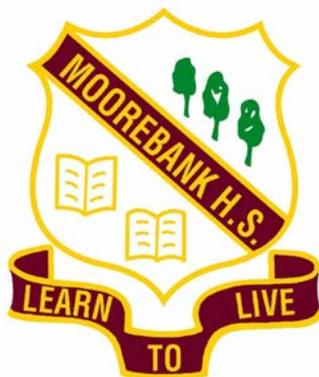


# ***MOOREBANK HIGH SCHOOL***

A Selective and Comprehensive School



## **JUNIOR PROSPECTUS 2019**



Moorebank High School  
Bangalow Avenue  
MOOREBANK NSW 2170

Phone 9601 3999  
Fax 9822 5096

Web Site: [www.moorebank-h.schools.nsw.edu.au](http://www.moorebank-h.schools.nsw.edu.au) Email: [moorebank-h.school@det.nsw.edu.au](mailto:moorebank-h.school@det.nsw.edu.au)

NSW Department of Education (Schools) CRISCOS provider code : 00588M

# **MOOREBANK HIGH SCHOOL - BRAVE EXPECTATIONS**

EXPECTATIONS	ALL SETTINGS	CLASSROOM/ LIBRARY	CORRIDORS/ STAIRWELLS	FRONT OFFICE	TOILETS	ASSEMBLY	PLAYGROUND/ CANTEEN	OUTSIDE OF SCHOOL	BUS BAY/CAR PARK	VIRTUAL SPACES
<b>Be Generous,</b>	<ul style="list-style-type: none"> <li>Encourage others to succeed</li> <li>Make a positive contribution</li> <li>Be kind and fair</li> </ul>	<ul style="list-style-type: none"> <li>Show empathy</li> <li>Wait your turn</li> <li>Be a team player during learning</li> </ul>	<ul style="list-style-type: none"> <li>Allow others to pass</li> <li>Help those in need</li> <li>Keep to the left</li> </ul>	<ul style="list-style-type: none"> <li>Greet staff and teachers</li> <li>Be helpful</li> </ul>	<ul style="list-style-type: none"> <li>Allow for the privacy of others</li> <li>Maintain a clean space for others</li> </ul>	<ul style="list-style-type: none"> <li>Applaud to show appreciation</li> </ul>	<ul style="list-style-type: none"> <li>Wait your turn</li> <li>Promote mateship</li> </ul>	<ul style="list-style-type: none"> <li>Help those in need</li> </ul>	<ul style="list-style-type: none"> <li>Wait your turn</li> <li>Help those in need</li> </ul>	<ul style="list-style-type: none"> <li>Stand up to bullying</li> <li>Help those in need</li> </ul>
<b>Respectful and Responsible</b>	<ul style="list-style-type: none"> <li>Respect people, property and the environment</li> <li>Accept responsibility for your actions</li> <li>Use respectful language</li> <li>Use appropriate volume and tone</li> </ul>	<ul style="list-style-type: none"> <li>Manners matter</li> <li>Phones and hats off and away</li> <li>Listen to others</li> <li>Raise your hand and wait to speak</li> <li>Graffiti free school</li> </ul>	<ul style="list-style-type: none"> <li>Manners matter</li> <li>Move quietly</li> <li>Graffiti free school</li> <li>Hats off and away</li> </ul>	<ul style="list-style-type: none"> <li>Manners matter</li> <li>Line up and wait your turn</li> <li>Be honest</li> <li>Phones and hats off and away</li> </ul>	<ul style="list-style-type: none"> <li>Graffiti free school</li> <li>Clean up after yourself</li> <li>Use respectful language</li> </ul>	<ul style="list-style-type: none"> <li>Applaud appropriately</li> <li>Phones and hats off and away</li> </ul>	<ul style="list-style-type: none"> <li>Manners matter</li> <li>Line up and wait your turn</li> <li>Place rubbish in the bins provided</li> <li>Be honest</li> </ul>	<ul style="list-style-type: none"> <li>Manners matter</li> <li>Respect community members</li> <li>Be honest</li> </ul>	<ul style="list-style-type: none"> <li>Manners matter</li> </ul>	<ul style="list-style-type: none"> <li>Respect other people's property</li> <li>Practice cyber safety</li> <li>Use respectful language</li> </ul>
<b>Act Safely</b>	<ul style="list-style-type: none"> <li>Place all rubbish in bins provided</li> <li>Follow the hands off policy</li> <li>Follow staff instructions</li> <li>Wear full uniform</li> <li>Discourage conflict</li> </ul>	<ul style="list-style-type: none"> <li>Eat and drink during breaks only</li> <li>Return equipment in good condition to appropriate place</li> <li>Follow classroom routines and procedures</li> </ul>	<ul style="list-style-type: none"> <li>Eat and drink during breaks only</li> <li>Follow wet weather directions</li> <li>Walk and keep left</li> </ul>	<ul style="list-style-type: none"> <li>Follow school and office routines/ procedures</li> </ul>	<ul style="list-style-type: none"> <li>Wash hands and clean up after yourself</li> <li>Report damages immediately</li> <li>Smoke free school</li> </ul>	<ul style="list-style-type: none"> <li>Bags stay in classrooms</li> <li>Sit in allocated area</li> <li>Follow classroom routines and procedures</li> </ul>	<ul style="list-style-type: none"> <li>Follow wet weather directions</li> <li>Passive games, passive areas</li> <li>Active games, active areas</li> <li>Stay in bounds</li> <li>Stand up to bullying</li> <li>Smoke free school</li> </ul>	<ul style="list-style-type: none"> <li>Smoke free zone</li> <li>Wear a helmet when riding</li> <li>Stand up to bullying</li> <li>Follow traffic rules</li> </ul>	<ul style="list-style-type: none"> <li>Wait in basketball courts/shelter for the bus</li> <li>Enter and exit school safely via pedestrian gates</li> <li>Passive play while waiting</li> <li>Smoke free school</li> </ul>	<ul style="list-style-type: none"> <li>Keep passwords safe</li> <li>Practice cyber safety</li> <li>Stand up to bullying</li> <li>Seek help if in doubt</li> <li>Mind your own business</li> </ul>
<b>Value Learning and</b>	<ul style="list-style-type: none"> <li>Right place right time</li> <li>Complete all work on time</li> <li>Be an active learner</li> </ul>	<ul style="list-style-type: none"> <li>Bring necessary equipment</li> <li>Active listening</li> <li>Allow others to work</li> </ul>	<ul style="list-style-type: none"> <li>Allow others to learn</li> </ul>	<ul style="list-style-type: none"> <li>Make payments at recess/lunch and before school</li> <li>Active listening</li> </ul>	<ul style="list-style-type: none"> <li>Use during breaks</li> </ul>	<ul style="list-style-type: none"> <li>Active listening</li> </ul>	<ul style="list-style-type: none"> <li>Be a team player</li> <li>Active listening</li> </ul>	<ul style="list-style-type: none"> <li>Make the most of opportunities</li> </ul>		<ul style="list-style-type: none"> <li>Bring a charged laptop</li> <li>Be on task</li> </ul>
<b>Excellence</b>	<ul style="list-style-type: none"> <li>Make the most of learning opportunities</li> <li>Be a positive ambassador for the school</li> <li>Extend yourself</li> </ul>	<ul style="list-style-type: none"> <li>Bring your h to school</li> <li>Complete all work to the best of your ability</li> <li>Use study time effectively</li> <li>Submit work by the due date</li> </ul>	<ul style="list-style-type: none"> <li>Allow others to learn</li> </ul>	<ul style="list-style-type: none"> <li>Make payments on time</li> <li>Manners matter</li> </ul>	<ul style="list-style-type: none"> <li>Use during breaks</li> </ul>	<ul style="list-style-type: none"> <li>Participate in presentations</li> <li>Celebrate achievement</li> </ul>	<ul style="list-style-type: none"> <li>Manners matter</li> <li>Celebrate achievement</li> </ul>	<ul style="list-style-type: none"> <li>Manners matter</li> <li>Wear full uniform</li> <li>Be respectful</li> </ul>	<ul style="list-style-type: none"> <li>Follow school routines and procedures</li> </ul>	<ul style="list-style-type: none"> <li>Give your personal best</li> <li>Update your skills</li> </ul>

# PRINCIPAL'S MESSAGE

I welcome all new students and their parents to Moorebank High School. In 2010, our school began its new role in the area as a part selective and part comprehensive school. Sixty year 7 selective students joined our year 7 comprehensive students to form our first year group that will lead the new face of Moorebank High.

Your year group will be the next selective and comprehensive group to join this path. This is an exciting road for the school that involves students from over 30 different primary schools coming together, with all their varying gifts and talents, to become a distinctive and united group that learns to appreciate and participate in the terrific opportunities Moorebank High School offers.

It will take a little bit of time, but by the end of 2019, all students in your year group will know each other better and recognise that everyone has something special to give to the year. Whether your gifts or talents are in sport, mathematics, technology, design, performance, debating, English, caring for and helping people, art, organising activities, music, cooking ... (the list goes on!), each of you has something special to give. Share your interests and talents with your fellow students and teachers, and respect what others can help you learn. This is what will make your year a great year group!

All of the staff, especially your subject teachers and year advisers, will be very supportive of helping you to cope with the big changes that you are experiencing. I ask that you keep a positive attitude and approach to learning by organising your equipment for each day of school, wearing your uniform with pride, committing yourself in classes to doing your best and helping each other to be the best you can be. I want you to feel proud of school and just how much we care about your efforts.

Our motto at Moorebank High School is "Learn to Live". We are proud of this motto because it reminds us of exactly what our school is about: valuing learning and doing our best to ensure we have brighter prospects in later life and great relationships to support this.

Our school also has five core expectations that help us to realise that learning is our number one value. These expectations express what we believe and how we behave, and are encapsulated in the honourable word, BRAVE. The expectations are:

- B**e generous
- R**espectful and responsible
- A**ct safely
- V**alue learning and
- E**xcellence

As you enter our school community, I expect you to be BRAVE. Be the best you can be and remember that it is a wonderful and honourable act to learn and to support others to learn at Moorebank High School.

Welcome!

