



Horsham College Communication Structure 2018

<i>Notifying the school of the reasons for a student absence</i>				
Section of the school	Position to contact	Person to contact	Email	Phone Number
Whole school	Attendance Officer	Kristie Bryce	bryce.kristie.p@edumail.vic.gov.au	5381 7119
	Absence Hotline	Not applicable	Not applicable	5381 7200
<i>The first point of contact for student wellbeing and academic issues relating to the progress of individual students</i>				
Middle Years	Form Group Teachers	Multiple	Not applicable	Year 7: 5381 7107 Year 8: 5381 7108 Year 9: 5381 7109
Senior Years	Form Group Teachers	Multiple	Not applicable	Year 10: 5381 7110 Year 11: 5381 7111 Year 12: 5381 7112
Alternate Programs	Program Leader – Satellite VCAL	Sue Radford	radford.sue.e@edumail.vic.gov.au	5381 7153
	Program Leader – ConnectEd	Liam Offer	offer.liam.r@edumail.vic.gov.au	5381 7151
	Program Leader – Young Mothers	Jes Walton	walton.jessie.m@edumail.vic.gov.au	5381 7151
	Program Leader – McKenzie Creek Advance Program	Susannah Wakfer	wakfer.susannah.r@edumail.vic.gov.au	5381 7199

More serious personal or academic issues related to student wellbeing, the progress of individual students and/or confidential matters (ie. bullying, more consistent issues with class or homework)

Section of the school	Position to contact	Person to contact	Email	Phone Number
Middle Years	Year Level Coordinators	Year 7: - Kellie Gardy - Nellie Op de Coul	gardy.kellie.KJG@edumail.vic.gov.au op.de.coul.nellie.a@edumail.vic.gov.au	5381 7107
		Year 8: - Ranaye Johnstone - Miranda Sordello	johnstone.ranaye.l@edumail.vic.gov.au sordello.miranda.j@edumail.vic.gov.au	5381 7108
		Year 9: - Katelyn Keller - James Craig	keller.katelyn.k@edumail.vic.gov.au craig.james.r@edumail.vic.gov.au	5381 7109
Senior Years	Year Level Coordinators	Year 10: - Jenna Bywaters - Jaymi O'Connor	bywaters.jenna.s@edumail.vic.gov.au oconnor.jaymi.j@edumail.vic.gov.au	5381 7110
		Year 11: - Leon Barents - Jenna Young	barents.leon.w@edumail.vic.gov.au young.jenna.k@edumail.vic.gov.au	5381 7111
		Year 12: - Campbell Pallot - Nick Rigas	pallot.campbell.c@edumail.vic.gov.au rigas.nicholas.n@edumail.vic.gov.au	5381 7112
Alternate Programs	Program leaders – as above	As above	As above	As above

Questions relating to additional educational needs (Students with Disabilities (PSD), English as an Additional Language (EAL), Select Entry Accelerated Learning Program (SEALP)

Section of the school	Position to contact	Person to contact	Email	Phone Number
Whole school educational needs	Program for Students with a Disability	Melissa Trudel	trudel.melissa.j@edumail.vic.gov.au	5381 7132
	EAL students	Samantha Webster	webster.samantha.k@edumail.vic.gov.au	5381 7100
	SEAL Program	Rod Kirkwood	kirkwood.rodney.r@edumail.vic.gov.au	5381 7110
Generic academic questions relating to a specific program				
Whole school	English Learning Area Head	Georgie Hobbs Josie Perry	hobbs.georgina.j@edumail.vic.gov.au perry.josephine.e@edumail.vic.gov.au	5381 7111 5381 7110
	Maths Learning Area Head	Leon Barents	barents.leon.w@edumail.vic.gov.au	5381 7111
	Health & Physical Education	Elizabeth Klinge	Klinge.elizabeth.j@edumail.vic.gov.au	5381 7110
	Science Learning Area Head	Tara Crowe	crowe.tara.e@edumail.vic.gov.au	5381 7107
	Humanities Learning Area Head	Mary-Lee Fenech	fenech.mary-lee.j@edumail.vic.gov.au	5381 7110
	Technology Learning Area Head	Tina Fitzgerald	fitzgerald.tina.m@edumail.vic.gov.au	5381 7107
	Arts Learning Area Head	Sue Pavlovich	pavlovich.susan.m@edumail.vic.gov.au	5381 7111
	Music Coordinator	Nick Shirrefs	shirrefs.nicholas.s@edumail.vic.gov.au	5381 7184
	VCE Coordinator	Nick Rigas	rigas.nicholas.n@edumail.vic.gov.au	5381 7112
	VCAL Coordinator	Celia Fairley	fairley.celia.f@edumail.vic.gov.au	5381 7112
	VET Coordinator	Campbell Pallot	pallot.campbell.c@edumail.vic.gov.au	5381 7712
Overall academic questions relating to whole-school curriculum				
Whole school	Assistant Principal – Teaching and Learning (Years 7 to 9)	Kim Drummond	drummond.kim.s@edumail.vic.gov.au	5381 7102
	Assistant Principal – Teaching and Learning (Years 10 to 12)	Carlos Lopez	lopez.carlos.c@edumail.vic.gov.au	5381 7103

