



ERINA
HIGH
SCHOOL

STUDENT HANDBOOK

A caring
community
committed
to excellence

Erina High School 152 The Entrance Road (Central Coast Highway), Erina NSW 2250

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ERINA HIGH - SCHOOL SONG

*In these green surroundings a tree of knowledge stands
Planted deep in wisdom and tended by our hands
Its branches reaching outwards seek a light that's bright and clear
And we can say for certain there is hope and guidance here*

CHORUS

*Erina, you're shining. You stand out from the rest
Erina, your spirit and your strength will always rule.
Where service crowns success.
And I can say I've done my best
Not only for myself but for my school*

*Here we base our friendships. With trust we shall succeed,
And know even the tallest tree was once the smallest seed
Our future skill and knowledge in time shall be revealed
In rooms of understanding and out on the open field*

REPEAT CHORUS

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WELCOME TO ERINA HIGH SCHOOL

Erina High School is a proud comprehensive and inclusive public school that celebrates diversity and supports all students to achieve their personal best through a broad, flexible and innovative pattern of study with *high expectations for all students to achieve success*.

Academic excellence is balanced with a range of creative, performing, cultural and sporting programs that give students opportunities to engage with areas of interest, skills and abilities.

We have a strong focus on student wellbeing that aims to develop student's self- confidence, social skills and resiliency within a caring, safe and supportive learning environment.

In 2021 EHS established a Special Education program and host 3 Multicat classes to support the learning needs of students with disabilities and complex needs. This is a wonderful opportunity for the School to engage with inclusive education and strengthen the diversity and richness of our School culture.

Erina High School is a proud member of the Erina Learning Community (ELC) forming a strong partnership with our primary schools to develop the continuum of learning from K to 12 and ensure a smooth transition to high school.

The school continues to strengthen our relationship with the broader community through strong partnerships with industry, business, TAFE and University to ensure students are given opportunities to access a range of post school options as well as accessing work experience, work placement, traineeships and school based apprenticeships. We are committed to preparing our students for future success in the world of work and life in the 21st Century.

Staff are inspiring, dedicated, highly skilled and committed to knowing and caring for all the students in their care. Our support staff provide quality service to our teachers, students and parents and pride ourselves on high level communication with our school community.

We look forward to you becoming a valued member of Erina High School and trust your experiences will be positive and provide life long memories of your secondary education building a strong and sound foundation for life beyond School.

I wish you well in your studies and secondary education journey.

Paul Broadbent

Paul Broadbent

Principal

ERINA HIGH SCHOOL DIRECTORY

CONTACT DETAILS

Mail:	152 The Entrance Road, ERINA NSW 2250 (Central Coast Highway)	Phone:	(02) 4367 7353 (02) 4367 7246
Email:	erina-h.school@det.nsw.edu.au		
Facebook:	www.facebook.com/ErinaHighSchool/		
Website:	https://erina-h.schools.nsw.gov.au/		

PEOPLE YOU NEED TO KNOW

Principal:	Mr P Broadbent
Deputy Principal (Development):	Mr G Ward (rel)
Deputy Principal (Operations):	Mr B Joyce

HEAD TEACHERS

Ms T Keane (Relieving)	English and Drama
Mr J Wade	Mathematics
Mr M Jennings	HSIE and Language
Mr G Schoffl	Teaching & Learning and Ontrack
Mr G Bath	Technology & Applied Science and Music
Mr J Nicol	Special Education
Ms C Walsh (Relieving)	Administration, Technology & Innovation
Mr B Huntington	Science and Visual Arts
Mr G Keyes	PDHPE and Sport
Ms B Kearney	Student Wellbeing

YEAR ADVISERS

Year	Year Advisers	Year Meeting Area
Year 7	Mrs F Smith	Bus COLA
Year 8	Mrs K Mallon; Mr C Dodd	Quadrangle
Year 9	Ms L Kronja	Canteen
Year 10	Mr C Quinn	Basketball Courts
Year 11	Mr J Austen; Miss C Walsh	MPC
Year 12	Mr L Suters; Mrs G Berg	Drama Room

A Year Adviser's role is to advise and guide students throughout the year on a varied range of matters: attendance; progress in courses; study skills; group unity; monitoring school uniform; individual student worries and more. In Years 11 and 12 Year Advisers not only organise whole group activities such as study skills/HSC preparation days, but also 'study buddies' for individual students.

Year Advisers should be the first person contacted when students have concerns or problems to be addressed, **including help with conflict/bullying**. If unable to contact a Year Adviser, the Teacher, Student Wellbeing may be able to assist.

Year meetings are run by your Year Adviser and they are part of a team overseeing Roll Call and providing information to their Year Group.

SCHOOL COUNSELLOR

Our School Counsellors are skilled specialists who help young people face and solve problems. Counsellors are willing listeners, ready and available to help and advise students. To see our Counsellors you can:

- make an appointment through the Year Adviser or through the Teacher, Student Wellbeing;
- make an appointment direct by calling to see a Counsellor during a break;
- fill out a self-referral slip on the shelf outside the counsellor office.

Parents and staff may also use the services of our school counsellors, by appointment.

The Counsellor's office is located in the Administration Block.

CAREERS ADVISER: Mrs D Pursehouse

The Careers Adviser provides information on careers to students and guides and assists students in choosing career paths. The Careers Adviser also organises work experience programs and conducts Careers classes.

The Careers Centre is located in the Library. The Careers Adviser is generally available during breaks or by a special appointment during class time.

OFFICE MANAGER: Mrs D Jensen

Mrs Jensen is our School Administrative Manager. She supervises our Front Office, our busy support staff and manages our finances. She looks after payment of all fees. Her office is in the Administration Block. (See map).

SPORTS ORGANISER: Mr C Dodd & Mr W Whitmore

The Sports Organiser runs all sport, and can be found in the PDHPE Staffroom. (See map).

THE STUDENT LEADERSHIP TEAM



Student Leaders	
Captains	Baylee LeBreton & Alex Raynaud
Vice Captains	Jade Smith & Gemma Self
<p>Senior Student Leadership Team: Lisette Tyson, India-Rose Barnett, Allegra Dewan, Shantay Mlacic & Lucia Richards</p> <p>Junior Student Leadership Team: 4 Students from each Year Group 7 – 10 will be voted for on Friday 26/11/2021</p> <p>Aboriginal Leadership Team: Mackenzie Conn, Leilani Masters, Tiana Amour, Laura Scheffer, Lachlan McElhinney, Taylee Smith, Piper McLean, Kai Davison, Ellie-Rose Trindall-Welsh, Taylah Higgins, Charli Plowes, Sonny Spicer, Bronte McVey, Cheyenne Finnigan</p>	



SCHOOL HOURS

Mon, Wed, Thu, Friday	
A – seniors only	08.00 – 09.00
Roll Call/ Assembly	09.00 – 09.20
1	09.20 – 10.20
2	10.20 – 11.20
Break 1	11.20 – 11.50
3	11.50 – 12.50
4	12.50 – 1.50
Break 2	1.50 – 2.20
5	2.20 – 3.20

Tuesdays	
A – seniors only	08.00 - 08.50
Roll Call	08.50 - 09.00
1	09.00 - 10.00
2	10.00 - 11.00
Break 1	11.00 - 11.20
3	11.20 - 12.20
Break 2	12.20 - 12.40
4	12.40 - 1.40
5	1.40 - 2.35