**Vally Grego**  
**Principal**

# CONTENTS

Principal's Message	1
Contents	2
Background Notes to Moorebank High School	3
School Information	4
What to do if I am...	5
School Plan	6-7
Junior Uniform	8-9
Contributions and Course Fees	10
Bell Times	10
Year 7	11
Year 7 Stationery List	12
Bring Your Own Device	13
Information to Parents	14-16
Curriculum	17
Initiatives at Moorebank	18-19
Sport	20
Merit Awards	21-22
The Learning Environment	23
Code of Behaviour	24
The Student's Role in School Discipline	25
Expectations	26-32
Appropriate Language	33
Recording Devices	33
Confiscated Items	33
Personal Electronic Devices	34
General Information	35-36
Assistance Available to Students	37-38
Student Involvement at Moorebank High	39
School Library	40
Canteen	41
Notes	42

# BACKGROUND NOTES TO MOOREBANK HIGH SCHOOL

"A Comprehensive and Partially Selective Co-Educational High School Serving the  
Community"

Planning for Moorebank High School began in 1971 to meet the needs of the Moorebank, Hammondville and Chipping Norton growth areas. It wasn't until the May holidays of 1975 however that the school was ready to be occupied. At the beginning of term two, staff and students moved into the present school premises, with Mr B.T. O'Donnell as the founding School Principal. In June 1985, to coincide with the opening of the school tennis courts, the school was officially opened by the then Minister of Education, Mr R.M. Cavalier.

As a co-educational high school catering for students from Years 7 to 12, the school aims to provide a balanced educational program in a caring and happy environment. It strives to promote an atmosphere of mutual respect, co-operation and consideration in which students can increasingly develop a sense of personal responsibility.

Over the years Moorebank High has built up a proud record of academic, sporting, performing arts and student leadership achievement. The school is a leader in the area of technology with five computing laboratories allowing innovative and exciting learning programs to be developed for students. School musicals and Expo evenings are a feature of the school.

The school motto is:

**LEARN TO LIVE**



# SCHOOL INFORMATION

**Principal:** Ms V Grego

**Deputy Principals:** Dr S Griffin  
Mr G Horsley  
Ms C Debrezzeni

**Director of Public Schools Glenfield:** Mr W Finn

<b>Head Teacher of:</b>	Administration:	Mr G Callaghan
	Creative and Performing Arts:	Mr A Cardillo-Zallo
	English:	Ms A Baghdadi/Ms D Di Cola (Rel)
	HSIE:	Ms A Skelton/Ms Christos (Rel)
	TAS :	Mr A Cleaton
	Mathematics:	Ms N Richards
	PD/H/PE: & Language	Ms.Xenakis(Rel)/MsFedele (Rel)
	School Administrative Manager:	Ms J Nicholls
	Science:	Ms C O'Connor
	Secondary Studies	Mrs W Cooper (Rel)
	Student Welfare:	Ms M Rombi/Mr Ghossain (Rel)
Teaching and Learning:	Ms P Paring	



## Year Advisers:

Year 7	
Year 8	Mr P Lewis (Assistant Ms C Yazbeck)
Year 9	Ms Bond
Year 10	Ms C Xenakis (Assistant Ms D Serisier)
Year 11	Ms S Edwards (Assistant Ms C Zabakly)
Year 12	Ms L Fedele (Assistant Ms S Jones)

**Other Staff:** Learning and Support Coordinator – Mrs C Cooper (Rel)  
Student Adviser Girls - Ms K Carney  
Teacher/Librarian - Mrs L Tierney  
Careers –Mr P Lewis  
E.S.L - Ms P Paring  
Counsellor - Ms L Katselas & Ms S Cooper  
Learning and Support Teachers - Ms S Slater

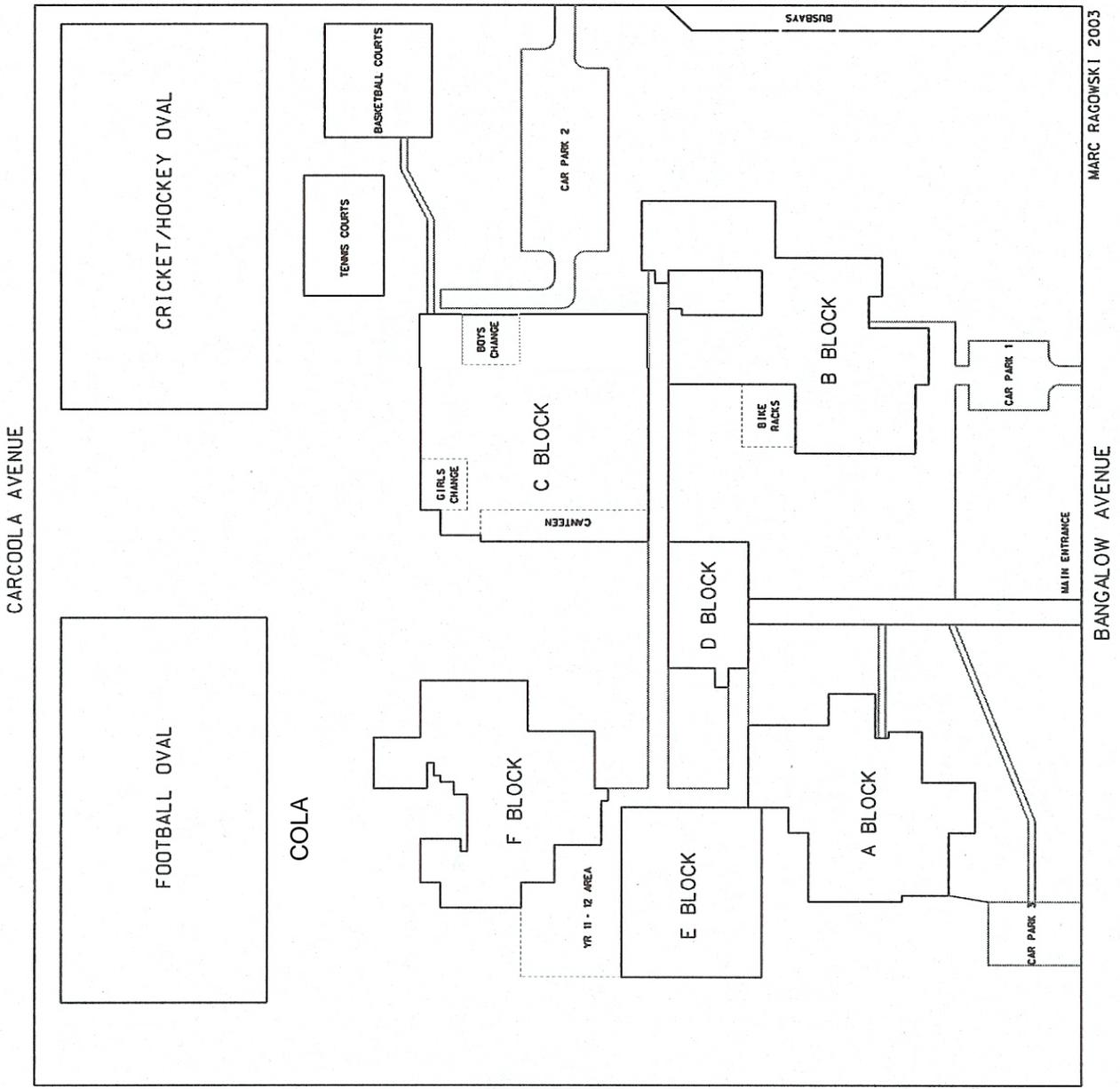
## First Day of School:

Year 7 – Tuesday, 29 January 2019  
Years 8 - 12 – Wednesday, 30 January 2019

# WHAT SHOULD I DO IF I AM .....

- Late to school ?** Report to the Front Office and give the Office Staff your note from home if you have one. Collect a late note and give it to your teacher when you get to class. If you do not have a note from home your parent will receive an SMS. They may reply to the SMS or you will need to bring a note from your parent the next day and place it into the “**Notes**” box in the front office.
- Late to class ?** Have a "Late Note" signed by the teacher or person with whom you were delayed.
- Out of class ?** Have an out-of-class-pass or a note explaining reason, e.g. message for teacher, toilet, sick or on way to Sick Bay.  
***No other reason is acceptable.***
- Sick or had an accident ?** Teacher writes a note to allow you to go to the front office who may phone your parent / carer.  
***Under no circumstances can students leave the school or go home without permission. Students must not phone their parent / carer themselves using a mobile phone.***
- To leave early ?** Have a note from home explaining the reason for requesting to leave early. Include the following details: Student name, date, time of departure and year. Show the note to your class teacher when you arrive in the class you are going to leave from and at the appropriate time excuse yourself and go to the front office to sign out on the computer as an Early Leaver with Note. Give the note to the office staff. Leave should not be requested on any afternoon where you are involved in sport. Medical and other appointments need to be organised for another time. If it is unavoidable and you are going to miss Grade Sport on a Tuesday you must also notify your grade sport teacher before school or recess at the very latest as games could be forfeited and busses need to be cancelled. ***Note that to leave early is subject to approval by the Executive.***
- Out of school uniform ?** Moorebank High School students are expected to be in uniform at all times. Students out of uniform will be sent to the head teacher on duty in the Dance Room at the start of Period 1 to borrow and change into correct uniform. Your non uniform items will be securely stored in a labelled bag in the dance room. You will be given a pass out to get P4 early to go to the Dance Room to return your borrowed uniform and change into your own clothes. If you are late to school you will be sent to the Dance Room before going to class. Students in class out of uniform after P1 will be sent to the Deputy Principal. All borrowed uniform items are washed before they are lent out again.
- Absent ?**
1. Parent / carer rings to notify the school of your absence and explain the reason.  
**OR**
  2. Parent / carer can **reply** to the SMS that they will receive to notify them of your absence and explain the reason.  
**OR**
  3. Parent/Carer can use the Sentral Portal or our Skoolbag App to send an absence note. The proforma **Absentee** and **Partial Absentee** notes are available on the school's website.
- Unable to play sport ?** Bring a note from home to explain. Have this note signed **before** school by the Sport Co-ordinator. Students will then be required to attend non-sport.
- Absent for an assessment task ?** Ring the school and notify the appropriate Head Teacher. Provide a Doctor's Certificate (if appropriate) to the Head Teacher on the day you return to school. Complete or hand-in the assessment task the day you return to school.

