



Please refer to a separate chart to assist you in knowing who best to speak to about your inquiry.

Parents/Carers contacting RHAC Senior School staff members	
Through the student diary	To communicate with your child's class teacher about relatively minor matters, write a note in your child's diary.
By phone	Call reception between 9:00am and 4:00pm on 8824 5844
By email	<p>The suffix of all College email addresses is @rhac.nsw.edu.au</p> <p>The prefix is the first name/full stop/surname e.g., <a href="mailto:simon.jones@rhac.nsw.edu.au">simon.jones@rhac.nsw.edu.au</a></p> <p>Parents/carers should phone reception if they would like to confirm the email address of a particular staff member. Alternatively, they can send an email to <a href="mailto:info@rhac.nsw.edu.au">info@rhac.nsw.edu.au</a>. A member of the admin team will forward the email to an appropriate person to manage the inquiry.</p> <p>Please do not send sensitive or confidential information to <a href="mailto:info@rhac.nsw.edu.au">info@rhac.nsw.edu.au</a></p>

Heads of Department	
Each Head of Department is responsible for a team of teachers and advancing learning in their faculty. For example, the Head of English leads a team of English teachers, coordinates assessment tasks and seeks to ensure quality classroom practice. The Learning Support and Enrichment Department works with gifted students and caters to students with diagnosed needs and disabilities.	
English and Drama	Miss Jacqueline Doman
HSIE (eg History, Geography, Commerce)	Mrs Susannah Grice
Learning Support and Enrichment	Mrs Sophia Jones
Languages – Spanish and Japanese	Ms Rozanna Kardum
Mathematics	Mr Murray Blythe
Music	Mr David Russell
PDHPE	Mr Paul Kennedy
Science	Ms Yana Dennis-Smith
TAS (eg Food Technology, D&T)	Mr Sam Prasad
Student Pathways Advisor	Mrs Susannah Grice
Visual Arts	Mrs Sondrine Glendenning



## Year Advisors

Year Advisors are responsible for the individual and collective student wellbeing needs of their respective year groups.

Year 7	Mrs Georgia Migon
Year 8	Miss Tayler Whan
Year 9	Mr Fadi Sulaiman
Year 10	Mr Jason Davies
Year 11	Mr Raphael Lambert
Year 12	Mrs Edwina Patten

## Heads of Years

The two Heads of Years are responsible for leading the Year Advisor pastoral teams across their respective sections of the Senior School – Years 7-9 and Years 10-12. The focus of their roles is discipline and student wellbeing.

Head of Years 7-9	Mrs Emma Bourke
Head of Years 10-12	Mrs Anna Nolan

## Head of Curriculum

Mr Hadley Johnston is the Senior School's Head of Curriculum. He is the team leader of the Heads of Department. His work includes subject selection, HSC, NAPLAN, ensuring compliance with government (NESA) requirements and overseeing internal assessment tasks. Mr Johnston oversees careers and vocational education and training courses. He works with Heads of Department to help ensure a high standard of classroom teaching practice.

## Business Manager

Mr Duncan Stewart is the RHAC Business Manager. He leads a team who manage school finances, receives inquiries related to school fees. Mr Stewart leads a team who are responsible for the maintenance of RHAC facilities.

## Registrar

Mrs Elizabeth Harwood is the College Registrar. The role of the Registrar is to manage incoming and exiting student enrolments. Parents/carers should contact Mrs Harwood with inquiries related to a potential new enrolment or regarding intention to withdraw an existing enrolment.



## Head of Senior School (7 to 12) and Deputy Principal (Pre-K to Year 12)

Mrs Leisa Bromley is both the Head of Senior School and Deputy Principal. She is the team leader of the Head of Curriculum and the Heads of 7-9 and 10-12. The role of the Deputy Principal is to be the Acting Principal when the Principal is absent. Junior School parents/carers should not have any need to contact Mrs Bromley unless the Principal is on leave and a matter needs to be escalated to the Principal.

## Principal

Mr Brett Hartley is the College Principal. He works with the Senior Executive team to provide students with a quality education.

Mr Hartley's leadership work includes government compliance and working with the College community to advance his vision of being a united Christian learning community committed to taking opportunities, serving, and achieving.