

STUDENT AND PARENT GUIDE 2020

A-Z reference of important school information



Cronulla High School

■ Raising expectations ■ Communicating with parents ■ Recognising achievement

TABLE OF CONTENTS

INTRODUCTION.....	2
ASSEMBLY.....	5
ATTENDANCE	6
BANNED ITEMS.....	8
BEHAVIOUR CODE FOR STUDENTS	9
BELL TIMES	10
CALCULATORS.....	11
CAMP.....	11
CANTEEN.....	11
COSTS AND CONTRIBUTIONS	11
COMPUTER TECHNOLOGY	12
CURRICULUM 2020 – PATTERNS OF STUDY	13
DEAR – DROP EVERYTHING AND READ	14
DETENTION – AFTER SCHOOL.....	14
EDIARY	14
EMERGENCY PROCEDURES.....	15
HOMEWORK	15
LEADERSHIP	15
LEARNING SUPPORT	15
LIBRARY	16
LOCKERS.....	16
LOST PROPERTY	16
MERIT AWARD SCHEME.....	17
MOBILE PHONES/TABLETS /ELECTRONIC EQUIPMENT – IMPROPER USE	18
NEWSLETTER	19
PARENTS’ AND CITIZENS’ ASSOCIATION	19
P&C CONTRIBUTION.....	19
PARENT/TEACHER NIGHT.....	19
POLICY STATEMENTS.....	19
REPORTS	20
SAFETY REQUIREMENTS.....	20
SCHOOL GOALS	20
SICK BAY PROCEDURES	20
SOCIAL MEDIA	21
SPECIAL RELIGIOUS EDUCATION (SRE)	21
SPORT	21
STUDENT RIGHTS AND RESPONSIBILITIES.....	22
SUSPENSION.....	23
TRAVELLING TO AND FROM SCHOOL.....	23
UNIFORM POLICY	23
UNIFORM.....	24
VACCINATIONS	25
VALUABLE ITEMS.....	25
VALUES.....	26
WELLBEING POLICY STATEMENT	28
SCHOOL MAP.....	31

Roles and Responsibilities

The **Principal**, Mr Tony Ibrahim, is responsible for the organisation, management, supervision and efficiency of the school. Parents and students who wish to discuss issues with the Principal can make appointments through the Front Office.

The **Deputy Principals**, Ms Kelly Lawson and Mr Joel Burnett, are responsible for the efficient operation of school organisation and general supervision of curriculum, staff and pupils. They assist the Principal in leading and managing the school. They share matters relating to school discipline and the wellbeing of the students. Parents and students who wish to discuss issues with one of the Deputy Principals can make appointments through the Front Office.

Head Teachers (Curriculum Areas) are responsible for the planning and teaching of courses of study provided in their respective subjects. They place students in appropriate levels and are responsible for determining student progress and assessment. They are available by appointment for discussions with parents and students. The appropriate Head Teacher can be contacted through the Front Office.

Head Teacher Wellbeing, Mrs Rena Hatzi, is responsible for the Wellbeing and Learning Support Teams. She oversees matters of student wellbeing, including attendance, academic engagement and providing support to students in need, and is also responsible for school wellbeing programs. Ms Hatzi is available by appointment for discussions with parents and students.

Year Advisors are responsible for the personal wellbeing of students in their respective year groups including: checks on progress; attendance; behaviour and if necessary, contacting parents. Students should always feel free to approach their Year Advisor. Through the Year Advisor, parents may obtain a full report on the academic and behaviour progress of their child. Parents are encouraged to meet the Year Advisor and should feel free to make contact with them when necessary. Names of Year Advisors can be found on the school website. All Year Advisors are members of the Welfare Team.

The **Sports Coordinators**, Mrs Kirsten Hill and Mr Alan Sheldon organise all timetabled sport for Years 7-11 and knockout sporting competitions. Mrs Dianne Maddern and Mr Craig Chantler coordinate carnivals.

The **School Counsellors**, Mr Lann Dawes and Ms Mylee Hawkins are available three and two days per week, respectively, to support students who may be experiencing some personal difficulties. They also deal with problems referred by the Principal or members of staff. Parents may make appointments for interviews through the Front Office.

The **Careers Advisor**, Mr Bevan Gosby, gives guidance and advice to students with regard to their selection of careers. Parents and students may arrange interviews with him by appointment.