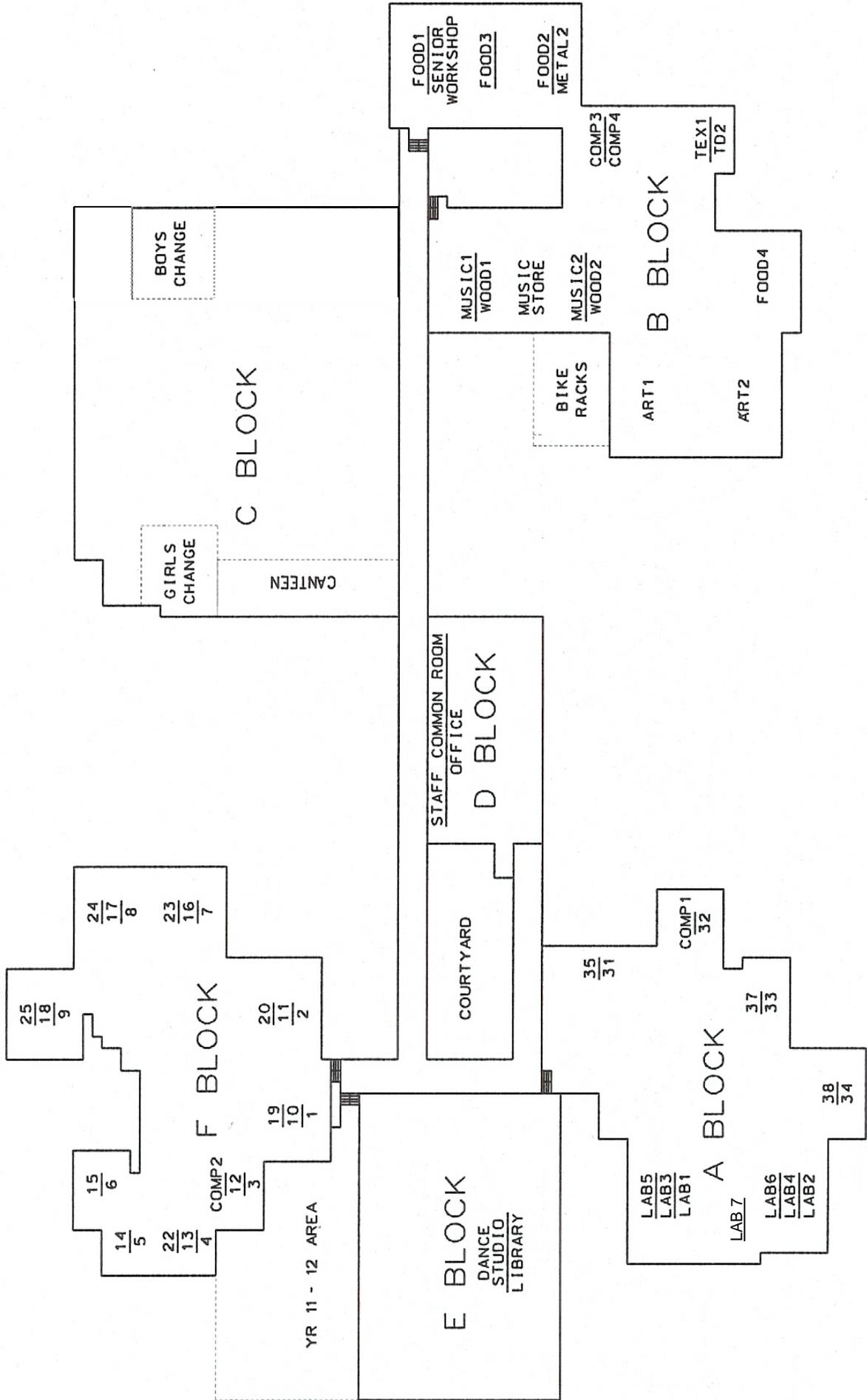
# SCHOOL OVERVIEW



## KEY

- A BLOCK
  - HEAD TEACHER ADMIN
  - SCIENCE
  - MATHEMATICS
- B BLOCK
  - HOME ECONOMICS
  - INDUSTRIAL ARTS
  - VISUAL ARTS
- C BLOCK
  - PHDPE
  - SCHOOL HALL
- D BLOCK
  - ADMINISTRATION
  - PRINCIPAL
- E BLOCK
  - LIBRARY
- F BLOCK
  - COMPUTING STUDIES
  - ENGLISH
  - ESL
  - HSIE
  - LANGUAGES
  - STLA
  - DEPUTY PRINCIPALS

# ROOM LOCATION PLAN



# JUNIOR UNIFORM

## SCHOOL UNIFORM IS COMPULSORY

SCHOOL COLOURS: **MAROON AND WHITE**

Students will be excluded from certain school and school-linked activities:

- if their clothing compromises agreed upon school community standards articulated in the school uniform requirements, and might be considered damaging to the image of the school in the larger community context;
- where the health and safety of the student or of other students, particularly as defined by work health and safety legislation, would otherwise be compromised.

While a student won't be suspended solely for not wearing school uniform, ongoing non-compliance will be regarded as an infringement of the school's student discipline policy.

BOYS	GIRLS
<p><b>SHIRT</b></p> <p>White collared - NO PRINTS except school logo. (White undershirts that have no prints on them).</p>	<p><b>SHIRT</b></p> <p>White collared - NO PRINTS except school logo. (White undergarments that have no prints on them).</p>
<p><b>TROUSERS</b></p> <p>School grey trousers / cargo pants (as per supplier only). <b>No corduroy, baggies, army or tracksuit pants.</b></p>	<p><b>SLACKS</b></p> <p>Tailored school maroon pants only.</p> <p><b>SKIRT</b></p> <p>Maroon (A-line pleated as per supplier only).</p> <p><b>SHORTS</b></p> <p>Tailored maroon, knee length shorts (as per supplier only)</p>
<p><b>SHORTS</b></p> <p>Grey shorts / cargo shorts (as per supplier only).</p>	<p><b>STOCKINGS</b></p> <p>Plain flesh or black coloured only. No designs or patterns.</p>

GENERAL	SPORT UNIFORM
<p><b>JUMPER / SLOPPY JOE</b></p> <p>Maroon v-neck - plain, no prints, logos, brand names (as per supplier only – must have school logo).</p>	<p><b>Compulsory for all students and all PDHPE elective classes.</b></p>
<p><b>JACKET</b></p> <p>Maroon School Jacket (as per supplier only).</p>	<p><b>SHORTS</b></p> <p>Monogrammed maroon shorts (as per supplier).</p>
<p><b>SOCKS</b></p> <p>White – ankle length (no stripes or logos)</p>	<p><b>SHIRT</b></p> <p>Light grey polo shirt – with school logo (as per supplier).</p>
<p><b>SHOES</b></p> <p>Sturdy <b>ALL</b> Black Leather which cover the whole foot (no white or other colours)</p>	<p><b>SHOES</b></p> <p>Sports shoes / runners / joggers NOTE: only to be worn during sport or the PE lesson.</p>
<p><b>BELTS</b></p> <p><b>Narrow black belt</b> (no other colours, no studs, no tassels)</p>	<p><b>TRACK SUIT PANTS</b></p> <p><b>Maroon track suit pants</b> (as per supplier only).</p>

### **Wearing of the PE uniform**

Years 7, 8, 9 & 10: only to be worn during PE lessons and on Tuesday during Sport.

Students have permission to wear PE uniform home if they have PDHPE or Sport during Period 4.



**Jewellery** - the following pieces of jewellery are acceptable:-

- signet ring
- Gold or silver earrings – rounded stud or small sleeper no larger than a 10c piece
- watch or small gold / silver wrist chain
- Gold or silver necklace with a pendant no larger than a 10c piece

**Hair** may be tied back with **plain** hair bands or **maroon or white coloured** scrunchies / ribbons.

**Hats** and sunglasses are **NOT** to be worn inside buildings, corridors or in any undercover area.

**Hats** and sunglasses **must** be kept in school bags (out of sight) during class time.

**Makeup** – minimal or discreet makeup may be worn.

**Beach type pants** are not part of the school uniform for boys and girls.

**No running / sports shoes / joggers** are to be worn other than during sport or PE lessons.

**No chains or other objects** are permitted to be hanging from or connected to clothing.

**Shoes** must be **entirely** black i.e. no white or other colours **on any part of the shoe or laces.**

## **SCHOOL UNIFORM ONLY AVAILABLE AT**

Moorebank Uniforms and Embroidery  
Shop 30, Moorebank Shopping Village  
Stockton Avenue Moorebank 2170  
**Phone: 9602 4387**

Liverpool Uniforms and Embroidery  
Shop 2/170 George Street  
Liverpool  
**Phone: 9601 0812**

# CONTRIBUTIONS and COURSE FEES

The General School Contribution covers the cost of supplying equipment and resources not available from government funds. These include library books and resources, worksheets, copying paper, sporting equipment and the large amount of stationery used by the school (exam papers, academic reports and so forth).

Parents who are unable to make the general school contribution will be granted an exemption on request from the Principal. Such applications are treated in the strictest confidence. The school has EFTPOS/Credit Card facilities (Minimum of \$20.00) to assist parents in the payment of accounts. Credit card payments can be made over the phone.

YEAR 7	
School Contribution	\$80
Technology – Home Economics	\$50
Technology – Industrial Arts	\$45
Visual Arts	\$30
Music	\$35
Mandatory Sports Carnivals	\$20
School Swimming Scheme	\$37

YEAR 8	
School Contribution	\$80
Technology – Home Economics	\$50
Technology – Industrial Arts	\$45
Visual Arts	\$35
Language(French)	\$20
Mandatory Sports Carnivals	\$20

YEAR 9	
School Contribution	\$80
Food Technology	\$80
French	\$30
Graphics Technology + Drawing Kit	\$65
Industrial Technology Electronics & Timber & Metal (fees cover the cost of reasonable projects)	\$85 each
Information & Software Technology	\$30
Music	\$35
Photography & Digital Media	\$55
Visual Arts	\$55
Mandatory Sports Carnivals	\$20
Design & Technology Engineering	\$45

YEAR 10	
School Contribution	\$80
Design & Engineering (100hr) + project costs	\$45
Food Technology (100hr) + (200hr)	\$80
French	\$30
Graphics Technology + Drawing Kit	\$65
Industrial Technology Electronics, Metal, & Timber (fees may cover the cost of materials dependent on project choice)	\$85 each
Information & Software Technology	\$30
Music	\$35
Photography & Digital Media	\$55
Visual Arts	\$55
Mandatory Sports Carnivals	\$20

## BELL TIMES

\* - indicates time students finish school each day

# - indicates time Years 11 &12 finish on Tuesday

### YEAR 7

Monday, Thursday, Friday		Tuesday		Wednesday	
Period	Time	Period	Time	Period	Time
<b>Warning</b>	8.40	<b>Warning</b>	8.40	<b>Warning</b>	8.40
<b>1</b>	8:45 - 10:05	<b>1</b>	8:45 - 10:00 (75 min)	<b>1</b>	8:45 - 10:05
<b>Recess</b>	10:05 - 10:25	<b>Recess</b>	10:00 - 10:20	<b>Recess</b>	10:05 - 10:25
<b>2</b>	10:25 - 11:45	<b>2</b>	10:20 - 11:35 (75 min)	<b>2</b>	10:25 - 11:45
<b>3</b>	11:45 - 1:05	<b>3</b>	11:35 – 12:15#h	<b>3</b>	11:45 - 1:05
<b>Lunch</b>	1:05 - 1:45	<b>Lunch</b>	12:15 - 12:55	<b>Lunch</b>	1:05 - 1:45
<b>4</b>	1:45 - 3:05*	<b>Yr 7-10 Sport</b>	12:55 - 2:25	<b>4</b>	1:45- 2:25*

The transition between primary school and high school is often a difficult one. The course in Year 7 is designed to limit stress on students and combine some aspects of both primary and secondary education.

