



**CLONTARF ABORIGINAL COLLEGE
NGULLA MIA BOARDING HOUSE
STUDENT AND FAMILY HANDBOOK**





TABLE OF CONTENTS

1. KIYA WANJOO~ WELCOME	3
2. COLLEGE PRAYER	4
3. ABOUT CLONTARF ABORIGINAL COLLEGE	5
4. ABOUT NGULLA MIA BOARDING HOUSE	7
5. NGULLA MIA STUDENT CODE OF CONDUCT	7
6. STUDENT EXPECTATIONS	8
7. DAILY ROUTINES	9
8. MEALS AND CATERING	9
9. WHAT TO BRING TO NGULLA MIA	9
10. LEAVE AND WEEKEND LEAVE GUIDELINES	10
11. CAMPUS MINISTRY	11
12. COMMUNITY SPORT	11
13. LAUNDRY	11
14. MEDICAL MATTERS	11
15. TRAVEL	11
16. VISITORS	11
17. CONTACT INFORMATION	12

Kiya Wanjoo Whadjuk Nyoongar Boodjar

Hello and Welcome to Whadjuk Nyoongar Country

Nidja Whadjuk Nyoongar Boodjar Noonook Nyininy

This is Whadjuk Nyoongar Country you are sitting in.

Clontarf Aboriginal College is situated in

Whadjuk Nyoongar Boodjar





KIYA WANJOO

Firstly, we acknowledge the custodians of the land on which the College is situated on, the Whadjuk Noongar people. We thank them for their contribution to this city, state and country. We acknowledge their past, present and future elders, as well as the past, present and future elders from the country of the reader.

In the spirit of Blessed Edmund Rice, the patron of the College, as well as the elders, we welcome you to Ngulla Mia Boarding House. Ngulla Mia Boarding House is truly unique in that it is the only co-educational, Catholic, Aboriginal and Torres Strait Islander Boarding House in all of Australia. The aim of the Boarding House is to provide Year 7 to 12 Aboriginal and Torres Strait Islander students from all around Australia a safe, caring and loving home away from their own home, reflecting the warm hospitality and kindness of Jesus Christ and Aboriginal people everywhere.

The wonderful Boarding House facility as well as the beautiful Clontarf Aboriginal College campus is the perfect setting for the students to learn and grow as strong, deadly young men and women. The dedicated Boarding staff together with the Pastoral Care team support the students through the many challenges and successes that Boarding presents. With the support of parents, families and carers the staff provide students

Frances Haji-Ali
Principal

with ongoing 'Learning for Life' opportunities in the faith, spirituality, academic, physical, pastoral, social and emotional areas. There are simple rules and expectations for all students at Ngulla Mia to follow, outlined in this handbook. Just like at home, students are expected to show respect for one another and for the property to ensure that all students have a positive experience, this is reflected in the Code of Conduct created by the students. With the guidance of the staff, students are able to learn the routines and responsibilities and ensure the smooth running of the Boarding House

Communication from home is very important to enable us to support your child as best as possible. Parents, families and carers are encouraged to visit as often as possible, though if this is not possible then regularly phone, email or contact the Boarding House. We are available to discuss any concerns or issues as well as celebrate the many successes. If you are concerned about your child's happiness, progress, or general wellbeing, we would welcome the opportunity to discuss the issues with you and alleviate your concerns.

At Ngulla Mia we strive to uphold the College's values of Community, Pride, Respect and Responsibility in all that we do. The boarding students are actively supported to become the best individuals they can be. We look forward to nurturing your child through their boarding experience and with your ongoing support to help them get the most out of their time with us

Salvatore De Luca,
Deputy Principal of Boarding and Campus Ministry



CLONTARF ABORIGINAL COLLEGE

PRAYER

Loving God,

Bless the traditional owners of this land, the Noongar people.

Thank you for our friends and families.

Thank you for the opportunities that Clontarf Aboriginal College provides us.

We pray that students here can always be proud
of who they are.

Please help us to make the right choices and keep
us safe from harm.

Help us to be like Edmund Rice, the founder of the
Christian Brothers.

He spent his life helping others by empowering them
through education.

