



# TRINITY SCHOOL FOR SENIORS

2022

## Course Information

For Adults 60 Years and Older

**Term Two** 26 April -17 June

*Companionship Through Learning*

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# UNITING CHURCH IN THE CITY TRINITY SCHOOL FOR SENIORS STUDENT CHARTER



The Trinity School for Seniors (TSFS) is a mission outreach of the Uniting Church in the City (UCIC), committed to helping older adults to participate in lifelong learning and to foster and enhance friendship and companionship on this journey. The Trinity School for Seniors functions as an inclusive community facility, to provide education and a mutual support network which meets the physical, emotional, social, intellectual, pastoral and spiritual needs of Seniors in the wider Perth community.

The Uniting Church in the City's vision states:

***“On the way with Jesus, to touch and transform the people of Perth, to journey with the wider church, and to engage with our neighbours in the world.”***

The objects of the Trinity School for Seniors are to provide:

- ***Companionship:*** by conducting activities for students which enhance friendships and the sharing of mutual interests;
- ***Learning:*** through structured learning programmes for students which increase their skills and knowledge and their capacity to contribute meaningfully to community life;
- ***Well-Being:*** through the conduct of activities and structured learning programmes for students which assist them to remain physically and mentally healthy.

The Trinity School for Seniors School was started in 1979 at Trinity Church celebrating its 40<sup>th</sup> anniversary in 2019. TSFS currently provides in excess of 110 courses for 600+ students, over five days during a term, and over four terms per year.

## **PURPOSE**

The Student Charter reflects these inter-related visions and is an expression of values and intent. The purpose of the Student Charter is for students of TSFS to understand what it means to be a student at TSFS, and includes the expectations students and staff at TSFS have of each other and the schools role and how it fits into the operation of the UCIC.

## **EXPECTATIONS**

Students can expect the right to:

- Be treated fairly and ethically, with respect, dignity and tolerance;
- Have access to information about TSFS regulations, policies and procedures;
- To learn in a supportive and encouraging environment;
- Have their opinion represented through the Student Voice on all matters affecting students;
- Have opportunities to contribute to the organisational, social and cultural life of TSFS through the Student Voice body, together with opportunities to provide feedback for the improvement of TSFS;
- Representation on the TSFS Committee of Management through the due process for election to that body;
- A safe and healthy environment;
- To have any records concerning them dealt with in ways that are secure, with access restricted to designated persons of TSFS;
- To be given a copy of this charter when first enrolled;

Students have the responsibility to:

- Recognise the rights of others, including the rights of other students covered by this Charter, as well as the rights of staff, tutors and visitors;
- Uphold the reputation of the TSFS while engaged in TSFS activities;
- Respect the UCIC / TSFS property and the property of others;
- Not purport to speak or act on behalf of the TSFS, unless explicitly authorised to do so.

TSFS expects students to:

- Behave in a manner that demonstrates respect, dignity and tolerance towards staff of TSFS, tutors and fellow students;
- Adhere to TSFS rules, regulations, policies and procedures;
- Actively and positively participate in teaching and learning;
- Contribute to the organisational, social and cultural life of the TSFS;
- Regularly attend courses for which they have enrolled.

# ART & CRAFT

***Material lists can be collected from Reception or emailed to you upon request.***

## **Art**

### **Art (Caren)**

*Caren Williams*

Oil – Acrylic – Drawing – Watercolour

These classes cover the techniques required to create a picture using any of the above media. You may work on your own project with the assistance of an experienced tutor. *Materials list available.*

### **Art (Jeanne)**

*Jeanne McWhirter*

Watercolour – Oil – Acrylic

From the complete beginner to the more advanced students, this course will cater for all. Ongoing tips and techniques offered to help you advance your skills. *Materials list available.*

### **Art (Rod)**

*Rod Sinclair*

Oil – Acrylic – Watercolour

This course can offer you comprehensive art tuition at all levels of skill in most mainstream art media such as: oil painting, acrylic painting and watercolours. Covering basic fundamental, intermediate and advanced topics. *Materials list available.*

### **Art (Zoe)**

*Zoe Walton*

Oil – Acrylic – Watercolour

From the complete beginner to the more advanced students, this course will cater for all. Ongoing tips and techniques offered to help you advance your skills. *Materials list available.*

## **Block Printing for Beginners**

*Jim Larkins*

Come to these craft-based classes and learn how to compose a picture by printmaking blocks and various painting mediums. Come along and have some fun whilst learning some new creative artistic expressions. *Materials list available.*

## **Drawing**

Drawing is an indispensable tool for many other fields of creative pursuit. Learning to draw properly will give you a much better chance of achieving the artistic and creative goals you may have, giving you the ability to see and express more efficiently.

