COMMENCEMENT HANDBOOK 2026

Faith
LUTHERAN COLLEGE
PLAINLAND

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Faith
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Welcome to Faith Lutheran College

Our Vision

Awakening potential and empowering learners for purposeful lives through Christ.

Our vision exists to give our daily practice enduring drive and persistent purpose.

It exists both in a state of daily achievement and perennial aspiration. We simultaneously strive to bring about it's fulfilment, and see it being fulfilled, as it comes to life each day.

To learn more about our Vision, Mission and Values, click on the button below.

Our Vision, Mission and Values

Key Contacts

Faith Lutheran College is a dynamic organisation which comprises a number of different departments that support its daily operation.

We understand at times it may be important to make direct contact with the following people regarding your child's education:

- **Classroom Teacher:** Subject, teaching or course related questions
- **Phase Coach:** General questions
- **College Health Officers:** Medication and other health related matters
- **Student Services:** All other student-based inquiries
- **Reception:** Administration, Business Office

Daily Schedule

School Start and Finish Times

At Faith Lutheran College, our teaching and learning commences at 8.25am each day and concludes at 2.50pm. Supervision of the school grounds begins at 8.00am and students are encouraged to gather at the Information Hub if they are dropped at the College before 8.00am.

Using the Stop, Drop and Go Zone

Parents/Carers are asked to drop off and pick up students in the 'stop, drop and go' zone to the left as you enter the College gates. There is to be no pickup or drop off of students in the bus ring road at the Sports Centre.

Please ensure you use the car park area at the Sports Centre for pickups and drop offs if you are not using the Stop Drop/Pick-up and Go area.

Patience and following directions are the key to helping to keep our community safe.

Timetable

Our regular daily timetable is structured around six teaching and learning periods ('lessons') and two break times.

Daily Lesson Times		
Lesson	**Start**	**Finish**
Lesson 1	8.25am	9.20am
Lesson 2	9.25am	10.15am
Break	10.15am	10.50am
Lesson 3	10.55am	11.45am
Lesson 4	11.50am	12.40pm
Break	12.40pm	1.00pm
Lesson 5	1.05pm	1.55pm
Lesson 6	2.00pm	2.50pm

Wednesday Program

The Wednesday Program has been purposefully designed to reignite a love of learning in our students by providing them with agency, voice and choice in their learning.

This means that on Wednesdays, as well as lessons our students pursue their natural curiosities through Student Projects, make time for worship, meet with Phase Coaches and participate in other special events.

Students at Faith are nurtured by our Wednesday program to become productive community members through the development of essential 21st Century skills including collaboration, leadership, resilience, empathy and understanding.

Student Services

For most day-to-day matters, Student Services should be the first point of contact for all student enquiries including; speaking to a teacher, accessing lost property, casual bus bookings/bus reallocation, collecting a uniform pass, leaving early or signing in after arriving late to school. Student Services is centrally located at the back of the Admin Building.

Locks and Lockers

On commencement at Faith, each student is provided with a lock that remains with the student until they exit the College. Each year students at Faith are also provided with a College locker to store their bags and equipment in.

It is the student's responsibility to ensure all their equipment and bags are placed inside a locker and that the locker is locked at all times. Students should never leave items outside, on top of, or near their locker. Should students have excess items with them that need to be stored, but do not fit in their locker, they should speak to Student Services. If students are having trouble opening a lock or have lost their lock, they should contact Student Services.