TERM DATES

Term	Begins	Ends
Term 1	Staff Friday 28 January & Monday 31 January Students Tuesday 1 February & Wednesday 2 February (see below enrolment commencement dates)	Friday 8 April
Term 2	Staff Tuesday 26 April Students Wednesday 27 April	Friday 1 July
Term 3	Staff Monday 18 July Students Tuesday 19 July	Friday 23 September
Term 4	Students & Staff Monday 10 October	Students Monday 19 December Staff Tuesday 20 December

ENROLMENT COMMENCEMENT DATES

Years 7, 11 & 12	Tuesday 1 February	For new enrolment enquiries, please contact Administration to organise an interview with a Deputy Principal
Years 8, 9 & 10	Wednesday 2 February	

THE SCHOOL WEBSITE

Our school website is the perfect tool to assist students and parents with academic success and extra-curricular involvement throughout the school year. The Erina High School website address is:

<https://erina-h.schools.nsw.gov.au/>

About Our School

The following information can be found here include:

- School Plan and Reports
- Final Contributions and Assessment
- What We Offer: Canteen, Uniform and Hiring of Facilities
- Location and Transport
- Our Staff
- School Hours and Bell Times
- Enrolment: Year 7 class structures
- Rules and Policies: Attendance and Absences, School Framework
- Student Handbooks: Curriculum Evening Presentations and Subject Selection Books
-

Learning at Our School

Each faculty within the school provides you with the information you need to facilitate effective communication with classroom teachers and course coordinators. Within the faculty pages you can find full comprehensive staff lists and responsibilities, facilities and course descriptions. Our assessment information is uploaded as booklets under **Assessment and Reporting** and can be easily printed for your convenience. This provides direct assessment task information to parents and the opportunity for students to stay organised throughout the school year. We also provide further information about our school programs such as **Masterclass**.

You can also find **Scholarships and Awards** information that are provided by the NSW Department of Education.

Supporting Our Students

This section of our website outlines the wellbeing of our students including; immunisation programs, school counselling etc. You find additional details of how parents and the community can become more involved inside **Parents, Carers and the Community**. Here you will find information about our P&C committee, as well as, opportunities to volunteer at our school.

Careers Advice

Parents and students can access this part of the site to investigate career options for at school and beyond. It also have an excellent selection of links to important institutions that can help students better informed choices for their future career, as well as, help with writing resumes and applications.

EHS FACEBOOK

The school Facebook page is a great way for students to stay in touch with events and information in the school. Our students value the opportunity to congratulate each other on achievements and view images of events and classroom activities. The teaching staff, parents and other members of the Erina Learning Community are proud of the way EHS students conduct themselves in a positive and supportive manner.

Our page is closely monitored at all times. Negativity is not tolerated and students who engage in non-supportive behaviour risk having their posts deleted or being banned from using the site. Behaviour deemed as aggressive, bullying of other users, offensive language or language that makes reference to drugs or alcohol are all considered inappropriate and will be dealt with by the Senior Executive. We encourage new students to follow the page as a way of learning more about their peers and school community.

EHS facebook is not the recommended method of communicating with the school. Communication should be sent using the schools email address.

PARENT PORTAL

The parent portal provides access to attendance records, Academic reports, welfare reports, student timetables and much more. Access requires parents to register with details provided by the school. Passwords and access details should be kept confidential as they enable the ability to explain absences, modify medical records and update personal contact details.

DISCIPLINE CODE – SUMMARY

The **Erina High School Discipline Code** was developed with the support and consultation of the school community including staff, students and parents. The Code and policy is supported by:

- a School Commendation System
- a Student Rating System
- and a School Behaviour Monitoring System

The School Discipline Code will be reviewed yearly.

The **Code of Conduct – The Four C's** is the foundation of the School Discipline Code.

*demonstrate **Commitment** by:*

- Attending every school day
- Working to the best of their ability
- Completing all set classwork and homework
- Bringing all necessary equipment

*show **Care** by:*

- Allowing others the right to learn
- Helping keep the classroom and school environment clean and tidy
- Caring for others' property
- Maintaining neat appearance as per school uniform code

*practise **Courtesy** by:*

- Treating others equally and with respect
- Speaking politely to all
- Behaving appropriately and safely within the school and during travel to and from school

*exhibit **Co-operation** by:*

- Working effectively with others
- Follow teachers; and the school's reasonable directions
- Following school and class rules

All students at Erina High School are expected to follow the school code of conduct and encouraged to maintain an **A+ rating**. This means they are extended school privileges such as:

- first choice for sports selection
- preference on limited number excursions
- canteen vouchers through raffles
- sausage sizzles
- school representative at leadership, co-curricular or academic school activities programs



Student ratings can be changed to either a **C for Concern** or **U for Unsatisfactory** if the School Code of Conduct has been breached as determined by the Deputy Principals.

Students placed on a C rating will have three (3) weeks to demonstrate improved behaviour or their rating is maintained. Students on a C rating may participate in co-curricular programs at the discretion of the Deputy Principal.

Placement on a U Rating will be the result of a repeated and persistent misbehaviour usually resulting in a suspension. Students on a U rating will not participate in co-curricular programs except at the discretion of the Principal and will have three (3) weeks to demonstrate improved behaviour otherwise the negative rating remains and is reviewed weekly.

HIGH EXPECTATIONS

“Little things make big things happen”

All student are expected to meet the EHS Expectations for Learning in every class. These positive behaviours provide the platform and opportunity for the very best learning, improvement and growth.

Expectations 4 Learning

- Be on time, line up and be prepared to learn.
- Enter the classroom, get equipment organised and bags in the Bag Zone
- Phones and earphones in your bag during class.
- Remove hats when entering the classroom.
- Eating is for Break 1 and 2.
- Demonstrate good manners and respect yourself and others.
- Listen actively, follow teachers instructions and engage in learning.
- Respect the learning of others.
- Complete work to your personal best and have it neatly organised.
- Work independently and collaboratively as directed by your teacher.
- Take pride in your presentation, your classroom and the school.
- Encourage others, be curious, positive, and celebrate achievements.

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Expectations 4 Play

- When arriving to school, all students move to the designated and supervised Passive or Active playground areas.
- Passive areas include tree/seating area, canteen and senior areas.
- Active areas include the oval, field and basketball courts.
- All other areas are out of bounds for students in the morning and during Break 1 and 2.
- Students cooperate with staff by following all instructions, at all times.
- Students demonstrate courtesy and their best manners.
- Students respect each other, play safely and fairly and be mindful of one another.
- Students take care and respect their school surroundings, facilities, and environment.
- Rubbish and food waste is to be placed in the bins provided.
- Student are to report any unsafe behaviour to staff on duty.
- When the bell rings, students move promptly to class.

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Expectations 4 Uniform

- ✓ Care about your appearance and how you present yourself.
- ✓ Maintain a neat and tidy appearance at all times.
- ✓ Role model a positive school identity.
- ✓ Wear full school uniform every day with pride and dignity.
- ✓ Wear full school uniform when travelling to and from school and when representing the school at events, learning excursions and sport.
- ✓ Black leather protective shoes must be worn at all times for safety reasons.
- ✓ Jewellery worn needs to be appropriate and safe.