Students remain in their base class for all subjects throughout Year 7 & 8 except Visual Art and Technology Mandatory.

The subjects studied in Year 7 are 75 minute periods/week. The number of lessons per week for each subject is as follows:

**ENGLISH**

- 3 periods

**MATHEMATICS**

- 3 periods

**SCIENCE**

- 3 periods

**HUMAN SOCIETY & ITS ENVIRONMENT**

- 2 periods

(History and Geography components)

**TECHNOLOGY MANDATORY / ART**

- 3 periods

**MUSIC**

- 2 periods

**PERSONAL DEVELOPMENT, HEALTH AND**

**PHYSICAL EDUCATION/SPORT**

- 3 periods

Students commencing Year 7 will undertake a two-year module so that many of the subjects offered in Year 8 will be an extension of those studied in Year 7. All students in Year 8 will undertake the study of French for two periods per week. After the common course followed in Years 7 and 8, there will be a degree of selection for the Years 9 and 10 program of study. The course will culminate in the award of a Record of School Achievement (ROSA) issued by the NSW Education Standards Authority (NESA).



# STATIONERY LIST

## YEAR 7 2019

All students are expected to have :

- blue / black ball point pens + red ball point pens, glue, ruler (plastic or wood), eraser, lead pencil (2B) , sharpener, highlighter, scissors, coloured pencils

**Liquid paper, felt pens and metal rulers are not permitted**

SUBJECT	STATIONERY / EQUIPMENT
English	A4 display folder and loose leaf paper 192 page A4 exercise book USB Flash Drive
History	128 Page A4 exercise book + A4 display folder with 20 pockets
Learn to Live	A4 Display Book
Mathematics	Mathematics Pack available for purchase through the school (\$27) Contains: * A4 Grid book *Calculator *Geometry Set (Individual items also available for purchase)
Music	A4 Display folder, 2B Lead pencil Music Exercise book (including manuscript/stave pages)
PDHPE	128 page A4 exercise book A4 Display Folder
Science	192 page A4 exercise book covered with contact Students working with BOYD should have an A4 display folder for worksheets
Technology Mandatory (Industrial Arts)	A4 Display Folder with plastic sleeves
Visual Arts	Lead pencils : HB, 2B, 4B, 6B, paint shirt or apron, glue stick, A4 bound sketchbook , eraser, coloured pencils, sharpener, ruler, scissors

# BRING YOUR OWN DEVICE (BYOD)

Moorebank High School has a *Bring Your Own Device* (BYOD) program that includes all year groups. All students are asked to bring their own mobile electronic device to school every day.

Students will be required to adhere to the User Charter that sets out how the device can be used at school. A copy of the school's BYOD policy can be found on the school website.

## PURCHASING OF A DEVICE

At Moorebank HS we want to support all families to ensure their child has the best possible device for learning. If you have a device for your child, it is important to ensure it has specifications that enable learning.

Various devices in price categories will meet the Device Specification. It can be a laptop or a tablet. Smaller tablet devices may be half the price of larger sized ultrabooks. You should carefully consider all your options for purchase or lease/rent-to-buy. Consider also that a good quality device should last for at least four years.

We have also established a relationship with HP Education who can provide a few options for device purchases. We have listed some recommended devices on this portal for parents who choose to use this service. These devices can be accessed via our portal: [www.hpshopping.com.au/mbhsbyod](http://www.hpshopping.com.au/mbhsbyod)

Windows devices on this portal are specifically built for educational purposes and are NOT the same as consumer devices that are purchased at retail outlets. Most devices on the portal carry a Business-grade, 3-year Next Business Day Onsite Warranty and insurance options. Laptops can also be purchased on a finance plan. This portal has been set up as a service to our school community to simplify the purchase of BYOD devices. There is **no obligation** to use this portal and you are not limited to just the devices listed here. Families are free to purchase their child's BYOD device from whomever they choose.



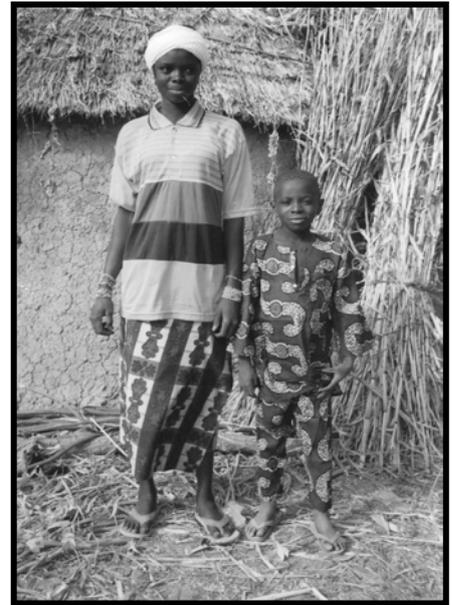
# INFORMATION TO PARENTS

## INTERACT

Interact is a club for all students in the school and is linked to Rotary. Its role is to make a contribution within the school, in the community and internationally. Most importantly, it aims to give students the opportunity to think of others in need while developing leadership and teamwork skills.

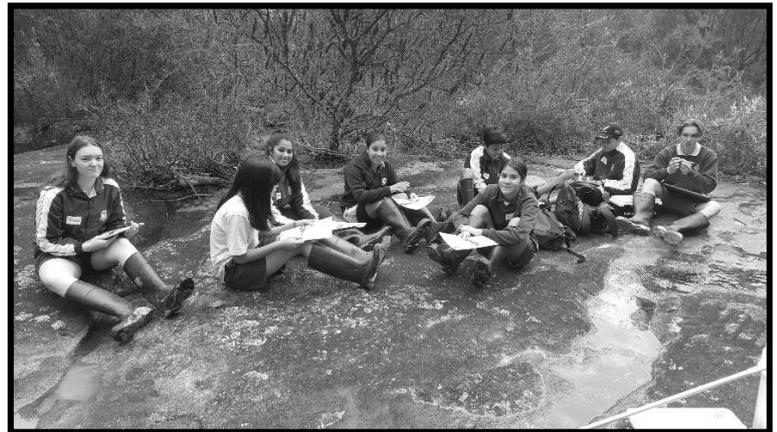
Students in Interact have regular meetings to plan the various fundraising events they will support.

The club supports many worthwhile charities including: Stewart House, Red Shield Appeal, Legacy, The Cancer Council and sponsoring a child in Africa (Ibrahim – photo to the right) as well as making donations to many worthy charities.



## ENVIRONMENT GROUP

The Environment Group at Moorebank High School will run during L2L periods in 2018 and serve as an extracurricular group for students interested in concepts and issues surround the environment. The group currently runs the schools' recycling and gardening programs, which require weekly attention. Every year, members of the group are selected to work with scientists from the Georges River Catchment Community Council to assess the health of rivers and streams in the local area as part of a health card report for the Georges River Catchment. Students participating in this program receive formal certificates of acknowledgement.



*Georges River Excursion 2016*

## COMMUNITY FOCUS GROUP

The Community Focus Group meets at 7.00 p.m. on the second Monday of each month. Times and dates of these meetings are published in the school newsletter and the calendar on our website.

The Community Focus Group has made a valued contribution to the life of the school. The group's role is to provide an essential source of contact between the school personnel and parents.



As a parent of a Moorebank High student, you can play an important part in your child's education. There is an opportunity for you to participate in the Community Focus Group and your role as an interested parent can assist your child's progress at school.

The Community Focus Groups role is one of support and consultation.

**ALL** parents are cordially invited to attend Community Focus Group Meetings.

## NEWSLETTER

A **newsletter** to parents / students / carers is made available on the school's website. It contains a resume of school news, significant events, the Principal's message, important dates to remember and samples of students' work. [www.moorebank-h.schools.nsw.edu.au](http://www.moorebank-h.schools.nsw.edu.au).



## HOW PARENTS CAN MAKE A GOOD SCHOOL BETTER.....

- See the school as **'your'** school. Encourage your children to see it in the same way.
- Make an effort to understand what the school is trying to do. If you can, express your support for its aims and the values it expresses.
- If at all possible, join the Community Focus Group to consider educational issues and give opinions to the staff.
- By all means offer constructive criticism and suggestions, but direct your comments to the right people.
- Go to school activities - open days, plays, concerts, and picnics, sporting functions, celebrations. Take a friend.
- Join the official parent groups and look after the school's interests.
- Welcome new parents. Help them feel that they belong. Build their confidence in the school.
- Support a broad and balanced curriculum. Resist attempts by any pressure groups to narrow the curriculum to things that are purely functional and measurable.
- Encourage your children to co-operate fully, to join in all school activities and to take a pride in the buildings, the grounds and the school community as a whole.
- Let the Principal and the teachers know that you support them all the way, even if sometimes you have to be a friendly critic or a critical friend.



# CURRICULUM

The school curriculum puts an emphasis on providing students with a broad education. It is characterised by diversity of choice in both the junior and senior school. Students have a wide range of opportunities in academic studies, the performing arts, the technology area, sport and vocational education to develop the knowledge, skills and attitudes that will allow them to be independent, life-long learners.

While committed to the concept of a selective and comprehensive high school aiming to meet the needs of a range of students, the school maintains a strong academic emphasis. More than 90% of senior students undertake courses that count for the Australian Tertiary Admissions Rank (ATAR).