Daily Schedule

Term Dates

Our Term Dates for the 2026 school year are listed below and are also available on the College website and College App. **Students are to be dressed in full formal uniform for the first day of each term.**

TERM 1 (10 weeks)	
Monday 26 January	Australia Day Public Holiday
Tuesday 27 January	First day of Term 1
Wednesday 1 April	Last day of Term 1
Thursday 2 April	Student Free Day
Friday 3 April	Good Friday Public Holiday

TERM 2 (9 weeks)	
Monday 20 April	Student Free Day
Tuesday 21 April	First day of Term 2
Monday 4 May	Labour Day Public Holiday
Friday 19 June	Last day of Term 2

TERM 3 (10 weeks)	
Monday 13 July	Student Free Day
Tuesday 14 July	First day of Term 3
Monday 10 August	Brisbane Exhibition Public Holiday
Friday 28 August	QCAA Confirmer's Day/Student Free Day
Wednesday 16 September	Last day of Term 3
Thursday 17 September	Student Free Day
Friday 18 September	Student Free Day

TERM 4 (9 weeks)	
Monday 5 October	King's Birthday Public Holiday
Tuesday 6 October	Student Free Day
Wednesday 7 October	First day of Term 4
Thursday 19 November	Last day for Year 12 students
Wednesday 2 December	Last day of Term 4
Thursday 3 December	Student Free Day
Friday 4 December	Student Free Day

As per the College's Extraordinary Leave Policy, we strongly encourage parents/carers to avoid booking holidays during the school term.

Student Absences

The College appreciates that there are often legitimate reasons that may result in a student being absent, however, there is an expectation at Faith that all students attend school every day possible. Students should be striving to attend school at least 90% of the time.

Parents have a responsibility to ensure their child is at school as inconsistent attendance can have a detrimental effect on students' connection with friends, academic progress and, in Graduate Phase, their ability to achieve a QCE and ATAR.

Absence From School

When a student is absent from the College at morning roll call, it is important for parents/carers to inform the College as soon as possible by submitting an absence through Parent Lounge or in the College App or by calling the Student Absences Line (07 5466 9966).

Please state your student's name, year level, and the reason for their absence, as well as who is reporting the absence. It is important that all absences are accounted for and explained, and as such, staff will follow-up unexplained and/or consistent absences with families.

Arriving Late to School

When arriving late to school, students are to report to Student Services with a note explaining the reason for being late and to sign in.

The student's name will be recorded in the Late Arrival Register and a Late Arrival Slip will be issued. It is the responsibility of the student to check for any Daily Notices if they arrive late. Consistent lateness will result in a restorative discussion, which may require the need to meet with or include parents/carers.

Early Departures

When leaving the school early, students are required to report to Student Services to sign out. Parents/Guardians can contact the College directly to provide permission, including an explanation for the absence. Alternatively, students may present a text message or a note from a parent/guardian. The student's name will be recorded in the Early Departure Register.

Extended Absence Policy

When it is known in advance that a student will be absent for some time, parents/carers are requested to notify the College, in writing, prior to the absence occurring. To request this leave, please send an email to the Director of Communities and Culture at faith@faithlcs.qld.edu.au outlining the duration and reason for the leave.

Please review the College's Student Extraordinary Leave Policy before requesting leave.

Unexplained Absences

If a student is absent from the College at morning roll call, and we do not receive advice from a parent/carer by 10.30am, an SMS message will be sent, prompting the recipient to contact the College and provide a reason/explanation for the absence.

This SMS message also serves as a notification to inform parents/carers, particularly of older students who may be transporting themselves to school, that their child is not in attendance, allowing them to follow-up with their child as to the nature of the absence.

Pastoral Care

FLC's inclusive and supportive culture fosters personal excellence and global citizenship. We nurture students to become positive, productive community members, leaders, parents and employees. We strive for a College culture that emphasises care, honour, respect, grace, service and faith. Our belief is that all individuals are loved children of God and we are committed to diversity, inclusivity and social responsibility.

Kind relationships, support and accountability are vital in our College. We see every person as unique and loved by God, with distinct strengths, weaknesses and needs. This student-centric approach requires affirmation, guidance, and attention. At Faith, the pastoral care of our students focuses on strengths, skills and support, and is underpinned by positive caring relationships.

Strengths

As part of the holistic development of students at Faith Lutheran College, a key aspect of our Pastoral Care Framework involves a focus on the development of student's strengths and interests through a range of proactive and reactive strategies. Including House activities, Restorative Practices, Service Learning Opportunities, Student Leadership and engagement with the PERMAH framework for wellbeing.