The EHS uniform does not include:

- ✗ Colours other than those outlined in the EHS uniform guidelines.
- ✗ Unsafe footwear such as thongs, sandals or any other coloured shoes.
- ✗ Jumpers with hoods or logo's and brand names other than the EHS emblem.
- ✗ Denim jeans, track pants or leggings/tights.
- ✗ Under shirts underneath the school uniform.

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Expectations 4 Teaching


- Organised, prepared and punctual for lessons.
- Design and implement innovative and engaging learning experiences.
- Set, model and maintain high 'Expectations for Learning'.
- Create a supportive, positive and caring quality learning environment.
- Knowledge and understanding of students' learning abilities, needs and strengths.
- Demonstrate deep knowledge and passion for the subject.
- Foster a strong rapport and caring professional relationship with all students.
- Ability to differentiate for the broad variety of learning needs in the classroom.
- Innovative, creative, supportive, adaptable and reflective on teaching practices.
- Nurture and inspire a love of learning in students.
- Challenge students learning to promote continuous improvement, growth, mastery, self-reflection and feedback, and a love of learning.
- Communicate effectively with students, staff, families and wider community.
- Work collaboratively, respectfully and collegially with staff.
- Committed to excelling and achieving the school vision and the very best outcomes for all learners.

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PRAISE AND REWARD PROGRAM

The school recognises and rewards students who consistently have positive work ethics and strive to perform at a personal best level, wear correct uniform proudly, have exemplary attendance, support school events and demonstrate good social skills and a positive attitude to school.

- At the end of each term, students with 100% attendance are acknowledged with a positive incident generated on Sentral.
- Students who participate in extra curricula activities are acknowledged with a positive incident generated on Sentral.
- Class teachers acknowledge students with a positive incident, generated on Sentral for top assessment marks and achievements.
- Teachers and executive acknowledge students with a positive incident, generated on Sentral for community and school service achievements.
- HOUSE POINTS are generated with each positive mention. House totals are given out at assemblies.



ERINA HIGH SCHOOL

Praise and Reward Program

Celebrating positive behaviours for learning

Achievement Levels:

Bronze	5 Positive Mentions
Silver	10 Positive Mentions
Gold	20 Positive Mentions
Gold Principal	30 Positive Mentions (A+)
Pearl Principal	40 Positive Mentions
Diamond Principal	50 Positive Mentions

Platinum Principal 55+ Positive Mentions
Platinum Privileges - includes special privileges that will give students high priorities and concessions within the school that are well deserved and earned.

Teachers award positive mentions to students who demonstrate a productive work ethic, effective effort and intelligent behaviours for learning. These are tallied and achievement level awards are presented and celebrated during each term.

Students aspire to gain:

Achievement Levels – students set goals to work towards achieving all levels. Students receive an A+ rating after successfully achieving 30+ positive mentions and are eligible for inclusion in special reward events and excursions.



Student of the Term – awarded to a male and female student with the most positive mentions. Students can only receive this on one occasion in the year. This makes them automatically eligible for Student of the Year and special rewards excursions and events. Prizes and certificates are presented at whole school assemblies.

Platinum Principal – awarded to students above 55 positive mentions and includes special school privileges and recognition.

Student of the Year – Awarded to the student with the most positive mentions, contribution to school service and nominations from teachers and is presented at the end of the year and celebrated at the EHS Excellence Assembly.

Students must aspire to have no negative mentions on their student profile to be invited to these special rewards. Students are eligible to each achievement level on a per term basis provided they have not received more than two negative mentions and have above 85% attendance.

Students can be awarded mentions for demonstrating consistent positive behaviours, academic achievement, commitment to school community and service, 100% attendance and participation at school carnivals, programs and events.



Awards are allocated for

- 10 positive mentions with a bronze certificate
- 20 positive mentions with a silver certificate
- 30 positive mentions with a gold certificate
- **Gold Principal 40 Positive Mentions (A+)**
- **Pearl Principal 50 Positive Mentions**
- **Diamond Principal 60 Positive Mentions**
- **Platinum Principal 80+ Positive Mentions – Platinum Privileges includes special privileges that will give students high priorities and concessions within the school that are well deserved and earned.**

ATTENDANCE

attendance
MATTERS

Students are required by law to be in attendance on each day that the school is open for instruction.

Regular attendance is essential to gain maximum benefit from schooling and parents should ensure that no days are missed unnecessarily. Regular attendance is essential for the award of a Record of School Achievement (RoSA) and a Higher School Certificate (HSC).

In the event of an absence, if you have not phoned or emailed an explanation prior to 9:00am, one nominated parent will receive an SMS message letting them know of the child's non-attendance at school. There is an option to **reply** to this SMS with an explanation for the absence.

If families are going to be taking extended leave a note must be received prior to the first day of absence.

Exemptions from the Principal are no longer available for family holidays.

SAMPLE

Date: / /

TO WHOM IT MAY CONCERN

Kim Smith of Year 9 was absent ondate(s) of absence

Due to..... (reason).

Printed Name of Parent/Guardian _____ Signature

REQUEST TO LEAVE EARLY OR TO LEAVE THE SCHOOL PREMISES

Students with a legitimate reason for leaving the school early, or leaving the school premises for an interval of time, must present a note to the Deputy Principals between 8.00am and 8.45am on the day. The note, to be written, dated and signed by parent or guardian, must show the reason for the request, the time of departure and transport arrangements. The student's name and year must be printed on the bottom of the letter.

Every endeavour should be made to make medical/dental appointments outside of school hours.

ARRIVAL AT SCHOOL IN THE MORNINGS:

Upon arrival at school in the morning all students should come into the school grounds immediately. **They are not to go to shops, loiter around the front gates or in the car park area waiting for friends. Once at school, students are not permitted to leave the school grounds without permission.** Supervision of the school grounds commences at 8.30am.

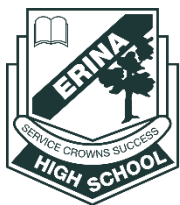
LATENESS TO SCHOOL

Latecomers must have some kind of notification from parents/guardians, explaining the lateness. This can be a note, a phone call, an email or in person. They are to report to the Front Office for registration of lateness via the student terminal to receive a late note.

LEAVING SCHOOL OR TRANSFERRING TO ANOTHER SCHOOL

You should present a note to the Deputy, signed by your parent or guardian, stating the relevant particulars. You will have to take a 'Leaver's Card' to be signed by your teachers to indicate that you have returned all property and equipment of the school and that you have paid all fees. A clearance from Erina High School is required prior to enrolment in another school.





ERINA HIGH SCHOOL

Pride
Identity
Respect
Inclusion
Safety

The uniform code below is endorsed by the Erina High School community.

All students are expected to wear the school uniform with pride and dignity.

