasise the fact that I am always available for any discussion, feedback, comment, complaint or to chat. Parents are welcome to come and see me at any time whether it is during the morning assembly, throughout the school day or after school has finished at pick up time.

The Islamic College of Melbourne prides itself on providing its students with a learning environment that will make them the most unique and successful of individuals. Insha’Allah 2016 will be another successful year for our students.

Dr. Abdul M. Kamareddine
Principal
The Principles and Practice of Australian Democracy

As is the case with any other Australian School, the Islamic College of Melbourne is established in line with and operates consistently within the principles of Australian democracy. This was clearly stated in our school’s governance, vision and mission documents as well as in our constitution and publications. Our school’s programs and teaching practices support and promote the principles and practices of Australian democracy, including a commitment to:

- elected government
- the rule of law
- equal rights for all before the law
- freedom of religion
- freedom of speech and association
- the values of openness and tolerance.

ICOM’s Philosophical Statement

Education, a life-long journey, is Learning to Know, to Do, to Be and to Live Together. The values of Openness and Tolerance as expressed in the Teachings of Islam and the Australian Democratic Principles are integral to this definition of learning.

At the Islamic College of Melbourne we believe learning occurs through collaboration and interaction within the family unit and within the school, local, wider Australian and global communities. The social, emotional, physical, spiritual, academic and aesthetic development of our students is pivotal to their success at school, within their families and the communities to which they belong. Respectful relationships are foundational to the learning and living culture of the school and promote the values of openness and tolerance.

We want our children to be Australian:

- people who understand and value Islamic Teaching and Prayer and their relevance to their lives in contemporary society
- community members who contribute socially, economically and culturally to society
- responsible individuals capable of relating to family, friends and colleagues
- life-long learners who are able to make sense of the world in which they live
- informed citizens who understand and contribute to civil and community relations at a local, national and global level.

Reminders

- Term 1 school fees were due Friday 12 February 2016. Please ensure all outstanding fees are paid as soon as possible.
- The due date to receive the 5% discount on your child’s school fees, has been extended to Friday 26 February 2016. To receive this discount parents are to pay the full years school fees by this date.
- For parents or students on Visas please ensure you keep the college up to date with the most current Visa or Australian Citizenship Certificate.
- If parents are planning on taking their child/ren on long leave, a students on long leave/ overseas form must be completed and submitted to the Administration Office at least two weeks prior to going on your leave.
- If for any reason you have a request in regards to the bus service please ensure this information is provided by parents, preferably in writing. Administration staff will not accept requests from students.
- Please make sure you are familiar with using the Parent Portal. As advised the Parent Portal will be a means of communicating information and other details between the college and parents. You will be able to view your current details, including outstanding fees and your child/ren’s report. If you do not have your username and password please contact the college.
- Please ensure that students are given food or money for recess and lunch as it is a huge concern that students have been coming to school without any food. Secondary students are allowed to buy straight from the canteen, however Primary students are to make a lunch order.
- Please ensure you inform the college or update your details on the Parent Portal if your contact details have changed.

Umrah Trip

The Islamic College of Melbourne will be sponsoring two Year 10 students for Umrah this year during the Term 2 break.

The following will be our criteria for the selection process for the scholarship:

1. Good performance in Islamic Studies, Quran and Arabic
2. Good Academic performance
3. Good Behaviour at school
4. Akhlaq (manners)
5. A high score in a test on general Islamic Knowledge

Based on the above criteria, a panel of teachers will select the students who will be awarded the scholarship, which will cover the Umrah expenses, including flight tickets, accommodation and food.

We would like to further inform you that two male staff members will accompany the students on the trip. The college will also take care of the expenses of the trip for the staff members.

We are excited about launching this program and we hope that it will motivate the students to excel in all aspects, both academic and behaviour.
College Nurse

Dear parents, carers and students,

I would like to introduce myself as the new college nurse.

I’m from England and moved to Melbourne 6 years ago, I have 4 children and a grandson. My youngest are twin boys who are 7.

I have been qualified for 23 years and have experience in working with children for the last 15 years. My background ranges from a Nurse Practitioner in a GP practice to working with difficult teenagers in the city.