The **Learning and Support Teacher**, Ms Carolyn Burden assists those students who are experiencing difficulties in achieving stage level learning outcomes from Years 7 - 12. Information obtained from primary school record cards, discussions with Year 6 teachers and information supplied by parents act as indicators in identifying "educationally at risk students". Assistance and support is given to the student in a manner appropriate to their learning needs – it may take the form of assistance in the class room; withdrawal to work one on one or in a small group situation or in a team teaching situation in the class room. Team teaching involves collaborative consultation with class teachers so as to provide learning experiences that are appropriate for the students with special needs. School Learning Support Officers provide assistance to those students in the areas of their identified needs.

The **School Administrative Support Staff**, led by Mrs Leasa Hadzinickitas, are responsible for administrative and monetary matters concerning the smooth running of the school. Appointments to see the Principal and other members of staff should be made through the Front Office. Parents and students can be assisted with enquiries about: school activities; leave passes; bus and train passes, payment of monies and lost property. Health Care Plans and administration of medications are also provided by the First Aid Officers through the Front Office.

Anti-Bullying Policy and Procedures

Overview Statement

At Cronulla High School we aim to ensure a safe and happy learning environment for all members of the school community. We recognise that bullying does occur and we work to promote a culture which rejects bullying and provides support to any members of the school community who are bullied. Bullying behaviour is recognised as being anti-social and unacceptable. Students have the right to expect that they can attend school without the fear of bullying, harassment and intimidation.

Teachers, students, parents, caregivers and members of the wider community all have a responsibility to work together to address bullying and provide support to those who are bullied.

Definition of Bullying Behaviour

Bullying is repeated verbal, physical, social or psychological behaviour that is harmful and involves the misuse of power by an individual or group towards one or more persons. Cyber bullying refers to bullying through information and communication technologies. Cyber bullying is commonly defined as the use of information and communication technologies to support repeated and deliberate hostile behaviour intended to harm others. It is sometimes used as an extension to other forms of bullying, and can result in the target of bullying experiencing social, psychological and academic difficulties

Bullying is an intentional behaviour and involves the abuse of power in relationships. Bullying can involve all forms of harassment (including sex, race, disability, homosexuality or transgender), humiliation, domination and intimidation of others. Conflict or fights between equals or single incidents are not defined as bullying.

Bullying:

- devalues, isolates and frightens
- affects an individual's ability to achieve
- has long-term effects on those engaging in bullying behaviour, those who are the subjects of bullying behaviour and the onlookers or bystanders.

Bullying behaviour can be:

- **verbal** eg name calling, teasing, abuse putdowns, sarcasm, insults, threats
- **physical** eg hitting, punching, kicking, scratching, tripping, spitting
- **social** eg ignoring, excluding, ostracising, alienating, making inappropriate gestures
- **psychological** eg spreading rumours, dirty looks, hiding or damaging possessions, malicious SMS, social network and email messages, inappropriate use of image capturing technology (ie **cyber bullying**)

Shared Responsibilities

A strong anti-bullying policy creates a school culture that rejects bullying behaviour of all types and levels including cyber-bullying. Our policy has effective strategies and procedures for dealing with bullying and requires all members of the school community to share in the responsibility for dealing with this problem.

School Responsibilities

- Provide access to the anti-bullying policy and school code of conduct to all members of the school community via school intranet, website and hard copies (available on request).
- Involve staff, parents and external support agencies in developing and revising consistent procedures across the school for responding to and documenting bullying.
- Clarify roles of student support staff including Student Advisors, Head Teachers and School Counsellors, Grievance Officer and Anti-Racism Officer.
- Program specific activities in classes, across grades and for the whole school community which promote values associated with anti-bullying.
- Provide support and guidance to targets of bullying.
- Provide intervention with individuals who bully others.
- Respond to complaints or suggestions about procedures for specific handling of matters according to DoE complaints procedures.

Teacher Responsibilities

- Model anti-bullying attitudes and behaviour.
- Encourage the teaching of tolerance, respect and valuing of difference and diversity through Key Learning Areas.
- Listen to and respond to reports of bullying. Provide support and refer as needed.
- Implement the school code of conduct and anti-bullying policy.

Parent Responsibilities

- Support the values of tolerance and respect in the home.
- Encourage children to exercise these values in all contexts including at school.
- Report bullying and encourage their child to do so. We cannot deal with it if we are not informed.
- Provide support and encourage their child to seek help.
- Work with the school to resolve bullying issues.

Student Responsibilities

- Show respect for all members of the school community.
- Speak out against bullying and report it when they see it.
- Report if you are bullied.
- Support students who are bullied. We cannot deal with it if we are not informed.

Procedures for the Management of bullying and harassment

Cronulla High School recognises the need for both proactive and reactive strategies to manage bullying behaviour.

