



# ORAN PARK HIGH SCHOOL



## Student & Parent Information Booklet 2024

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# Principal's Message

Dear students and families

It is my great honour to be the foundation principal of Oran Park High School. The school, which opened its' doors to students for the first time in 2020, is visually stunning and beautifully designed with a variety of different future-focussed learning and social spaces. However, as the student population has grown over our first few years, we are constantly reminded that great schools are not just about modern buildings but also about the people that work and learn within those buildings.

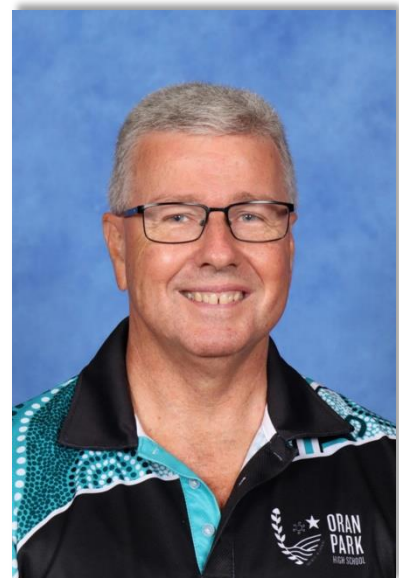
Oran Park High School is a great school because we have a highly skilled and talented staff who are passionate about working with the children of this community, who they will help nurture to be thoughtful, respectful and motivated young adults, and who are fully supported in this endeavour by our students' parents and carers. And it is also a great school because everything we do is grounded in our TRAK values of Teamwork, Respect, Achievement and Kindness, as well as the high expectations and mutually respectful relationships that position it at the heart of a new and flourishing community.

So finally, as we grow and develop over the coming years, we will challenge ourselves every day to live out the spirit and intent of our motto so that we are truly 'Partners in Learning'.

Welcome to Oran Park High School.

**Brad Mitchell – Principal**

*'Partners in Learning'*



# Contact Details

## School

<b>Address</b>	1 Podium Way, Oran Park 2570
<b>Telephone</b>	(02) 4634 7700
<b>Email</b>	<a href="mailto:oranpark-h.school@det.nsw.edu.au">oranpark-h.school@det.nsw.edu.au</a>
<b>Website</b>	<a href="http://www.oranpark-h.schools.nsw.gov.au">www.oranpark-h.schools.nsw.gov.au</a>
<b>Facebook</b>	@OranPark HS
<b>Instagram</b>	@oranpark_highschool
<b>Office hours</b>	8:30am – 3:30pm
<b>Parent/student portal</b>	<a href="https://ophs.sentral.com.au/portal2/">https://ophs.sentral.com.au/portal2/</a>

## Education Directorate

<b>Director Educational Leadership</b>	Chad Bliss (Relieving), Campbelltown Office - (02) 4633 2700
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## Transport

<b>Bus company</b>	Transit Systems - (02) 8118 7102
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The School Student Transport Scheme (SSTS) gives eligible school students free or subsidised travel between home and school on NSW public transport. Eligibility relies on the following:

- living more than 2.0km in a straight distance from home
- walking distance from home to school is 2.9km or further

If you don't qualify for free travel to and from school, you may be eligible to purchase a School Term Bus Pass.

<https://transportnsw.info/tickets-opal/ticket-eligibility-concessions/school-student-travel>

# About Our School

Oran Park High School is built on Dharawal land. Prior to construction the land was used initially for farming and more recently the Oran Park Raceway which was operational from February 1962 until its closure in January 2010.

The first intake of students occurred at the beginning of the school year in 2020 with Year 7 and Year 8 students only. 2024 will see a new cohort of Year 7 students begin, therefore extending our school to Years 7, 8, 9, 10, 11 & 12 students. Our students are largely drawn from our partner primary school Oran Park Public School, Gledswood Hills Public School and Barramurra Public School.

Our school also hosts 7 support classes whose students are enrolled through a regional placement panel.

Our school colours are black, white and teal. The school crest was designed by Working Images in consultation with Mr Brad Mitchell founding Principal and a working party of parents and community members.

## School Term Dates for 2024






<b>Term 1</b>	10 weeks	Tuesday 30 January – Friday 12 April Years 7,11 & 12 begin Thursday 1 February Years 8, 9 & 10 begin Friday 2 February
<b>Term 2</b>	10 weeks	Monday 29 April – Friday 5 July All students begin Tuesday 30 April
<b>Term 3</b>	10 weeks	Monday 22 July – Friday 27 September All students begin Tuesday 23 July
<b>Term 4</b>	10 weeks	Monday 14 October – Friday 20 December All students begin Monday 14 October

## Logo

Oran Park High School has established a meaningful and connected logo and school motto that is inclusive of the community within which we live and the vision we have for a learning partnership.

Visual elements of the logo consist of:



Symbol	Meaning
	<p><b>Star</b></p> <p>Represents guidance, the highest goals and aspirations, a leading light and navigational device</p>
	<p><b>Star (indigenous form)</b></p> <p>Represents guidance and a navigational device</p>
	<p><b>Water</b></p> <p>Represents life, flow and landscape and has relevance to Oran Park within the upper Nepean water catchment region</p>
	<p><b>Hills/land</b></p> <p>Represents the connection to the indigenous people in the Oran Park region, the early settlement of NSW and Cow-pastures</p>
	<p><b>Flora</b></p> <p>Symbolises growth and connection to the environment. This form loosely representative of the waratah which is the New South Wales state floral emblem.</p>

# Bell Times

Our timetable cycle is two weeks (fortnight). Student timetables will be shown as Week A and B.

We will start Term One on Week A.

Monday Years 7, 8, 9 & 10	Tues, Wed, Thurs & Fri Years 7, 8, 9 & 10	Tuesday Years 11 & 12	Mon, Wed, Thurs & Fri Years 11 & 12
<b>TRAK</b> 8.50am	<b>TRAK</b> 8.50am	<b>TRAK</b> 8.50am	<b>TRAK</b> 8.50am
<b>Period 1</b> 9.00am	<b>Period 1</b> 9.00am	<b>Period 1</b> 9.00am	<b>Period 1</b> 9.00am
<b>Period 2</b> 10.00am	<b>Period 2</b> 10.00am	<b>Period 2</b> 10.00am	<b>Period 2</b> 10.00am
<b>Recess</b> 11.00am	<b>Recess</b> 11.00am	<b>Recess</b> 11.00am	<b>Recess</b> 11.00am
<b>Period 3</b> 11.30am	<b>Period 3</b> 11.30am	<b>Period 3</b> 11.30am	<b>Period 3</b> 11.30am
<b>Period 4</b> 12.30pm	<b>Period 4</b> 12.30pm	<b>Period 4</b> 12.30pm	<b>Period 4</b> 12.30pm
<b>Lunch</b> 1.30pm	<b>Lunch</b> 1.30pm	<b>Finish</b> 1.30pm	<b>Lunch</b> 1.30pm
<b>Period 5</b> 2.00pm	<b>Period 5</b> 2.00pm	<b>Study period</b>	<b>Period 5</b> 2.00pm
<b>Finish</b> 2.30pm	<b>Finish</b> 3.00pm	<b>Study period</b>	<b>Finish</b> 3.00pm