The Resilience Project

Students in the Foundation Phase participate in The Resilience Project, a wellbeing program designed to help young people build positive mental health and resilience. Through engaging lessons and activities, students learn to develop key emotional skills such as gratitude, empathy, and mindfulness, supporting them to better understand their emotions and strengthen their relationships with others.

The program encourages students to recognise the good things in their lives, show kindness and compassion, and be present in the moment. To learn more about The Resilience Project, visit www.theresilienceproject.com.au

Skills

Students at Faith Lutheran College participate in explicit lessons of Social and Emotional Learning (SEL), a vital aspect of education that helps students develop skills to understand and manage emotions, resolve conflicts, maintain healthy relationships, make responsible decisions, and effectively deal with life challenges.

Pastoral Care

Support

Here at Faith, we strive to promote an environment that is inclusive, nurturing, accessible and empowering. Through a supportive and caring College environment, we are committed to promoting and building positive health and wellbeing for our students. As such the College employs a number of staff that lead and develop pastoral care programs as well as offering support for students and families. These people include:

- College Principal
- College Pastor
- Director of Communities and Culture
- Deputy Director of Communities and Culture
- Heads of Phase - Wellbeing
- College Counsellor
- School Health Officer
- College Careers Counsellor

Counselling Services

Counselling services are available to support students with emotional, relational, learning and environmental challenges. Counselling provides confidential social-emotional support that is non-judgmental, grounded in compassion and unconditional positive regard.

Counselling is available at the College on school days, during operating hours. Counselling is offered to assist students develop skills and strategies that support them to manage during difficult times. Counselling can help students address issues such as stress, relationship challenges (family, peer, community), sleep and concentration, anger management and mental wellness.

Acute therapeutic interventions for depression, anxiety, grief and loss, trauma and more complex mental health presentations is offered in a limited and short-term capacity. Referral to the most appropriate medical specialist services is likely for complex and persistent presentations.

College Health Centre

The College's Health Centre plays a vital role in promoting, protecting and maintaining the health of our College Community. The Faith Health Centre provides responsive and preventative medical interventions to reduce illness and poor health outcomes, while increasing long-term educational engagement.

The Health Centre also plays a significant role in promoting health consciousness and self-care autonomy in students during their developing citizenship.

Services are offered to students, teachers and other staff personnel.

The role of the Health Centre is to:

- Promote health and safety in the College environment
- Intervene with presenting and potential health problems
- Health management in line with medical health plans
- Liaise with school personnel, family, health care professionals, and other stakeholders regarding student health needs
- Facilitate positive student responses to normal human development
- Collaborate with the Pastoral Care team to support students and staff.

College Pastor

The role of a College Pastor in a Lutheran School encompasses various responsibilities aimed at providing spiritual guidance and pastoral care to students, faculty and staff within the College community. As a spiritual leader, the College Pastor fosters a supportive and inclusive environment, promoting the integration of faith and learning.

Teaching and Learning

Teaching and learning at Faith is dependent upon the partnership between students, parents and teachers. As students progress through their secondary schooling, their responsibilities as learners are paramount to their academic success at Faith. The pillars that underpin this success are separated into four categories.

Attendance

Every lesson counts. The College, families, and students work in partnership together to ensure each student attends school ready to learn. To gain optimal results from class, an attendance rate of 90% is expected.

Engagement

Being engaged in each lesson is integral to academic success. Learners are required to make positive choices that actively reflect their commitment to learn.

Resources

For students to maximise their experience in the classroom, they must have the required equipment for learning. Be it a calculator, a pencil or a fully charged laptop, a student that comes prepared to class is a student who is prepared to learn.

Assessment

The completion of classwork, homework and assessment tasks demonstrates a student's commitment to learning. All assessment is set in line with the College's Learner Policy, and is to be submitted in accordance with due dates and assessment guidelines.