Proactive strategies

Proactive strategies will include:

- education in PD/H/PE programs and other curriculum areas
- pastoral care programs / incursions
- Peer Support program provides younger students with strategies for dealing with bullying and senior students become mentors and advisers able to provide support
- Regular talks at assemblies and Year meetings addressing issues surrounding bullying
- information leaflets for students outlining the anti-bullying procedure
- posters around the school promoting zero tolerance for bullying

Reactive strategies

Every member of the school community has the responsibility to report incidents of bullying and harassment. Where incidents of cyber bullying are impacting on the learning of any student, schools, including Cronulla High School will need to respond to these incidents, even if they occur out of school hours or on private equipment. The appropriate response will depend on the circumstances of the cyber bullying.

Reports can be made:

- in writing
- in person to the Principal, Deputy Principals, Teachers, School Counsellor or Year Advisers
- via email

Reports can also be made to any teacher who then has the responsibility to refer the matter.

Victims of bullying may also be provided with counselling.

Instances of bullying involving physical violence will result in an automatic suspension from school.

Persistent or more serious bullying will be dealt with in accordance with the school discipline and welfare policy and consequences may include:

- Counselling
- Warning of Suspension
- Short suspension
- Post suspension behaviour monitoring
- Long suspension
- Expulsion

ASSEMBLY

A whole school assembly occurs each morning in the main quadrangle. All students move to the designated areas as soon as the bell rings at 8.45 am and sit in alphabetical order in their Roll Call class lines. Roll Call and uniform checks occur at this time. Students must pay attention to each speaker who gives important information about daily and other school activities.

When students are dismissed from assembly, they proceed to their allocated reading rooms for DEAR (Drop Everything and Read) on all days other than Thursdays. Students must bring a novel to read in silence during DEAR time. In the case of inclement weather, assembly may be cancelled and Roll Call is then taken in DEAR rooms. Notification of such is given over the Public Address System.

ATTENDANCE

Regular attendance at school is essential to assist students to maximise their potential. Schools, in partnership with parents, are responsible for promoting the regular attendance of students. Encouraging regular attendance is a core school responsibility.

Section 22 of the Education Act (1990) states that it is the duty of the parent of a child of compulsory school-age to cause the child:

- (a) to be enrolled at, and to attend, a government school or a registered non-government school, or
- (b) to be registered for home schooling with NSW Education Standards Authority (NESA) and to receive instruction in accordance with the conditions to which the registration is subject.

All students who are enrolled at school, regardless of their age, are expected to attend that school every day it is open for instruction.

Section 24 of the Act requires principals to maintain an attendance register (roll) in a form approved by the Minister. Attendance registers must be available for inspection during school hours by a NESA inspector or by any authorised person.

Parents must therefore accept that they have a legal obligation to ensure that their children attend school on all possible occasions. Parents are required to explain the absences of their children from school promptly and within seven school days as well as to take measures to resolve attendance issues involving their children.

Recommendation for the award of any NESA Record of School Achievement will depend on satisfactory participation at school. As a guide at least eighty-five percent attendance is required for the award of a ROSA or a Higher School Certificate.

It should be clearly understood that attendance at school includes attendance at sport, school carnivals and any other school activity organised within normal school hours. The school rewards good attendance with merit certificates for those students whose attendance is perfect each term. It is also a non negotiable criteria for eligibility for students attending major events including Snow Trip and Recognition Evening. Perfect attendance throughout the whole year is rewarded with a silver certificate and medal.

Students must not stay at home, or have their absence excused by a parent, for any but serious and urgent reasons. These reasons do not include staying at home to study or to complete homework or assignments.

Absence and Late to School Notes

A student who has been absent for a whole or part day or late to school, and whose parent has not already called the school to advise of the absence or lateness must provide a note. The note must be from a parent or caregiver and be presented to the student's roll teacher on the first occasion they attend school after the day of the absence or late arrival

A Proforma Absence Note can be found on our website by accessing the Documents area then the Policies category.

The school day commences at 8.45am with Roll Call and concludes at 3.10 pm on Monday, Wednesday and Friday and 2.20 pm on Tuesday and 2.30pm on Thursday.

Cronulla High runs 6 x 50 minute periods on Monday, Wednesday and Friday, 5 x 50 minute periods on Tuesday and 4 x 45 minutes on Thursday (to accommodate Sport afternoon).

The school timetable is organised into a 10 day cycle and divided into Week A and Week B. This information is written onto every student's timetable and shown on the school website.

Roll Call

Roll Call begins at 8.45am at the start of the daily assembly. All students are to arrive at school prior to this time.