*Materials list available.*

### **Drawing Beginners**

*Christine Morton (MON & FRI)*

This drawing course will offer you a good basic beginning in drawing fundamentals and basics using pencil and fineliner. Turning everyday objects into an imaginative composition.

### **Drawing (Caren)**

*Caren Williams*

Explore the fundamentals of drawing, using line, shading and perspective to create form, depth and texture. This class is for beginners and ongoing students. All skill levels welcome.

### **Drawing (Ruth R)**

*Ruth Robartson*

This drawing course aims to give the student a firm basis from which they can move on to colour and paint. That basis consists of training the eye to see and the hand to use the pencil to replicate in a line, drawing the subject. All skill levels welcome.

### **Drawing Intermediate (Rod)**

This drawing course will offer you a progression on your drawing fundamentals.

## **Needlework Social Group**

*Faye Etherington*

Join a group who share and help each other with hand-sewing, patchwork, cross-stitch, knitting, crochet or any other needlework. Bring your own project along and your equipment. If you would like to learn to knit, bring 8ply wool and 4mm/No. 8 knitting needles. If you would like to learn to crochet, bring 8ply wool and a 4mm hook.

Note: This class is scheduled from 10am – 2.30pm on Wednesdays and Thursdays during term time. If you enrol for this class you are welcome to stay for the whole day, or come along for any length of time during the class that suits you. This is the only class where this option is available, allowing students to join in around their other classes if they wish.

## **Oil & Acrylic**

*Paul Innes*

Oil – Acrylic – Drawing

This course can offer you comprehensive art tuition at all levels of skill in most mainstream art medias such as: drawing, oil painting and acrylic painting. Covering basic fundamental, intermediate and advanced topics. *Materials list available.*

## **Origami – Paper Folding**

*George Ho*

Origami is the art of paper folding. Learn the techniques to transform a piece of paper into an interesting object, for example a flower, bird or fish. Origami improves hand-eye coordination and fine motor skills. Beginners welcome. *All materials will be provided.*

## **Paper Craftwork**

*Jim Larkins*

Come to this craft class and learn the art of creating and making your own paper craftworks – projects include paper sculptures and/or three-dimensional collages. Come along with your ideas, pick your project and we'll help you develop these ideas into your craftwork. Paper sculptures are created from unwanted books, magazines, envelopes and newspapers by binding them with glue and moulding into three dimensional interesting shapes. Three-dimensional collage projects use existing cardboard structures (boxes) designed and decorated to suit your creative instincts. *Materials list available.*

## **Painting (Paul)**

*Paul Innes*

Students develop their own painting projects with the help of the tutor as required to solve any technical, conceptual or compositional problems. Students will receive both individual and collective tuition. The course aims to give the students the confidence and skills to tackle any painting they are thinking of instead of being limited by a “I can't do that” attitude. *Materials list available.*

## **Porcelain Art**

*Ruth Robartson*

Learn how to decorate porcelain ware. Any design can be painted and porcelain pieces are fired for permanency. Some porcelain ware is available at discounted prices from the tutor. *Basic materials supplied.*



## **Soft Pastels**

*Sue McGowan (MON)/ Lyn Williamson (TUE)*

This course is suited to the student who has at some time in life completed a drawing course or some other art course and would like to try pastels. Learn or improve on all subjects - flora/fauna, figure drawing, landscapes and modern art/drawing and sketching as you go. It is a delightful art form which allows you to quickly produce a picture without waiting for paint to dry. All skill levels welcome in these classes – from beginners to advanced. *Materials list available*

## **Watercolour (Jeanne)**

*Jeanne McWhirter*

This course will cater for the complete beginner to the more advanced student, with ongoing tips and techniques to further your skills. *Materials list available.*

## **Watercolour, Pen and Wash (Tony)**

*Tony Turner (MON & WED)*

A loose approach to drawing and painting. Take on a variety of both simple and complex subjects using free use of pencil, inks and watercolour. *Materials list available.*

