



# St Mary's College Toowoomba

*Forming young men of faith, integrity, action and excellence*

16 February, 2017

Dear Parents/Carers and Year 12 students,

The Year 12 Retreat will be held at 'Alexandra Park Conference Centre', Alexandra Headlands on the following dates:

**Wednesday, 11 October to Friday, 13 October.**

This letter outlines a few points required to ensure a great 2017 Year 12 Retreat.

- 1. Information Evening** - To ensure this is a memorable experience for your son we ask that parents of all boys (no students) attend a compulsory Information Evening on Wednesday, 03 May from 6.00-7.00pm at the T.P. O'Brien Hall, where all details relating to the retreat will be explained. It is most important that all parents attend this information evening.
- 2. Behaviour Expectations** - Having a large number of students in our charge overnight is a great responsibility. Our duty of care requires us to be mindful of every boys' safety during the retreat. Further, appropriate behaviour will be the expectation. Normal school rules and consequences to inappropriate behaviour apply.
- 3. Medication** - To help with the organisation, we suggest the following in regard to medication. **All medication** from students will be collected upon arrival at the retreat. All medication collected **must have** a prescription sticker attached. Parents will need to ensure the medical form clearly states the type of medication that is being handed in and what quantity is being held in trust for each boy. Medication will be freely available to students when required. However, legally we must record the time and amount taken. Medication includes any type of paracetamol (named or home brand), any antibiotics, antihistamines, flu tablets, and over the counter medications. Kindly encourage your son to bring only the amount of medication needed for two days. Medical forms and further information will be distributed during Term 2 and 3.
- 4. Details** - Students are asked to meet at the College by 7.30am on the morning of departure. A retreat supper will be held at the College from 5.00pm on Friday, 13 October for families of students attending the retreat. All parents/carers are expected to attend. Although the Year 12 retreat is not compulsory, we highly encourage all boys to attend. Those who would like not to participate will be required to attend school as usual.
- 5. Finance/Payment** - All boys wishing to attend the retreat must complete the attached form and return it to the College by Thursday, 23 March. The deposit of \$150 is due by Friday, 05 May, so that accommodation can be finalised. The cost of the retreat is \$290.00 and includes all accommodation, meals, transport and activities. The balance of \$140 will need to be paid to the College by Friday 6 October. Other payment plans can be negotiated by contacting Mrs Anne Sleeman at the College office (4631 7333) or email to [sleemana@stmaryscollege.com](mailto:sleemana@stmaryscollege.com). Normal school rules apply for the duration of the Retreat.

Please return the attached Permission Slip noting your attendance at the Information Evening and understanding of payment.

Thank you for your cooperation. We look forward to a wonderful Year 12 Retreat with your sons.

Yours sincerely,

Mr Paul Grealy

Acting Assistant Principal - Identity

Mr Michael Newman

Principal

**REPLY SLIP YEAR 12 RETREAT**

**To be returned to Mr P Grealy via College office by Thursday, 23 March, 2017**

My son .....of Mentor .....  
will be attending the Year 12 Retreat. I understand the cost of the retreat is \$290 and a deposit of \$150 is required to be paid to the College by Friday 5 May, with the balance of \$140 due by Friday 6 October. Other payment plans can be negotiated by contacting Mrs Anne Sleeman at the College office (4631 7333) or email to [sleemana@stmaryscollege.com](mailto:sleemana@stmaryscollege.com).

I will be attending the Year 12 Retreat Information Evening to be held on Wednesday 3 May from 6.00-7.00pm in the T.P. O'Brien Hall.

Parent/Carer Signature: .....