Late Arrival

When a student arrives at school after 8.45am, he/she must sign in at the Front Office to obtain a late pass. The student should have a parent/caregiver note giving an acceptable reason for the late arrival. If a student is late three times without an authorised or acceptable reason, he/she will be issued with an after school detention. If there is a problem with buses or trains, this will be taken into account. Teachers will not accept students to class without a late pass. If students fail to report to the Front Office when late, they will be marked absent for the day and parents will be informed via SMS. Persistent lateness to school will be regarded as a discipline matter and at the very least will result in parent contact and after school detention.

Absence

If a student is absent from school, the parent/caregiver should provide an appropriate explanation at the earliest opportunity. This can be in the form of a medical certificate, letter, text message, through the School App, email, or phone call (9544 0383) to the school. In each case the information provided should include the date, student's name, Roll Call class, the days and dates the student was absent, the reasons for the absence and, for letters, a parent signature. If the student is going to be absent from school for more than three days, parents need to notify the school. Ongoing and frequent absences may result in students being referred to the region's Home School Liaison program.

Early Leave

In cases of necessity, students may be granted permission to leave school before the end of the school day. A letter from parents is required and should show the date it is written, student's name, Roll Call class, the time and date when the student wishes to leave, a complete reason for the request and a signature of a parent or guardian. This letter should be signed by a Deputy Principal before 8.45am of that day except for Thursdays in which case approval from the Sport Organiser is required. If permission is granted, the student will collect a leave pass from the front office and may leave the school grounds at the allocated time. Limits to Thursday leave apply.

Extended Leave - Travel

From the beginning of 2016, family holidays and travel are no longer considered as sufficient reason for schools to grant an exemption from attendance. Prior to 2016 students were granted leave when families sought to take children out of school for travel purposes outside of allocated vacation periods. Travel is considered to be any domestic or international travel for the purpose of a family holiday, family business, bereavement or other reasons. It includes single and multiple days. Principals are now expected to record travel outside of vacation period as an absence for statistical purposes.

Parents wishing to be granted leave for travel and thereby receive an exemption for this period are required to make application on a prescribed DoE form available on the school website at least seven (7) days prior to departure. Principals are expected to consult with parents about the intention of the travel and in the case of family holidays encourage parents to take holidays with their child during school vacation periods. Principals are required to request travel documentation, such as travel itinerary or e-ticket, and ensure this is attached to the application.

A Principal is not to accept a reason for travel during school term as leave if it is not in the best interests of the student. The educational, social and participation reasons to support the leave request should be specified in the application. The essence of these new rules is to discourage parents from taking students out of school unnecessarily during school time. As such, Principals will be expected to decline many such applications for leave and record any such absence as unjustified.

Where a Principal considers that the travel is appropriate during school term, the Principal should issue the parent with an Application for Extended Leave – Travel for completion and inform the parent that if the application is accepted. If so the absences will be recorded as “L” – Leave.

BANNED ITEMS

Items are banned because they create a safety risk to others or due to the damage they can cause to property. These include chewing gum, permanent markers, aerosol cans of any description, laser lights, cigarettes, lighters, matches, imitation guns or weapons, inappropriate or offensive material either in print or electronic form, highly caffeinated beverages, medications of any kind (unless registered as part of a Health Care Plan with the Front Office), superglue, water balloons, earrings or any jewellery that creates a potential hazard to self or others, as well as any other item not listed that may from time to time be evident.

BEHAVIOUR CODE FOR STUDENTS

Cronulla High School endorses the *Public Schools NSW Behaviour Code for Students* and *Behaviour Code for Students: Actions*. Whilst this booklet aims to give parents and students a detailed guide to processes and policies of Cronulla High School the overarching framework is the following statement of principle which will be applied in the event of any potential omission.

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 and Communities.

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

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)
- Be prepared for every lesson
- Aspire and strive to achieve the highest standards of learning
- Arrive at school and class on time
- Actively participate in 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.

