

Communication Tree

At GEC we welcome your contact via phone, email or in person. The communication tree will help inform you as to the best person to contact regarding your queries. The General Office will direct your call or email to the most appropriate person. We aim to respond to your communication within 48 hours.

Remember our school absence line on 95714178.

Principal

- Quality provision
- Wider Community Liaison
- College Council
- Unresolved issues
- Resource Management

Business Manager

- Parent payments
- Payment plans
- Finance
- CSEF
- Uniform vouchers

Sub School Leaders

- Student management
- Transition
- VCE and VCAA queries
- Attendance

Subject Teacher

• Subject specific progress and information

Assistant Principals

- Implementation of school policies
- Reporting
- Enrolments
- SEAL program
- Xuno parent portal
- Chromebook program

Wellbeing Leader

- Student support services
- Counselling/Psychologist referrals
- Program for Students with Disabilities

Year Level Coordinators

- Student academic and social progress
- Individual learning plans
- Behaviour for Learning
- Camps
- Support for medium to longer term absence

Phone: 95717838 Email: glen.eira.co@edumail.vic.gov.au

Sheereen Kindler – Principal Nick Hamer-Smith/Aaron Petersen – Assistant Principals

Junior Sub School Leader - Ryannan Mathieson Senior Sub School Leader - Jeff Micallef

Business Manager - Gabrielle Darvell Wellbeing Leader - Jenny Sanchez