May our College Houses remind us of the example set by our Elders and unite us in
strength.

Bless the Christian Brothers who continue to help people
all over the world.

Bless the people of different cultures who gather at
Clontarf to teach and learn.

Help us to accept each other and to be proud of our diversity.

We pray for the past, present and future leaders of our communities.

We ask this through Jesus our brother and friend.

Amen

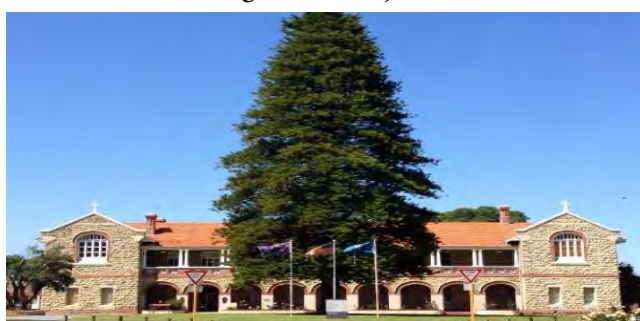
Blessed Edmund Rice: Pray for us

Live Jesus in our Hearts: Forever



CLONTARF ABORIGINAL COLLEGE

Clontarf Aboriginal College is situated in Whadjuk Noongar Boodjar. Noongar is the general name for Aboriginal people in the south-west of Western Australia. Of the fourteen Noongar language groups, the people who live in the Perth region are known as the Whadjuk people. The Whadjuk land south of the Swan River and west of the Canning River to the coast is known as Bilya (Beeliar). The land across the Canning River to the Helena River is Beeloo land. The Canning River is the border between these two great Whadjuk clans.



Clontarf Aboriginal College is a co-educational Catholic school in the Edmund Rice tradition located in the Perth suburb of Waterford. Clontarf Aboriginal College has its origins in the founding of Clontarf Boys' Orphanage which was built and conducted by the Irish Christian Brothers. It was originally known as St Joseph's Boys' Orphanage. The original building was constructed in 1901. The site was very isolated, and it was not until 1927 that Manning Road (originally called Clontarf Road) was constructed. Clontarf was later known as Clontarf Boys' Town and became self-sufficient with a productive farm on site.

After the war, Clontarf resumed as a boys' orphanage. In 1961 the function of Clontarf was extended, and it operated as a general school enrolling day and boarding pupils. For a few years enrolments rose steadily until 1964 when over 300 students were enrolled. Numbers then fell away dramatically, and Clontarf was eventually closed as a school.

The Clontarf Chapel, dedicated to St John Bosco, was built in 1941 with the boys supplying much of the labour. During World War II (between 1942-1945) the site was occupied by the Royal Australian Air Force.



Clontarf was, after this, used as a special treatment centre for a small number of boys with behavioural problems. But this proved to be too costly, and the institution eventually closed in December 1983. Clontarf re-opened at the beginning of Term 1, 1986 as Clontarf Aboriginal Education and Training College.

Today, the College has a student cohort of approximately 200 children with a metropolitan enrolment of nearly 110 students and 90 students residing at the onsite Ngulla Mia Boarding House. Boarding students attend the College from rural and remote areas around Western Australia as well as the Northern Territory and South Australia. A staff of almost 70, from teaching, non-teaching, boarding, administration, maintenance and catering ensure that the students receive the very best education possible. As a Curriculum and Re-Engagement (CARE) school the College supports students to reach their academic potential by providing a modified learning program and flexible delivery that responds to the individual needs of the students. As a Catholic school in the Edmund Rice tradition, Clontarf Aboriginal College is a place of learning and understanding that respects Aboriginal culture and spirituality and encourages students to reach their dreams.



COLLEGE LOGO

The logo was designed by key people involved with the planning and opening of the College. These included Judi Butters who did a significant amount of the early research for the College, Tania Bin Baka (then Thorne) who was receptionist/secretary and bookkeeper, and Donella Brown who became the College's second Principal.

At the centre of the logo is the Moornyi Koolyak (the Black Swan) preparing for flight. Black swans were an abundant source of food for traditional Whadjuk people in this area. The swan also reflects the river environment and swans are often seen on the Clontarf Bay on the river at the back of the College.