**Cronulla High runs on a 10-day cyclic timetable
Days 1 to 5 - Week A Days 6 to 10 – Week B**

MONDAY - TUESDAY*				THURSDAY (Sports afternoon)			
WEDNESDAY - FRIDAY							
	Start		Finish		Start		Finish
Assembly	8.45	-	8.55	Assembly	8.45	-	8.55
Reading	8.55	-	9.10	Reading	<u>None on Thursday</u>		
Period 1	9.10	-	10.00	Period 1	8.55	-	9.40
Period 2	10.00	-	10.50	Period 2	9.40	-	10.25
Recess:	10.50	-	11.10	Recess	10.25	-	10.45
Period 3	11.10	-	12.00	Period 3	10.45	-	11.30
Period 4	12.00	-	12.50	Period 4	11.30	-	12.15
Lunch 1	12.50	-	1.10	Sports Assembly	12.15	-	12.25
Lunch 2	1.10	-	1.30	Lunch 1	12.25	-	12.50
Period 5	1.30	-	2.20	Lunch 2	12.50	-	1.10
Period 6	2.20	-	3.10	Sport:	1.10	-	2.30

*** School finishes for students after Period 5 (2.20pm) on Tuesday**

CALCULATORS

Students use scientific calculators in their Mathematics classes and will need them for the remainder of their secondary studies. While it is not compulsory to buy them through the school, NESAs approved calculators are available for purchase through the front office. The price is competitive due to our ability to buy in bulk. Should you wish not to take advantage of buying through the school, you are requested to verify the model required with the Head Teacher Mathematics (Ms Jacqueline Mooney) to avoid purchasing the incorrect equipment.

CAMP

A three day camp for Year 7 is held towards at the beginning of Term 1. The students really enjoy this experience and they get to know each other in a challenging and fun-filled environment under the care of expert staff. The cost will be approximately \$290.00 per student which can be paid to the Front Office on Year 6 Orientation Day.

There is also a camp for all Year 11 students usually held at the end of Term 3 which allows students to participate in the mandatory Crossroads Program as well as leadership and group activities. The cost for this camp is approximately \$310.00. Students not attending this camp must attend school and complete tasks in order to fulfil this mandatory program.

CANTEEN

The service operates throughout the year and is run by a private operator. The canteen offers a variety of tasty and nutritious foods and beverages. It offers a range of healthy options which we encourage students to purchase. A menu and price list is available on the school's website.

COSTS AND CONTRIBUTIONS

School contributions or any payments can be paid by students before school, recess or lunch on any day at the Front Office. Receipts will be issued. Payment of school contributions and subject costs can be made by cash, cheque, money order or EFTPOS. We also have credit card facility for transactions by Visa or MasterCard. For your convenience, credit card payment details can be given by calling the Front Office and receipts will be available for students to collect the following day. Payments can also be made online through the school's website. Select "Online Payment" and follow the prompts.

The school relies heavily on payment by families of school costs and contributions especially of consumables. Government funding falls well short of the costs of running the school. The school community has expectations of full payment for students participating in high cost, optional and out of hours school events.

COMPUTER TECHNOLOGY

Cronulla High School's pedagogical approach emphasises the integration of computer technology into learning programs. There are four well-equipped computer rooms and data projection technology in all learning spaces. Connectivity is provided by a wireless network that is installed across the school. Bring Your Own Device (BYOD) program operates in all years.

All computer workstations have the latest software including the Adobe Creative Cloud Suite, Microsoft Office Professional and other specialist software. Computers in the library are available to students for educational use before school, recess and lunch time except on a Thursday. Emphasis is placed on student computer literacy at Cronulla High and our computer resources are constantly updated in order to keep pace with current industry and commercial standards. All students in Year 7 and 8 undertake Computing Studies and are guided by teachers in the use of the software applications available.

Website and Social Media Sites

School Website <http://www.cronulla-h.schools.nsw.edu.au>

The school website provides access to the wider public but specifically for staff, parents and students to current information. From the website you can view the school calendar, current and past newsletters, topical articles, assessment booklets and various school policies and procedures.

Facebook Fan Page, Instagram and YouTube Channel

These social media tools are used to represent Cronulla High School, what we are about and provide an insight into student life. Links to these sites are available from the school website.

Moodle

Moodle is a Learning Management System (LMS) and is the e-learning platform for delivery of subjects. Wherever there is Internet access, Moodle is available to staff and students. Each subject has its own course and contains assessment summaries, assessment details and notifications, course notes, quizzes, glossaries, forums, wiki's and blogs.

App

The School App is available for free download for both iPhone and Android devices. It is a good way to keep up to date with the most recent information and notices.