## **Woodcarving**

*Bob Brown*

### **Continued Class**

This course serves as a continuation for students who have previous experience and knowledge of woodcarving. Students will have a range of options for projects or may bring a project of their own choosing. There will be instruction in basic skills in the use of other small hand tools such as palm gouges and small files, rifflers and rasps. There will also be instruction in the preparation and use of sand paper and other abrasives. *All materials will be provided. Special blanks of wood may be purchased from the tutor at \$2 each.*

### **Beginners class**

This course will give beginners practical experience in carving small hand held items with a wood carving knife. The course is designed for beginners with no experience in woodcarving. An interest in trying something new is all you need. *All materials will be provided. Special blanks of wood may be purchased from the tutor at \$2 each.*

# FITNESS

## **Line Dancing**

*Sue Brett*

Come join us for a fun filled class of line dancing. Learn repeated sequencing of steps to fabulous music; good for everyday fitness. Wear suitable shoes or boots with smooth soles required (joggers or sandals not advisable). Some previous experience is helpful but not essential. Add an extra dose of joy and positivity to your day with a dance class.

## **Tai Chi**

*Ruth Newman*

In this class we focus on breathing as we enjoy the easy-to-follow movements. With practice, we can improve leg strength and balance. All students welcome to join with no experience necessary. Wear activity appropriate clothing and footwear.

## **Tap 'n Jazz 'n More!**

*Jan Hooker*

The basis for this class is to explore movement, co-ordination and rhythm. Basic tap dance steps and jazz ballet routines will feature as the major part of the classes, while exploration of other dance styles may be included from time to time. A reasonable level of fitness is a requirement. Comfortable clothing is best with lower legs in clear view. As steel taps are not permitted in the UCIC buildings, footwear will be leather or vinyl soles. Rubber soles are not recommended. The more flexible the ankle and foot, the easier will be the learning. The technique will be Soft Shoe Shuffle. Ideally, the class will be progressive so that skills taught and developed can be improved and maintained. There is also an element of 'fun' in all classes.

## **Yoga & Qi Gong**

*Andy Khong*

Combination of Yoga and Qi Gong (Chi Kung) which comprises pranayama (breath control), stretching, mudras (spiritual gestures/energy seals), bandhas (energy locking), sound intonation, meditation, self-massage, self-healing and chakra connection. Plus simple energizing, cleansing, and balancing movements to promote flow of energy to improve your life force and strength of will.

## **Yoga Intermediate**

*Gailene Wester*

Welcome to a class in Hatha Yoga, intermediate level. This class invites you to work with and be in your body, increase body awareness, using the breath to relax and lengthen tight muscles – never going into pain. Included will be warmups, lengthening movements leading to the simpler Yoga Asanas, breathing techniques, and occasional concentration, bandhas and full relaxation. Please wear comfortable clothing, bring along a yoga mat and yoga strap/tie each week and a covering for relaxation during the colder days.

# GENERAL

## **Balancing Conflict with Harmony**

*Rita Choy*

Conflict and differences are a part of life. Dealing with conflict can be confronting, stressful and disruptive. Smoothing over differences requires specific skills. This interactive class offers a safe environment to navigate sources of conflict, how, and why, it happens. Such understanding prepares the way to deal with disagreements constructively using appropriate techniques. Managing issues and conflicts constructively can bring greater harmony in life, preserving relationships and leading to contentment. At the end of these workshops, students will learn skills for constructing lasting solutions.

## **Meditation**

*Maxine Linning*

Meditation is a state of deep relaxation of the body and mind which produces a different level of consciousness than either sleep or wakefulness. It has numerous benefits physically, mentally and emotionally. Meditation enhances well-being, reduces stress and puts day-to-day life into perspective. This class is suitable for all levels.

## **Walk Around Town**

*David Dobb*

A look at some interesting places within an hour and a half's stroll of the School. Students require a good level of general fitness for walking and climbing stairs. Wear comfortable and appropriate clothing, including a hat, sunglasses and sunscreen and bring along a water bottle. This class departs from the foyer outside TSFS Reception each week.