Before joining ICOM I worked at another Islamic school in Coburg.

I love taking care of children and I love my job!

At the moment cases of Gastroenteritis going round. Symptoms include diarrhoea and only last 24 hours. If your child has any symptoms please keep them home from school for at least 24 hrs. after symptoms have cleared, and call the college to inform of any absence.

For any child needing medication at school eg: eye drops or antibiotics, a medication request form must be completed; giving the college permission to administer the medication. If it is not completed the college cannot give the medication. This form will be available on the college web site and the parent portal. You may also obtain a copy from the Administration Office.

If you have any questions please call the college or email me at l.foster@icom.vic.edu.au.

Mrs Lois Foster
College Nurse

Health and Physical Education

The safety of our students at ICOM is very important to us. Students participate in PE classes at their own skill level.

The behaviour rules for every PE class, to ensure the safety of all students, are:

1. BE NICE.
2. BE CAREFUL.
3. BE RESPECTFUL.
4. STOP, LOOK AND LISTEN TO INSTRUCTIONS.
5. KEEP HANDS, FEET, AND OTHER OBJECTS TO YOURSELF.

Mrs Layla Beik
Prep to Year 2 PE Teacher

ICOM Parent Advisory Committee

Becoming a member of the ICOM Parent Advisory Committee is a great way to become involved with your child’s school.

If you are interested in joining this committee, the preliminary meeting will be held on Wednesday 24 February 2016 at the college. The meeting will start strictly at 5.00pm.

We look forward to meeting you, insha Allah.
ICOM Counsellor

Assalamualaikum Warahmatullahi Wabarakatu

My name is Sara Bey, I am honored to be the college counsellor at ICOM this year.

My role as a counsellor is to help create a safe, nurturing and positive environment that challenges students to grow socially, academically and personally. Also help students to reach their fullest potential, enabling them to be lifelong learners who seek positive change in the world around them. I will interact with students in multiple contexts. I will be teaching monthly guidance lessons on a variety of topics, including social skills, emotional awareness, bullying, study skills, friendship and conflict resolution. I will also be working with students individually or in small groups on issues such as grief and loss, family changes, self-esteem, coping with stress, time management and organization and friendship skills.

Mrs Sara Bey
College Counsellor

“create a safe, nurturing and positive environment that challenges students to grow socially, academically and personally”

ICOM Speech Pathologist

Assalamu Alaikum Wa Rahmatullahi Wa Barakatuhu

I would like to take this opportunity to introduce myself. My name is Jenan Al-Kantar and I’m the new Speech Pathologist at the Islamic College of Melbourne. Alhamdulillah, it has been an exciting start to 2016 with the Speech Pathology Program well underway. This year, I will be working closely with teachers to identify students who may have difficulties in the areas of:

• Articulation (the way speech sounds are made)
• Receptive and expressive language (ability to understand and express oneself)
• Literacy (reading and writing)
• Pragmatics (non-verbal behaviour; social skills)
• Fluency (ability to speak without stuttering)

• Voice
I will be conducting formal speech assessments and then providing therapy for students on an individual basis or in small groups targeting their areas of difficulty.

Throughout the year I will also be liaising with parents who are equal shareholders in our student’s learning and providing them with the opportunity to be involved in all aspects of their child’s speech assessment and therapy. I will also be sending home various activities to help students with their speech and language skills.

Teachers will also be supported by myself to accommodate the needs of students with speech and language difficulties by providing them with specific strategies to best support students within the classroom.

Finally, I look forward to working with our delightful students, parents, teachers, coordinators and principal throughout the year. I am certain that the provision of speech pathology services at the Islamic College of Melbourne will enrich our students’ speech and language outcomes and give our students a learning environment that will make them successful individuals, inshallah. Parents who have concerns about their child’s speech or language development are encouraged to make an appointment to discuss their concerns with the speech pathologist.

Miss Jenan Al-Kantar
Speech Pathologist
It is pleasing to note that the Prep children have settled well and it is great to see the smile on their faces as they eagerly begin their primary school years.

