Our Purpose

We are creating a world where the young never stop believing anything is possible.

Our Anglican Values

- Compassion and kindness
- Justice and forgiveness
- Dignity and respect
- Service and inclusivity
- Courage and hope

Our Community Values

- Trailblazing spirit
- Empowering young people and the advancement of women
- Advocate for a world of diversity and equity

Our Organisational Values

- Every young person needs a champion
- Family and community
- Continuous learning and personal development
- Listening and collaborating

Defence Handbook

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Cover Image: Isabella Collins (Year 4) and Ellie Bird (Year 6) at the 2019 HMAS Perth Commemoration - February 2019
Photo courtesy of the Australian War Memorial
CGGS Defence School Mentor

CGGS has an extensive Defence community across the Early Learning Centre (ELC) and our Junior and Senior School campuses. The Defence School Mentor (DSM) supports these families, particularly when students are new to or leaving the school, as well as during times of parental absence. The DSM position is funded by the Defence Community Organisation.

The DSM works in partnership with teaching staff to monitor the social, emotional and academic wellbeing of Defence students, and provides a range of programs and services to support the changing needs of students and families. These include:

- welcoming students and their families to our School,
- helping new students to integrate more quickly through connection with other Defence children who understand the challenges of service life,
- supporting students during parental absences due to deployment, exercises or courses,
- providing information to families about the programs and services for Defence families provided by CGGS and the Defence Community Organisation (DSO), including education and deployment assistance to support Defence children, and
- regular communication with families including articles about Defence student activities in our various School publications.
Junior School Support

— social activities and craft for Junior school Defence students,
— participation in the Junior School’s ANZAC Day and Remembrance Day ceremonies, and
— representational opportunities at combined schools events and at external ceremonies at the Australian War Memorial

Senior School Support

Games Club

Social activities for Senior School Defence students including regular morning teas, and lunchtime activities,

Excursions

Excursions for Senior School students that encourage leadership, initiative, and team work. These combined schools’ excursions include:

— Birrigai Outdoor School (Years 7-8 Defence students)

“I liked going to Birrigai with other schools and I also got to know people I didn’t know that well”
— CGGS Year 8 Defence student

— Australian War Memorial and Australian Institute of Sport activity days (Year 9-10 Defence students), and
— participation in the ‘Swing Into Life Program’ (Years 6-10) - an obstacle course helping to model an active and healthy lifestyle

Ceremonies

— opportunities to represent the School at external ceremonies at the Australian War Memorial and at other combined schools events, and
— participation in the School’s ANZAC Day and Remembrance Day ceremonies

Defence-Related Career Opportunities

The Senior School Careers Advisor provides assistance and information to students about options in further education, career pathways and career decision making. Career counselling is offered to all students from Years 7 to 12. The Careers Advisor coordinates the following Defence-related activities:

— The Defence Gap Year Program
— Australian Defence Force work experience program
— Air Force Flight Camp (Amberley, Queensland)
— Defence Career Information Sessions, and
— Australian Defence Force Academy

Cadets

The DSM can provide students with information about Australian Air Force and Australian Navy Cadets programs.
1. Tatyana Ludwig (Year 10) introducing her mother Colonel Natasha Ludwig as a guest speaker at the 2019 ANZAC Day Service

2. Year 11 students, Lauren and Breeanna playing Giant Jenga and Emily, Olivia and friends going for gold at table tennis

3. Sisters and Air Force Cadets: Ella (in uniform) and Georgia Lister (pictured on her right) at the 2019 ANZAC Day service

4. Some of our Junior School Defence Kids Club artists
Pastoral care at CGGS focuses on the whole person and seeks to build a sense of belonging and identity. Personal relationships and an emphasis on both mental and physical health are the cornerstones of our program, which is adapted to suit the developmental needs of students across our two campuses.

ELC and the Junior School

The Junior School places a strong emphasis on pastoral care and the development of civically and ethically aware global citizens who have a sense of social justice and environmental concern. While much of this development is built into the classroom curriculum and explored through Units of Inquiry, other opportunities and experiences are provided over the course of the year to enhance this development.