# Staff List 2024

SENIOR EXECUTIVE	
<b>Principal</b>	Brad Mitchell
<b>Deputy Principal</b>	Elizabeth Colagiuri
<b>Deputy Principal</b>	Linda Vella
<b>Deputy Principal</b>	Karen Andrews
<b>Deputy Principal</b>	Constance Gartside

HEAD TEACHERS	
<b>English</b>	Catherine Byrne
<b>Mathematics</b>	Paula Liu
<b>Science</b>	Kristy Attard
<b>PDHPE</b>	Boris Bratic
<b>TAS</b>	Josh Symons
<b>CAPA</b>	Antonella Verter
<b>HSIE</b>	Rachel Berry
<b>Disability Support</b>	Kelly Whitehead
<b>Wellbeing</b>	Kristie Harris
<b>Administration</b>	Jose Villanueva
<b>Teaching &amp; Learning</b>	Laurie-Anne Hudson
<b>Secondary Studies</b>	Erica Taylor
<b>Learning Support</b>	Callie Shea

KEY SCHOOL CONTACTS	
<b>SAM</b>	Kylee Hughes
<b>CLO</b>	Kelly Austin

YEAR ADVISORS	
<b>Year 7</b>	Claudia Jones
<b>Year 7</b>	Rifat Sabah
<b>Year 8</b>	Sheridan Boyd
<b>Year 8</b>	Amanda Harding
<b>Year 9</b>	Callie Shea
<b>Year 9</b>	Josh Sayers
<b>Year 10</b>	Chris Ive
<b>Year 10</b>	Peta Moran
<b>Year 11</b>	Kathy Tran
<b>Year 11</b>	Omar Sabih
<b>Year 12</b>	Kristy Attard
<b>Year 12</b>	Bojan Djoneski

STUDENT SERVICES	
<b>Student Support Officer</b>	Juan Mamblona
<b>Student Support Officer</b>	Emma Harold
<b>Counsellor</b>	Leelum Moodley
<b>Careers Advisor</b>	Catherine Myers
<b>Student Leadership</b>	Belinda Vaccaro
<b>Student Leadership</b>	Rachael Dimond
<b>Sports Coordinator</b>	Ben Condon

# Wellbeing

The Wellbeing Team consists of staff across the school and can include the Year Advisors, Deputy Principals, Head Teachers, School Counsellors, School Support Officers and Learning Support Teachers.

The role of the Wellbeing Team is to:

- support the wellbeing needs of students at Oran Park High School
- seek solutions to wellbeing issues, both general and individual
- refer wellbeing needs to specialist services or agencies, where appropriate
- review, construct and implement wellbeing policies
- coordinate activities and implement programs to support the wellbeing needs of students, aligned to the school's TRAK values
- provide ongoing evaluation of school-based wellbeing policies and procedures
- communicate with and provide guidance for staff
- initiate and coordinate staff development in wellbeing strategies and procedures
- communicate with parents regarding wellbeing issues
- monitor student progress through semester reports, progress reports and the online system
- regularly attend meetings to support the Wellbeing Team
- coordinate and develop the Oran Park High School TRAK program

## The Role of School Counsellors

School counsellors are employed by the Department of Education to assist students with a variety of educational, social and emotional issues. They can provide a variety of services, including individual psychological assessment, counselling, educational assessments and assistance for students with additional needs.

School Counsellors work closely with the School Executive, Year Advisors, Careers Advisor, the Learning Support Team and other staff to help individual students achieve their goals. Students needing support outside of school hours can contact Kids Helpline 1800 551 800.

# School Support Teams

## Learning Support

The Learning Support Team consists of specialist teachers whose main function is to assist staff and support students' individual learning needs. At Oran Park High School, we have Learning and Support Teachers, English as an Additional Language/Dialect (EALD) teachers and School Learning Support Officers (SLSO). Each staff member brings with them a wealth of knowledge and experience that benefits the wellbeing and learning of students in their care.

The Learning Support Team also assist in the transition of students with disability or additional needs including, primary to high school transition, cross-school transition and school to work transition. In addition to this, team members work with teachers across the school with a wide range of external agencies and specialists, to best support student learning needs.

## Aboriginal Education

Oran Park High School is committed to working in partnership to provide an environment and supporting structures that empower and enable our Aboriginal students to attain personal success and develop greater understanding of Aboriginal and Torres Strait Islander knowledge, histories and cultures for all students.

Our vision is one in which all Aboriginal and Torres Strait Islander children and young people achieve their full learning potential, are empowered to shape their own futures, and are supported to embrace their culture and identity. We will develop and maintain strong relationships with local communities and stakeholders, working in partnership with the Narellan Aboriginal Education Consultative Group to ensure high expectations and support for our Aboriginal students to assist them to be successful learners.

We welcome Aboriginal and Torres Strait Islander family members, parents and community members to our school so that we can get to know each other, learn about local Aboriginal community and develop shared goals.

All Aboriginal and Torres Strait Islander students will have Personalised Learning Pathways (PLPs) which are an effective tool for increasing Aboriginal student engagement. These will be used to support improved learning outcomes and educational aspirations and will be developed in partnership with Aboriginal students, their parents and teachers.

All students will have opportunities to understand the concepts of Country and Place, People, Culture and Identity. They will explore the experiences and achievements of Aboriginal people in historical and social contexts and the links between cultural expression, language and spirituality.

## **Multicultural Education**

Oran Park High School is a multicultural school community that is committed to ensuring that all students value their own and other cultural identities. To assist students whose first language is other than English we have an English as an Additional Language/Dialect (EAL/D) trained staff member to assist these students to work at levels comparable to or better than their school and state cohort.

## **Student Leadership**

Oran Park High School is committed to students being partners in the decision-making process and having a voice in all aspects of school life. Students can nominate themselves to be considered for a position in the leadership team by completing an application form during Term 4. Successful applicants will be chosen by Year Advisors and Executive Staff based on their application and their exemplary record of consistently demonstrating TRAK values.

- Student leaders hold their position for one year after which time they may opt to run again.
- Student leaders will be expected to organise and participate in initiatives throughout their term in each of the following areas; Community Engagement, School Engagement, Environment and Sustainability, Sport and Physical Activity, TRAK and Wellbeing and Technology and Innovation.
- Student leaders are encouraged to listen to their peers' opinions, raise suggestions at meetings, and provide regular updates of their events at assemblies, in the school newsletter and social media platforms.
- Students who have been elected to the leadership team will be placed into a leadership TRAK roll call class and will be responsible for various roles within the school including hosting school assemblies.