The Moornyi Koolyak represents the opportunity for students to 'rise up' and fly into their future lives. Leading from the central swan motif are four paths. These are the different pathways open to young Aboriginal men and women as they leave the College. Surrounding the central swan and the pathways are three circles in the Aboriginal colours.

COLLEGE VISION

That Clontarf Aboriginal College:

- Assists its students to be confident and creative persons with a high degree of self-worth
- Promotes pride in and in-depth understanding of Aboriginal and Torres Strait Islander identity, culture and spirituality
- Develops a core curriculum particularly suited to the needs of its Aboriginal students
- Develops a culture of excellence in all areas of school life
- Be a pre-eminent Catholic Aboriginal College in Australia

LEARNING FOR LIFE

The motto for the College is 'Learning for life'. The footprints on the crest moving outwards along the tracks from the central swan image represent the future journeys of young Clontarf students. The footsteps indicate that the College is truly about 'Learning for Life'. The knowledge and skills gained at Clontarf will be those that will assist students during their life-long learning. In another sense, the paths leading from the College will always be there for the College to continue supporting young Aboriginal people as they take the steps along their life journey.

SCHOOL UNIFORM

The College has a simple and practical uniform. As part of the Boarding fees, all students receive a college polo shirt, College tracksuit jacket and College House shirt (for use on directed days). Students are required to bring their own plain black shorts, trackpants or trousers, as well as closed in shoes. The College logo is to be visible at all times (students may wear a hoody underneath their polo shirt). Denim/ripped shorts are not permitted.



For special occasions, students will wear the dress uniform, supplied by the College, including the College blazer, College tie, white dress shirt, belt, black pants and black dress shoes.

"I love being in boarding at Ngulla Mia because I love meeting new friends that have now become family. I love it because you get to meet new cultures and listen to their stories and learn new things"~

S, Year 12 student



NGULLA MIA BOARDING HOUSE

The Ngulla Mia Boarding House is a short walk from the school buildings. The Boarding House is called Ngulla Mia which means 'Our Home' in the Noongar language. The state-of-the-art Boarding House features 60 student bedrooms split across 6 blocks with bathroom, study and lounge areas in each block: a large communal dining hall, theatre and recreation spaces, commercial laundry and kitchen as well as office spaces. Each bedroom contains two single beds, drawers, cupboards and desk space for two students and pin-up boards. All rooms are fitted with air purifiers as well as reverse cycle air conditioners.



NGULLA MIA STUDENT CODE OF CONDUCT

The Ngulla Mia Code of Conduct has been developed by the students to express the kind of environment they would like to see and in live in at Ngulla Mia. There are four key areas within the Code of Conduct: Safe, Trusted, Belong and Respect:

For us to all feel **safe** it is important that we:

- Speak openly to a trusted adult or friend
- Keep our hands to our self and respect the personal space of others
- Listen to each other and talk about problems
- Call out inappropriate behaviour

For us to all feel **trusted** it is important that we:

- Tell the truth - be honest with self and others
- Do what we're asked to do
- Do what we say we will
- Own our mistakes

For us to all feel that we **belong** it is important that we:

- Are welcoming to new students – introduce ourselves, ask them to join in, show them around, see if they need help
- Listen to each other
- Include others in activities
- Check in with others
- Participate in cultural and community activities

For us to all feel **respected** it is important that we:

- Speak nicely to one another
- Keep our rooms and boarding house tidy
- Ask permission to go into other people's rooms or borrowing other people's things
- Dress appropriately for school and activities

"I love being a Boarder at Ngulla Mia because of the nice and beautiful staff and House parents. Another reason is because I get to meet new people and do fun and awesome activities"~

N, Year 10 student



NGULLA MIA BOARDING HOUSE HANDBOOK

STUDENT EXPECTATIONS

AEROSOL SPRAYS: Students are not permitted to have aerosol spray cans at the Ngulla Mia Boarding House. Roll-on deodorant is permitted. Aerosol cans will be confiscated.

ALCOHOL AND OTHER DRUGS: The College takes alcohol and other drug usage very seriously, including vaping. The College AOD policy is a multi-step process for students involved or found to be using alcohol or other drugs. Alcohol or other drug usage can result in suspension or even expulsion.