Pastoral care is interwoven into the very fabric of the Junior School and is seen as a collaborative partnership between students, parents and staff. Together, we strive to create a community in which students feel a strong sense of belonging. Our aim is to provide a place where students feel:

- safe,
- valued,
- heard, and
- connected.

These elements provide an essential platform for the individual growth and success of each student. All members of the community are required to honour and support our commitment to well-being and we provide consistent communication with, and education for, parents and carers. Transition from one part of the School to the next and entry for new students is a component of this support.

The CGGS Way is also a fundamental element of our pastoral care program that has been successfully embedded in our Junior school from the Early Learning Centre right through to Year 6. The CGGS Way was created by our school for our school and is a positive behavioural approach centred around the following values:

- Be Respectful,
- Be Safe, and
- Be Responsible.

The adoption of the CGGS Way provides a common language and consistent approach to managing behaviour right across the Junior School.

Photo opposite: Private Ernest Harvey helps Clementine Spiller (Prep) to learn about our ANZAC history
Senior School

The pastoral care program in the Senior School is slightly different and is based in a House System where everyone works together to create and maintain a caring and disciplined environment. Within this environment, students are able to develop self-esteem and confidence, and grow to their best potential as individuals. A sense of community is fostered within each House and then through the those Houses across the broader school community.

Operating within each House is a system of Tutor Groups which are managed in a few different ways. Year 7 Tutor Groups are year group based, while Years 8, 9 and 10 are vertical in their grouping. Year 11 and 12 Tutor Groups then return to single year level management.

Activities held in Tutor Groups include House meetings, House Chapel, peer mentoring, goal setting conversations, physical activities, charity work and special celebrations. For one lesson each fortnight, students are also placed in their year level group and work on a sequential personal development program.

This system is based on current research and is at the forefront of addressing age appropriate issues.

The themes addressed in Tutor Groups for each year level are as follows:

- Year 7: Respect
- Year 8: Empowerment
- Year 9: Body Esteem
- Year 10: Social Conscience
- Year 11: Leadership
- Year 12: Global Citizenship
1st/15th Royal New South Wales Lancers Catafalque Party, Piper Officer Cadet Catherine Barnsley (Grammarian, Class of 2016), Trumpeter Emma McMaster, Defence girls and senior school leaders after our 2019 ANZAC Day Service on the Senior Campus
Defence Community Organisation (DCO) offers a range of programs, events, services and resources to help Australian Defence Force families including:

Defence Family Helpline

**Phone:** 1800 624 608
**Email:** defencefamilyhelpline@defence.gov.au

Defence Canberra Monthly E-news

Provides information about DCO programs and services, Defence groups and upcoming events in Canberra and its surrounds, including:

- events
- northside and southside Coffee Clubs
- regular dinners for ADF spouses and partners
- community groups and centres, and
- regional information

To subscribe, email dco.canberra@defence.gov.au

Defence Family Matters Magazine

Free tri-annual lifestyle magazine for ADF families.

To subscribe, email defencefamilymatters@defence.gov.au
Education Assistance

Tutoring

Education assistance aims to minimise the impact of mobility on a child’s academic performance. The Department of Defence may reimburse fees for tutoring required to fill any gaps in understanding or curriculum caused by changing schools due to a Defence posting.

Boarding school allowance

You may choose for your child to reside in our Boarding House, so they do not have to relocate with you and disrupt their education. In this instance, where the child is in the critical years of schooling (Years 9–12), you may be able to access financial assistance for compulsory tuition fees and accommodation costs.

Tertiary accommodation

If your dependant is studying at a tertiary institution and their chosen course is not available in the new posting location, or they are at a critical juncture in their academic program, financial assistance may be available at or near the tertiary institution.

Special needs support

Practical assistance is available for special needs students. This may includes assessment, therapy, tuition and additional support where students had received these services in their old location and are not able to access them at their new posting.