	LINE 1	LINE 2	LINE 3	LINE 4	LINE 5	LINE 6
Year 12	English Advanced English Standard English Studies <i>Off Timetable</i> <i>English Ext 1</i> <i>English Ext 2</i>	Community & Family Studies Entertainment VET Hospitality VET Industrial Technology – Multimedia Mathematics Maths Standard <i>Off Timetable</i> <i>Maths Ext 1</i> <i>Maths Ext 2</i>	Business Studies Chemistry Geography Maths Standard Music PDHPE Visual Arts <i>Off Timetable</i> <i>Science Ext</i>	Ancient History Biology Business Studies Construction VET Drama Economics Food Technology Legal Studies <i>Off Timetable</i> <i>History Ext</i>	Biology Business Studies Community & Family Dance Design & Technology – Industrial Modern History Physics Society & Culture Sport, Lifestyle & Recreation	Business Studies Design & Technology – Textiles Earth & Environmental Science Engineering Studies Industrial Technology – Multimedia Japanese Legal Studies Modern History PD/H/PE
Year 11	English Advanced English Standard English Studies <i>Off Timetable</i> <i>English Ext 1</i>	Drama Legal Studies Maths Advanced Maths Standard PDHPE Sports Lifestyle & Recreation <i>Off Timetable</i> <i>Maths Ext 1</i>	Business Studies Chemistry Community & Family Studies Dance Geography Industrial Technology – Multimedia Maths Standard Music	Ancient History Community & Family Studies Earth & Environmental Science Economics Industrial Technology – Multimedia Industrial Technology – Timber Modern History PDHPE	Biology Business Studies Construction VET Design & Technology Earth & Environmental Science Entertainment VET Food Technology Legal Studies Physics	Biology Business Studies Engineering Studies Hospitality VET Japanese Modern History PDHPE Society & Culture Visual Arts
Year 10	English Careers	Mathematics	Science	History / Geography	Child Studies Commerce Food Technology Graphics Technology Information Software & Technology Japanese Marine Aquaculture Physical Activity & Sports Studies	Commerce Dance Food Technology Industrial Technology – Engineering Industrial Technology – Timber Information Software & Technology Marine Aquaculture Physical Activity & Sports Studies Visual Arts
Year 9	English	Mathematics	Science	History / Geography	Child Studies Commerce Food Technology Industrial Technology – Engineering Industrial Technology – Multimedia Industrial Technology – Timber Japanese Marine & Aquaculture Music Physical Activity & Sports Studies	Commerce Dance Drama Food Technology Industrial Technology – Engineering Industrial Technology – Timber Information Software & Technology Marine & Aquaculture Physical Activity & Sports Studies Visual Arts
Year 8	English / Mathematics / Science / History / Geography Computing Studies / Design and Technology / Visual Arts Drama / Japanese / Music / PDHPE					
Year 7	7C (extension) 7R 7L 7A 7O 7N 7U 7H 7I	All classes follow a study pattern which includes the following subject areas: English Mathematics Science History Geography Computing Studies PDHPE Music Design & Technology Visual Arts Library				

DEAR – DROP EVERYTHING AND READ

The DEAR program runs after morning assemblies each day (excluding Thursdays) for all students until the commencement of first period. During DEAR, students read in silence a novel of their choosing. Students are expected to bring a novel each day for this purpose. In addition to the enjoyment that reading can bring, DEAR has the dual benefit of providing a settling experience for students, preparing them for the learning ahead, and of enhancing student literacy.

Teaching staff are to use the same wellbeing strategies they would use in their own their classroom, including placing students on detention for talking and bringing a novel, and the use of CHAS. Persistent disobedience should be reported to the HT on supervision for their area or HT of English.

DETENTION – AFTER SCHOOL

After school detentions are held each day of the week.

- Students are placed on detention for serious in class and out of class offences. They can only be placed on detention by the Principal, Deputy Principals, Head Teachers, Sports Coordinators and Uniform Coordinator. Detention is supervised by Executive Staff.
- A letter outlining the time, date of and reason for the detention is given to the student and a copy mailed home.
- Detentions for students who have been late on 3 occasions without explanation or out of uniform on 3 occasions without explanation are held from 3.10pm to 3.40pm on Monday afternoons.
- Faculty based detentions are held on Tuesdays with Head Teachers from 2.20pm to 3.10pm.
- School based detentions are held on Wednesdays with Head Teachers from 3.10pm to 4.00pm.
- Sport detentions are held on Thursdays with Sport Organisers from 2.30pm to 3.00pm.
- Students failing to attend detention without a satisfactory reason are placed on a Deputy's detention held on Fridays from 3.10pm to 4.00pm. Repeated failure to attend after school detention will result in even more serious consequences being issued.

Students and parents are given a minimum of 24 hours' notice of after school detentions and will need to make alternative arrangements to transport students home. Incomplete detentions are a basis for excluding students from reward events.

EDIARY

eDiary is an electronic diary system that gets data from other school system. All students are emailed an invitation to join this system at the beginning of each year. The eDiary can be viewed wherever you have Internet access and on any device such as a Smart Phone, Tablet, Laptop or Computer.