Student Uniform

At Faith Lutheran College, wearing of the College uniform is compulsory. Hats are an important part of the uniform which are required for sun safety.

Uniform Days

Monday, Tuesday, Thursday, and Friday
Students have the choice to wear their sports or formal uniform, unless otherwise advised by the College.

Wednesday
Students are encouraged to wear either a House shirt with sports uniform shorts, or full sports uniform.

Formal Uniform

Full formal uniform must always be worn on the first day of term, regardless of which day this falls on. In addition, students will be required to wear full formal uniforms during formal events.

Information regarding uniforms is usually communicated:

- via email, through Parent Lounge and Student Café
- as a notification, via the College App.

It is highly recommenced that parents/carers and students download the College App, as this provides a convenient method for receiving notifications about uniform requirements, along with other important notifications.

Uniform Shop

The College offers a range of options outside of our full formal uniform that students can wear regularly. This reflects the active nature of our typical school day, which may include physical activity and/or specialised classes (such as working in our Trade Training Centre, or at the Agricultural precinct).

The Uniform Shop stocks new uniforms and offers the opportunity for families to buy and sell second-hand uniforms.

Our Uniform Shop accepts payments via cash, credit card and EFTPOS. Orders and payments can also be made by using ***My School Connect*** (see below).

Uniform Shop Opening Hours (Term Time)

Tuesdays	8.00am–1.15pm
Thursdays	10.00am–4.00pm

For enquiries or appointments, please contact:

Uniform Shop (Jackie Davis)
0401 176 452
FaithLC@umspl.com.au

Online ordering is also available and the most current price list can be located on the Faith Lutheran College website under 'Community » Uniforms' or by visiting https://faithlc.qld.edu.au/uniform.

Tuckshop

Accessing our Tuckshop

Our Tuckshop is available for students to purchase food and beverage items during scheduled break times, every school day during term time.

Break Times

First Break	10.15am to 10.50am
Second Break	12.40pm to 1.00pm

Tuckshop Menu

Our current Tuckshop menu is available through the My School Connect app.

Payment Facilities

In the event that a student forgets or misplaces their lunch, parents/guardians may contact our Student Services office. Subsequently, Student Services can take an EFTPOS payment over the phone. Upon completion of this transaction, the student can collect a tuckshop voucher from Student Services to use at the tuckshop within that day.

MY SCHOOL CONNECT

Ordering Tuckshop Online

Students and parents are able to use the ***My School Connect*** app to order tuckshop items.

Students wishing to pre-order tuckshop can do so daily before 8.20am using My School Connect. Students can also pre-order in advance.

My School Connect allows students to pre-order any tuckshop menu item and can be done for both breaks.

Click here to download My School Connect

To set up your account, click on the link emailed to you and follow the prompts.

If you have any issues, please contact the College.

Bus Routes

Our Bus Network and Routes

The College has an arrangement with Southern Cross Transit (SCT) to operate the dedicated College bus service. Our bus network covers a broad area, spanning western Ipswich (Brassall, Karalee, Karana Downs), eastern Ipswich (Amberley, Raceview, Flinders View), the Lockyer Valley, north to Esk, and further west of the Lockyer Valley to include Gatton and Grantham.

Bus routes are revised each year to ensure that each student (including new enrolments) can access a bus service.

Currently, the following routes are offered:

- Minden
- Gatton
- Placid Hills
- Lowood
- Rosewood/Marburg
- Esk
- Fernvale
- Mt Marrow/Tallegalla
- Kentville/Adare
- Karalee/Brassall
- Walloon/Thagoona
- Ipswich/Bethany

Further information on our bus routes, including collection points and collection times, can be found here: Bus Route Information

Applying to Catch a Bus

Parents/Carers of students intending to catch a College dedicated bus to school need to complete a Bus Usage Application form and return it to the College Office, before they can commence travel.