BULLYING: Bullying and fighting are not tolerated at the Ngulla Mia Boarding House. Please refer to the College policy.

DRESS STANDARDS: House Parents have the responsibility of ensuring that Boarders wear appropriate clothing at Ngulla Mia and on outings. If the clothing is considered inappropriate, the student will be asked to change. No hats are to be worn when seated in the dining area. Appropriate dress standards include the following:

- Shoes in all common areas
- Clothing with appropriate logos
- Skirts or dresses to an appropriate length (approaching the knee)
- Sheer fabrics with appropriate undergarments
- School uniform on school days

Inappropriate dress standards include the following:

- Clothing with inappropriate logos, including alcohol and tobacco advertising
- Gym wear such as lycra pants in common areas
- Gaping armholes or necklines, low-cut, backless or halter neck dresses/tops
- Midriff or spaghetti strap tops
- Mini skirts
- Extremely tight clothing

MOBILE PHONES: Students are permitted to have a mobile phone. It is a great way for families to communicate with students:

- Years 7-10 students must hand their mobile phones and electronic devices in at 8:30pm each school night (Sunday to Thursday).
- Mobile phones are handed back to students at afternoon teatime (3.30pm) Monday to Friday.

- Students are not permitted to take their mobile to school as per the College 'Reconnect' policy

PERSONAL DEVICES: Students are not permitted to bring their gaming consoles. There are a number of Playstations, Xboxes, Laptops and Nintendo Switches available for student use.

REPORTING SYSTEM: The online REACH system is used. This system records student behaviour, pastoral medical and other general information.

RESPECT FOR PROPERTY: Students are encouraged to take pride and respect the property at the Ngulla Mia Boarding House, which is their home away from home. Any damage or vandalism by students will result in the family being issued an invoice and being responsible to meet the cost of repair.

SMOKING: The entire Clontarf Aboriginal College campus is a non-smoking campus for all persons, including students, staff, and visitors- this includes the entire Ngulla Mia Boarding House. Please refer to the College Alcohol and Other Drugs policy.

STUDENT ROOMS: It is expected that students take pride in their room and keep it clean and tidy. Beds are to be made and clothes put away prior to leaving for school or any activities. Room checks are conducted by staff each morning prior to the student's leaving the Boarding House.

THEFT: The College cannot take responsibility for the loss or theft of money or valuables that are not locked away or clearly labelled. Students are provided with a safe in their bedroom cupboards. Students are strongly encouraged to ensure that their property is labelled or engraved before arrival at the Boarding House. Any boarder who does not respect others' personal belongings may jeopardise their place at Ngulla Mia.

TRANSPORT: Year 11 and 12 students may take public transport, ridesharing services (uber, lyft etc.) and taxis on leave. An approved guardian must pick up year 7-10 students from boarding. Year 12 students holding a current Western Australian driver's licence may drive personal vehicles with the College's approval. Boarding students who have a personal vehicle are required to leave their keys with Boarding Leadership.



NGULLA MIA BOARDING HOUSE HANDBOOK

DAILY ROUTINES

3.05pm: School finishes, students return to Ngulla Mia.
Students sign-in on the touchpads.

3.05-3.30pm: Students get changed, tidy rooms, ensure
laundry is ready to be handed in

3.30pm: Afternoon Tea and Phones handed back for Year
7-10s

3.30pm onwards: On-site activities, Community sports,
Chill time

5:30pm: Girl's Dinner/ 6:00pm: Boy's Dinner

6-7pm: Girls to use courts and gym or activities on-site

7-8pm: Boys to use courts and gym or activities on-site

8pm: Girl's supper and meeting

8.30pm: Boys supper and meeting

8.30pm: Year 7-10s hand phones in

8.45pm: Preparation for bed (Brush teeth/toilet/drink)
and all Year 7-10 students in their rooms and settled for
the night.

9:00pm: Lights out for Year 7-10s

9.15/9.30pm: Lights out for Year 11-12s

MEALS AND CATERING

Catering at Ngulla Mia is outsourced to Cater Care and
overseen by the Boarding Leadership team.