We would like to welcome our new Prep families who have commenced at the Islamic College of Melbourne this year.

We hope that your time here is very special and look forward to a wonderful partnership in the education of your children.

Michelle Culjak
Prep Team Leader

2016 Parent Information Evening

On Wednesday 10 February, the college held a Parent Information Evening for all parents.

With a greater turn out this year the evening provided parents with the opportunity to:

- Know the teachers, specialist teachers and teacher aides for the year levels
- Familiarise parents with the college curriculum
- Familiarise themselves with the college’s policies and procedures
- Understand the facilities that the college offers

It was great to see the large amount of parents showing an interest in their child’s education.
Late and Early Dismissals

Students are to be at school no later than 8.35am in time for morning assembly. The daily assembly consists of the Australian Anthem, recitation from the Quran, du’a, student performances and important announcements.

Any student who arrives after 8.50am will need to obtain a late pass from the administration office. If a student is late on 3 occasions, parents/guardians will be called and a meeting organised with the college principal or delegate to discuss the lateness.

Students will be dismissed from school at 3.30pm. Parents/guardians should collect their child promptly and no later than 3.45pm. Parents who arrive late to pick up their children from school without giving the school a valid reason will have to pay a fine. The fines differ depending on how late you are. The fine will be charged per child and will be debited against the parents’ account.

The fines are as follows:
- 3.45pm to 4.00pm - $20 per child
- 4.00pm to 4.15pm - $40 per child
- Any time after 4.15pm - $70 per child

Also, the college has noticed that parents are still dropping their children off to school very early. Teachers are not on yard duty until 8:20am every morning, so it is in the best interest and welfare of your child that they arrive no earlier than 8.20am.

CSEF Application

As of 2015, the Victorian Government has introduced an initiative to ensure all Victorian students can take part in school trips and sporting activities by offering funding to parents.

The CSEF is an annual payment to the school to be used towards camps, sports and/or excursion expenses for the benefit of the eligible student.

**CSEF payment amount**

- Primary school student rate: $125 per year.
- Secondary school student rate: $225 per year.

The college has sent to all students a copy of the CSEF form and is reminding you that applications for families to access the Victorian Government’s Camps, Sports and Excursions Fund (CSEF) in 2015 will close soon.

Please complete the CSEF Application Form available from Administration and return it to the college by **Friday 26 February 2016** with a copy of your Health Care or Concession Card. If you have already done so, please do not complete another form. Please only complete one form per family to avoid confusion.

We encourage all families who hold a Health Care or Concession Card to apply by this date. Any funds received will assist in payment of your extracurricular fees.

Please contact the college on 03 8742 1739 if you have any further queries.
A uniform dress code reinforces in students a pride in their own appearance, instils recognition of themselves as an integral part of the college community, and assists in developing pride in representing their college. Issues of equality, health and safety are also factors that contribute to the establishment of the Uniform Policy.

- It is compulsory for every student to have a minimum of 2 sets of college uniform, a jacket/blazer and a pair of sports uniform.
- All uniform items are to be named, preferably on the tag.
- All students must be attired in the college uniform that is specifically designed for the Islamic College of Melbourne
- The boys are required to wear (Primary School Students)
- The girls are required to wear (Primary School Students)

### Table: College Uniform

<table>
<thead>
<tr>
<th>During Summer</th>
<th>During Winter</th>
</tr>
</thead>
<tbody>
<tr>
<td>- White shirt (long or short sleeve)</td>
<td>- A white shirt (long or short sleeve)</td>
</tr>
<tr>
<td>- Grey pants</td>
<td>- Grey pants</td>
</tr>
<tr>
<td>- Plain white socks</td>
<td>- Plain white socks</td>
</tr>
<tr>
<td>- Black shoes or black runners</td>
<td>- Black shoes or black runners</td>
</tr>
<tr>
<td>- College green hat</td>
<td>- College Bomber jacket (no other jackets allowed)</td>
</tr>
</tbody>
</table>