The program of studies for Year 7 and 8, known as Stage 4, operates as a two-year module.

- Students undertake mandatory studies in English, Mathematics, Science, History, Geography, Music (Year 7 only), Languages (Year 8 only), Technology Mandatory, Visual Arts and PDHPE.
- Support exists to provide additional help for students experiencing difficulties with basic literacy or numeracy.
- The Year 7 cohort will consist of 2 selective classes and 4 comprehensive classes.



The curriculum for Years 9 and 10, known as Stage 5, also operates as a two-year module. All students study English, mathematics, science PDHPE, history and geography. In Year 9 students choose two 200-hour electives, which are undertaken across both years, from a range of choices across the key learning areas.

In Years 11 and 12, known as Stage 6, the students choose all their courses from a wide variety of options. These include Board Developed Courses (e.g. Advanced English, mathematics, physics, visual arts, economics and food technology), Content Endorsed Courses (e.g. photography and video & digital imaging) and VET Industry Framework Courses (e.g. construction, hospitality,). Extension courses are also offered in English, mathematics, science and history.

# INITIATIVES AT MOOREBANK



## **Year 7 Selective Classes and Extension Class**

Two selective and an extension class will continue in 2018 for academically talented students. Our teachers are trained in Gifted and Talented educational strategies and are committed to excellence in teaching and learning. The Year 7 selective classes and the extension class stay together for all their academic subjects. In Years 9 to 10 all selective students continue to stay together for all mandatory course and all high performing comprehensive students are grouped separately for core curriculum areas: English; Humanities; Mathematics and Science. These groupings are based on performance in those subjects.

## **Middle Schooling**

The middle schooling links program that is continually expanding and is aimed at improving the lines of communication between primary and secondary teachers. It is providing students with opportunities to familiarise themselves with the high school environment and participate in curriculum and gifted and talented programs.

Moorebank High School and its partner primary schools, Chipping Norton, Newbridge Heights and Nuwarra, are part of a project which examined the developmental needs of students across Years 5-8.

Our aim is to build on the strong linkages, which already exist to create a climate of:

- strong collaboration between the schools;
- sharing of educational data and collaborative planning;
- continuity of learning between Stages 3 and 4;
- shared understanding of effective learning processes; and
- curriculum relevance that is socially supportive.

## School to Work Planning

School to Work Planning encourages Year 7-12 high school students to think about possible future career pathways and to plan out the best way to get the jobs that they want.

As they progress through school, students are asked to think about their own interests, abilities and career goals. They are then required to research some suitable careers and to develop an action plan of realistic things that they are willing to do in order to achieve their career goals.



Students learn relevant vocational skills through school lessons and a variety of school-based activities. However, School to Work Planning is most successful when parents become part of the process, so Moorebank High School parents are encouraged to become actively involved in their son/daughter's career decision-making.



# SPORT

## Sport – Year 7 – 10

Participation, enjoyment and skill development of all students are essential features of sport at Moorebank High School. Sport will provide opportunities for students to gain confidence and develop a wide variety of skills for participation in lifelong recreational and sporting activities.

The school's sports program has been developed as a traditional Sports afternoon with **grade teams** representing the school in a variety of inter-school competitions on Tuesday afternoon. The emphasis in selection of students for grade teams is based on ability, behaviour and commitment.

Sport is compulsory for all junior students and is a requirement for the Record of School Achievement (ROSA). When students are injured or sick there is a non-sport group that they join for Tuesday afternoon.

### Sport Costs:

Sport costs are to be paid on a weekly basis, which includes:

- **Recreational Sport** -  
Bus Fare plus cost of Venue - approximately \$12.00
- **Grade Sport** -  
Bus Fare - approximately \$6.00
- **House Sport** - Nil cost
- **Externally Taught Sport** - \$6.00

It is compulsory for students to wear their **P.E. uniform to sport**. Year 7-10 students are expected to wear either, their full school uniform or full P.E uniform to school on Tuesday's for sport. If they choose to wear their full school uniform then they should change into their P.E./Sport Uniform at lunch. Year 7 students should only wear their P.E. uniform during P.E. and Sport lessons.

### Carnivals:

The school is involved in three major carnivals: **Swimming, Athletics and Cross Country Running.**

The emphasis is placed on participation in all three events. The school is divided into four houses according to family names (this may vary from year to year depending on student numbers).

**BLUE**  
**GREEN**

**A - E**  
**F - L**

**GOLD**  
**RED**

**M - R**  
**S - Z**



### Sport/P.E. Uniform:

<b>SHORTS</b> - Monogrammed maroon shorts (as per suppliers)
<b>TRACK PANTS</b> - Maroon Track pants (as per suppliers only)
<b>SHIRT</b> - Light grey polo shirt – with school logo (as per suppliers)
<b>SHOES</b> - Sports shoes / runners / joggers <b>NOTE:</b> only to be worn during sport or the PE lesson.

**Exception:** Where specified by school representative team's coach.

**C.H.S. Competition:** The school enters teams in state-wide knockout competitions over a range of traditional sports. These provide a wonderful opportunity for the school's best sportspersons to participate together in an environment that builds marvellous school spirit.

# MERIT AWARDS

The Merit Award System at Moorebank High School promotes positive behaviour and achievement. Linked to the House points system, students are issued merit cards and House points as shown in the diagram below. The Brave Awards also have a small slip at the bottom of the award, enabling the student to enter regular prize draws, which take place during school assemblies.



Upon the collection of merit awards totalling 20 points in at least two areas of achievement, students are eligible to submit their awards to their Year Adviser and receive a Bronze Award. Students who have earned 2 Bronze Awards will be eligible to receive a Silver Award and can continue to work up to a Principal's Award as outlined in the flowchart on the next page. Students in the Senior School have the opportunity to submit a portfolio of their schooling achievement to a committee in Term 3 of each year, for consideration of the award of a Diamond Award for Student Excellence – the highest accolade at Moorebank High School.



As the Merit Award System is directly linked to the House points system, the accumulation of points and merit awards for submission to Year Advisers will restart at the beginning of each school year. However, students will be able to use awards they have earned as part of their Senior portfolio.

# THE LEARNING ENVIRONMENT

## MOOREBANK HIGH SCHOOL'S TEACHING AND LEARNING BELIEFS AND VALUES

- MHS encourages parents, carers, families, the broader community and young people themselves to hold high expectations for their educational outcomes
- Classrooms at MHS are quality learning environments where positive relationships are developed between teachers and students and among students
- Education at MHS contributes to a socially cohesive society that respects and appreciates cultural, social and religious diversity
- The curriculum at MHS provides opportunities that enable all students to explore and build on their gifts and talents
- The curriculum at MHS equips young people with the knowledge, understanding, skills and capabilities to take advantage of opportunity and face future challenges with confidence

## FACTORS WHICH INFLUENCE THE LEARNING ENVIRONMENT

- effective communication;
- high expectations of achievement;
- correcting student behaviour in a positive way;
- developing classroom pride and
- demonstrating care for students.

## STUDENT BEHAVIOUR

If a student's behaviour is unsatisfactory in the classroom it is important that his / her teacher implement a consistent set of behaviour management procedures that draw their attention to the behaviour in terms of the classroom expectations.

## OUR CLASSROOM EXPECTATIONS

At Moorebank High School we:

- Be Generous
- Respectful and Responsible
- Act Safely
- Value Learning and
- Excellence

These expectations have been expanded in our behaviour expectations which have been placed in various settings around the school.

## ISOLATION (TIME-OUT) DESK

When necessary, the classroom teacher will place a student at the "Isolation" desk in order to prevent further disruption to the learning environment. This will provide the student with an opportunity to reflect on what they are doing wrong while giving them a chance to take responsibility for their future behaviour. While at the isolation desk the student is required to complete a "Behaviour Management" worksheet. This allows the student to develop a better understanding of the school's expectations regarding their classroom behaviour.

## WITHDRAWAL FROM THE LEARNING ENVIRONMENT

A student will be removed from the classroom learning environment and sent immediately to the appropriate Head Teacher, Deputy Principal or Principal if they:

- don't move to the isolation desk (when instructed); or
- disrupt the teacher or other students while at the isolation desk; or
- refuse to complete the Behaviour Management worksheet.

# CODE OF BEHAVIOUR

**"LEARN TO LIVE"** is the school motto. The behaviour below is expected of you so you can ensure Moorebank High School will be a place to learn effectively and live happily.

## ***Learning in the School:***

1. Attention to classwork - neatness, accuracy and completeness of work are expected at all times.
2. Attention to homework - as well as set homework, provide time for home study.
3. Active participation in all activities - e.g. classroom, sport and drama.
4. Conduct in class – follow BRAVE expectations.

## ***Living in the School:***

1. Regular attendance and punctuality - at school, each lesson, assemblies and sport. If absent, a parent / carer explanation is required.
2. Staying within the bounds of the school at all times.
3. Students are not permitted in the classrooms, the classroom blocks or their entrances before 8.30 a.m, at recess or lunch unless they are reporting directly to a teacher.
4. Neat appearance - school uniform is to be worn. Students must be appropriately equipped for all lessons.
5. Promotion of a pleasant school atmosphere - no littering, no eating in buildings, no rowdiness.
6. Courtesy to teachers and visitors - this involves good manners, appropriate speech, carrying out instructions without argument, putting a point of view politely.
7. Respect for school property and equipment. No writing on walls, desks or school texts.

## ***Living with Each Other:***

1. Courtesy to others - no tormenting, fighting. Considerate behaviour at all times. Courtesy on the buses.
2. Respect for the property of other students. No interference with that property.
3. Acceptable language at all times - no swearing or offensive comments.
4. Behaviour contributing to the safety of all. Orderly movement, no fighting or dangerous games, no throwing or flicking objects.
5. Behaviour contributing to the health of all - no smoking, drugs or alcohol.
6. Behaviour contributing to the positive well-being of other students. No teasing, bullying, harassment or inappropriate physical contact.
7. Behaviour contributing to a positive school climate. No anti-social or inappropriate behaviour, and no promoting or encouraging aggressive behaviour.

# THE STUDENT'S ROLE IN SCHOOL DISCIPLINE

Students' responsibilities are:

**BE POSITIVE AND BE PREPARED TO LEARN  
BE POLITE  
RESPECT YOURSELF AND ALL OTHERS**

At Moorebank High School,

**TEACHERS HAVE THE RIGHT TO TEACH  
STUDENTS HAVE THE RESPONSIBILITY TO LEARN**

The following responsibilities are to be followed by all students. By doing so all students may learn in a meaningful and safe environment.