JUNIOR UNIFORM CODE

Warmer Weather

Shirt: Navy polo or lemon blouse/polo with school emblem Shorts: Grey or navy and tailored (no 'trackie' material or logo's) Skirt: Checked pleated (junior colours)	Socks: White/Black Shoes: Black leather only Hat/Cap: Any colour shading the face
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Colder Weather Additions

Shirt: Navy polo or lemon blouse with school emblem Pants: Navy EHS logo micro-fibre pants or plain micro-fibre navy pants (no brand logos, stripes) Pants: Navy or grey long tailored pants (no 'trackies') Stockings: Natural or Black/Navy *Tights can be worn <u>under</u> skirts but <u>not as pants</u> .	Jumpers: Navy with school logo or plain navy jumper/cardigan (no brand names or hoodies) Jacket: Navy fleece zipped jacket Socks: White/Black Shoes: Black leather only Hats: Beanies that are seen as appropriate (all beanies, hoods or hats are not allowed to be worn in class)
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Physical Education and Sport Uniform – also worn every Tuesday (Sport and Masterclass)

Shirt: Yellow/Green/Black sport shirt with school emblem Shorts: Black micro-fibre with school emblem (EHS) Long Pants: Black track pants may be worn for PDHPE, Sport and every Tuesday (not tights). Shoes: Sports shoes and socks Hat/Cap: any colour shading the face

Uniforms are available at Lowes, Erina Fair.

The school operates a clothing pool.

Donations are accepted. Please donate unused uniforms to the school.



ERINA HIGH SCHOOL

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All students are expected to wear the school uniform with pride and dignity.

SENIOR UNIFORM CODE

<p>Shirt: White polo, shirt or blouse with school emblem</p> <p>Skirt: Checked pleated (Senior colours & style)</p> <p>Long Pants: Black tailored/plain Black jeans (no tears or rips)</p> <p>Stockings: Black, Socks: White/ Black</p> <p>*Tights can be worn <u>under</u> skirts but <u>not as pants</u>.</p>	<p>Shirt: White polo or shirt with school emblem</p> <p>Shorts: Black shorts</p> <p>Trousers: Black pants/plain Black jeans (no tears or rips)</p>
<p>Jumpers: Black /school emblem or plain black jumper, cardigan or senior jackets. Also includes custom senior jackets.</p> <p>Blazer: Black with school emblem</p> <p>Shoes: Black leather only</p>	

Uniforms are available at Lowes, Erina Fair.

The school operates a clothing pool.

Donations are accepted. Please donate unused uniforms to the school.

What is **NOT** uniform...

Trackies' (cloth material)



Other coloured jumpers with brand logo's, graphics or stripes are not part of school uniform.

Any sport representative jumpers or jackets, either school, district or outside sporting clubs.



Layers can be worn under school uniform for warmth, however, **are not to be seen.**



What **IS** uniform

Correct Uniform

Uniforms are available for purchase at Lowes Erina Fair

Pre-Loved uniforms are available for purchase from Administration between 8.30am and 2.15pm

Expectations

4 Uniform

- ✓ Care about your appearance and how you present yourself.
- ✓ Maintain a neat and tidy appearance at all times.
- ✓ Role model a positive school identity.
- ✓ Wear full school uniform every day with pride and dignity.
- ✓ Wear full school uniform when travelling to and from school and when representing the school at events, learning excursions and sport.
- ✓ Black leather protective shoes must be worn at all times for safety reasons.
- ✓ Jewellery worn needs to be appropriate and safe.

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The EHS uniform does not include:

- ✗ Colours other than those outlined in the EHS uniform guidelines.
- ✗ Unsafe footwear such as thongs, sandals or any other coloured shoes.
- ✗ Jumpers with hoods or logo's and brand names other than the EHS emblem.
- ✗ Denim jeans, track pants or legging/tights.
- ✗ Under shirts underneath the school uniform.



PAYMENT OF FEES AT THE OFFICE

Welcome to all our new families. For your information and as a general reminder to all our current parents and students:

Payments may be made by cash, cheque, EFTPOS, credit card or POP (Parent Online Payments)
Payments can also be made in instalments throughout the term/year, they **do not** have to be made in one lump payment. Please ask at the office if you have any questions.

The office is open to accept payments from 8.30am. Students (including seniors) may only make payments before school commences, at Break 1 and at Break 2. Due to Health & Safety cash handling arrangements, payments **cannot** be accepted after **2.20pm**.

Unfortunately, we are no longer able to accept credit card payments over the phone.

If you find it difficult to make it to school before **2.20pm** the following options are available:

- Pay by **POP (Parent On-Line Payments)** to Erina High School
- Send the payment to school with your child (cash or cheque)

Log onto School site at <https://erina-h.schools.nsw.gov.au> Click on "Make a Payment" and follow the prompts to make a payment via Visa or MasterCard. When you access the Make a Payment you must enter: the student's name and class OR the student's name and date of birth. You do not need to enter the Student Registration Number.

This is a secure payment system hosted by Westpac to ensure that your credit/debit card details are captured in a secure manner, these details are not passed back to the school.

Statements of Account – Online Payment Guide

Erina High School will be sending student statements of account & fee reminders directly to parents via email using a system called School Bytes. These statements will include a link to make secure payments online through the Westpac Parent Online Payment (POP) system (Visa & Mastercard credit/debit cards accepted). You will receive an email from the school's email address (erina-h.school@det.nsw.edu.au) with the subject "Student Statement of Account" or "Student Reminder Fee". To make a payment this way, please follow the instructions in your email.

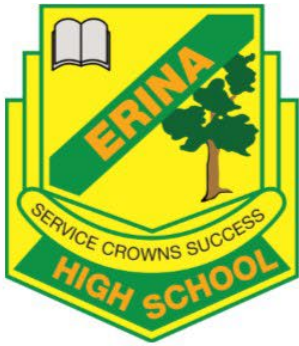
Please note: The office cash register closes promptly at 11.50am (the end of Break 1) on the last day of each Term. Unfortunately, no payments can be accepted after this time.

Thankyou.

SCHOOL CONTRIBUTIONS & COURSE FEES

YEAR	7	8	9	10	11	12
General School Contribution	\$65	\$65	\$65	\$65	\$80	\$80
Agriculture	-	-	\$40	\$40	-	-
Biology	-	-	-	-	\$30	\$30
Chemistry	-	-	-	-	\$30	\$30
Child Studies	-	-	\$30	\$30	-	-
Construction VET – 2 Unit	-	-	-	-	\$80	\$50
Dance	-	-	\$40	\$40	-	-
Earth & Environmental Science	-	-	-	-	\$30	\$30
Engineering Studies	-	-	-	-	\$30	\$30
Food Technology	-	-	\$80	\$80	\$50	\$50
Hospitality	-	-	-	-	\$100	\$100
Hospitality Kit (<i>mandatory fee for use of kit</i>)	-	-	-	-	-	\$20
Hospitality Extension	-	-	-	-	-	\$70
Industrial Technology/Engineering	-	-	\$30	\$40	-	-
Industrial Technology/Metal	-	-	\$50	\$50	-	-
Industrial Technology/Multimedia	-	-	\$30	\$30	\$35	\$35
Industrial Technology/Timber	-	-	\$80	\$90	\$70	\$65
Information Processing and Technology	-	-	-	-	\$15	\$15
Information Software and Technology	-	-	\$30	\$30	-	-
Marine and Aquaculture Technology	-	-	\$40	\$40	-	-
Music	-	-	\$30	\$30	\$40	\$40
On Track Program Yr10 (Selected Students only)				\$50		
PASS – Physical Activity & Sport Studies – General & Rugby League	-	-	\$20	\$20	-	-
Photography & Digital Media	-	-	\$30	\$30	\$30	\$30
Physics 2 Unit	-	-	-	-	\$30	\$30
Investigating Science	-	-	-	-	\$30	\$30
Technology – Home Economics	\$40	\$40	-	-	-	-
Technology – Industrial Arts	\$40	\$40	-	-	-	-
Textiles & Design	-	-	-	-	\$40	\$40
Textiles Technology	-	-	\$40	\$40	-	-
Visual Arts	\$20	\$20	\$30	\$30	\$35	**\$35

- Visual Arts – Year 12 - cost of major work is additional to the \$35 fee
- IT Multimedia Years 9 – 12 students are required to supply an 8GB or more USB memory stick
- P&C Levy of **\$40** per family (eldest child invoiced)
- Marine Studies – students purchase their own fish, fees cover food, test kits etc.