# LANGUAGES

***It is advisable to commence beginner level language courses at the start of the year. Language courses are intended to be continued throughout the year, subject to availability.***

## **French**

### **French Beginners**

*Cathleen Palmer (MON)/ Jann Rutherford (WED)*

This is an introductory course for beginners with limited French language experience. Whilst concentrating mainly on pronunciation and basic grammar, the aim is to enthuse and inspire, encouraging students to leave anxiety behind and discover the joy of learning a foreign language whilst having fun.

### **French Beginners Plus**

*Jann Rutherford (WED & THU)/ Cathleen Palmer (MON)*

A course for beginners with a small amount of French language knowledge. Emphasis is on practical enjoyment of the French language and culture.

### **French Intermediate**

*Christel Bouton (TUE)/ Jann Rutherford (THU)*

This class is consolidation for those with some understanding of the French language. This class embraces verb conjugation, introduces simple texts and stimulates basic conversation.

### **French Advanced**

*Christel Bouton (TUE)*

This course is designed for those with a deeper understanding of verb conjugation and a facility to communicate readily and converse with greater ease. Ideally this class is to be conducted entirely in French.

## **German**

### **German Beginners Plus**

*Helmut Engelhard*

Learn the basics of German. Continuing on from 2021, working from the Usborne Internet linked book *Easy German* by Fiona Chandler, Katie Daynes and Nicole Irving. It is easy to understand with a lot of pictures, learning poems and songs.

### **German Intermediate**

*Helmut Engelhard*

Continuing with German grammar (present, future, imperfect and perfect), reading, phrases and increasing amount of conversations in German. Extension on grammar, reading and writing – through news, history, art and music in a special German way.

### **German Discussion Group**

*Christa Kaltenbrunn-Long*

Interessante Diskutier- und Unterhaltungs Stunden mit Christa. A good level of German is required to participate in this discussion group.

## **Indonesian**

### **Indonesian Beginners**

*Endang Mooney*

Learn how to speak and listen to some Indonesian such as: meeting people and talking about yourself and family; numbers, colours, time, date, weather, etc.; going shopping or eating out; and more! Have some fun while you learn!

### **Indonesian Intermediate**

*Endang Mooney*

For students who have completed Indonesian Beginners or equivalent. This course will include reading, writing, comprehension, grammar, history, tradition and culture.

## **Italian**

### **Italian Beginners**

*Denisse Scasserra*

This course is an introduction to the Italian language and culture. The emphasis will be on pronouncing and speaking simple but relevant sentences related to everyday life.

## **Italian Beginners Plus**

*Maria Del Fuoco*

For those who have completed the beginners course or those who are resuming study. We continue to open up the language. Grammar is introduced as required.

## **Italian Intermediate**

*Maria Del Fuoco*

This course is for those who have completed two or more years of Italian. There will be occasional grammar and increasing frequency of conversation.

## **Japanese**

### **Japanese 1**

*Yoshinori Ohtsuka*

Introduction to basic Japanese expressions necessary for: greetings, dining out, shopping, visiting Japan, plus cultural do's and don'ts.

### **Japanese 2**

*Yoshinori Ohtsuka*

Short dialogues, moving on to conversations based on Japanese ways of conducting tasks in different situations and occasions.

## **Latin**

### **Latin Beginners Plus**

*Ross Angell*

A continuation of 2021 learning. For students with some knowledge of Latin, the course will offer practice and drills in basic Latin grammar through class exercises, supplemented by readings in simple prose. This will lead to guided readings in recognised Latin texts.

## **Mandarin**

### **Mandarin Beginners Plus**

*Katherine Cheng*

Introduction to listening skills, simple phrases, greetings as well as a background of culture and history. Basic elements of spoken Mandarin.

## **Spanish**

### **Spanish Beginners**

*Elisa Fuentes*

As a new addition to the program in Term Two, this course will start from the beginning in learning Spanish. This is a communicative approach to learning a new language. Discover and learn Spanish culture, etiquette, geography and vocabulary through reading, writing, listening and speaking.

### **Spanish Beginners Plus**

*Sol Galarza*

A beginners' class for ongoing studies, as this class is a continuation of 2021 learning. This is a communicative approach to learning a new language. Discover and learn Spanish culture, etiquette, geography and vocabulary through reading, writing, listening and speaking.

### **Spanish Beginners Plus**

*Isabel Lopez*

A consolidation class for those with 1-2 years of Spanish language experience. Discover and learn Spanish culture, etiquette, geography and vocabulary through reading, writing, listening and speaking.