## **Responsibilities:**

As a student of Moorebank High School, I have the responsibility to:-

1. Respect my teachers
  - I need to be honest, courteous and polite and
  - be co-operative and follow the classroom and subject expectations.
2. Respect my fellow students
  - respect the rights of others to learn;
  - avoid anything which may cause injury or hurt. This means total avoidance of violence, harassment, bullying or intimidation;
  - resolve conflict in peaceful ways;
  - appreciate the beliefs of others and
  - exercise self-control.
3. Respect other people's property
  - don't steal and
  - don't abuse equipment / property.
4. Earn my school a good reputation
  - be neatly and correctly attired, wear the school uniform with distinction and pride;
  - be courteous to those whom I come in contact with – speak politely and appropriately to all staff, visitors and community members;
  - participate positively in all school activities;
  - do not bring any illegal substance, weapon or implement to school and
  - by caring for the school environment.
5. Learn all I can
  - by being determined to improve myself;
  - by progressing and improving my grades / levels;
  - co-operating / listening to parents / teachers / students;
  - completing all work set to the best of my ability;
  - being where I should be at all times and
  - bringing the necessary equipment to each lesson.

# EXPECTATIONS

## Attendance

Attendance at school is **compulsory** and any absence must be explained by replying to an SMS message, phone contact or a note, **written** and signed by a parent or carer. This note **must** contain the **date of the absence, the reason for absence** and the **Student's Name** and should be returned to the Administration Office on the next day of attendance. If required this note may be written in another language, but must be written by the parent.

***Students are required to remain within the school grounds at all times unless permission to leave has been granted, in writing by the Deputy Principal.***

Students are not permitted to visit shops during school hours.

## Notification of Student Absences

Moorebank High School has a system of mobile phone contact with parents when a student is absent from school.

At Moorebank High School, student attendance is a high priority. We know that students who attend regularly are more likely to be successful and safe at school. To improve our attendance procedures, we inform parents/carers of any unexplained absences of their child.

A text message is automatically sent to parent's mobile phones explaining that our records show that your child is absent from or late to school.

The messages read as follows.

**For Absence:** Moorebank High School records show your child *Child's Name* is absent from school today *today's date*. Please text reason to 0427 784 632.

**For Lateness:** Moorebank High School records show your child *Child's Name* arrived late at *time*. Please text reason to 0427 784 632.

The message will arrive on the phone displaying the number **0427 784 632**. Parents are asked to store this number in their mobile phone under "**Moorebank High School**" so that when the message arrives, the parent is aware that the message has come from the school. Please note that this number is only for replying to the SMS once it has been received and parents cannot ring to speak to someone on this number.

Parents can then give a reason for the absence by replying to the SMS, by phoning the school office or by sending a note with their child on return. Parents/carers are asked to contact the school by telephoning the office before 9:00 a.m. if they know that their child is to be absent. If your child is absent and a reason has been provided, then parents will not receive an SMS.

## Why this system?

SMS has become an accepted method of communication. It enables the school to contact parents/carers quickly and easily without disturbing them when they may be in a meeting, driving or simply unable to take the call.

It is confidential, in that messages are not left where others can see them. They are quickly received and easy to reply to - by return SMS, if desired.

It is cost effective for both the school and parents.

Whilst we make every effort to ensure that the system operates error free, occasionally a mistake may occur. If this does happen, then the school will do its best to ensure that it does not happen again in the future.



## **School Attendance Policy and Procedures**

The Education Act holds parents responsible for ensuring their child attends school every day the school is open for classes. Parents are encouraged to take family holidays during the very generous school holiday periods to avoid serious disruption to the child's educational program. Long absences, particularly if they are taken each year, also impact on the quality of peer relations and continuity of learning. Students also potentially miss out on other important educational opportunities and programs if they are absent.

As part of the new procedures, holidays taken outside of school vacation periods will now be included as absences, where previously, they were marked as exemptions. A certificate of exemption will no longer be granted for this purpose.

There is a form, ***Application for Extended Leave - Travel*** which needs to be completed at least 4 weeks prior to the date of intended travel. If the Principal accepts the reason for the absence, this is marked as Leave (L) and a ***Certificate of Extended Leave - Travel*** will be issued.

If the Principal does not believe the absence is in the student's best interest and does not accept the reason, the absence will be recorded as an Unjustified Absence (A). A Certificate of Extended Leave - Travel ***will not*** be issued.

## **Accidents**

All accidents should be reported immediately to the nearest teacher or the Administration Office. These are usually caused by careless and dangerous acts. Fighting, rough and dangerous play are prohibited in all areas of the school.

In the classroom, no student is to touch windows, blinds, heaters or other equipment, unless instructed by a teacher. Do not lean on chairs so the back legs support all the weight.

## **Aerosol**

Aerosol (spray) cans are not permitted to be bought to school for safety reasons. This includes any form of spray deodorant.

## **Assembly**

The school assembly is an important means of communicating. All students and teachers attend assemblies.

At assembly, students are to assemble in allocated Year groups. Bags are to be left in classrooms, valuables only should be taken with you. Hats should not be brought to indoor assemblies.

## **Behaviour**

Be considerate of others at all times and act with common sense.

Buildings and grounds should be kept tidy and free from litter.

Cigarettes (matches and lighters), chewing gum, aerosol cans are **NOT** to be brought to school.

Dangerous implements or prohibited substances are **NOT** to be brought onto the school premises.

Smoking is prohibited, at school and on the way to and from school.

On the way to and from school, respect should be shown to other people and their property.

There will be no defacing of any part of the school with graffiti.

Swearing, obscene and racist language is not acceptable.

Students bring valuable items to school at their own risk. These items can become an unnecessary disruption to a child's learning and it is advised that they be left at home. It should be noted that electronic devices, cameras, phones should not be used during class time without permission from the teacher.

## **Bags**

Do not leave money, bus passes or valuables unattended in bags. If bags are left outside rooms, they should be arranged neatly against the wall. Bags should be taken to the playground area at recess or lunch. Bags should not be left unattended in the playground at recess or lunch.

## **Bikes**

The bike racks are out of bounds at all times unless you are leaving or picking up your bike. All bikes must be secured with a lock to minimise the risk of theft. The school takes no responsibility for theft, loss or damage to bikes. Students must not ride their bikes within the school grounds and should walk beside their bike when arriving and leaving school. Students are not permitted to ride a bike to and from school unless they wear a helmet at all times.

## **Buses**

Behaviour on school buses must be the best at all times. Those who misbehave may have their free opal cards confiscated or may forfeit it altogether. The school liaises closely with the bus company. Students who travel on buses **must** assemble in the correct area on the school basketball courts or bus shelter.

Students who are not catching a bus are not permitted in the basketball courts after school.

## **Car Parks**

Students are not permitted to enter a car park area at any time (these are considered out-of-bounds). Students are to use the pedestrian entrances and paths when entering and leaving the school grounds. Students are not permitted to park their cars / motorbikes in school car parks.

## **Clinic/Sick Bay**

No student is to be in the clinic/sick bay without permission of the classroom teacher, the School Administration Officer in charge of First Aid or the Deputy Principal.

No visitors to the clinic/sick bay are permitted.

If you feel ill, report to a teacher who will give you a note to take to the Administration Office.

If you have to bring medicine to school, it must be left at the office where it will be dispensed when required.

## **Canteen**

No games are to be played in the canteen area.

Students must use the queues at the canteen.

Only one student is to be at the counter at one time, and is to be buying only for him / herself.

Students are not to loiter in the canteen selling area.

Purchases close when the bell rings.

Be courteous to those serving you , when purchasing at the canteen.

Follow the directions of staff and the prefects on duty without argument.

## **Dangerous Behaviour**

The indiscriminate throwing of any object either in the classroom or playground is extremely dangerous. The safety of students and staff is paramount and this type of behaviour places at risk this safety. There is never an appropriate reason for students to throw any object at others. Dangerous behaviour of this nature is viewed very seriously by the school.

## **Detention**

After-school detention is one component of the school welfare and discipline policy that all parents of prospective students of Moorebank High School need to be aware of and decide whether they accept before enrolling at the school. It is not a sanction that the school takes lightly and is only applied in circumstances where significant misbehaviour warrants such consequences. Detention may occur on any day set by the faculty during the afternoon between 3:05pm and 4:00pm and in consultation with parents. During detention, students

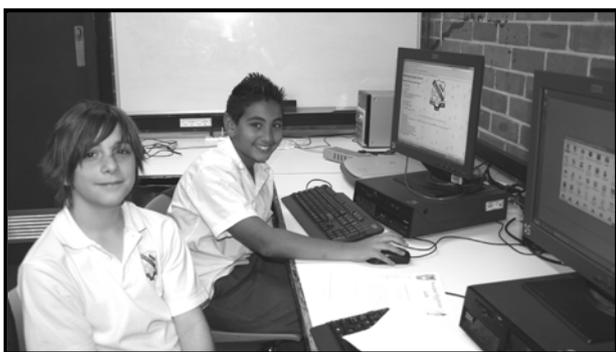
are to complete set tasks as directed by the supervising Head Teacher and then, when permitted, they may complete **private written study**.

Talking is not permitted at any time within the detention room.

Repeat offenders or students who fail to attend a detention may be issued with an after-school detention that finishes at 4:30pm.

A Head Teacher supervises an after-school detention. Parents are advised if their child has been placed on detention. To ensure fairness and consistency, it is a requirement of enrolment that students and parents acknowledge that, regardless of the distance they might live from the school, attendance at a notified detention is compulsory. It is the responsibility of parents to arrange for their child's travel home after a detention. Parents, especially those living outside of the school's official drawing area, need to consider this when deciding whether they wish to enrol their child at Moorebank High School.

**Note: where a student disrupts a detention session, they will be removed from the detention room, parents / carers will be contacted and an additional 4.30pm detention will be issued.**



### **Equipment**

No student is to touch or operate equipment without the permission of a teacher. No student is to operate the DVD players, projectors or laptops at any time. Chairs and other furniture must be kept well away from the heaters at all times. School equipment must always be handled carefully. When leaving the school, all borrowed equipment must be returned.

### **Excursions**

Excursions are an important part of school routine. Dress for excursions will depend on the nature of the excursion. School uniform must be worn for visits to the city, plays, cinemas, etc. For some excursions, appropriate clothing may be worn but students will be notified in writing if this is the case. Conduct on excursions must always be exemplary. Payment for excursions must be made

by the required date. Only in very extenuating circumstances would refunds be given. Payment is to be made at the Administration Office.