ERINA HIGH SCHOOL



GENERAL INFORMATION

ASSESSMENT – STUDENT AND PARENT MEETINGS

Erina High School assessment policy allows students to demonstrate achievement of outcomes for each stage of learning. It is the process of identifying, gathering and interpreting information about student achievement. Effective assessment results in reporting that is more effective, reliable and relevant.

Student's progress in each subject is assessed throughout the entire year. The assessment is based on class work (assignments, research units, class tests etc.) and Across-the-Year common tasks, projects and tests. Reports are forwarded to parents or guardians each half year. Interim Reports are provided every five weeks throughout the year for all students in the junior school (Years 7 – 10), focusing on student application, effort, work ethic and positive behaviours for learning and success.

Parent/Teacher meetings are held for each of the Years (on dates to be advised) as close to the receipt of the first semester reports as possible. All parents are invited to attend these meetings to discuss their son/daughter's progress.

Junior Assessment Policy - Years 7, 8 and 9

Students are responsible for:

- determining if any assessment information has been distributed during a student's period of absence
- demonstrating their personal best in each assessment task
- ensuring that all tasks are submitted/completed by the due date
- demonstrating through diligence, sustained effort and a minimum of 85% attendance that they have met the requirements of the course
- submitting work that is solely their own (except in the case of group tasks) and referencing sources of information

Unsatisfactory completion of an assessment is:

- submitting or completing tasks after the due date
- refusing to attempt the task
- directly copying from the internet, books or another person's work
- work that does not demonstrate their personal best

Technological problems (such as printer, disk, and hard drive) will **NOT** be accepted as an excuse for late submission. Drafts or hand written notes should be submitted as a substitute.

Where **illness and misadventure** prevents completion or late submission of a task a parent letter of explanation must be provided for consideration by the Head Teacher.

Informal Assessment Tasks (i.e. class work, homework and mandatory course experiences) must be completed as they:

- prepare you for assessment tasks and build skills and knowledge required for course understanding
- are part of the course. If you do not complete the non-assessment work related to the course, you risk not meeting the necessary outcomes to satisfy the completion of the course/subject at that stage level.
- if you have **not** met the requirements for your current credential, then entry to next year of study in that course will be denied.

Senior Assessment Policy - Years 10, 11 and 12

Students will receive a copy of the HSC Assessment Policies, schedules and requirements.

CHANGE TO STUDENT DETAILS

It is extremely important that your contact details are kept up to date in case you need to be contacted in an emergency. Any alteration necessary to the student's record file including change of address, home or work phone numbers or emergency contact details should be notified, in writing to the administration office staff. A change of details form is available from the office.

CLINIC

The facilities of the Clinic are available for the rendering of First Aid and the accommodation of Students who cannot remain in class due to an accident or illness.

Parents will be notified if children spend excessive time in the clinic. The resources of the school can only handle matters of a minor or temporary nature. Medical attention and the care of the sick and injured must finally rest with the parent or guardian, and students who are ill should remain at home.

Students who become ill are to report to their class teacher who will direct them with a note to the Front Office. If the illness is of a lasting nature, parents or guardians will be contacted. Students will not be permitted to go home unless a responsible person is at home to care for them.

If medication has been prescribed and is to be taken during the school day, sufficient dosage for the day's use only should be left in the Front Office. No students are to carry medication with them throughout the day.

LUNCHES

Lunches may be ordered at the Canteen from 8.30am to 8.50am. A variety of foods are on sale during the Recess and Lunch breaks. The canteen now accepts EFTPOS. Orders for the Canteen can also be made on-line by downloading the Flexi Schools App to your device and placing orders for your child/children. On-line orders must be made prior to 8.50am

PARENTS AND CITIZENS ASSOCIATION (P&C)

This worthwhile organisation devotes its time and energies to improving the school environment, providing equipment, discussing and acting on important educational and administrative issues and in general promoting the many varied interests of the school and its community of staff and students.

The meetings are held in the Library or Administration Block on the third Wednesday of each month, commencing at 6.30pm. It is hoped that every parent will feel a commitment to be part of this valuable organisation, and make every effort to be a member.

PARENT NEWSLETTER

The newsletter is uploaded onto the school website three times per term – in weeks 3, 6 and 9. The Parent Newsletter contains information, important dates, news and reminders of interest to parents and is available to view on the website. A limited number of paper copies are available in the school foyer.

LOST PROPERTY

All articles found should be taken to the Front Office. All enquiries should be directed to Admin staff.

Personal Property - All personal articles are to be marked with the student's name. Every care should be taken to safeguard personal property. School bags should not be left unattended at any time, especially in the school playground during recess or lunchtime.

Valuable Property - Valuables such as iPods, mobile phones, skateboards, card folders etc. should not be brought to school. Where a large sum of money or valuable equipment has to be brought to school for some legitimate reason, it must be left with the Deputy Principal for safe keeping.

SCHOOL BAGS IN CLASSROOMS

Each classroom has designated “bag zones” where all school bags are placed during lessons. On entering the room students need to remove all equipment they will require for the lesson including: books, pens, pencils, rulers, glue etc. and place them on their desk ready to start work. All electronic equipment including phones, iPods, earphones etc. must be **turned off** and **left inside bags**. No student should access bags unless they have permission from their teacher. Any student whose phone/iPod/earphones are seen will have them confiscated and given to one of the Deputy Principals who will return them at the end of the school day.

ENROLMENT FORMS

These forms should be completed and returned to the Deputy Principal before enrolment. All sections must be completed; a Birth Certificate, Immunisation History Statement, Religious Participation Letter & Proof of Address must be supplied with all enrolment forms. Incorrect information may result in enrolment being terminated. It is important that, where applicable, the signature of both parents and/or guardians appears.

FINANCIAL ASSISTANCE IS AVAILABLE TO HELP KEEP STUDENTS AT SCHOOL

JUNIOR SCHOOL

Financial Assistance for some educational costs is available for families experiencing financial hardship. The Student Assistance Scheme is administered through the Principal and must be applied for annually. The grant can cover such things as uniforms, shoes, stationery needs, excursions, and subject fees. It does not apply to the school service fee. If an occasion may arise throughout the year please do not hesitate to contact the Principal.

SENIOR SCHOOL

Youth Allowance - Under this scheme the Commonwealth Government assists families with low incomes to keep their children at school for the final two years of secondary schooling. (i.e. Years 11 and 12). Youth Allowance covers full time students over 16 years of age.