### Table: Prep to Year 4 (During Summer) vs Prep to Year 4 (During Winter) vs Year 5 and 6

<table>
<thead>
<tr>
<th>Prep to Year 4 (During Summer)</th>
<th>Prep to Year 4 (During Winter)</th>
<th>Year 5 and 6</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Green and white checked dress</td>
<td>- Winter tunic</td>
<td>- Green checked long skirt for summer</td>
</tr>
<tr>
<td>- Plain white scarf and cap which is optional</td>
<td>- Plain white scarf and cap</td>
<td>- Winter skirt for winter</td>
</tr>
<tr>
<td>- Plain black socks</td>
<td>- Plain black socks</td>
<td>- White peter pan long sleeve shirt</td>
</tr>
<tr>
<td>- Black shoes</td>
<td>- Black shoes</td>
<td>- Plain white scarf and cap</td>
</tr>
<tr>
<td>- Girls without scarfs should tie their hair up with a white ribbon or hair tie.</td>
<td>- College Bomber jacket (no other jackets allowed)</td>
<td>- Plain black socks</td>
</tr>
<tr>
<td>- Girls should wear dark green tights or leggings under their uniform.</td>
<td>- Students can wear a white skivvy under the uniform.</td>
<td>- Black shoes</td>
</tr>
<tr>
<td>- Girls should wear dark green tights or leggings under their uniform.</td>
<td>- Girls should wear dark green tights or leggings under their uniform.</td>
<td>- Girls should wear dark green tights or leggings under their uniform.</td>
</tr>
</tbody>
</table>

### Table: Secondary School Uniform

<table>
<thead>
<tr>
<th>Boys (Year 7 upwards)</th>
<th>Girls (Year 7 upwards)</th>
</tr>
</thead>
<tbody>
<tr>
<td>- A white shirt (long or short sleeve)</td>
<td>- Long grey and maroon summer skirt for summer</td>
</tr>
<tr>
<td>- Charcoal Pleated Trouser</td>
<td>- Long grey and maroon box pleated skirt for winter</td>
</tr>
<tr>
<td>- Charcoal Wool Blend Jumper with Stripes</td>
<td>- White long sleeved Jacquard blouse</td>
</tr>
<tr>
<td>- Plain white socks</td>
<td>- Charcoal Wool Blend Jumper with Stripes</td>
</tr>
<tr>
<td>- Black shoes or black runners</td>
<td>- Plain white scarf and cap</td>
</tr>
<tr>
<td>- College Blazer (no other jackets allowed)</td>
<td>- Plain white socks</td>
</tr>
<tr>
<td></td>
<td>- Black shoes</td>
</tr>
<tr>
<td></td>
<td>- Girls should wear white tights or leggings under their uniform.</td>
</tr>
<tr>
<td></td>
<td>- College Blazer (no other jackets allowed)</td>
</tr>
</tbody>
</table>

- Uniforms must be kept in a clean condition. The uniforms and the hijabs must be washed and shoes must be polished regularly.
- A complete uniform must be worn at all times from the time the students enter the college grounds until they depart at the end of the day
• The primary sport uniform consists of a yellow polo top and green track pants for both girls and boys.

• For secondary students, the sports uniform consists of long black microfiber track pants, short sleeved mesh sports top for boys and long sleeved mesh sports top for girls. The sports uniform also comes with a College Spray Jacket which can be worn during winter, no other jackets allowed. The sports uniform must be worn during sport time only and the students are required to change back.

• Students are not allowed to mix and match the sports and formal uniforms. Sport uniforms are to be worn only on sport days.

• Prep to Year 6 students are allowed to wear the sports uniform to and from school on their sports day.

• Every student must wear a hat to protect them from the sun during summer.

• If students are found to be out of uniform, they will be excluded from the classes and taken to the administration office unless the reasons given are compelling. Parents/guardians will be contacted and asked to bring the missing item.

• No makeup or nail polish is permitted. Girls must have their hair neatly tied under their caps. If boys wish to grow a beard it must be neatly trimmed at all times.

• For girls, jewellery of any kind is not allowed apart from ear studs and a plain band wrist watch. For boys, only a wrist watch with a plain band is permitted. (wrist watch bands should be kept to white, silver or black)

• Personal hygiene is of utmost importance. Nails should be kept short and clean, teeth must be brushed daily and parents/guardians should check their children’s hair regularly for head lice.