Features of Cronulla High School eDiary are:

- Entries from the school calendar are automatically posted to the eDiary.
- Homework is assigned by teachers and appears in the students' eDiary.
- Students can post to eDiary to remind themselves of school based work.
- Students can post to eDiary reminders and their work, social or sporting commitments.
- There are a number of Content Pages accessible on eDiary relating to school – remember that the School Website is the most complete source of information.
- Students school timetable is displayed in eDiary.
- Teachers will add tasks to their classes that will appear in students eDiary – such as:
 - Activities
 - Assignment
 - Other
 - Test
 - Assembly
 - Exam
 - Reminder
 - Appointment
 - Homework
 - Study
- Tasks assigned to students can be marked off by the students and checked by teachers

Since the introduction of eDiary “Out of Class” notes will be used by teachers as toilet and other passes for students who leave a class.

The cost of the eDiary is incorporated in the school contributions.

EMERGENCY PROCEDURES

General evacuation of all the buildings will be signalled by the continuous sound of the bells or portable air horn in the case of power failure. Students follow the instructions of their teachers and line up in designated areas on the back oval. Other procedures are in place to handle various types of emergencies. Emergency procedures are practised at least once per semester.

HOMEWORK

The purpose of homework is learning. It assists students to revise what they have learnt in the classroom and extends them for their next stage of learning. It is also an important aspect of the school-home partnership enabling parents to engage with support for their children while they learn.

A Homework Centre is available in the school Library on Wednesday mornings from 8.00am to 8.40am and Wednesday afternoons from 3.15pm to 4.00pm to allow students to complete research or receive help with all aspects of their studies. The students will be supervised and assisted by a teacher during these times.

Home Study Program

It is advisable that students establish a home study program. Good study habits are essential for students to achieve worthwhile results. They also provide a sound start to the demands of the senior years. At least one hour each day, five days a week for study and homework is recommended as a minimum for students in Years 7-10 students. Closer to examinations, a study timetable should be organised and an extra half an hour each day for two weeks prior to major examinations should be included. This expectation grows exponentially in senior years.

LEADERSHIP

Student Representative Council

This is a group of students who are elected to represent their year and who meet regularly to discuss matters affecting students at Cronulla High. Students from each year group are nominated and elected by their peers with elections being held in late Term 3 to allow for the new SRC’s term to start in Term 4. If any student would like to represent their year they can either be nominated by another student or they are asked to give their name to the SRC Coordinator (Mrs Jodie Bannon). The teacher places the student's name on a ballot sheet which is issued to students in their year group for voting during election week.

Student Leaders

Prefects, Performing Arts Captains and Sports House Captains are the leaders of the student body at Cronulla High School. These senior students are the chief student ambassadors of the school. As such, they set and uphold the high standards and expectations of all students. All students are expected to support and respect the student leaders. The School Captains and Vice Captains are chosen from the Prefect Body via Merit selection.

LEARNING SUPPORT

Collaborative planning involving the student, parent/carer and school is fundamental to Learning Support at Cronulla High School Through quality teaching practice, students with identified learning needs will be offered adjustments to assist with their learning. Some students may require an Individual

Education Plan that is developed in conjunction with the parent/carer to ensure the student is able to access and achieve learning outcomes.

LIBRARY

The library is open for all students at recess and lunchtime. Each student is issued with an identification card for borrowing. Books are available for borrowing for two weeks and cannot be borrowed without a card. If cards are lost or damaged, a replacement fee may be charged. Books may be returned before school at recess and lunchtime. Computers are available for students to complete school work. Library privileges may be withdrawn if a student's behaviour is inappropriate.

LOCKERS

The school has a small number of lockers that are available for hire. The introduction of lockers followed lengthy consultation with the P&C and is intended as a support for students with heavy bags who might benefit from having a place to leave books and equipment during the day. The cost to hire a locker for the year is \$60.00. Lockers can only be accessed before school at recess and lunchtime. Students need to provide their own lock and key.

LOST PROPERTY

All items including books, equipment and clothing which are brought to school should be clearly identified with the owner's name. Inquiries regarding lost property can be made at the Front Office. If it does not have a name on it then we cannot return it to its owner.

To safeguard your child's uniform and equipment please ensure that it is labelled clearly. This is especially the case for school jumpers and school jackets which are frequently left around the school. Every week we find (jackets usually) lost items which despite our persistent preaching remain unlabelled.

MERIT AWARD SCHEME

Learning Passport System

Student achievement in this area is recognised and reinforced at Cronulla High School through the use of a multi-level merit system.