Information on application for a Youth Allowance can be obtained from the Careers Adviser at our school

EXCURSIONS

Excursions are an important part of our educational program and operate in most subjects. Assistance is available for families experiencing financial difficulties. Parents should contact the Head Teacher in charge of the excursion if seeking assistance.

STAFF ROOMS

No student is to enter a staff room unless invited to do so by a member of staff.

TEXTBOOKS

These are purchased from the funds raised by the General School Contribution. Textbooks are issued to students on loan and they remain the property of Erina High School. All textbooks are to be covered and cared for in a responsible way. In the event of a textbook being lost or unduly damaged, students will be required to pay for a comparable replacement.

THE LIBRARY

The Library is an essential and valuable source of information for all students. Erina is fortunate to have a large Library with an extensive collection of books, magazines and electronic resources as well as computers for student use and access to the Internet.

The primary role of the Library is to provide research facilities for students and staff. These resources are shared and the rights of others should be respected. Students should be using the Library for either study or research and their behaviour should not disturb or distract others. The computers and the Internet are provided for student research and study. An Internet access agreement must be signed before using the Internet. Recreational use is restricted to the breaks and before school. A booking sheet is at the main desk.

The Library is open 8.30am to 3.20pm each day. Items may be borrowed for a period of fourteen (14) days. All books should be returned on time or re-borrowed.

ROLL CALL

Erina High School has Roll Call at the start of each day.

Roll call periods will be used to check attendance, remind students when notes need to be returned, check uniform, provide daily announcements, allow Year Advisers and Head Teachers to catch up with individual students and to assist in organisation. Roll call is a time where all students are expected to bring their own book or magazine to read. This has proven to improve reading skills.

Students will be placed in roll classes and the rolls will be marked in home rooms. A roll marking program is used to mark rolls electronically and student attendance is tracked each lesson.

TRUANCY

Fractional truancy is unauthorised absence from class and school activities, or late arrival at class or school without permission. Classroom teachers will follow up on truancy from classes, parents may be contacted and the student will be required to complete restitution. The student's rating will be changed with a second instance of fractional truancy. Repeated and persistent fractional truancy may result in placement on a conduct monitoring book, detentions, restitution or suspension from school for persistent disobedience.

Truancy from school may result in an interview with the Deputy Principal, parent contact by telephone and/or letter and restitution. The student's rating may be changed. Repeated and persistent truancy may result in placement on a conduct monitoring book, a change of student rating and possible referral to the Department of Education and Training Home School Liaison Officer, a formal warning letter of suspension for repeated disobedience, or, suspension.

All unjustified absence is recorded on the student's report.

SMOKING

Students found smoking, in possession of tobacco products, or selling and supplying tobacco products on school premises will attend an interview with the Deputy Principal and complete restitution. The student's rating may be changed and parents notified. A second offence will result in a change of student rating and restitution. A formal written warning will be forwarded to parents/caregiver indicating that the student has been persistently disobedient and that a further offence may result in suspension. Referral to the school counsellor will be made.

VANDALISM/DAMAGE TO SCHOOL PROPERTY

Students found damaging school property will be required to make restitution through: cleaning; repair and/or replacement of the item at the student or parent's cost; or, school community service.

In the case of moderate, serious or persistent vandalism, students found responsible will be required to make restitution as above and may be subject to detention, a formal warning letter, or, suspension. A change of student rating may occur.

HARASSMENT

All incidences of harassment should be reported. Harassment may be physical or verbal, which can include emails and text messages. Reports are allocated to appropriate staff or mediators who deal with the issues. Options may include: peer mediation, conflict agreement, Anti- Discrimination counselling, safety plan, counsellor interview or consequences as considered appropriate.

PDHPE AND SPORT

All students in Years 7-10 are expected to take part in PDHPE lessons and the organised sports sessions held during the normal school day as these are a compulsory part of the school curriculum. If a student is unable to participate in these lessons for medical reasons, a letter should be brought from his/her parents to the respective PDHPE/Sport teacher. For all practical PDHPE lessons and Sports sessions, correct PDHPE uniform is to be worn.

Year 7 and 8 Sport is integrated into PDHPE lessons. The students will be taught skills and rules covering a wide variety of sports.

Year 9 and 10 Sport is held on Tuesday afternoons. During the year, students will be able to select a new sport each term, i.e. students are able to experience four different sports in a year. Information is provided for each new sport selection period.

Sports held away from school premises generally incur expenses. This cost varies according to the type of sport. Generally, sports at school incur no costs.

HOUSE SYSTEM

Competition in the Carnivals is based on a House System. Students are allocated to a House on an Alphabetical basis. The House and colours are:

House Name	Student Surnames	Colour
Bean	A – D	Yellow
Dunlop	E – K	Red
Henderson	L – P	Blue
Kendall	Q – Z	Green

CARNIVALS

Three carnivals are held each year and all students are expected to attend and participate. During Term 1, the School Swimming Carnival is held. At the end of Term 1, the Cross Country Carnival is held, and during Term 2 the School Athletic Carnival occurs. Successful competitors from these Carnivals are invited to participate in the Zone Carnivals and talented students may gain selection for Regional and State Carnivals.



KNOCKOUT TEAMS AND SCHOOL REPRESENTATION

Students are invited to participate in a selection process for teams to participate in a variety of knockout competitions against other schools in the state. Students are also invited to participate in selection trials for zone, area and Combined High School teams in a variety of sports. Mr C Dodd is the coordinator of all CHS Sport Teams.



RULES, EXPECTATION & CONSEQUENCES OF STUDENTS WORKING IN PRACTICAL CLASSROOMS & WORKSHOPS

Students will wear correct safety equipment and clothes at all times when using machinery in the room. Students must wear footwear that has a **complete leather upper**. Students must not wear: large diameter or dangling earrings and jewellery on long chains or jackets or jumpers with “Hoods” that have the potential to restrict peripheral vision. Students must not run in the workshop or use any tools or equipment in an inappropriate or unsafe manner. Students must not interfere with other students in the workshop

BUS CONVEYANCE

If you live more than 2 kilometres from the school, in a straight line, or **2.9km walking** you are entitled to a free school bus pass i.e. School Opal Card. Free bus travel is available to and from the student's registered home address only, except in the case of joint custody where court orders or statutory declarations are provided. Any student enrolling in our school will need to complete an online OPAL application in order to obtain free travel to and from Erina High School.

Please visit: www.transportnsw.info/school-students or call 131 500.

A CHANGE OF ADDRESS WILL REQUIRE A VISIT TO THE TRANSPORT for NSW WEBSITE.

www.aaps.transport.nsw.gov.au/ssts

All students are required to carry their Opal card each day when travelling to and from school and to scan it as they board and alight the bus (Tap On/Tap Off). Should the Opal card be lost or destroyed, you will be required to visit transport website to organise a replacement. Any student will forfeit the privilege of free bus travel if his/her behaviour on the bus is unsatisfactory or if the student allows another student to use their bus pass.

At the end of the school day all students are expected to walk from the classrooms to the Bus COLA near Multi-Purpose Centre. Red Bus and Busways waiting areas will be designated by the Head Teacher on bus duty. Students will be called in groups according to their bus numbers by the Head Teachers on duty. Students who have an A+ rating will board buses after seniors. Students will exit the school via the appropriate gate and follow Head Teachers. All students who travel to or from school by bus need to follow the Transport for NSW “Code of Conduct”. This covers safe travel, respect the needs and comfort of others, not damage the bus or display offensive behaviour.