• All male students need to ensure that they have a respectable haircut. Hair style is a matter that requires good taste and a judgment as to what is in the best interest of the school overall. The College leadership team has the final say as to the appropriateness of a hairstyle. Parents are asked to assist by ensuring that their children’s hairstyle conforms to the following:
  • Hair should be neatly cut, combed and maintained.
  • Undercut styles are not acceptable, nor are tracks or lines.
  • Dramatic layered effect of levels is not permitted.
  • Hair should not be overly styled by the use of hair products e.g. hair gel.
  • No hair colouring is allowed.
  • Girls (Prep to Year 4) are to keep their hair neatly combed and tied up if their hair is long.
  • Girls in Prep to Year 4 may choose to wear the hijab, however the hijab must be an Amira style hijab, which is the slip on two piece style hijabs.

• The hijab is compulsory for all female students in Year 5 – Year 10.
  • The hijab and inner cap must be plain white and of a georgette or cotton material. The hijab represents our Islamic faith and therefore should be kept neat and tidy.
  • The college prefers students to wear a square hijab, folded into a triangle and pinned under the chin. The two ends are to be secured so there are no loose ends hanging which could be a safety issue if it were to be caught on something.
  • The hijab must not be loose around the neck and no hair is to be seen.
  • The college prefers that shawl type hijabs, rectangular in shape, are not to be worn as students tend to allow the ends to hang, once again causing safety concerns.

• Uniforms must be purchased from the uniform shop only, with the exception of the hijab. Uniforms made at home or purchased elsewhere are not acceptable.

PSW Uniform Shop

The college uniform is available at PSW in Hoppers Crossing. Please contact PSW on 03 9768 0312 for any queries about availability on uniform items.

The address for the Hoppers Crossing store is:
1/16-17 Hammer Ct, Hoppers Crossing VIC 3029
Parking

As many parents are aware, before school and after school are the busiest times at the school. Please be cautious when dropping off your child/ren in the mornings and when you collect them after school.

Due to limited parking, parents and carers need to make sure they are not double parking and also not stopping in the middle of the car park or the street waiting for your child/ren. Please abide by all traffic laws and do not by any means block traffic on Wootten Road.

Furthermore, the parking area in front of the house is now allocated for Staff only. Please make sure you drop your children off in the school’s carpark.

Thank you for your understanding and cooperation in this matter.

Year 7B Bunsen Burner Certified

Year 7B are now fully licensed to carry out a range of Science experiments.

The students took their practical test to show that they had the knowledge to safely operate the Bunsen burner.

Students were able to name all the different parts of the Bunsen burner, identify all the safety procedures involved when using it and were able to light and put out their Bunsen burners correctly.

The students showed they have great practical skills as they were able to operate the Bunsen burner safely and with confidence.

Mrs Safa presented all the students with a certificate to mark this great milestone in their practical Science.

Mrs Safa Osman
Secondary Science Teacher

Introducing ICOM’s Breakfast Club

As of week 5, the Health and PE Department will be organising a FREE breakfast for all Secondary students.

This initiative has been organised to promote healthy eating habits and the importance of eating breakfast every morning.

The Breakfast Club will be held in the Food Technology Room, starting from Tuesday 23 February 2016.

Breakfast will be served between 8am to 8.30am every Tuesday and Thursday from this date.

ICOM Health and PE Department
2015 Year 6 Graduation

The Islamic College of Melbourne was honoured to celebrate this day with all Year 6 students of 2015. As there are several staff and students that have been here since the college opened, it is amazing to see how they have grown since then.

Every student needs to be recognised for all the strengths and talents they possess; they also need to be recognised for the contributions they make to our school and community.

A huge thank you to all staff who assisted in organising and preparing the Graduation Night at the Wyndham Cultural Centre last year. Further acknowledgements go to our captains, Aisha El Kheir and Asaad Houli for being MC’s on the night.

On behalf of all staff at ICOM, congratulations and we look forward to seeing what you will achieve this year.