



WESTERN AUSTRALIAN
COLLEGE *of* AGRICULTURE
Cunderdin

Residential Information Booklet 2025



INTRODUCTION FROM RESIDENTIAL MANAGER

Ms Kristine Van

I would like to welcome students and their families to our residential community at WA College of Agriculture - Cunderdin.

Boarding is an integral part of our college operation, as most of our Year 11 and 12 student cohort reside on campus. You will make new friends and professional associations as well as memories that will last a lifetime.

We welcome students from all over WA and hope that the diversity of backgrounds and hometowns will enrich your boarding experience and instill a sense of respect, consideration, and co-operation.

This booklet will provide useful information for students and parents about boarding at the College. Please take the time to familiarise yourselves with the information to help make the most of your time in residence.

The College has five dormitories: Linto, How, Weller, Morton, and Moyle. Linto and Morton dorms are assigned to Year 11 and 12 girls while the remaining boarding houses are split between Year 11 and Year 12 boys. Rooms are either single or twin share.

We have experienced residential staff employed on a roster basis, including an active night shift to provide a safe and caring environment for students outside school hours. All residential staff have obtained their Certificate IV in Community Services (Residential Care) and have current certifications in First Aid and CPR, Youth Mental Health, Anaphylaxis, Diabetes, and allergens.

Our kitchen staff are famous for the quality of the meals and home cooked snacks we serve here and wait until you see our Special Dinners!! Should your child require a specialist diet please don't hesitate to contact me as we have experience with a range of menus.

You can look forward to an array of sporting and recreational activities during your time at the College and I would encourage you to embrace these opportunities with a positive "give everything a go" attitude.

Communication is a vital part of boarding life, and I would urge students and parents to contact me with any issues or concerns you may have during the year. Email and mobile are best. The residential mobile is 24/7.

At induction and orientation all students will be taken through the boarding processes, behavior expectations and will be mentored by Student Councillors and Residential Supervisors so they are put at ease as quickly as possible.

I am in my 14th year of managing boarding schools from the Kimberley to the Wheatbelt and absolutely love my work. I am a strong believer in the great life lessons and opportunities that boarding can give young people including building resilience, independence, community minded values and friendships for life.

Kind Regards

Ms KV

Residential Manager



RESIDENTIAL OFFICE STAFF

Mrs K Whisson

RESIDENTIAL SUPERVISORS

Mrs Kasey Ashworth Mrs Phillipa Arthur Ms Amanda Wilson

Ms Megan Lawrie Mr Nigel Frear Mr Mark Barnier

Mr Jordan Lee Mr Danh Nyugen Mr Daniel Wayne

COMMUNICATION WITH THE COLLEGE AND IMPORTANT CONTACT INFORMATION

College Reception Opening hours 8.00am-4.00pm during school term	267 Baxter Road PO Box 132 Cunderdin WA 6407	Phone: 9635 2100 cunderdin.wacoa@education.wa.edu.au
On Call Senior Staff Mobile	Use for all emergencies after hours and weekends.	0436 606 857
Residential Mobile	On- duty residential staff. Use if leave changes or students are not returning from leave, also if you have concerns about your child at college after school hours.	0427 449 613
Residential Manager	Kristine Van	0438 971 346 Kristine.van@education.wa.edu.au
Principal (Acting)	Matthew Dowell	0419 928 926 Matthew.dowell@education.wa.edu.au
Associate Principal	Leanne Sjollema	Leanne.sjollema@education.wa.edu.au
Wellbeing Co-Ordinator	Kylie Squiers	Kylie.squiers@education.wa.edu.au
Manager Corporate Services	Yvonne Bopp	Yvonne.bopp@education.wa.edu.au
Website	www.cunderdinag.wa.edu.au	

STUDENT ENQUIRIES

The following table is enclosed for you to seek assistance on a variety of issues. It is not an exhaustive list.

SITUATION	PERSON LIKELY TO BE ABLE TO ASSIST
Weekend leave including transport to public transport connections	Residential Supervisor Residential Manager Residential Administration
Signing out of residential areas	Residential Supervisor
Damage /accident reports	Residential Supervisor
Recreational activities	Residential Supervisor
Sport	Residential Supervisor
Vehicle approval	Residential Manager
Horse Approvals	Miss Jemma Read
Uniforms	Residential Administration
Post	College Administration
Farm roster/weekend stock	Assistant Farm Manager
Subject / course information	Associate Principal
Career information	Associate Principal
Wellbeing concerns/ Psych appointment	Wellbeing Co-Ordinator
Doctor's appointment / health issues	Residential Administration
Grievances: harassment	Indicate to the person in the situation at the time, then line manager of section: usually Residential Manager or Associate Principal, then follow the lines of communication upwards to the Principal.
Grievances: assessment and results	Indicate to the instructor of the area, then to the Head of Department, teacher in charge or Farm Manager, then Associate Principal, then Principal, then DET or SCSA
Grievances: financial	Manager Corporate Services then Principal, then Regional Executive Director

Grievances: operational procedures	Appropriate HOD / Teacher in Charge / Farm Manager / Manager Corporate Services, Associate Principal then Principal, then Regional Executive Director
Late tea / meal held	Residential Manager or Residential Supervisor
Computer access assistance	IT Officer

Most college communication takes place via email so please make sure your email contact information is up to date and checked regularly. [Term Planners](#) are available on our website and are a great way to check what is going on in both school and boarding.