### **Spanish Intermediate**

*Isabel Lopez*

An intermediate class for those with 2+ years of Spanish language experience. Discover and learn Spanish culture, etiquette, geography and vocabulary through reading, writing, listening and speaking.

## **LITERATURE**

### **Book Club**

*Maxine Kaempf/ Rod Simeons*

Read the world through the eyes of writers who love language. Enhances the reader's understanding of what it means to be human. Students help select the books read in this class. *Some library books supplied, or source your own book from your local library or bookstore.*

### **Creative Writing**

*Carol Millner*

A workshop format class open to writers of all levels. Beginners and experienced writers welcome. A range of writing exercises will be used to assist participants to generate new material.

## **Life Matters**

*Murray Cox & Agnelo D'Souza*

A discussion group looking at the social and emotional issues which touch our lives. A preparation guide is distributed a week in advance to help everyone focus on the topic of the day. The discussion format is initially structured, followed by an open-ended style. This class promises to be both stimulating and useful. Access to the internet for research will be helpful. See the TSFS website for a detailed course description. Suitable for students with all levels of language ability.

## **Life Writing**

*Ruth Newman (WED)*

Students explore aspects of memoir writing and strategies for recording the journey of their personal experiences.

## **Memoirs**

*Carol Millner*

Beginning with an exploration of Carmel Bird's *Writing the Story of Your Life*, these memoir classes are designed for anyone and everyone who has ever wanted to begin writing from experience. The focus will be on writing new material and reading it back to the group for feedback. Homework will be provided for those who want it. Author/Facilitator, Carol Millner has a PhD in creative writing from Curtin University.

# THE ARTS

## **Music Appreciation**

*Ian Fairnie*

Come expand your musical experience by listening to a great variety of classical music from the Renaissance period (1400-1550) through to the present day.

## **Sing Along**

*Cathleen Palmer*

A fun class for singers and non-singers. All welcome. A variety of songs each week, representing different eras and styles.



## **Singing/ Ukulele Jam Group**

*Joe Wisniewski & Helen Black*

Bring Your Voice -- And/or Ukulele -- Guitar -- Banjo etc.

This is your group to just sing, or sing and play. A session of singing and music with plenty of variety. Song sheets will be provided. Together with overhead projection on the big screen. Group input and ideas for songs will be welcomed. Group members will be welcome to lead on their favourite songs. We will pretty much give anything a go and all abilities are welcome. It is about having musical fun together. Just sing, sing and strum, or just play your ukulele, guitar etc. We also have a Bass player and a Cajon ( Drum ) player to add to the band. For a ( Big ) sound in the rhythm section. Don't miss out on this exciting opportunity to be part of something big at Trinity. (Tell your friends.)

## **Ukulele**

### **Ukulele Beginners**

*Joe Wisniewski*

This is a good time to start learning to play one of the world's most popular instruments because, most people who have one, can get a tune out of it. You may have one lying around the house, or know someone who might lend you theirs. For those who do not have a uke come to the first class to find out what to look for. Come along with or without a uke and find out your hidden talent. The class will start with a step-by-step introduction to the ukulele, how to tune the ukulele and then you will learn chords. Some chords only use one or two fingers. Then we pick a song and play together, learning more as we go. If you can sing, bonus!

# RECREATIONAL

## **Bridge**

### **Bridge for Beginners**

*Sandra & Don Sutton-Mattocks*

Learn the basics of bridge; the play, the bidding and scoring in a fun, relaxed class. Great for brain health and friendship. After completing one term of this class, students will have confidence in their knowledge of the game to move to an intermediate class or a bridge club.

## **Bridge for Beginners & Improvers**

*Sandra & Don Sutton-Mattocks*

Learn the game of bridge; the play, the bidding and scoring in a fun, relaxed class. Great for brain health and friendship. All levels of Bridge experience welcome; from the beginner to advanced students.

## **Canasta Five**

### **Canasta Five MON – Beginners**

*Barry Etherington*

Canasta Five is a very popular, sociable and enjoyable card game that will keep your mind active whilst enjoying the company of others. Beginners are very warmly welcomed. If you have not tried it before – why not try it now!