# House System





Oran Park High School's house system is about encouraging participation in all aspects of school life. The aim of the house system is to foster school spirit.

Our house system is known as the **Grand Prix House Championship**.

The house system encompasses **all activities** the school offers across three areas of schooling: academic, sporting and extra-curricular. Rewards or participation in each area gains points for your house. Each school activity is given a point value to reflect the level of the award or event.

Each house will have house patrons who will assist and provide support to each house. Their role will be to encourage students to participate in all school activities. All students will be part of the house challenge. Students can support their house by involvement in all aspects of school life.

The houses have been named in connection with Dharawal land on which the school is built and the school emblem that was created to be reflective of our school community.

House	Surnames	Meaning	Symbol
<b>Birrung</b> (yellow)	<b>B, C, I, O, P, U, V, Z</b>	Aboriginal name for the star. In relation to the school emblem, it represents guidance and a navigational device	
<b>Ngura</b> (green)	<b>D, K, N, S</b>	Aboriginal name for place/country. In relation to the school emblem, it represents the connection to aboriginal people in the Oran Park region, the early settlement of NSW and the Cow-pastures.	
<b>Waratah</b> (red)	<b>A, H, L, M Q, X, Y</b>	The NSW state floral emblem. In relation to the school emblem, it represents growth and connection to the environment.	
<b>Badu</b> (blue)	<b>E, F, G, J R, T, W</b>	Aboriginal name for water. In relation to the school emblem, it represents life, flow and landscape and has relevance to Oran Park within the upper Nepean water catchment region.	

# Merit System - (TRAK Points)

Oran Park High School will be a Positive Behaviour for Success School. Our core values are: TRAK.

- T – Team Work
- R – Respect
- A – Achievement
- K – Kindness

Students who are **on TRAK** are working well with others, are considerate learners and citizens, try their best and treat everyone with kindness. Teachers reinforce positive behaviour, responsibility, effort and achievement using the merit system.

Students will be awarded points through participation in all aspects of school life and by being **on TRAK**. These points accumulate and contribute to a student's individual merit level (shown below) and the Grand Prix House Championship. Additionally, special "Reward Days" are held each term for students reaching set levels.



*Oran Park High School Merit System*

# Junior and Senior School Uniform

It is expected that our Oran Park High School uniform be worn with pride. Full school uniform is to be worn each day, to and from school. Students will have the opportunity to change at school for all practical PE and sport lessons. All uniform is to be worn as designed, and not altered in any way. The school has work, health and safety regulations which are in accordance with the Department of Education (DoE). These must be always followed.

## Girls Uniform

- long sleeve or short sleeve shirt with OPHS logo (Junior/Senior)
- OPHS check skirt (Junior/Senior), OPHS black shorts or OPHS long black pants
- white socks
- teal OPHS jumper or black OPHS jacket
- fully enclosed hard, black leather lace up shoes
- school cap (optional) - no other caps will be allowed

## Boys Uniform

- long sleeve or short sleeve shirt with OPHS logo (Junior/Senior)
- OPHS black shorts or OPHS long black pants
- black socks
- teal OPHS jumper or black OPHS jacket
- OPHS tie (Junior/Senior)
- fully enclosed hard, black leather lace up shoes
- school cap (optional) - no other caps will be allowed

## PE/Sport Uniform

- OPHS sport polo shirt
- OPHS sport shorts
- OPHS tracksuit pants and jacket
- lace up sports joggers
- Sport carry bag – supplied in Year 7







# Shoes

All students are to wear **fully enclosed hard, black leather lace up shoes** to and from school each day. For practical PE lessons and sport, students can bring predominantly black or white joggers to school and wear them during these lessons.

*Fully enclosed hard, black leather lace up shoes.*



Soft leather shoes such as Adidas, Airforce, Converse, Vans, Volleys are **NOT** permitted.

MUST be a hard leather upper. A traditional looking school shoe.

## Student Responsibilities

- Each student is expected to wear full school uniform every day.
- A student who is out of uniform on any given day must provide a note signed by a parent with a reason.
- Students must present an out of uniform note to their Deputy Principal prior to roll call if they are out of uniform.
- Students are not to wear tights or hoodies at any time.
- Students are not to wear tracksuit pants other than the school tracksuit pants during sport and practical PE lessons.

## Out of Uniform Procedures

If for some reason a student is out of uniform, they must bring a note of explanation from their parent/caregiver and obtain a uniform pass from their Deputy Principal before roll call (TRAK). Please note that most items will not be permitted regardless of whether a note is provided. The school will loan clothing items for the students to change into for the day, so they are complying with our uniform code.

If students do not have a note, they are to still report to their Deputy Principal and will be issued a detention and uniform pass.

Students who are repeatedly out of uniform without a valid reason, may be unable to represent the school and/or accept awards on assembly.

## Uniform Requirements

Item	Requirements
<b>Shoes</b>	<ul style="list-style-type: none"> <li>• black, hard leather lace-up shoes as shown in the image</li> <li>• foot must be fully enclosed by the shoe</li> </ul>
<b>Belts</b>	<ul style="list-style-type: none"> <li>• plain black belt</li> <li>• no studs or large buckles</li> </ul>
<b>Hats</b>	<ul style="list-style-type: none"> <li>• school cap (only) to be worn outside for protection from the sun</li> <li>• hats/caps are not to be worn inside or in reverse</li> <li>• no beanies or hoods</li> <li>• head wear worn for religious purposes must be black or white</li> </ul>
<b>Jewellery options</b>	<ul style="list-style-type: none"> <li>• watch</li> <li>• one simple flat ring</li> <li>• one simple neck chain (pendant permitted if small)</li> <li>• one simple bracelet</li> <li>• no leather and elastic jewellery</li> <li>• stud or sleeper earrings only</li> <li>• anklets are not to be seen</li> <li>• Piercings               <ul style="list-style-type: none"> <li>- for safety reasons lip and eyebrow piercings are not suitable for school.</li> <li>- nose piercings are to be a small stud only, for safety.</li> </ul> </li> </ul>
<b>Nails</b>	<ul style="list-style-type: none"> <li>• nails are to be short and rounded (safe length)</li> <li>• clear or neutral in colour</li> </ul>
<b>Make-up</b>	<ul style="list-style-type: none"> <li>• not to be worn in excessive amounts</li> </ul>
<b>School bags</b>	<ul style="list-style-type: none"> <li>• all students require an appropriate school bag or backpack to carry textbooks and school books/folders</li> <li>• waist/hip bags and handbags are not suitable as a school bag</li> <li>• OPHS sport bag is used to carry sports uniform and joggers</li> </ul>
<b>Winter accessories</b>	<ul style="list-style-type: none"> <li>• OPHS scarf (only) to be worn in colder weather</li> <li>• No additional jackets</li> </ul>
<b>Devices</b>	<ul style="list-style-type: none"> <li>• mobile phones are to be turned off and kept in school bag</li> <li>• no responsibility is taken for lost mobile phones and other devices</li> </ul>

# Sport

Students will be allocated a house in Year 7 which will form part of their sport program. The Year 7, 8, 9 sport programs will consist of integrated sport where students will be placed into teams based on their house group. During sport lessons, teams will play in a round robin competition against other teams within their sport group. Winning teams will receive house points for their house. The top four teams from each sport group will then compete in a play-off competition to determine the winner of the Integrated Sports Cup.