*If the required payment is not made by the due date, students may not be permitted to attend the excursion.*

### **Emergency Evacuation Drill**

From time to time an emergency evacuation drill will be held. Continuous ringing of the bell will indicate this. On this signal, work must cease immediately and directions from the class teacher followed. Bags should be left and classes should proceed by the indicated route to the **basketball courts**. Students will be required to sit down in classes in a marked area, where rolls will be marked. At the conclusion of the evacuation drill, classes will return to the appropriate rooms in an orderly manner.

### **Food**

No food or drinks are to be eaten inside buildings, except in wet weather. When it is raining, food may be eaten in the building corridors but not in the school hall (students eat in the covered area beside the Canteen). Food and drink stored in bags should be carefully packed to avoid damage to books. Food or drinks must never be stored in lockers.

## Hats

Hats are **NOT** to be worn inside buildings, corridors or during class time. Hats should only be worn on the school playground.

## Homework

Homework is an important part of school work. It is to be done regularly, in a neat and tidy manner and handed in punctually. In most subjects, the quality of the homework forms a part of assessments.

## Leavers

Students leaving school or transferring to another school should bring a note from a parent/carer indicating the new address and new school and where applicable, the occupation in the case of school leavers. School Leavers' forms are obtained from the Administration office, and these must be completed and checked by each Head Teacher, Sports Organiser and Librarian before a transfer certificate or reference will be issued. All textbooks, library books, bus and train passes and items of school equipment are to be returned at this time.

## Library

Students must be quiet when they are visiting the library. All library rules must be followed at all times. Students whose conduct in the library is unsatisfactory will be barred from using it. Students who fail to return books on time will not be allowed to borrow books at all.

## Lockers

Students may only go to the lockers after 8.30 a.m., during the first five minutes of recess and lunchtime, the last five minutes of lunchtime and after school. No food is to be left in lockers. Lockers are available for hire for a fee – inquire at the Administration office for details. Lockers must be thoroughly cleared out before the end of the year.

**Note: although students have a locker a school bag is still required every day.**

## Movement in and around the school

There is to be no running in the buildings, or on walkways.

Students should move promptly to the next class when the bell rings.

Toilets should not be visited between periods. Students **must** have a written note from a teacher.

You **must** have an out-of-class pass or written note from a teacher if you leave your classroom.

If a class teacher is absent and no substitute teacher arrives, then **ONE** student is to report to the Head Teacher Administration's Office after a reasonable time.

When moving to assembly, move under teacher direction and in an orderly fashion.

## Punctuality

Be punctual to school and to each lesson. If late to school students must report to the Administration Office. A late slip will be issued to late students. A note must be signed by your parents that night and brought in to the office the following day. This allows the reason for the absence to be recorded. If a note is not returned, the partial absence remains unjustified.

**Note: an SMS mobile phone message is automatically sent to parents/carers where an explanation is not provided for student lateness to school.**

*Lateness to classes* – If you are late to class you **must** have a note from a teacher or another member of staff. Otherwise, a lunch detention will be issued and you will be required to make up the lost class time.

## Out of Bounds

Students should not be in areas indicated as out-of-bounds (indicated by yellow lines marked on the ground). Specifically, all car park and bush areas (including the back of the school hall near the tennis court) are designated out-of-bounds at all times. Stair landings, inside buildings, B-Block and the area outside the front of the hall are out of bounds.

***The main walkway to the entrance of the school from Bangalow Avenue is only to be used when entering and leaving the school and students are not permitted to congregate in this area at any time.***

## Playground

Rough games (chasing, tackling, pushing etc) are prohibited at all times.

Ball games are to be played in the designated areas.

Years 7 and 8 can use the tennis courts during recess and lunch in Term 1. In Term 2, 3 and 4 students in Years 7 to 10 are permitted to use the tennis courts as a passive area.

Years 9 and 10 can use the basketball courts during recess and lunch for basketball only.

The playing fields are to be used for team practise or at lunch for organised ball games and must only be used under the supervision of a teacher.

Only students from Years 11 and 12 are to use the designated senior area beside the library

All bush areas are out-of-bounds at all times. The cleanliness of the playground and buildings is the responsibility of all students. Students are not to engage in behaviour that may endanger themselves or others. Safety is to be observed at all times.



## Roll Marking

Roll marking occurs each period by classroom teachers. Classroom teachers check students for correct uniform and issue passes as required. Uniform pass notes for more than one day must be signed by the Year Adviser or Deputy Principal.

## Smoking

Students are not permitted to smoke at school, on the way to and from school and at school functions.

Students **must not** bring cigarettes, electronic cigarettes, other cigarette alternatives, matches or lighters to school.

**Note: students who are caught associating with others who are smoking are behaving contrary to the school “Code of Behaviour” and dealt with formally via the school’s welfare and discipline procedures.**

## Supervision before School

Minimal supervision is available between 8.15 a.m. and 8.45 a.m.

Students are not permitted in the classrooms, the classroom blocks or their entrances before 8.30 a.m, unless they have before school class (yrs 11 & 12 only).

Teachers **may be** available in staffrooms between 8.30 a.m. and 8.45 a.m.

Students may report directly to a teacher at this time if they need to meet with the teacher.

All out-of-bounds areas apply especially at this time.

## **Textbooks**

Books, whether belonging to the school or the student, should always be carefully looked after. Books should be covered and clearly marked with the student's name and class. All textbooks are to be returned before leaving school, or before the end of the year. If textbooks are damaged, or unreasonably worn, a charge will be made for them. No textbooks will be handed out at the beginning of the year unless all books from the previous year have been returned.

## **Uniform**

In consultation with the school community, Moorebank High School continues to value and expect the wearing of correct school and sport uniform. Agreement and support for wearing uniform is sought from all new students and parents prior to enrolment, and signing the Behaviour Expectations Agreement acknowledges this from our new school community members. Students are required to be in full school uniform on the enrolment day. Families experiencing genuine financial difficulties may request assistance with the purchase of school uniform, in writing, to the Principal.

## **Valuables**

All valuables such as cameras, i-pods, mp3 players, phones and other expensive items are often a target of theft and are brought to school at the student's own risk.

## **Visitors to the School**

Treat visitors to the school with courtesy and direct them to the Administration office. All visitors are required to sign-in at the office and are issued with an official visitor's pass. Students must never approach or talk to intruders to the school even if you know them. Students should immediately notify the nearest teacher if an intruder comes onto the school premises.

## **Wet Weather**

When it is raining, students will be informed of wet weather Recess or Lunch by the ringing of six short bells. When this occurs students are to go to the areas allocated to their year. During wet weather Recess and Lunch, the Basketball and Tennis courts, the Oval, the Courtyard and the back of F Block are **out of bounds** to all students.

Students are to go to F Block, A Block, library courtyard or the COLA near the canteen.

**Year 11 & 12** may also go to the Senior Area in between the Library and F Block.

Students who wish to use the Library must book their time with the Library staff.

## **Wet Sport Afternoon**

Where possible sport will continue as normal. On wet sport days undercover recreation sports will proceed as normal. Grade sports and house sports will be directed to classrooms and remain under the supervision of their sports teachers. The final bell will ring at 2.25 p.m.

# APPROPRIATE LANGUAGE

Appropriate communication is required at all times.

Students are not to use language which may offend or upset others.

**Verbal abuse** of others, including the use of foul language, is unacceptable behaviour and is viewed very seriously by the school.

# RECORDING DEVICES

Unless authorised by the school, the use of any device to capture pictures, video footage or other types of images or the recording of any form of audio / conversation is strictly prohibited while on the school premises.

Specifically, students **must never** use a mobile phone or other device to record images or video from a class. Further, the recording of aggressive or violent behaviour will be viewed by the school as promoting violence.

Students who share or publish such images / video in any form including the internet will have contravened Department of Education and Training regulations.

Any behaviour contrary to these directions will be considered an infringement of the school "Code of Behaviour" and dealt with formally via the school's welfare and discipline procedures.

# CONFISCATED ITEMS

**At the discretion of the teacher, items may be confiscated when they are inappropriate or become a danger to the student, others or property.**

Students who have items confiscated will be dealt with by the teacher under the school's code of behaviour.

Confiscated items can be collected by the student/parent after school on the day that the item was confiscated.

Students who repeatedly endanger themselves, others or property, or are in possession of an inappropriate item, will be deemed as behaving in a manner contrary to the school's "Code of Behaviour" and will be dealt with as part of the school's welfare and discipline procedures.

# **PERSONAL ELECTRONIC DEVICES (INAPPROPRIATE USE OF PEDs)**

PEDs may include: mobile phones, IPODS; IPADS, MP3

**The school does not accept responsibility for the loss or damage of PEDs that are brought to school. Students are advised never to leave their PEDs unattended in a school bag.**

Generally speaking mobile phones should be off and away in your bags.

In some learning environments PEDs may be used as a learning tool only under the teacher's direction.

In most cases, PEDs are not to be used in classrooms, as they can distract the learner from the learning task. PEDs should be turned off or on silent mode during class.

PEDs must not be used to bully, harass, intimidate others or initiate violence.

Misuse of and failure to comply with warnings to remove PEDs as a learning distraction becomes an issue of misbehaviour and/or disobedience. This behaviour will be considered contrary to the school's classroom expectations and will be dealt with as part of the school's behaviour management plan and may result in the device being confiscated. Parents can help support this policy by only contacting their children on their mobile phones during recess and lunch breaks. Emergency contact during class time is best managed by calling the school office. Students bring electronic devices to school at their own risk.



# GENERAL INFORMATION

## HOMEWORK

It is a policy of the school that homework is given and all students are expected to spend some time each school night on homework. As a guide students should allocate the following times to homework and study:

Years 7 - 8	1 to 1½	hours per night
Years 9 - 10	1½ to 2	hours per night
Years 11 - 12	2 to 4 hours	per night

Homework may consist of:

- Written or organised work - exercises or assignments
- Revision of lessons completed that day
- Preparation of reading or of written material for future lessons
- Study of past work

Teachers check homework to see that it is completed and is of satisfactory quality. The quality of a student's homework is taken into consideration in arriving at an assessment of class work, leading to both the School Certificate and the Higher School Certificate.

## ASSESSMENTS AND REPORTS

The school conducts a variety of formal assessments. These assessments vary from research tasks, in class presentations and formal examinations. Please refer to the assessment schedule.

