

Dear Parents/Guardians

The first day at a new school can be both a scary and exciting time and we will do all we can to make it as enjoyable as possible. Here is some important information which will help you and your child prepare for the big day.

For Prep- Year 12 school commences at 8.30am and finishes at 3.05pm for Prep- Year 6 and 3.10pm for Year 7-12.

On the first day *Primary and Year 7 students* can go directly to their classrooms. You will already have received details of which class you child is in via email as well as a map to show you where the classroom is. Simply head to the classroom and help your child settle in. You are also welcome to come to the Front Office and will be shown to the classroom should you prefer. You will be able to come in and drop off stationery and meet the teacher between 1.30pm and 3pm on Friday 24 January 2025.

Secondary students (Year 8-12) should go to College Square at 8am. They will be met by the Year Level Co-ordinator, given their timetable and will be introduced to students in their class who will help them settle in.

Booklists

PDF's of each year's booklist can be found on www.muellerconnect.com under the "Community" tab in Handbooks and Documents.

Go to www.impactsschoolsupplies.com.au and click **Parents Order Here**.

1. Enter the code: **MUCO6654** (MUCO six, six, five, four) and click **login**.
2. Enter your email address, your child's first and last name, and year level, then click **next**.
3. View your child's booklist and order the required items.
4. Review your order, check delivery details (no PO boxes) and total amount.
5. Proceed to the secure payment page to enter your credit card details and complete your order.

Uniforms

New school uniforms may be purchased from School Locker, 4-6 Burke Crescent, North Lakes.

The Mueller Shop is open for second hand uniforms from 7.45am-12 noon on Tuesday and Thursday mornings and 2pm-3.3pm on Tuesdays during term time. It will also be open on the following days during the school holidays:

End of 2024:

Wed 4 December 7.45am to 4pm

Fri 6 December 7.45am to 4pm

Sat 7 December 8am to 4pm

Start of 2025:

Fri 17 January 7.45am to 4pm

Sat 18 January 8am to 1pm

Tues 21 January 7.45am to 4pm

Thurs 23 January 7.45am to 1pm

Fri 24 January 12pm – 4pm

Sat 25 January 8am to 1pm

On the first day of school, 28 January, it will be open from 7.30am-4pm.

Parent Portal

New

parents will receive their login details in the second week of January 2025. The Parent Portal is used for giving approval for camps and excursions, making payments, the distribution of school reports and communication to teachers etc.

Medical Information

You will be required to complete medical information for your child online once you have received access to Parent Portal. This will need to be completed by the first day of term. If you prefer, you can download and print a copy of the medical form from Handbooks and Documents on www.muellerconnect.com and returned it to the College on the first day of term.

We have some really important and helpful information and Handbooks on our communication website www.muellerconnect.com. Some of these include:

Student Orientation Booklet

This booklet has helpful information on daily life at Mueller College and has a particular useful section on where to go for help in a number of different situations.

Parent Handbook

This handbook contains information on all aspects of Mueller College including the Vision and Mission, Administration and Communication, the Curriculum, Uniforms and Policies and Procedures.

Prep Handbook

The Prep handbook will help answer many of the questions you may have regarding the Preppie's time at school.

Primary Sports Handbook

Gives valuable information on the Primary Sports program.

Mueller Arts Handbook

This handbook provides you with information on the many and varied extra-curricular activities that are available at the College.

Transport Options

This gives you information on the public bus service available, as well as cycling and also student driving and parking.

Outside School Hours Care

OSH Care is available for all Mueller College students.

Flexischools

A simple and easy way to order and pay for tuckshop. Visit the Flexischools website to register.

Tuckshop Menu

The tuckshop has a delicious range of healthy and tasty meals and snacks.

We welcome you into the Mueller Community and look forward to walking the path of educating your child together with you.

Kind regards



Paul Valse

Head of College