Teams may change each term to allow for students to develop interpersonal skills with a variety of other students. During sport, students will get the opportunity to practise and be coached in various sports in the lead up to Macarthur Zone Gala Days (Years 7 and 8).

Year 10 students will have choices of recreation sport options (a fee will be charged for external venue costs, equipment hire and transport if needed) and team games for their fortnightly sport. These options and selections will change each term.

Students will have the opportunity to represent the school at Macarthur Zone Carnivals in swimming, cross country and athletics. Successful students may qualify for higher representation at Sydney South West Schools Sports Association Championships and NSW Combined High School Championships.

Students will have the opportunity to trial for selection in Macarthur Zone sporting teams to compete at Sydney South West Schools Sports Association Championships.

Students will have the opportunity to represent the school in selected State-wide Knockout competitions throughout the year.



# OPHS Mobile Phone Procedures

The NSW Government has announced restrictions on the use of mobile phones in NSW high schools beginning in Term 4, 2023. This is being implemented to increase focus in classrooms, remove distractions and to also promote positive social interaction, while reducing the potential for online bullying.

Oran Park High School's 'Off and Away All Day' will continue to apply to mobile phones and will occur during all school hours, including break times such as during lunch and recess, as well as while students are on school-based excursions.

Students will still be able to carry their phones while travelling to and from school, but they must be turned off and placed in their bags by the first bell at 8.50 am. They cannot be accessed by students again until the final bell at 3.00 pm.

School staff can allow students to use their mobile phones in specific circumstances, such as for an educational purpose, for their wellbeing or to support students with specific needs.]

School procedures for mobile phone misuse are as follows:

Mobile Phone Misuse	School Action
1 <sup>st</sup> Instance	<ul style="list-style-type: none"> <li>• Phone confiscated and handed to a Deputy Principal.</li> <li>• Student collects phone at the end of the school day.</li> <li>• Parents are notified via email.</li> </ul>
2 <sup>nd</sup> Instance	<ul style="list-style-type: none"> <li>• Phone confiscated and handed to a Deputy Principal.</li> <li>• Parents are notified via email.</li> <li>• Phone will be returned to the parent at a time convenient to them.</li> <li>• Student will be issued with an 'Warning to remove mobile phone privileges' letter.</li> </ul>
3 <sup>rd</sup> Instance	<ul style="list-style-type: none"> <li>• Phone confiscated and handed to a Deputy Principal.</li> <li>• Parents are notified via email.</li> <li>• Phone will be returned to the parent at a time convenient to them.</li> <li>• Student will lose their right to have a mobile phone at school for ten school weeks (50 days).</li> </ul> <p><i>Note: Where the student is required to carry a mobile phone for safety reasons it will be locked in the office during school hours for the <u>ten week</u> period.</i></p> <ul style="list-style-type: none"> <li>• Any further breaches of the school's procedures during the restriction period will be dealt with under the school's discipline policy.</li> </ul>

# Attendance

Education is important for all students, and regular attendance at school is essential for each child to achieve their educational best. NSW public schools work in partnership with parents to encourage and support regular attendance of students. When a child attends school every day, learning becomes easier, and students will build and maintain friendships with other students.

Under the *Education Act 1990*, parents are required to ensure their children of compulsory school age are enrolled, and regularly attend school.

## The importance of arriving on time

Arriving at school and class on time:

- ensures students do not miss important learning activities scheduled
- helps students learn the importance of punctuality and routine
- reduces classroom disruption
- creates an atmosphere of high expectations

Lateness is recorded as a partial absence and must be explained by parents. If students arrive late to school (after 8.50am) they are to report to the administration office. If a valid reason is not given then a late detention is issued. These students then report to recess detention in room C001.

## What if my child is absent from school?

On occasion, your child may need to be absent from school. Justified reasons for student absences may include:

- being unwell
- having an unavoidable medical appointment
- being required to attend a recognised religious holiday
- exceptional or urgent family circumstance such as attending a funeral

An SMS will be sent when a child is absent. It is the responsibility of parents to respond with the reason the child is absent and anticipated return date. If the school has not received an explanation from parents within two days, the school may contact you to discuss the absence. The Principal may decline an explanation if they do not believe the

absence is in the best interest of your child. In these circumstances your child's absence would be recorded as unjustified. The Principal will discuss the decision with you and the reasons why medical certificates and/or other documentation are required for frequent or long-term absences. The Principal may seek parental permission to contact medical specialists to obtain information to support your child. If the request is denied, the Principal can record the absence as unjustified.

### **My child won't go to school, what should I do?**

You should contact your child's Deputy Principal as soon as possible to discuss the issue and ask for help. Strategies to help improve attendance may include a referral to the school's learning and support team or linking your child with appropriate support networks. Further support from the Home School Liaison Officer in developing an *Attendance Improvement Plan* may be required.

### **What age can my child leave school?**

All NSW students must complete Year 10 or its equivalent. After Year 10, and up until they reach 17 years of age, there are a range of flexible options for students to complete their schooling.

### **Travel and extended leave**

Families are encouraged to travel during school holidays. See FAQs for the procedure on how to apply for extended leave.

# Homework

Homework is a way of consolidating a range of skills including information, research skills, study skills and organisation skills.

There are three different types of homework a student may be required to complete:

- practice exercises – the application of skills and knowledge
- preparatory exercises – opportunities to gain background information
- extension exercises – opportunities for imaginative and independent work

Homework can take a variety of forms, for example:

- formal scheduled assignments that are completed over several weeks
- work not completed in class
- reading over material completed in class
- participating in a wide reading program
- creating study notes by summarising what they have learned in class

All students should be encouraged to engage in some form of review and/or preparation as part of their homework routine. Class tests and assessments are regularly scheduled, and home study should be planned for these.