A variety of nutritious and balanced meals are served at the
Boarding House, being rotated over a 4-week period. The
menu is approved by a dietician to provide the necessary
intake of nutrients for school-aged students.

Specific dietary requirements should be included in the
application forms. Students with allergies will also need to
highlight these on their medical forms. Fresh fruit is
available upon request.

The normal mealtimes are highlighted in the daily
routines, and it is highly advised that students attend
dinner time for not only the necessary nutrition but also
for socialisation and daily announcements.

WHAT TO BRING TO NGULLA MIA

Essential Items:

- Plain black shorts for school x 2
- Plain black trackpants or trousers for school x2
- Underwear
- Socks
- Bath towel
- Casual clothing
- Sleepwear
- Swimwear
- Sneakers
- Thongs or Sandals
- Hat
- Non-aerosol deodorant
- Shampoo and conditioner
- Toothbrush and toothpaste Hairbrush
- Feminine Hygiene products (for female students)

Other Items:

- Photos of family (for the bedroom pin up board)
- Mobile phone and phone charger
- Football boots
- Beach towel
- Water Bottle

Bedding Items are provided for all students, including pillow, pillow slip, doona cover, doona, sheets and mattress protector. Students may like to bring their own, though there is no need.



LEAVE AND WEEKEND LEAVE GUIDELINES

In our shared role of caring for your children, the health, safety and wellbeing is of the highest priority. The College believes that this will be best achieved by ensuring that the student's environment is one that fosters this goal. To achieve this, we ask that you please adhere to the following conditions regarding weekend leave.

Weekday and weekday overnight leave is only permitted in very special circumstances with the approval of the Boarding Leadership Team, otherwise only weekend leave may be approved.

Conditions of weekend leave:

- Weekend leave forms are to be filled out correctly, online on REACH with all information regarding the student's destination supplied by the Wednesday prior to the leave period. Parents can also enter the leave requests into the REACH system. Students must make contact with the host, prior to requesting the weekend leave to ensure the leave is possible.
- Students are to return to the Boarding House by **5:00 p.m. on Sunday** or their pre-arranged time. Staff will begin to contact the boarders/hosts/families after this time to ascertain their whereabouts and/or new arrival time. **Repeated lateness may see future leave requests denied.**
- Family members **MUST** advise staff when signing out students, before leaving the Boarding House.
- **Only students in Years 11 and 12 are permitted to use public transport to depart for leave. (If this is ridesharing, family and Boarding Leadership approval must be obtained prior as well as communication upon departure/arrival and the tracking link sent to the Boarding Leader on duty).**
- If the details of the student's whereabouts or guardianship changes during the course of the weekend, the Boarding staff must be notified.

General reminders for families and hosts:

- Students are to return to the Boarding House having sufficient sleep and rest for the week ahead.
- Taking drugs, smoking cigarettes, vaping or drinking alcohol will not be tolerated. Under Section 122A of the Liquor Legislation Amendment Act 2015 (WA), it is illegal to supply alcohol to people aged under 18 years.
- Students under the age of 16 years should not be on public transport after 6.00 p.m. unsupervised.
- Students are not to be around the city area after 5.00 p.m. without supervision
- Students that are playing organised sport, during the weekend need to ensure they can keep their commitment to their team.
- **All hosts must be over the age of 21 and aware of the College Code of Conduct.**
- If the child you are hosting begins to feel unwell you are encouraged to please administer a RAT. If the test returns positive to Covid 19 and the boarder is able to reside with you until symptoms have passed this would be preferred but if this is not possible please contact the boarding staff prior to returning so steps can be taken to minimise the risk of exposure to the other boarders.

When a student goes out on weekend leave, the person looking after the student takes over the duty of care for the student; however, the College still has a responsibility to monitor the environment in the absence of the student's parents or guardian. We encourage families to inform us of any issues or concerns that may arise during their leave period. We trust our students can go out and enjoy the time with their families but also keep to the conditions that have been outlined. Unfortunately, if these conditions are breached, then the privilege of weekend leave may be taken away from the student.