### **Canasta Five Club MON & WED – Experienced Players**

The Club is on Mondays and Wednesdays. This class is designed for experienced players as there is no tuition in this class. It is a very social game which gives you the opportunity to meet with other experienced players in a friendly setting. Whenever possible, partner Canasta is played (dependent upon the total number of persons attending at any one time) though this cannot be guaranteed.

## **Chess**

*David Dobb*

If you would love to learn how to beat your grandchildren at chess, come and join us. Fine tune the strategies and skills needed to checkmate your opponent's King. Playing Chess is great way to keep your mind sharp by trying new tactics and strategies. Beginners welcome. Players need perseverance and patience!

## **Chinese Mahjong**

### **Chinese Mahjong Beginners (*Term 2 only*)**

*Eenie Khoo*

Learn the basics of playing Chinese Mahjong. See information on Chinese Mahjong. It is recommended for students with no prior experience to attend this beginner's class for one term, and then move into the Chinese Mahjong Continued class thereafter.

## **Chinese Mahjong Continued**

*Eenie Khoo*

Chinese Mahjong is a game of skill, strategy, calculation and to a certain degree, luck! Learn how to play this intriguing brain game, which not only is fun to play but also stimulates the brain and enhances memory and attention. Chinese Mahjong based on the Cantonese version will be played. Malaysian/Singaporean style gameplay, rules and scoring system are used. Experienced players welcome. No beginners.

## **Cryptic Crosswords**

*Edward Reeves*

Come along to solve cryptic crossword puzzles as a group. Learn about the history of Cryptic Crossword puzzles, the parts of a cryptic clue and types of cryptic clues with examples. More puzzles to solve at home and discuss solutions the following week. *Students need to bring paper, pen, pencil, eraser and a switched-on brain, if possible.*

## **Mahjong (Western Version)**

### **Mahjong Continued WED**

*Jim Larkins*

For intermediate or advanced players to play the western version of Mahjong, improve your skills, stimulate your brain and meet new people in a relaxed, friendly setting.

### **Mahjong Beginners TUE (Western Version)**

*Penny Searle Hellens*

Learn to play in this beginners class. This intriguing game will stimulate your brain, improve your memory and offer an opportunity to meet new people in a relaxed, friendly setting. If you have not tried playing Mahjong before, now is the time for you to try it!

### **Mahjong Intermediate TUE (Western Version)**

*Penny Searle Hellens*

This class is for all players with Mahjong skills above beginner level. Improve or just apply your skills in the ancient Chinese game and enjoy the opportunity to meet new people in a relaxed, friendly setting.

## **Mahjong Club - Experienced Players (Western Version)**

*Glennis Green*

This class is designed for advanced players as there is no tuition. Regular attendees of this class are very experienced and fairly fast players. If you are an experienced player, or an intermediate player who would like to improve on speed, then this is the class for you. It is also an opportunity to meet other experienced players in a friendly setting.

\* \* \* \* \*

*Front Cover Artwork: Gum Blossoms, by Dianne Orman*

# ENROLMENT POLICIES

## **Membership Fee     \$90 per term**

Membership Fee allows enrolment in three (3) courses per term. To enrol in more than three (3) courses, a surcharge of \$20 per course will apply.

Enrolment is limited to 2 art classes per student each term. Participants must be 60 years or older.

## **PAYMENTS**

Fees are payable by cash, cheque, EFTPOS.

Please make cheques payable to: **Uniting Church in the City**

## **REFUND POLICY**

Withdrawals prior to the commencement of term will be refunded the fee, deducting a \$5.00 administrative fee for processing the reimbursement cheque. No refunds will be given due to non-attendance after the commencement of term.

## **ABSENTEE POLICY**

If a student is absent from a fully booked class for 3 consecutive weeks or more without explanation, their place in the class will be offered to the next student on the waiting list.

To prevent losing your place in a class, please notify Reception regarding absences/extended holiday arrangements in advance. Any late notice absences can be communicated to Reception by telephone or email. If you have not been attending classes for genuine extenuating circumstances, upon return to TSFS, Admin staff will do their best to accommodate you back in your usual classes.

## **COVID-19 VACCINATION POLICY**

UCIC requires all attendees to provide proof of double dose COVID-19 vaccination to attend their premises. This includes attending all classes at TSFS. Students enrolling in TSFS classes will be required to show proof of their COVID-19 vaccination, or evidence of medical exemption from the COVID-19 vaccination.