# Core Values

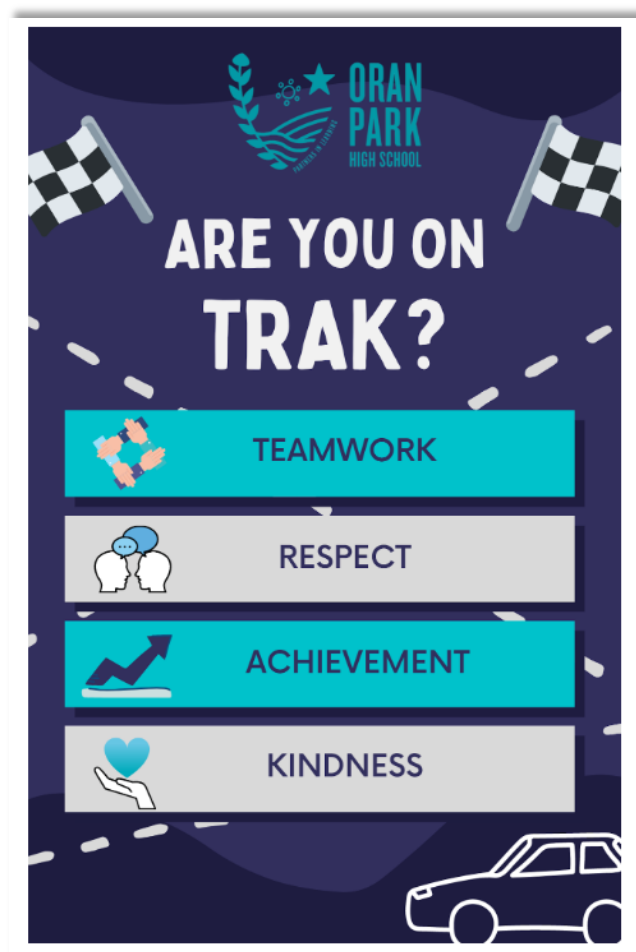
We are dedicated to the idea that all students are provided with high quality education so that they become active and informed citizens. Core rules for student behaviour have been developed to establish consistent expectations in our school. These rules are based on our core values of **Teamwork, Respect, Achievement and Kindness** (TRAK). The critical role of parents and care givers is recognised as the primary influence on each child's character and behaviour and as essential partners in supporting the core rules and the successful education of their children.

The NSW Department of Education is committed to supporting Principals and school staff in the implementation of these rules through state-wide policies and programs, together with regional support staff, professional learning and alternative provisions, to promote the highest standards of behaviour and learning in our schools.

# Core Rules

All students in NSW government schools are expected to:

- attend every school day, unless they are legally excused, and be in class on time and prepared to learn
- maintain a neat appearance, including adhering to the requirements of the school's uniform or dress code policy
- behave safely, considerately and responsibly, including when travelling to and from school
- show respect at all times for teachers, other school staff and helpers, including following class rules, speaking courteously and cooperating with instructions and learning activities
- treat one another with dignity and respect
- care for property belonging to themselves, the school and others





# Behaviour code for students

## NSW public schools

NSW public schools are committed to providing safe, supportive and responsive learning environments for everyone. We teach and model the behaviours we value in our students.

### In NSW public schools students are expected to:

- Respect other students, their teachers and school staff and community members
- Follow school and class rules and follow the directions of their teachers
- Strive for the highest standards in learning
- Respect all members of the school community and show courtesy to all students, teachers and community members
- Resolve conflict respectfully, calmly and fairly
- Comply with the school's uniform policy or dress code
- Attend school every day (unless legally excused)
- Respect all property
- Not be violent or bring weapons, illegal drugs, alcohol or tobacco into our schools
- Not bully, harass, intimidate or discriminate against anyone in our schools

Schools take strong action in response to behaviour that is detrimental to self or others or to the achievement of high quality teaching and learning.

### Behaviour Code for Students: Actions

Promoting the learning, wellbeing and safety of all students in NSW Public Schools is a high priority for the Department of Education.

We implement teaching and learning approaches to support the development of skills needed by students to meet our high standards for respectful, safe and engaged behaviour.

### Respect

- Treat one another with dignity
- Speak and behave courteously
- Cooperate with others
- Develop positive and respectful relationships and think about the effect on relationships before acting
- Value the interests, ability and culture of others
- Dress appropriately by complying with the school uniform or dress code
- Take care with property

### Safety

- Model and follow departmental, school and/or class codes of behaviour and conduct
- Negotiate and resolve conflict with empathy
- Take personal responsibility for behaviour and actions
- Care for self and others
- Avoid dangerous behaviour and encourage others to avoid dangerous behaviour

### Engagement

- Attend school every day (unless legally excused)
- Arrive at school and class on time
- Be prepared for every lesson
- Actively participate in learning
- Aspire and strive to achieve the highest standards of learning

The principal and school staff, using their professional judgment, are best placed to maintain discipline and provide safe, supportive and responsive learning environments. The department provides a policy framework and resources such as Legal Issues Bulletins, access to specialist advice, and professional learning to guide principals and their staff in exercising their professional judgment. In this context the NSW Government and the Department of Education will back the authority and judgment of principals and school staff at the local level.

# OPHS Parent Charter

Oran Park High School is committed to working as partners in learning to support the wellbeing and educational development of its students. The best results are achieved from working together. On occasion, parents may need to contact the school to:

- discuss the progress, engagement, behaviour or wellbeing of their child(ren).
- express concern about actions of other students
- enquire about school policies and processes.

## It is expected that all parents and visitors will:

- model the school's core values of Teamwork, Respect, Achievement and Kindness
- treat all persons associated with the school with respect
- make appointments in advance for interviews and meetings
- discuss issues or concerns through the correct school procedures
- sign into the school's office for a visitor pass.

## Behaviour that will not be tolerated:

- physical, verbal or written aggression or threats
- approaching another student with a view to making allegations or threats
- disruptive behaviour that interferes with the normal operation of the school day
- offensive or defamatory comments about students or staff, online or in person
- smoking, vaping, alcohol or drug use on school grounds or at school events.

To help direct parent concerns to the most appropriate staff, please note the following:

Concern	Appropriate action
Academic progress of your child	Call or make an appointment with the class teacher or faculty Head Teacher.
Wellbeing concern	Call or make an appointment with the Year Advisor.
Actions of other students	Minor issues should be discussed directly with the class teacher or Year Advisor if concerns exist across a range of subjects. Serious child protection concerns should be raised with the Deputy Principal. Please call or make an appointment.
Whole school policy or practices	Call or make an appointment with the Deputy Principal.
Change of information	Call the office during school hours. Alternatively email the school directly at <a href="mailto:oranpark-h.school@det.nsw.edu.au">oranpark-h.school@det.nsw.edu.au</a>

Our staff will find a time to talk with you when they can give you their full attention. Please remember that our staff may be on class and dealing with other matters and they may not be available immediately.

# School Safety

Schools and their communities work together to provide quality learning environments which are inclusive, safe and secure and free from bullying, harassment, intimidation and victimisation.