Reports are sent out to parents each half year and convey the following information:

- Details regarding attendance.
- Student's effort and conduct in the various subjects.
- Teachers' comments.
- Student performance related to learning areas.
- An A-E grade comparing student performance to the rest of their peers for most courses.



A learning area-based reporting system is in place for all year groups. Reports are generated on computer with more detailed information being provided to parents / carers on the progress of their child. It is important for high school students to keep filed copies of all school reports as these may be required by prospective employers.

## **BUS AND TRAIN OPAL CARDS**

Bus and train opal cards are obtained by completing an online application form and having it endorsed at the Front Office. These are for eligible students only. The Bus Company or Sydney Rail may confiscate these opal cards if students behave inappropriately.

A replacement charge is to be paid to the Bus Company or Sydney Rail for lost opal cards.

## **PERSONAL PROPERTY**

All clothing and equipment should be marked with indelible ink to show the owner's name and roll class. Money, watches and wallets should not be left in clothing or school bags, at P.E. or sport. **Valuables should not be left unattended at any time.** LOST PROPERTY is handed in to the Front Office.

Students are **not** to bring radios, ipods, C.D. players, walkmans or skateboards to school.

## **LUNCH PASSES**

It is preferred that students remain at school during lunchtime. The Deputy Principal will issue a lunch pass when a parent makes a written application. It is expected that a parent will be at home during lunchtime and that students will not visit shops or the homes of friends. Only students who live within walking distance may be issued with a lunch pass.

## **MEDICAL APPOINTMENTS**

It is expected that where possible, all medical / dental appointments will be made outside of school hours, which **includes Tuesday afternoons** when sport is timetabled.

**Sport is a mandatory part of a student's education.**



# ASSISTANCE AVAILABLE TO STUDENTS

## WELFARE TEAM

The Head Teacher Wellbeing leads the Student Wellbeing team that comprises Year Advisers, Assistant Year Advisers, and School Counsel.

The main function of the team is to support the wellbeing of all students through initiating, developing and evaluating programs and strategies that relate to student wellbeing.



## YEAR ADVISER

The role of the Year Adviser is one of pastoral care. Students can discuss any problems they may be having at school with their Year Adviser.

These problems range from discussion about learning difficulties, relationships with other students or teachers to personal problems.

The Year Adviser correlates information and monitors progress of individuals. This information is communicated to parents. Parents can call upon the Year Adviser to discuss their child's progress at any time. The Year Advisers are also responsible for developing the self-esteem of their students by encouraging and recognising the good work of individuals.

## STUDENT ADVISER (Girls)

The Student Adviser (Girls) is responsible for the welfare of girls within the school and does for the student what any caring parent would do at home. Preventative welfare is also important to help students better cope with relationships and encourage self-esteem. Any student can visit her to discuss health or any other problems. Parents should also feel free to consult with the Student Adviser (Girls).

## SCHOOL COUNSELLOR

The School Counsellor is a highly trained, skilled professional who is employed to deal with students who may have problems.

The Counsellor is a link between the feeder Primary Schools and Moorebank High School. This means that the Counsellor is aware of each student's progress before entering high school and therefore can make informed recommendations about the placement of students into Year 7 classes.

The Counsellor can provide individual psychological assessments of students to enable them to take full advantage of opportunities offered within the school system. This may involve placement at Special Education Facilities within the area. Within the school it means close liaison with Student Advisers, Careers Adviser, Learning and Support Teacher (LaST), English as a Second Language teacher (ESL), class teachers and the School Executive to meet the needs of individual students. Where necessary the counsellor liaises with other government departments (Community Services) and with the Home School Liaison Officer.

### **ENGLISH AS AN ADDITIONAL LANGUAGE OR DIALECT TEACHER (EAL/D)**

The EAL/D teacher works closely with students, teachers and the community. This year Moorebank High will have an ESL teacher every second day. The teacher will promote and celebrate the different cultures in the school and develop English for students whose first language is not English. ESL at Moorebank High School is generally conducted using a team teaching approach with the ESL teacher working within regular classes together with the subject teacher to support each student. Where appropriate small group withdrawal and parallel teaching is also used to support ESL students.

### **LEARNING AND SUPPORT TEACHER (LaST)**

Students with reading, spelling and basic mathematics problems will be given assistance by the Support Teacher Learning Assistant by:

- (a) team teaching
- (b) individual support
- (c) targeted PLP's where required
- (d) added assistance through the School Learning Support Officer (Ms L Atkins)

### **LEARNING SUPPORT TEAM**

The Learning Support team assists parents and teachers to maximise the learning potential of all students, especially those with additional learning needs. Parents/carers can refer students to the Learning Support team for appraisal. Mrs W Cooper, the Head Teacher of Teaching & Learning (Rel), coordinates the group.

### **CAREERS ADVISER**

As well as providing a program of Career Education lessons in the junior school, the Careers Adviser is able to provide necessary information, guidance and counselling to the parents and students regarding:-

- Career choice and Job prospects
- Subject and Course selection for students wishing to meet academic requirements for further, post secondary education.
- Work Experience

The Careers Adviser is also part of the school's Student Wellbeing Team and will often work with other specialised personnel such as the Year Advisers, and School Counsellor and towards the resolution of Student Wellbeing issues.

# STUDENT INVOLVEMENT AT MOOREBANK HIGH

## STUDENT REPRESENTATIVE COUNCIL

Four students from each of the Years 7-12 are elected to represent the ideas of their fellow students and make suggestions to improve the school community. The Council itself will form committees to deal with social, environmental and other activities. SRC members are given training in project management.

The Council has the following roles:

- devise rules concerning the activities of the students within the school
- raise money and allocate this money according to the needs and wants of students in the school
- offer student opinion on changes to school policy implemented by the Staff of the school

All, decisions made by the Council must be approved by the Principal.

As a member of the Council, a student will be given the opportunity to develop a confident manner, the ability to speak in public and make responsible decisions. It gives students the opportunity to have their say.

## PREFECTS

Prefects are elected in Term 3 from Year 11 students. Their duties generally begin in Term 4 of that year. The main role of the Prefect Body is to aid the smooth running of the school, through assistance to the teaching staff and to act as role models to the entire student population.

Prefects help staff:

- to supervise canteen lines at recess and lunchtime
- to supervise Library at lunchtime
- chair school assemblies
- on various committees
- with other duties, as required.



At the beginning of each year, Prefects are allocated to Year 7 classes and assist them to settle into their new environment.

The position of Prefect at Moorebank High School is a highly honoured and sought-after role. Students should think seriously about aspiring to be one. Participation in school activities, school service, proper wearing of school uniform, a good discipline record throughout your school years and a mature attitude towards study are just some of the factors that will be considered when nominating to be a prefect.

## HOUSE CAPTAINS

House Captains are elected from Year 11 students. Their duties begin in Term 4 that year. They will aid in the smooth running of carnivals and sport, through assisting sports organisers and act as role models to the entire student population.

# SCHOOL LIBRARY



**General:** The School Library is available to all students for the purpose of research, reading and study. The Library has an extensive collection of resources (over 15,000) including Fiction, Non-Fiction, Reference, Magazines and Pamphlets. The majority of these resources are available for student use and/or loan.

Display areas are used to promote new books, highlight current issues and present school/community information.

**Library Loans:** All students receive a photo ID/Library card each year. The loan period for most items is two weeks. Students may reserve a book that is on loan by filling out a reserve slip at the Circulation desk. Overdue items need to be returned before further loans can be made.

**Loan limits:** Years 7-8: 2 Fiction & 2 Non-fiction; Years 9-10: 3 Fiction & 3 Non-Fiction; Years 11-12: 4 Fiction & 4 Non-Fiction. (If more items are required this can be negotiated with the Teacher Librarian).

**Computer use:** We have 48 networked computers with access to the internet and Library enquiry terminals to assist with research. Students may organise bookings for computers at the Circulation desk in the Library. Priority is given to students working on assignments and researching.

**Other facilities:** A photocopier and colour printer are available. Copies are 10c for black/white and \$1.00 for colour. All students receive an initial credit of \$5.00 towards printing/photocopying on their ID cards.

# CANTEEN

Moorebank High School Canteen has a dedicated group of staff, who strive to provide nutritious food choices for the students.

Many foods are prepared and cooked on the premises, ensuring quality and reasonable prices.

Moorebank High School Canteen staff source, where possible, and support local businesses.

All profits from the school canteen are returned back to Moorebank High School.

**MANAGERS:** Mrs Marilyn Blackburn  
Mrs Denise Jack

**Morning Hours:** 8.30 - 8.40 am

**To Order Lunch:** 8.30 - 8.40 am

## CANTEEN SELECTION LIST

<p><b>Sandwiches:</b> Chicken, Lettuce &amp; Mayonnaise Ham, Cheese &amp; Tomato Cheese &amp; Salad</p> <p><b>Rolls:</b> Ham, Cheese &amp; Tomato Salad Cheese &amp; Salad Cheese &amp; Tomato Chicken &amp; Salad Chicken, Lettuce &amp; Mayonnaise</p> <p><b>Half Wraps:</b> Chicken, Salad &amp; Sweet Chilli Sauce Chicken Caesar Chicken Lettuce &amp; Cheese</p>	<p><b>Boxed Salads:</b> Chicken Pasta Salad Chicken Salad Chicken Caesar Salad with Fresh Bacon &amp; Croutons Seafood Salad Asian Salad Box</p> <p><b>Miscellaneous:</b> Fresh Fruit (Seasonal) Watermelon Cups  Yoghurts (Asstd) Jellies (Asstd) Popcorn (Asstd) Julienne Vege Sticks (Asstd) Muffins (Asstd)</p>	<p><b>Hot Food:</b> Veg Burger Meat Ball Subs Fish Burger Chicken Parma Subs Beef Burgers Chicken Burgers Hot Dogs Pizzas Hot Pockets (Asstd) Chicken Dinners Pies Sausage Rolls Bacon &amp; Egg Rolls Home Made Pastas Chicken Stix &amp; Sauce Spinach &amp; Ricotta Rolls Lasagne Macaroni &amp; Cheese</p> <p>Various Hot Meals Each Day</p>	<p><b>Drinks:</b>  Water - 600ml  Juices - 375ml (Assorted Flavours)  Frozen Juice Cups  Flavoured Milk – 250 ml, 425ml, 500ml</p>
--	---	--	--