"I love Ngulla Ngulla Mia because- it is a home away from home. Everyone from the staff, the kitchen staff, my peers and even the cleaners feel like family. The first time I arrived I was extremely nervous and thanks to everyone I have settled in so well"~

N, Year 11 student



CAMPUS MINISTRY

As a Catholic Aboriginal College, faith, culture and spirituality are present in all that we do. The Sacraments are a special way that we can live out, and deepen, our Catholic faith. Excitingly, together with Aboriginal Catholic Ministry the College is able to offer our students the opportunity to participate in a culturally informed Catholic Sacramental program for the Sacraments of: Baptism, Reconciliation, Holy Communion and Confirmation.

Together with Aboriginal Catholic Ministry the College celebrates Sunday Mass on the third Sunday of every month during school Term. It is an expectation that all Boarding students attend this Mass. Whilst students from all different/no religions are all welcomed at Ngulla Mia, as a Catholic Boarding House respect from the students of this is required. Attending Mass is a wonderful opportunity for the students to connect and strengthen their faith and spirituality as a community. Students are able to attend weekly Mass at the local Queen of Apostles Parish, Riverton. Prayer is also a regular and important part of life at Ngulla Mia Boarding House with grace before meals and bedtime.

COMMUNITY SPORT



Community sport is a great way for the students to participate in sporting activities but also build connections and friendships with students outside the College. Transport for community sport is the responsibility of the individual clubs, with a responsible adult

required to transport students to and from training and games. As per weekend leave guidelines, the adult transporting the students must be over 21 and must present their Working with Children card. Students are to sign in and out for Community Sport. If students are off-site during mealtimes, it is their responsibility to note down that they require a meal upon their return.

“The kids and staff are welcoming, and kind and they make you feel like you belong. There is lots of sport and all the food is amazing”~

Z, Year 9 student

LAUNDRY

All students are provided a laundry bag to put their dirty laundry into. Laundry service takes place two-three times per week. The service is completed by staff on site and there is no cost for this. Some students like to do their own laundry and drying, this is encouraged as a good learning experience.

MEDICAL MATTERS

As part of the enrolment process it is important that families provide correct and up to date Medicare and Healthcare Card information. The College has a Nurse on staff and there is also a visiting GP, whom the students can see. If the Nurse or GP are not available or if other specialist treatment is required, students are supported to access appointments offsite. Students are supported to access required medication through the Pharmaceutical Benefit Scheme (PBS), though families are required to meet the costs for any medication that is not on the PBS.

TRAVEL

For students in receipt of the Abstudy Living away from home allowance, travel is booked through Abstudy and the CTM company. The College provides travel request information to Abstudy who finalise the bookings. 7-10 days are required for changes and adjustments to bookings. Families are strongly encouraged to communicate early when delays/changes occur to ensure that penalties through Abstudy are not received. In the case of a funeral or cultural time, notices on community letterhead may be required for Abstudy to process the travel and meet the cost of this. In the event that families organise private travel for their children, consultation with the Boarding Leadership team must take place prior to the booking being made. If travel is booked outside of staff hours, the family will be responsible for transport to and from the departure/arrival point.

VISITORS

Family members are encouraged to visit their children whilst the children are at Ngulla Mia Boarding House. It is important that during the enrolment process families advise if there are individuals who are not permitted to visit the children. Visiting can be organised by contacting the Boarding Leadership Team in advance. It is encouraged for visits to be outside of school time (after 3 pm weekdays) or on weekend



NGULLA MIA BOARDING HOUSE HANDBOOK

CONTACT US



Ngulla Mia Boarding House is located on the Clontarf Campus
at: 295 Manning Road, Waterford, W.A.

Mail to Boarding students:

(Boarder's Name)

Clontarf Aboriginal College

Ngulla Mia Boarding House

Locked Bag 5

Bentley Delivery Centre WA 6983

Ngulla Mia Main Office: (08) 92510670 or (08) 92510671

School Reception: (08) 92510666

Ngulla Mia Email: boarding@clontarf.wa.edu.au

School Email: Clontarf.Admin@cewa.edu.au

College Website: www.clontarf.wa.edu.au

Keep in contact and up to date by Facebook:



Clontarf Ngulla Mia Boarding



Clontarf Aboriginal College,
Waterford, W.A.