All students and staff have the right to be treated fairly and with dignity in an environment free from disruption, intimidation, harassment, victimisation and discrimination. To achieve this, all schools are expected to maintain high standards of discipline. **Related policy – *Student Behaviour Procedures Kindergarten to Year 12***

In some cases of unacceptable behaviour, students will be removed from the school for a period of time, if it is deemed to be in the best interests of the school community. Removal from school may apply in the following circumstances:

## **Unacceptable risk to health, safety, learning and/or wellbeing –**

- Breaches of the school discipline code such as refusal to obey staff instructions; defiance; disrupting other students; minor criminal behaviour related to school; use of alcohol or persistent use of tobacco. Alcohol must not be consumed or brought onto school premises and smoking on the premises is prohibited.
- Persistent misbehaviour such as repeated refusal to follow the school discipline code; making serious threats against staff or students; behaviour that deliberately and persistently interferes with the rights of other students to learn or teachers to teach.

## **Actual harm to any person –**

- Hostile behaviour directed towards students, members of staff or other persons, including verbal abuse and abuse transmitted electronically such as by email, SMS, text message, social media (through a messaging app or services), using an electronic device to film criminal behaviour, sharing the film with others, or posting it on the internet or through a social media service.
- Physical violence that results in injury or seriously interferes with the safety and wellbeing of other students and staff.
- Use or possession of a prohibited weapon, firearm or knife.
- Possession or use of suspected illegal substance or restricted substances such as prescription drugs.
- Serious criminal behaviour related to the school – this includes being present or as part of a group while a crime is being committed.

# School Library

Our school library is a dynamic, future focused space that encourages a love of reading and learning and provides an area for all students to use and enjoy.

The mission of Oran Park High School library is:

- to support the school's curriculum by providing:
  - Students with quality, relevant, current resources that meet their developmental, learning needs and interest
  - Staff with current curriculum and professional development materials to support their teaching.
- to assist members of the learning community to become effective, critical and responsible users of information
- to foster a lifelong love and appreciation of quality literature and reading for pleasure.

**Printing** – all students will be issued with a library ID card. Students can add funds when required.

**Borrowing** – students use their library ID card to borrow books.

**Games** – students can borrow board games such as Chess, Uno at recess and lunchtime.

**Computer access** – students have access to desktop computers to undertake schoolwork, assessment tasks, reserve books through Oliver and printing.

**Collection** – The library holds various titles: Non-Fiction, Fiction, Magazines, Graphic Novels, Picture Books, Manga as well as Ebooks and Audiobooks. Students have access to 1000s of ClickView videos across all Key Learning Areas.



**ORAN PARK HIGH SCHOOL**



# Disability Support Unit

The school currently operates seven specialist classes for students with disability collectively known as the Support Unit. These classes support students with:

- autism
- emotional and/or mental health difficulties
- intellectual disability
- physical disability

Placement into specialist classes within NSW Government schools is done through an external application process known as an 'access request'. For information about enrolments into the Support Unit please contact the School Counsellor or Learning and Support Team.

Students in the Support Unit follow the same timetable and complete the same mandatory curriculum requirements as all students to achieve their Record of School Achievement and Higher School Certificate. Students may access regular courses, Life Skills courses, or a combination of both. Life Skills courses provide options for students with disability who are unable to access regular courses and place emphasis on:

- communication
- practical application of skills
- personal, social and emotional development
- skills for independent living

For further information please see the *Support Unit Parent Guide*.



# Curriculum

## Stage 4 – allocated periods per timetable cycle (fortnight)

Subject	Year 7	Year 8
English	8	6
Mathematics	8	6
Science	8	6
Geography/ History (HSIE)	5	6
PDHPE	5	5
Technology Mandatory	5	5
Music	4	3
Visual Arts	4	3
Sport	2	2
Special Programs	2	2
Language (Korean)		5

## Stage 5 – allocated periods per timetable cycle (fortnight)

Subject	Year 9	Year 10
English	8	8
Mathematics	8	8
Science	7	7
Geography/ History (HSIE)	6	6
PDHPE	5	5
Sport	2	2
X – Elective	6	6
Y – Elective	6	6

## Stage 6 – refer to Senior Subject Information Booklet

# Class Organisation

**Years 7-8:** Students will be organised into mixed ability classes named after gemstones which could include:

Aquamarine	Diamond	Emerald	Garnet	Kyanite
Nickeline	Pearl	Quartz	Sapphire	Topaz

Student placement is reviewed regularly, and it is not uncommon for students to be moved around so that the mix of students in our classes is the most appropriate for all students. The decision to move students will be based on recommendations from faculty Head Teachers, Year Advisers and the Deputy Principal. Parents will be notified if the school is contemplating moving a student.

**Years 9-10:** For students in Years 9 and 10 a different structure applies to different subjects, depending on the courses offered.

## School Fees

**Parental support in the prompt payment of school fees will ensure the very best of education at Oran Park High School.**

- The general contribution is set at \$50.00 per student. It is used to supplement government funding and to make possible such purchases as additional library resources, additional computing resources, school environment improvements and high-quality school reports and certificates.
- An E-learning levy of \$50.00 supports the school's commitment to state-of-the-art technology and increases opportunities for student access and skill development. It will also cover a variety of e-learning platforms that will be integrated into various curriculum areas. Each student will receive a "smart ID card" with a personalised photograph embossed on it.
- Wellbeing programs will incur a \$30 levy which will be used to support student wellbeing across the school.
- Families facing financial difficulty are encouraged to contact the school office so better payment options can be discussed.
- Some courses will incur a subject fee to cover **the cost of consumables used by students.**
- Senior school fees are individual based according to courses elected and are advised before entering Year 11. Refer to Senior Subject Information Booklet for details.



Year 7	
Description	Charge
General contribution	\$50.00
Wellbeing/ TRAK initiatives	\$30.00
E-learning platforms	\$50.00
TAS (consumables)	\$60.00
TAS Apron	\$8.00
Visual Arts (consumables)	\$30.00
<b>Total</b>	<b>\$233.00</b>

Year 8	
Description	Charge
General contribution	\$50.00
Wellbeing/ TRAK initiatives	\$30.00
E-learning platforms	\$50.00
TAS (consumables)	\$60.00
TAS Apron	\$8.00
Visual Arts (consumables)	\$30.00
<b>Total</b>	<b>\$233.00</b>

Year 9	
Description	Charge
General contribution	\$50.00
Wellbeing/ TRAK initiatives	\$30.00
E-learning platforms	\$50.00
<b>Electives</b>	
Child Studies	\$10.00
Food Technology	\$80.00
Food Technology (Year 9) & Certificate 1 Hospitality (Café Skills)(Year 10)	\$80.00
Industrial Technology - Engineering	\$60.00
Industrial Technology – Timber	\$70.00
IT Multimedia	\$30.00
Marine & Aquaculture Technology	\$50.00
Music	\$30.00
Photographic & Digital Media	\$40.00
Textiles Technology	\$40.00
Visual Arts	\$80.00

Year 10	
Description	Charge
General contribution	\$50.00
Wellbeing/ TRAK initiatives	\$30.00
E-learning platforms	\$50.00
<b>Electives</b>	
Child Studies	\$10.00
Design & Technology	\$60.00
Food Technology	\$80.00
Food Technology (Year 9) & Certificate 1 Hospitality (Café Skills) (Year 10)	\$80.00
Industrial Technology - Engineering	\$60.00
Industrial Technology – Timber	\$70.00
iStem	\$70.00
IT Multimedia	\$30.00
Music	\$30.00
Photographic & Digital Media	\$40.00
Visual Arts	\$80.00