The College ‘Chatter’ emailed fortnightly with happenings and upcoming events at the College. The ‘Chatter’ is one of the main forms of communication between the College and families.

We also have fortnightly assemblies each Wednesday before lunch where all students are informed of what is happening across all areas of the College.



DAILY TIME GUIDELINE FOR STUDENTS

6.45 am	Students rise		
7.00 am	Everybody up. Medications given. Dorm duty completion.		
7.30 am	Breakfast (8.00am - 9.00am - Weekends)		
All students will leave for breakfast as a dorm group when told to do so by a staff member. After breakfast get organised for the day, brush teeth, gather books, water bottle etc.			
7.55 am	Depart for classes. Leave Phone in room. Ensure you have all requirements for class. Turn off all heaters / lights / fans/music.		
8.00 am	Period 1		
9.00 am	Period 2		
10.00 am	Recess		
10.20 am	Period 3		
11.20 am	Period 4		
12.20 pm	Lunch	Wednesdays and Fridays Only	
1.05 pm	Period 5	1.05 pm	Period 5
1.55 pm	Period 6	2.00 pm	Period 6
2.45 pm	Recess	3.00 pm	End of School Day
3.00 pm	Period 7	3.30 pm	Town Run (After school on Wednesday)
4.00 pm	End of school day		
5.45 pm	Dinner		
6.20 pm	Go to Laundry for uniform. Prepare for prep.		
6.30 pm	Prep in own dorm, study group or formal prep in library.		
7.30 pm	End of prep (8pm for formal prep)		
8.00 pm	Supper (9.00 pm Friday and Saturday)		
9.00 pm	Recreation Centre closes. All students return to their dormitories.		
9.30 pm	All Common Rooms close. Preparation for bed (no showers after this time)		
9.45 pm	Preparation for bed		
10.00 pm	Lights out - Sunday to Thursday		
WEEKEND evenings (Friday & Saturday)			
10.00 am	Saturdays - town run (neat casual clothing) Activities begin.		
10.20 pm	Recreation Centre closes. All students return to their dormitories.		
10.30 pm	Preparation for bed (no showers after this time)		
10.45 pm	Lights out		

After 10pm lights on for homework and reading at the discretion of supervisor.

UNIFORM, GENERAL CLOTHING & BOARDING ITEMS

Please ensure that your child is fully equipped as all students are expected to comply with the uniform guidelines for all areas of the College (Class, Trades and Farm).

Most uniform items may be purchased at the Cunderdin Co-op (ph: 9635 1304). Parents will be contacted by the Co-op to arrange an appointment time, usually in Term 4 of the year prior to enrolment. Items with the College colours or the logo are only available through the Co-op.

On Induction Day, students will be fitted for the College jacket, pants, polo shirt, shorts, blazer and beanie. The wide-brimmed hat and/or peak cap will be distributed by the College at Induction.

All clothing must be clearly and permanently marked with the student's name. Permanent pen or cloth name tapes are required. Stick on name tapes are not acceptable.

Names must be:

- a) On the collars of shirts, jumpers, T-shirts and similar
- b) On the waistbands of underpants, shorts, trousers and similar
- c) On the foot of all socks
- d) In one corner of pillow slips, sheets, towels and similar

Hat Policy

A College cap or wide-brimmed hat are compulsory for all outside work in Terms 1 and 4. A peaked College cap or College beanie may be worn in Terms 2 and 3. Cost for hats and beanies are itemised in the College [Fees and Charges](#) Booklet.

High Viz

The College Farm and Trades uniforms are a high visibility uniform to conform with Work Health and Safety requirements. These are available at the Cunderdin Co-op.

NOTE:

Students are expected to follow College Guidelines in respect to uniform and grooming to participate in college activities.



FULL SCHOOL UNIFORM ALL STUDENTS

COLLEGE UNIFORM (Purchased from the Co-op)	
Black College jumper	1
Black College tie	1
Black dress shorts	1
College white short sleeved shirt	3
Black dress trousers	1
Black belt	1
Black socks	5 pairs
All black leathers shoes (to be purchased privately)	1 pair
College blazer (ordered from the College on Induction Day)	1
<i>Formal black pants and shorts must be worn. No leggings, jeans or other.</i>	
FARM AND TRADES UNIFORM	
Navy work socks	3 pairs
Sturdy work boots (safety toe capped) purchase privately	1 pair
College high viz navy/yellow long sleeved work shirts (Cunderdin Co-op)	3
Navy work trousers (Cunderdin Co-op)	3
High viz navy/yellow work fleecy jumper (Cunderdin Co-op)	1
Black belt	1
College high viz navy/yellow weatherproof jacket (Cunderdin Co-op)	1
SPORTS UNIFORM	
Black socks	2 pairs
Black College sports shorts (available on Induction Day)	1 pair
Black College polo shirt (available on Induction Day)	1
Joggers or sports shoes	1 pair
College track suit (available on Induction Day)	1
College cap or wide-brimmed hat –Compulsory Term 2 and 3 (available on	1

SCHOOL SHIRT TO BE TUCKED IN AT ALL TIMES.