## **WAITING LISTS**

Due to high demand for some courses, once a course is fully booked students will be placed on a waiting list. As soon as a vacancy arises, TSFS admin staff will contact the next student on the waiting list to offer a place in the class.

## **ENROLMENT PERIODS**

Enrolments for Term 1 & 2 2022 will commence processing from **Monday 22 November 2021** for existing students only.

New students' enrolment forms will be processed after the first batch of enrolment forms belonging to existing students (submitted 15-19 November 2021) have been processed.

Enrolments remain open for the entire term. Students may make changes to their selected courses at any time, subject to course availability.

## **RIGHTS IN RELATION TO GRIEVANCES**

Every student has the right to:

- Be able to register a complaint or grievance against any learning procedure, administrative procedure, perceived discrimination or harassment or the abolition or suspension of any right set out in the Student Charter;
- A clearly documented process for dealing with a grievance which is confidential, non-discriminatory, unbiased and accountable; offers the opportunity to be accompanied to meetings by a person of their choice; and leads to a resolution within a reasonable timeframe; and,
- To receive reasons for resulting decisions, and to experience no repercussions as a result of participation in the process.

Further details on the UCIC Policies and Procedures for Grievance for TSFS are available from TSFS Reception.

# CLASSROOM LOCATIONS

TSFS classes will be held in two locations in 2022. The buildings are approximately 5-10 minute walk apart through the city so please consider travel time between classes when choosing your timetable. The building location for each class can be identified on your timetable - see the coding next to room description on your timetable.

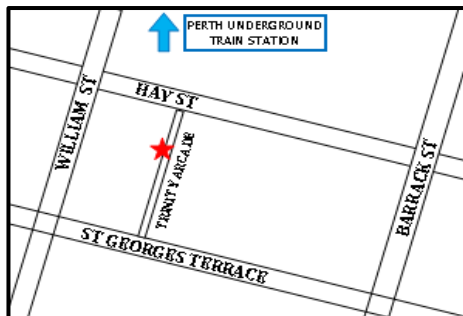
**Q = Queens Building**

**T = Trinity Building**

## **Trinity Building – 72 St Georges Terrace, Perth**

Reception is located on Level 1, Trinity Arcade

All classrooms are located on the Ground Floor, Trinity Arcade.



## **Queens Building – 97 William Street, Perth**

All classrooms are located on Level 1.



Please note: Any queries whilst attending classes at the Queens Building must be directed to Reception in the Trinity Building. Please **DO NOT** refer to the UCIC Reception Office.

## **DECLARATION**

**By submitting an enrolment form, you agree to abide by the following declaration:**

- I declare that the information I have provided is correct.
- I understand that my personal information will be handled in accordance with the Privacy Act legislation.
- I support Trinity School for Seniors' Code of Conduct and commit to supporting TSFS in maintaining a safe place for all, treating all students and staff with respect and caring for the well-being of the community.
- I have read and agree to abide by the TSFS Student Charter and Student Handbook. These documents can be viewed at [www.perthunitingchurch.org.au/tsfs-student-charter](http://www.perthunitingchurch.org.au/tsfs-student-charter), or collect from TSFS Reception.

## **HOW TO SUBMIT YOUR ENROLMENT FORM:**

### **Drop Box**



Reception, Level 1  
Trinity Arcade  
72 St Georges Terrace  
PERTH

Place completed enrolment form (without payment attached) in Drop Box located in Reception.

### **Online at:**



[www.perthunitingchurch.org.au/enrolments](http://www.perthunitingchurch.org.au/enrolments)

### **Email to:**



[Reception@tsfs.org.au](mailto:Reception@tsfs.org.au)

### **Mail to:**



Trinity School for Seniors  
PO Box X2222  
PERTH WA 6847



## **Trinity School for Seniors** *Companionship through Learning*

Level 1 Trinity Arcade, 72 St Georges Terrace, Perth WA 6000  
PO Box X2222, Perth WA 6847  
(08) 9483 1333 | [Reception@tsfs.org.au](mailto:Reception@tsfs.org.au)  
[www.perthunitingchurch.org.au](http://www.perthunitingchurch.org.au)  
Office Hours: Monday to Friday 9am – 3pm (during term dates)