Safety in the School Workshop Policy



Dear Parent/Guardian,

This document has been compiled to inform you of the classroom rules, expectation and consequences that will apply to all students studying Industrial Arts subjects in the following workshops: C1, C2, J1 & J2.

These rules and expectations have been put in place to bring each student's experience in our practical workshops closer to what will be experienced when he or she eventually enters the workforce. In addition, the students will also begin to develop an understanding of their responsibilities under the current NSW Occupation Health and Safety Legislation. The school's aim is for all students who undertake practical activities to enjoy their project work and to learn many new skills. These rules have been put in place to assist all students to achieve these outcomes within a safe, ordered environment. Find attached a document that details the workshop rules, expectations and consequences of failing to observe the workshop rules.

After you have read and discussed the issues detailed with your child could you and your child please sign and date the section at the bottom of this page. The acceptance slip must be returned by the end of Week 2, Term 1 2022. Please note that students will not be able to commence any practical activities until parents and students have signed that they have read, understood and agreed to the attached document.

Should you require additional information or clarification of any part of the attached document, please contact the Head Teacher TAS (Technology and Applied Science).

Regards

Mr G Bath

Mrs K Nicol

Head Teacher

Principal

✂ -----

Ref: - Class room safety, (safety equipment and behaviour)

I have read and discussed the issues detailed in the document outlining the rules, expectations and consequences with my child. I agree that my child will abide by the rules, expectations and consequences outlined for students who will work in the practical workshops at Erina High School.

Parent, Print Name	Parent Signature	Student, Print Name	Student Signature
Date		Date	

Please return this slip to your class teacher.

CONSEQUENCES – Every day brings new choices

Inappropriate Behaviour	Consequence
Failure to wear safety glasses while using machinery.	<ul style="list-style-type: none"> Students who do not have safety glasses or who refuse to wear their safety while using machinery will not be allowed to continue with their practical activities. They will be given suitable theoretical work appropriate to their subject.
Failure to wear appropriate foot wear.	<ul style="list-style-type: none"> Students who do not wear appropriate footwear will not be allowed to continue with their practical activities. They will be given suitable theoretical work appropriate to their subject.
Failure to wear correct protective clothing.	<ul style="list-style-type: none"> Students who refuse to wear protective clothing at all times while undertaking practical activities will not be allowed to continue with their practical activities. They will be given suitable theoretical work appropriate to their subject.
<p>If a student refuses to wear appropriate safety equipment or clothing as detailed above at ALL TIMES during practical activities the following steps will occur;</p> <ol style="list-style-type: none"> On the first occasion, the student will not participate in practical activities. The teacher will record the student's unwillingness to work in a safe manner. On the second occasion, students will not participate in practical activities. The teacher will contact parents/caregivers by letter (Faculty Letter of Concern) outlining the student's behaviour. On the third occasion, students will not participate in any practical class activities. The student's parents/caregivers may be asked to either contact the Head Teacher by phone or to attend school to resolve the student's continuing disregard for behaving in a safe manner in the workshop. 	
Failure to act in a safe manner during class. E.g. running, using tools or equipment in an inappropriate manner or interfering with other students.	<ul style="list-style-type: none"> Students whose behaviour puts themselves or their peers at risk of injury while undertaking practical activities will not be allowed to continue with their practical activities. They will be given suitable theoretical work appropriate to their subject. The student's parents/caregivers may be asked to attend school to assist in resolving the student's inappropriate/unsafe behaviour.
Wilful damage to school property, Vandalism.	<ul style="list-style-type: none"> Students who wilfully damage school property will be withdrawn from class and placed under the supervision of either the Head Teacher or a member of the Senior Executive. At the discretion of Senior Executive staff, restitution may be required to replace or repair damaged equipment.
Wilful damage to another student's project or property.	<ul style="list-style-type: none"> Students who wilfully damage school property will be withdrawn from class and placed under the supervision of either the Head Teacher or a member of the Senior Executive. At the discretion of Senior Executive staff, restitution may be required to replace or repair damaged equipment. Students who wilfully damage another student's project or property will be placed on Pre-suspension.
<p>Note: Wilful damage will not be assessed on the value of damage done by a student. Any damage or vandalism will attract the same response.</p>	

SUBJECT REQUIREMENTS - YEARS 7 & 8

1 x Clearview PVC Insert Binder 3D 50mm to store A4 booklets

Writing implements for all classes

ENGLISH

- A4 128 page binder book
- Standard 128 page exercise book (Journal)
- Document wallet
- All students need to have at home a Macquarie or Collins Dictionary

MATHEMATICS

- A4 128 page binder grid book
- Ruler marked in Millimetres
- Scientific Calculator
- All students need to have at home:
 - a protractor,
 - a pair of compasses,
 - a set square

SCIENCE

- A4 128 page binder book
- A4 64 page binder book (Homework)
- Solid leather shoes – **No sports shoes**
- Calculator
- Ruler in mm

AGRICULTURE – Year 7

- A4 64 page binder book

HSIE

- A4 128 page binder book

VISUAL ARTS – Year 7

- Visual Art Diary A4 120page
- Drawing equipment (HB&2B pencil and eraser)

VISUAL ARTS – Year 8

- Visual Art Diary A4 120page

LANGUAGES - Year 8

- A4 128 page binder book

INDUSTRIAL ARTS

- **Solid leather shoes – NO sports shoes**

HOME ECONOMICS

- A4 Clear sleeve display folder
- **Sturdy black leather shoes – NO sport shoes**

PDHPE

- A4 96 page binder book - PDHPE uniform

MUSIC – Year 8

- A4 128 page workbook with music staves
- Cheap phone style Ear buds (to be used when doing piano)