NO RIPS, GRAFFITI OR INAPPROPRIATE ADVERTISING OR MESSAGING ON CASUAL CLOTHES PLEASE

ANY DAMAGED OR OLD CLOTHING WILL NEED TO BE REPLACED AT PARENTS EXPENSE.

WHAT TO BRING TO BOARDING

GENERAL WEAR and DORMITORY REQUIREMENTS	
Underclothes	8 sets
Sleeping kit (pj's)	2
Black Shoe polish	1
Casual weekend clothing	3
Runners, slides as well as Black school shoes and work boots	
Bathers	1
Toilet bag with all personal items required	1
Comb or brush	1
Soap powder or liquid (front and top loader machine) and pegs	1
Sewing kit	1
Coat hangers	10
GENERAL ITEMS	
2 Laundry bags for underwear, socks etc. (An additional laundry mesh underwear bag is supplied by the College. Cost included in college fees)	
Towels (2 personal and 1 pool)	3
King Single sheets (Easy to put on and take off)	2 sets
Pillow and pillowcases	2
Blankets or doona	1
Cup, Bowl, cutlery (for room and Rec Hall use)	1 of each
Swag or tent - Single (for Northwest Tour)	1
A small bag for weekend leave	
Knick knacks and photos from home	
Journal, cards, music, drawing materials, musical instruments etc.	

Physical Education Students/Students Attending Carnivals and Country Week

Non-marking sports shoes
 Black college shorts
 Black college polo shirt
 Black socks
 College jacket
 Black trackpants
 College cap or wide-brimmed hat.

COLLEGE GUIDELINES

Please refer to the full College Guidelines for all policies and procedures that will govern your child in both school and boarding. **PLEASE TAKE THE TIME TO FAMILIARISE YOURSELF WITH IT.** They can be found [here](#).

BOARDING TIPS

Medication (Non-Prescription)

Parents will be required to sign permission (or email) for their child to receive non-prescription medications such as vitamins, Panadol, Nurofen, Ponstan, antihistamines etc. If any non-prescription medications are dispensed by staff, the dosage, type, date and time dispensed will be recorded and signed by staff. Students are not to store non-prescription medications in their dorms or carry them on their person. Students are to follow the 'prescription medication' process for the storage of non-prescription medications such as Nurofen, Panadol, antihistamines etc.

Medication (Prescription)

A Student Medication Form must be completed for any students who are on prescription medication. Student medication is to be handed to residential staff, where it will be recorded and stored in a locked medical cabinet. If a student requires medication, it will be dispensed by staff. The name, dosage, time and date will be recorded and signed for by the dispensing staff member. Students requiring medication during the day program will report to the residential office for medication. Medication scripts will be kept with the medical cabinet. When scripts need to be filled, they will be taken by administration staff to the pharmacy.

It is requested that families arrange payment directly with the Cunderdin Pharmacy over the phone 9635 1497 prior to us picking up the filled script.

Making your room comfortable and homely

It is important to make your room feel your own (even if sharing). Think about photos, nice linen, and other decorations. As we are an Asthma friendly school, please do not bring in electric oil burners and diffusers (unless reed ones) and no spray deodorant.

Leisure Activities

We encourage all students to make the most of the great variety of residential activities that are available to them during their stay with us. We encourage community sports such as football, netball, basketball, and hockey as well as fun adventures and visits to places of interest on the weekends. Please don't hesitate to contact the Residential Manager or staff to see if we can accommodate other sports or interests.

Leave (REACH)

All leave must be entered on REACH prior to the Wednesday before the weekend that leave is required. All parents will be taken through the process of entering leave on REACH at induction but here are a few important tips.

- Please ensure your child leaves after 3pm on Friday and is back by 7.30pm on a Sunday evening unless there are exceptional reasons for leaving early and returning after curfew.
- Appointments if required during the week can be entered but a courtesy call to the Residential Manager would be welcome to allow the staff to assist the student get ready and access transport if required.
- We take our Duty of Care very seriously and need to know who will be picking your child up and returning them if it is not you. Please provide the name of not only drivers but also who your child will be staying with for the weekend.
- We have regular transport to and from the College to Cunderdin train station on Fridays and Sundays to drop off and meet students on the Perth and Kalgoorlie lines.
- Any changes in return times must be phoned through to the Residential Mobile phone by the parent not the student.

All students to sign out and sign in to REACH using the iPads in the Recreation Centre Foyer each time they leave and return to the College.