Careers and University entrance related questions and support and transitions support

Section of the school	Position to contact	Person to contact	Email	Phone Number
Middle Years	Transitions into Year 7	Heather Deayton	deayton.heather.m@edumail.vic.gov.au	5381 7109
Senior Years	Leading Teacher – Transitions and Pathways	Caroline O'Donnell	odonnell.caroline.j@edumail.vic.gov.au	5381 7144
	School-based Apprenticeships and Traineeship support	Celia Fairley	fairley.celia.f@edumail.vic.gov.au	5381 7112
	Work Experience and Structured Workplace Learning Support	Genni Smith	smith.genevieve.m@edumail.vic.gov.au	5381 7196
Alternate Programs	Careers support	Chris Harrison	harrison.christopher.r@edumail.vic.gov.au	5381 7151

Questions related to school extra-curricular activities

Whole school	Sports Coordinator	Luke Carr	carr.luke.w@edumail.vic.gov.au	5381 7189
	School Production	Emily Friedrichsen	friedrichsen.emily.j@edumail.vic.gov.au	5381 7108
	After-school SEAL Programs	Rod Kirkwood	kirkwood.rodney.r@edumail.vic.gov.au	5381 7110

Questions relating to School Excursions

Whole school	Payment and Consent Forms	Tayla Winfield	winfield.tayla.r@edumail.vic.gov.au	5381 7100
	Content and program for excursions	Teacher in charge or Judi Landwehr	landwehr.judi.m@edumail.vic.gov.au	5381 7114

Other school services

Whole school	Bus Coordinator	Karen Barnes	barnes.karen.l@edumail.vic.gov.au	5381 7265
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Technical support, questions about the BYOD Program, and questions about SEQTA Learn and SEQTA Engage

Whole school	Technical Support	Carol Hale Andrew Janetzki James Mutch	hale.carol.f@edumail.vic.gov.au janetzki.andrew.p@edumail.vic.gov.au mutch.james.B2@edumail.vic.gov.au	5381 7183
	BYOD Program – Assistant Principal – Teaching & Learning	Carlos Lopez	lopez.carlos.c@edumail.vic.gov.au	5381 7103
	Leading Teacher – Assessment and Reporting (SEQTA)	Louise Amor	dower.louise.c@edumail.vic.gov.au	5381 7109

<i>School-fee related issues</i>				
Section of the school	Position to contact	Person to contact	Email	Phone Number
Whole school	Manager – Finance	Hayley Telfer	telfer.hayley.m@edumail.vic.gov.au	5381 7115
<i>Enrolments</i>				
Middle Years	Assistant Principal – Middle Years	Meg Woolford	woolford.megan.j@edumail.vic.gov.au	5381 7105
Senior Years	Principal	Rob Pyers	pyers.robert.r@edumail.vic.gov.au	5381 7100
Alternate Programs	Assistant Principal – Alternate Programs	Adam Ross	ross.adam.a@edumail.vic.gov.au	5381 7150
<i>Extremely serious issues of a generic nature</i>				
Middle Years	Leading Teacher – Middle Years	Heath Schulz	schulz.heath.s@edumail.vic.gov.au	5381 7124
Senior Years	Leading Teacher – Senior Years	Daniel Garner	garner.daniel.s@edumail.vic.gov.au	5381 7125
Alternate Programs	Assistant Principal – Alternate Programs	Adam Ross	ross.adam.a@edumail.vic.gov.au	5381 7150
<i>Any issue that cannot be resolved after exhausting all other avenues, or the most grievous concerns</i>				
Principal	Principal	Rob Pyers	pyers.robert.r@edumail.vic.gov.au	5381 7100