Year 11	
Description	Charge
Senior Administration	\$80.00
Senior E-learning Platforms	\$70.00
Senior Locker Hire	\$50.00
<b>Courses</b>	
Biology	\$20
Business Services (VET)	\$40
Construction (VET)	\$80
White card	\$80
Design and Technology	\$70
Engineering Studies	\$30
Entertainment Industry (VET)	\$30 + White card \$80 + Crew Shirt TBC
Food Technology	\$80
Hospitality – Food and Beverage (VET) + uniform	\$120 + Approx \$65
Industrial Technology – Timber Products and Furniture Technologies	\$100
Information Processes and Technology	\$20
Music	\$60
Physics	\$12
Textiles and Design	\$50 + Fabrics
Visual Arts	\$110
Endorsed Courses	
Exploring Early Childhood	\$25
Photography, Video and Digital Imaging	\$50

Year 12	
Description	Charge
Senior Administration	\$80.00
Senior E-learning Platforms	\$70.00
<b>Courses</b>	
Life Ready	50
Biology	\$22
Business Services (VET)	\$40
Construction (VET)	\$80
White card	\$80
Design and Technology (major work)	\$40
Engineering Studies	\$40
Entertainment Industry (VET)	\$30
Food Technology	\$60
Hospitality – Food and Beverage (VET)	\$90
Industrial Technology – Timber Products and Furniture Technologies	\$60 + Major project
Information Processes and Technology	\$20
Music	\$60
Physics	\$12
Textiles and Design	\$50 + Fabrics
Visual Arts	\$110
Endorsed Course	
Exploring Early Childhood	\$25
Photography, Video and Digital Imaging	\$50

Oran Park High School uses School Bytes for financial payments including fees/levies and excursions. Parents will receive family statements with a link to payments via email. Excursion notes may also be emailed to you with links to payment. School Bytes allows for instalments or full payments to be made. If you do not have an email, then you will receive your statement in the mail. If you need to register for School Bytes the link can be found on the school website under “Make a payment”.

## Cash and EFTPOS payments

Payments may be made at the school administration office between the hours of 8.30am and 1.30pm. Payments before or after this time cannot be accepted. Please consider using School Bytes. This system allows ease of use by providing clear and precise instructions and is the preferred method of payment.

# Working Together with the Community

Oran Park High School welcomes community participation in the school. Our community includes students, teaching staff, the executive, support staff, parents, interested community members, local businesses and industry. The school community is invited to participate through various meetings and school events.

## Parents and Citizens

A P&C Association is a school-based organisation consisting of parents, teachers and interested citizens. The P&C have the following responsibilities:



- promoting the interest of the school by bringing parents, citizens, students and teaching staff into close cooperation
- assisting in providing facilities and equipment for the school and promoting the recreation and welfare of the students at the school
- encouraging parent and community participation in curriculum and other educational issues in schools
- assisting and cooperating with teaching staff at public functions associated with the school
- electing parent representatives

## School Newsletter

The school newsletter will be distributed by email and posted on the school website and Facebook page. The newsletter will have relevant information, future dates and good news stories from Oran Park High School.

## Parent/Student Portal

All students and families will have access to the Sentral parent/student portal. You will be able to securely access attendance, semester reports and book parent/teacher interviews at set times of the year. Families will be emailed and sent out instructions on how to register and access Sentral and the Sentral Parent Portal app at the beginning of the school year.



<https://ophs.sentral.com.au/portal2/#!/login>

## Reporting to Parents

School reports are issued twice a year at half yearly intervals and parents have an opportunity during the year to discuss their child's progress at parent/teacher interviews.

## School Social Media

Oran Park High School uses social media to communicate student excellence, school events and information. The school has a Facebook page with dedicated closed groups for each year cohort. This is where questions can be asked and additional photos and information specific to each year group will be posted. To join the group, you must have a child enrolled in that year group at Oran Park High School and must agree to abide by the Rules of Engagement.



<https://www.facebook.com/OranParkHS>

Oran Park High School also has an Instagram account and a Twitter handle, to keep families up to date and informed.



[https://www.instagram.com/oranpark\\_highschool/](https://www.instagram.com/oranpark_highschool/)

## School Website

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



# ORAN PARK HIGH SCHOOL

## DAILY SPECIALS



### MONDAY

#### Mexican Street Bowl

\$6

Mexican beef, rice, cheese, corn, cornchips & sour cream

### TUESDAY

#### Loaded Wedges

\$6-50

Wedges, chicken, cheese, sour cream & sauce

H

### WEDNESDAY

#### Pasta Bolognese

\$6

Pasta with beef in rich tomato sauce

### THURSDAY

#### Beef Kebabs

\$7

Beef, lettuce, cheese & BBQ sauce

### FRIDAY

#### Pizza Bar

\$4-50

BBQ chicken or cheese

H V

### CLASSICS @ OPHS

\$6

PO Pre-Order by 9am

- ★ Mexican beef nachos
- ★ Creamy chicken pasta H
- ★ Veggie lasagne V

- ★ Oriental chicken & steamed rice H
- ★ Butter chicken & steamed rice H

### BURGERS

- ★ Oli's Chicken Burger H ..... \$6.00  
Chicken, lettuce & mayo
- ★ Peri Peri Chicken Burger H PO ..... \$6.00  
Chicken, lettuce & peri mayo
- ★ Chicken Caesar Burger PO ..... \$6.50  
Chicken, bacon, lettuce, cheese & caesar
- ★ Veggie Delite Burger PO V .... \$6.00  
Veggie pattie, lettuce, beetroot & peri mayo
- ★ Cheese Burger ..... \$6.00  
Prime beef pattie, cheese, & tomato sauce

### FAVOURITES

- ★ Meat Pie ..... \$4.00
- ★ Sausage Roll ..... \$4.50
- ★ Cheese & Spinach Roll V ..... \$5.00
- ★ Potato Wedges V ..... \$4.50
- ★ Corn Cob V ..... \$2.00
- ★ Chicken Strip H ..... \$2.00
- ★ Snack Wrap H ..... \$4.00
- ★ Hot Dog ..... \$3.50
- ★ Open Garlic Melt V H ... \$2.50

### GOLD COIN BREAKFAST

- ★ Hash Brown V ..... \$1.50
- ★ Cheese Toastie ..... \$3.00
- ★ Ham & Cheese Toastie ... \$4.00
- ★ Chicken Wrappa H ..... \$4.00
- ★ Fruit Snap V ..... \$3.00