Reimbursement of a lost scholarship

If your child has to resind an education scholarship or bursary due to changing schools, Defence may pay the educational costs of that child to the value of the scholarship.

Reunion travel

If your child is studying at a location distant from your posting, you may access funds towards the child’s travel expenses to come to your location for a reunion. The child must already be receiving education assistance.

For more information, please contact the Defence Family Helpline on 1800 624 608 or email defencefamilyhelpline@defence.gov.au
Defence Community Organisation
Programs for Children and Families

SMART Programs

The SMART programs help Defence families build on their strengths, learn techniques to cope with stressful situations and become more resilient, positive and self-reliant.

- The FamilySMART program is a small series of small group sessions for partners of ADF members which are delivered by local Defence Social Workers
- The TeenSMART program is a series of workshops designed to help Defence teenagers manage issues arising from deployment and relocation
- The KidSMART program for primary school aged children is a 4 week program, covered over 1–1½ hours per week in DSM funded schools

To sign up for any of the SMART sessions in the ACT or to find out more information, contact the all-hours Defence Family Helpline on defencemail@defence.gob.au or call 1800 624 608.

Partner employment and education

Partners of ADF members can access funding for education and employment services to enhance their career options and to help them secure employment when posted with their partner.


Deployment

Support for families during deployment include: situations and become more resilient, positive and self-reliant.

- DCO Deployment Support Booklet
- Teddy bears in the uniform of each Service
- Children’s books discussing parental absence

For more information on any of the above listed programs, services or resources or for any other query, contact the Defence Family Helpline on 1800 624 608 or defencefamilyhelpline@defence.gov.au
DCO resources related to the topics below are available for download through the DCO website, www.defence.gov.au/DCO

- Deployment Support Booklet
- Member and Family Care Plan
- ADF Member and Family Transition Guide
- Childcare Support
- Connecting Defence families with the local community
- Defence Community Organisation
- Defence Family Helpline
- Defence School Mentors
- Dependants with Special Needs
- Defence School Mentors
- Dependants with Special Needs
- Education Assistance
- Family SMART
- Employment assistance
- Support during deployment and time apart
- Support for relocating Defence families
- Support for Reservists and their families
- Parenting resources
- Returning home from deployment when you're a mum
- Single parenting while your partner is deployed
Key Contacts

Defence

Defence Community Organisation

Defence Family Helpline: 1800 624 608
Email: defencefamilyhelpline@defence.gov.au
www.defence.gov.au/DCO

DCO Canberra

To subscribe to the Defence Community Organisation ACT monthly newsletter about ACT events, social groups and other information relevant to Defence families, send an opt-in email to dco.canberra@defence.gov.au

Canberra Girls Grammar School

Pastoral Care Team

Director of Pastoral Care
Phone: (02) 6202 6488

Heads of Houses

Burgmann
Phone: (02) 6202 6462

Deakin
Phone: (02) 6202 6438

Glebe
Phone: (02) 6202 6482

Kilburn
Phone: (02) 6202 6460

Robertson
Phone: (02) 6202 6437

Waverley
Phone: (02) 6202 6463

Head of the Boarding House

Tina Twigg
Phone: (02) 6202 6470

Counsellors

Dr Abigail Fargher and Mrs Rachel Davidson

Senior School students may make an appointment at Student Area.

To speak with a counsellor, please call (02) 6202 6409.

Defence School Mentor

Cate Harvey
Email: cate.harvey@cggs.act.edu.au

Provides programs, services and resources for CGGS Defence students and families.

Admissions Office

Phone: (02) 6202 6420
Email: admissions@cggs.act.edu.au

Please contact our Admissions Office at the earliest opportunity if your child will be leaving the school due to a posting or other transfer. We ask that you please provide a term’s notice in writing. If you anticipate returning to CGGS, your child will be placed on a priority wait list.
CGGS values our partnership with the Defence Community Organisation to support Australian Defence Force members and their families.