For new enrolments, bus applications are included in the Enrolment Acceptance Form.

Existing families who have a change in circumstances and require a bus, may download the application using the link below. *If you've already registered by the Enrolment Acceptance Form, you do not need to complete the Bus Usage Application Form.*

Bus Usage Application Form

Completed forms should then be submitted to the bus administrator:

Jacki Friels
jfriels@faithlcs.qld.edu.au

Casual Bus Bookings

If your student does not use College bus services but is needing to catch a College bus, the option to book a casual trip is available through Student Services.

To initiate this process, students must have parental permission and provide details of the designated bus number and the bus stop they are getting off/on. Students must book a casual bus trip during their breaks.

Bus Usage Fees

Parents/Carers of students using College bus services are charged a bus fee by the College.

These fees are in addition to any other fees (e.g. tuition fees) that are paid to the College as part of a student's enrolment and are charged on a per student basis. In the instance of siblings, the first student will pay the full fee and subsequent students will pay 50% of the full fee.

The fees for using College bus services vary, according to the distance zones and range from $11.75 to $16.00 per day per student.

Bus Management System

TransportMe is the Bus Management System used at Faith Lutheran College. The College's duty of care for our students is an important issue that we take very seriously. TransportMe enables the school and parents/carers real-time visability of students travelling on our buses.

The TransportMe App allows you to manage several aspects of your children's bus travel:

- Advise the bus driver of your child's absence.
- View live mapping of the College bus, only when the bus is logged on.
- Set app notifications of your children's movements on and off the bus (eg. arrived at bus stop).
- Change your child's bus or stop. You can make changes 10 days ahead of the current date. This can be a one-off change or if your child/ren travel on different buses on different days. (You will not be able to book on a bus that is at capacity.)
- Set up and manage student secondary carers access to the App.

Non-Faith Operated Bus Services

Zischke Bus Services

Zischke Bus Services collect students from the Hatton Vale/Regency Downs/Glenore Grove and surrounding areas. There is also a service which operates along Forest Hill – Fernvale Road.

To find out more information, or to book your child on one of these services, please phone (07) 5465 6519.

Bus Queensland Lockyer Valley

Laidley Bus Service collects students from Laidley, Grandchester, Mulgowie and Blenheim.

To book your child on one of these services, please phone (07) 5465 1797.

Keeping in Touch

NewsBites

Our fortnightly newsletter, *NewsBites*, is available for all students and parents/carers. Each edition is delivered via email and made available through the Faith Lutheran College app.

All Parents/Carers are **strongly encouraged** to read each edition of *NewsBites* to ensure that they remain up-to-date on key information relevant to their child each fortnight.

Phase Newsletters

Fortnightly Phase Newsletters are emailed to parents/carers. These will be delivered on the alternate week to *NewsBites*. These Phase Newsletters contain important updates and information including upcoming dates.

App

Our Faith Lutheran College App is available to download and is available on both iOS (iPhone) and Android (Google, Samsung, HTC, etc.) smartphone devices.

The App will connect directly to our student management system, making the timely communication of information easier and more accessible for families.

To receive timely communications, please ensure notifications are enabled on your device.

Social Media

The College regularly post news, events and information to the Faith Lutheran College Facebook and Instagram pages.

It is highly recommended that all parents and students find the College on these platforms by searching 'Faith Lutheran College - Plainland' and 'Like' the page to keep up to date.

Facebook
facebook.com/FaithLutheranCollege

Instagram
@faithlutherancollegeplainland

Co-Curricular Activities

Through our co-curricular program, we encourage students to follow their existing passions and develop new ones.

The co-curricular program invites students to play an active role in our broader College community life through participation in sport, events and public performances.