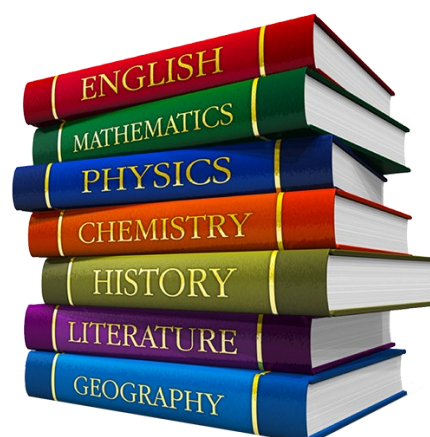


SUBJECT REQUIREMENTS - YEARS 9/10

1 X Clearview PVC Insert Binder 3D 50mm to store A4 booklets

Writing implements for all classes

<p><u>ENGLISH</u></p> <ul style="list-style-type: none"> • A4 128 page binder book • Standard 128 page exercise book (Journal) • Document wallet • All students need to have <u>at home</u> a Macquarie or Collins Dictionary 	<p><u>MUSIC</u></p> <ul style="list-style-type: none"> • 128 page workbook with music staves
<p><u>MATHEMATICS</u></p> <ul style="list-style-type: none"> • A4 128 page binder <u>grid</u> book • Ruler marked in Millimetres • Scientific Calculator • All students need to have <u>at home</u>: <ul style="list-style-type: none"> ○ a protractor, ○ a pair of compasses, ○ a set square 	<p><u>INDUSTRIAL TECHNOLOGY - TIMBER</u></p> <ul style="list-style-type: none"> • Solid leather shoes – <u>NO</u> sports shoes
	<p><u>FOOD TECHNOLOGY</u></p> <ul style="list-style-type: none"> • A4 128 page binder book (Food/Recipes) • A4 128 page binder book (Textiles) • Sturdy black leather shoes – <u>NO sport shoes</u>
	<p><u>PDHPE</u></p> <ul style="list-style-type: none"> • A4 96 page binder book • PDHPE uniform
<p><u>SCIENCE</u></p> <ul style="list-style-type: none"> • A4 128 page binder book • A4 64 page binder book (Homework) • Scientific Calculator • Solid leather shoes – No sports shoes • Ruler in mm 	<p><u>DANCE &/or PASS and PASS Rugby League</u></p> <ul style="list-style-type: none"> • A4 128 page binder book • PDHPE uniform
	<p><u>INDUSTRIAL TECHNOLOGY – MULTIMEDIA</u></p> <ul style="list-style-type: none"> • Nil
<p><u>HSIE</u></p> <ul style="list-style-type: none"> • A4 128 page binder book 	<p><u>TEXTILES TECHNOLOGY</u></p> <ul style="list-style-type: none"> • A4 sketch book
	<p><u>CHILD STUDIES</u></p> <ul style="list-style-type: none"> • A4 128 page binder book
<p><u>DESIGN AND TECHNOLOGY</u></p> <ul style="list-style-type: none"> • A4 Display folder 	<p><u>COMMERCE</u></p> <ul style="list-style-type: none"> • A4 128 page binder book
<p><u>VISUAL ARTS</u></p> <ul style="list-style-type: none"> • A4 Sketchbook (Visual Art) • Drawing Equipment 	



SUBJECT REQUIREMENTS – YEARS 11/12

1 x A4 Insert Binder to store loose leaf paper and binder booklets

Writing implements for all classes

<p><u>MATHEMATICS</u></p> <ul style="list-style-type: none"> • Workbook - Mathematics Grid Book A4 Size Binder <u>book</u> • Scientific Calculator • Drawing instruments for examination: <ul style="list-style-type: none"> ○ protractor, compasses, set square & ruler 	<p><u>VISUAL ARTS</u></p> <ul style="list-style-type: none"> • A4 120 page Sketchbook • A4 Lever Arch folder • A4 Lecture pad • Drawing equipment
<p><u>ENGLISH</u></p> <ul style="list-style-type: none"> • A4 Loose leaf paper 	<p><u>PHOTOGRAPHY</u></p> <ul style="list-style-type: none"> • A4 Clear sleeve display folder • A4 Lecture pad
<p><u>DRAMA</u></p> <ul style="list-style-type: none"> • A4 Art diary 	<p><u>TAS – COMPUTER STUDIES (IT and IPT)</u></p> <p>A4 Clear sleeve display folder</p> <ul style="list-style-type: none"> • A4 Lecture pad • 1 GB Flash Drive
<p><u>SCIENCES</u></p> <ul style="list-style-type: none"> • 2 x A4 128 page binder • Solid leather shoes – <u>no sports shoes</u> 	<p><u>TAS – VET CONSTRUCTION</u></p> <ul style="list-style-type: none"> • Solid work boots
<p><u>MARINE STUDIES</u></p> <ul style="list-style-type: none"> • A4 Loose leaf paper 	<p><u>TAS – INDUSTRIAL TECHNOLOGY</u></p> <ul style="list-style-type: none"> • A3 Display folder for major work • Flash Drive
<p><u>SOCIAL SCIENCES</u></p> <ul style="list-style-type: none"> • A4 128 page Binder book per subject 	<p><u>TAS- VET HOSPITALITY</u></p> <p>Black Leather shoes</p> <ul style="list-style-type: none"> • Chefs Uniform • 1 x A4 128 page binder book
<p><u>ANCIENT/MODERN HISTORY</u></p> <ul style="list-style-type: none"> • A4 Loose leaf paper 	<p><u>TAS – FOOD TECHNOLOGY</u></p> <ul style="list-style-type: none"> • Black Leather shoes • Full length cotton apron • Tea towel • Container (for left over samples) • 1 x A4 128 page binder book
<p><u>LANGUAGES</u></p> <ul style="list-style-type: none"> • A4 Loose leaf paper 	<p><u>TAS – TEXTILES & DESIGN</u></p> <ul style="list-style-type: none"> • A3 or A4 Display folder for Major Work
<p><u>PDHPE</u></p> <ul style="list-style-type: none"> • A4 240 page book 	<p><u>TAS – VET RETAIL</u></p> <ul style="list-style-type: none"> • 1 x A4 128 page binder book
<p><u>MUSIC</u></p> <ul style="list-style-type: none"> • 2 x A4 Clear Sleeve folders + Refill sleeves • 1 x A4 96 page binder book 	
<p><u>CAFS</u></p> <ul style="list-style-type: none"> • A4 Display Folder • 1 A4 128 page binder book 	

HOME LEARNING INFORMATION FOR STUDENTS

WHY HAVE HOME LEARNING or STUDY?

You can:

- practise, better understand and extend work done in class
- demonstrate learning outcomes
- learn time management
- develop skills in identifying and using information resources
- establish self-directed habits of study, concentration and self-discipline



Home Learning will also strengthen home-school links, allow your family to be partners in your education and provide them with insights into your class work and your progress.

WHAT MIGHT YOUR HOME STUDY INCLUDE EACH NIGHT?

In addition to the completion of **set home learning activities** you should undertake one or more of the following:

- Progressive work on **assignments and assessment tasks**
- Completion and **review of the day's class work** and **work missed through absence**
- Revision and **preparation for coming tests**
- **Review of past topics** using a set timetable
- **Reading ahead and researching new topics**
- **Reading newspapers, accessing the internet, watching current affairs programs** and then discussing the issues with household members
- **Reading for pleasure**, both fiction and non-fiction.

HOW MUCH TIME SHOULD BE SPENT ON HOME STUDY PER WEEKNIGHT?

A general guideline would be:

Years 7-8 1 – 2 hour, Years 9-10 1 - 2 hours, Years 11-12 2 – 3 hours

WHAT ABOUT OTHER ACTIVITIES?

Talking with family members, undertaking home duties, participating in sport and recreation and mixing with friends are valuable activities to schedule alongside home learning and study.

WILL A HOME LEARNING RECORD BE KEPT?

Home Learning activities will be set and reviewed regularly by your class teachers in each subject. A record of marks and results will be kept and you will be given advice on how to improve your work. If **problems arise** in the completion of home study activities, your teachers will provide feedback to your parents by phone or using the school's unsatisfactory performance letter.

WHAT ARE YOUR HOME LEARNING OBLIGATIONS?

- Be aware of the importance of home learning.
- Take responsibility for organising your home study time
- Show your home study plan and activities to those at home
- Ensure completed work is your best effort
- Submit your home study tasks by the due date
- Seek assistance from teachers and those at home when difficulties arise
- Act on feedback from teachers and try to improve the quality of your work.