Special dietary requirements please see Canteen Manager





# SANDWICH BAR

**PO**  
Pre-Order  
by 9am

**\$5**

- ★ Chicken, Lettuce & Mayo **H**
- ★ Ham & Cheese
- ★ Salad **V**
- ★ Egg & Lettuce
- ★ Ham, Cheese & Tomato
- ★ Tuna, Lettuce & Mayo
- ★ Ham & Salad
- ★ Chicken & Salad **H**
- ★ Tuna & Salad
- ★ Cheese **V**

# OLI'S CLASSIC ROLLS

**\$6.50**

- ★ Chicken Schnitzel **H**
- ★ Peri Peri Chicken **H**
- ★ Salad Roll **V**

# WRAPS

**Half \$4** **Full \$7.50**

- ★ Peri Chicken Wrap **H**  
Chicken, lettuce & peri mayo
- ★ Ham Wrap  
Ham, tomato, lettuce & cheese
- ★ Salad Wrap **V**  
Lettuce, tomato, cucumber, carrot and mayo
- ★ Chicken Caesar Wrap  
Chicken, lettuce, bacon, cheese & caesar dressing

# GLUTEN FREE

**PO**  
Pre-Order  
by 9am

- ★ Beef Pie ..... \$5.50
- ★ Sausage Roll ..... \$5.00
- ★ Chicken Burger ..... \$7.00
- ★ Gluten Free Sandwiches & Wraps  
With lettuce & gluten free mayo  
Prices from \$5.50.  
Please discuss with canteen manager

# SALAD

**Bar** **PO**  
Pre-Order  
by 9am

- ★ Fruit Snap **V** ..... \$3.00
- ★ Fruit Tub **V** ..... \$5.00
- ★ Chicken Caesar Salad **H** ... \$6.00
- ★ Chicken Pasta Salad **H** .... \$6.00
- ★ Oriental Noodle Salad **H** . \$6.00
- ★ Power Bowl **H V GF** .... \$6.00



# SIDES N SNACKS

- ★ Frozen Juice Icy .... \$1.00
- ★ Muffin ..... \$3.50
- ★ Frozen Slushie ..... \$2.00
- ★ Whole Fruit ..... \$1.50



# DRINKS

- ★ Water ..... \$3.00
- ★ Sports Water ..... \$4.00
- ★ Milkshake ..... \$3.50
- ★ Thickshakes..... \$4.50
- ★ Oak Milk ..... \$4.50
- ★ Ice Break ..... \$4.50
- ★ Hot Milo ..... \$2.50
- ★ Gatorade..... \$4.50
- ★ Diet Bottles ..... \$4.50
- ★ Diet Can ..... \$3.00
- ★ Popper Juice ..... \$2.00

# MEAL DEAL

**\$2.50 BOTTLED WATER**

With any sandwich / salad / wrap

AVAILABLE DAILY

**H V GF**



★ Everyday

★ Occasional

**H** Halal option

**V** Vegetarian option

**GF** Gluten free

**PO** Pre-Order by 9am

Special dietary requirements please see Canteen Manager



# Frequently Asked Questions

## **What does my child do when they arrive at school in the morning?**

Say goodbye and move into the school grounds. They are not to remain near the entrance gate or leave the school once they have arrived.

## **Can parents come into the school grounds?**

During special events parents may be invited into the school grounds. At all other times parents must sign in through the administration office. The school playground is for students only.

## **What do I do if my child is sick?**

If your child is sick you will need to respond to the SMS sent to your mobile number or send in a note with your child on the day they return. If your child is absent for two or more consecutive school days, a Doctor's Certificate is required.

If your child becomes unwell during school, they will need to inform a teacher; they will be given a note to be admitted to the sick bay. Your child is not permitted to contact you by phone.

## **What does my child do if they are late?**

If a student is late to school they need to present to the administration office with their student ID card and a note explaining their lateness. If students are late without a valid reason, they are issued with a recess detention. Frequent lateness is considered persistent disobedience and will be dealt with under the discipline framework.

## **What does my child do if they need to leave early?**

Application or an early leavers pass can only be made prior to roll call each day at the administration office. A letter from parents stating the following must be supplied – name, roll call, date, time, reason and mobile contact number to verify the request. Parents are reminded that all students are to be signed out and picked up via the school administration office.

## **What if the family is planning a holiday?**

An application for extended leave must be applied for when an absence is for more than 5 days. Together with this online application, travel documents such as an itinerary or flight details must also be attached.

[https://online.schoolbytes.education/published\\_forms/1091/002c0f4d-676d-4d1b-8d78-cb1e0b4243cd](https://online.schoolbytes.education/published_forms/1091/002c0f4d-676d-4d1b-8d78-cb1e0b4243cd)

Your child must inform their Year Adviser so that work can be organised or a plan for missed exams and/or assessment tasks can be arranged. Applications for extended leave will be submitted to the Principal for approval and a Certificate will be sent to you if approved.

## **What if my child needs to take medication at school?**

When a medical practitioner has prescribed medication that must be administered during the school day, parents/carers must:

- notify the school
- provide up to date information as required
- supply the medication and any 'consumables' necessary for its administration in a timely way.

Parents/carers of children who require prescribed medication to be administered at school must complete a written request provided by the administration staff. "Request for support at school of a student's health condition" must be completed by the parents/carers prior to any medication being administered by staff. Students must not carry medications unless there is a written agreement between the school and the student's parents/carers.

## **What if my child is late to class?**

Students must have a note from their previous teacher explaining why they are late. Unexplained lateness could result in the need to make up the missed time during breaks.

## **What if I need to drop something off for my child during school?**

All visitors are to report to the school administration office. Parents/guardians/friends are not to go into the school and approach students. Items brought to the school administration office for students must be clearly labelled with the student's name and can be collected during break times.



### **Can my child have food delivered to the school?**

Students are not permitted to use food delivery services at school. The school does not permit food to be delivered to the school at any time. Students can bring lunch and snacks or order from Oli's Canteen (*see menu page 37-38*)

### **What if my child loses their timetable?**

Students need to log into the student portal to access and print a new timetable. If they print at school, they will need to go to the library and use their library ID card. If a reprinted timetable is required, students need to see their Year Adviser. Additional copies of timetables will cost \$1.00.

### **What needs to be done if there is a change of address or other details?**

It is vital that the school has accurate up-to-date information on all students; this is particularly important in emergency situations. If a change occurs during the year, parents need to contact the school administration office in writing or email, clearly stating your child's name, class and updated information.

[https://online.schoolbytes.education/published\\_forms/999/27fe8685-fc3c-42d0-9f5f-a789c5d8a21f](https://online.schoolbytes.education/published_forms/999/27fe8685-fc3c-42d0-9f5f-a789c5d8a21f)

### **Is my child permitted to bring BYOD technology to school?**

Students are not required to bring any personal learning devices to school. The school has a sufficient number of laptops and iPads to cater for all students learning needs.

Senior students may be permitted to bring personal laptops as required.

# Notes

# Notes