The following co-curricular activities are available:

- **Clubs and Activities**
- **College Choir**
- **College Band**
- **College Musical**
- **Musical Experience Day**
- **Dance Troupe**
  Junior Dance Collective (Years 7-9)
  Junior Dance Ensemble (Years 7-9)
  Senior Dance (Years 9-12)
- **E-Sports**
- **Individual & Small Group Instrument Tuition**
  Woodwind, Brass, Percussion, Guitar
  Vocal
  Dance
- **Rugby League**
  Terms 1-2
  Boys: Lockyer 9s, DDSSC, Confraternity Shield
  Girls: Lockyer 9s, Karyn Murphy Cup
- **Rugby Union**
  Terms 3-4
  Boys: DDSSC, Scots 7s
  Girls: DDSSC 7s, Logan 7s, Scots 7s
- **GBC Sport**
  The competition offers the following sports/events:

  Term 1:
  Girls: Basketball, AFL9s
  Boys: Volleyball, AFL9s
  GBC Swimming Carnival

  Term 2:
  Girls: Netball & Soccer
  Boys: Touch Football & Indoor Cricket
  GBC Cross Country Carnival

  Term 3:
  Girls: Touch Football and Volleyball
  Boys: Soccer and Basketball
  GBC Athletics Carnival

  Term 4:
  GBC Gala Day
- **Other Competitions**
  Streetsmarts AFLQ Schools Cup, All Schools Touch Football, SWQ Touch, Vicki Wilson Netball

For further information, including how to sign up for an activity, click here to view the Co-Curricular Handbook.

For more information on the College's Co-Curricular program, please contact the relevant staff member:

Sport: Matthew Cripps
mcripps@faithlcs.qld.edu.au

Performing Arts: Beck Smith
rsmith@faithlcs.qld.edu.au

Clubs: Richard Miegel
rmiegel@faithlcs.qld.edu.au

Parent Lounge

What is Parent Lounge?

Parent Lounge enables families to engage with important information relating specifically to their child.

This includes being able to directly contact any of their child's teachers, as well as other important staff and/or services at the College. Parents/Carers can also update certain information concerning their family through Parent Lounge.

Parent Lounge also interacts with Student Café, which is a student-focused system that students use to access and engage with important curriculum and event information.

Other features within Parent Lounge include:

- Update address, phone number, email addresses
- Submit a student absence notification
- Academic reports and assessment details
- Account and fee information
- Attendance records
- Booking services for parent teacher interviews
- Calendar and event information
- Easy access to College policies and procedures
- Student medical records
- Timetable and lesson details
- Useful links

Access

Parents can access Parent Lounge easily from the following locations:

- College App
- College website – www.faithlc.qld.edu.au

How to log on

Your Parent Lounge username and password will be provided to you as part of the enrolment process.

You will be provided with a temporary password. **Please update this password once you have logged in for the first time.**

To access Parent Lounge, please follow the steps below:

Step 1
Open an Internet browser and visit:
www.faithlc.qld.edu.au/parent-lounge

Step 2
Enter your username and password.

If you have lost or forgotten your login details, contact our Enrolments Coordinator on (07) 5466 9900.

If you have forgotten your password, you can reset it by clicking the 'Forgot Password?' link.

Policies

The safety and wellbeing of all members of the Faith community is of the utmost importance to the College.

To foster and uphold a safe and nurturing environment, the College implements and communicates important policies and procedures.

These policies and procedures are periodically reviewed and updated for the benefit of all.

Each of our key policies can be found through Parent Lounge under 'School Links » School Policies', or by visiting the 'Policies' section of the Faith Lutheran College website.

When enrolling a student at Faith Lutheran College, we ask our prospective families to ensure they are familiar with the following policies and guidelines:

Child Protection Policy

Wellbeing and Relational Management Policy

Grievance Policy

Privacy Policy

Uniform and Grooming Policy

Uniform Guidelines

Grooming Guidelines

Mobile Device Policy

IT: Acceptable Use Agreement

Text Hire Policy

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PLAINLAND

5 Faith Avenue, Plainland Qld 4341 | www.faithlc.qld.edu.au | 07 5466 9900 | enrolment@faithlcs.qld.edu.au