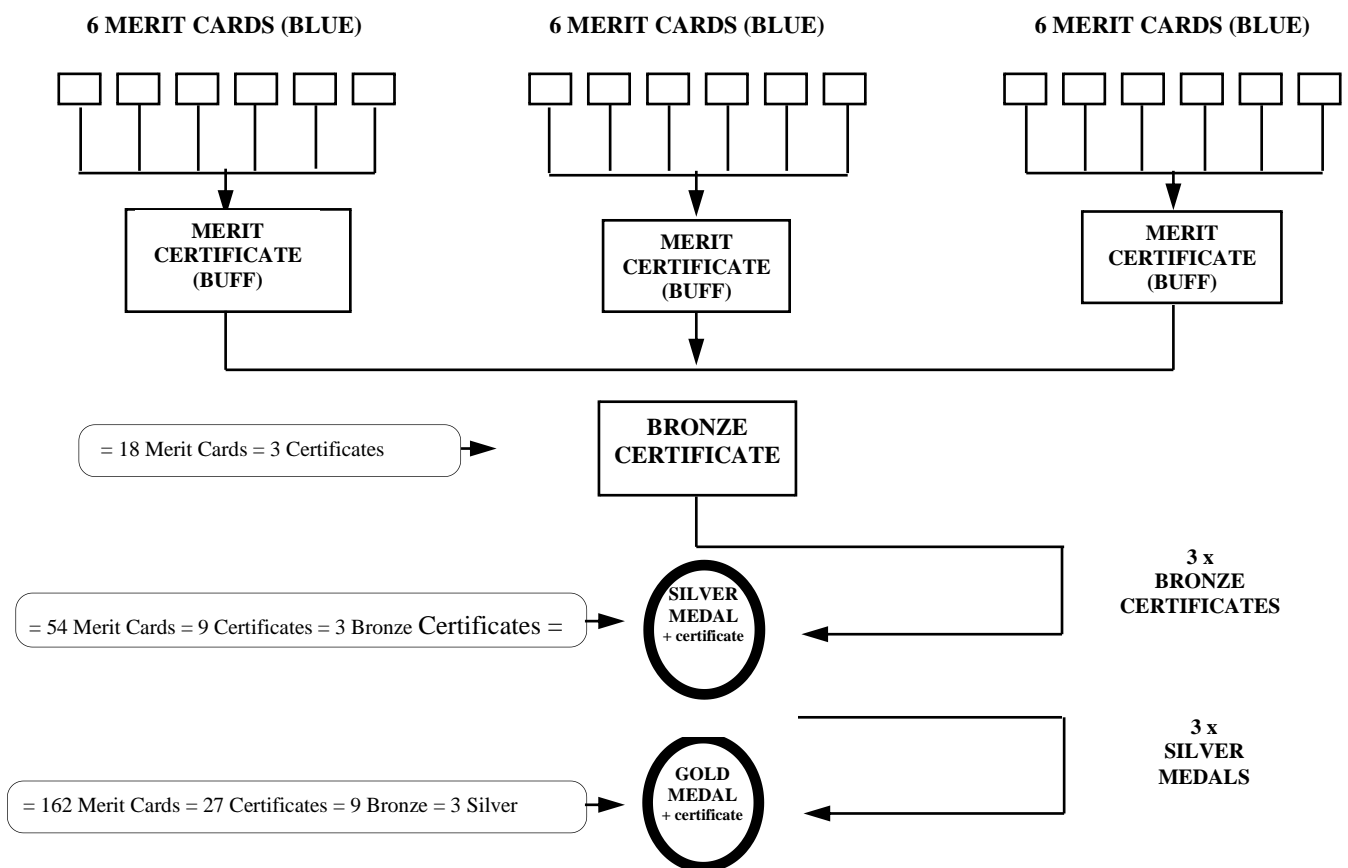
The system recognises student achievement in the areas of learning listed below.

1. **Critical and Logical Thinking Skills**
2. **Creative Thinking Skills**
3. **Information Skills**
4. **Communication Skills**
5. **Self-Management Skills**
6. **Interpersonal Skills**

Students are given Learning Merit Cards by their teachers for good performance or behaviour. When students accumulate six cards, they paste them onto the sheets in their Learning and Citizenship Passport folder and then bring the folder to the Deputy Principal,. The Deputy Principal will convert these six cards to a Merit Certificate. When students accumulate three Merit Certificates, the Principal will arrange a Bronze Certificate. This sequence is set out in the flowchart below.

Students track their own performance by arranging their “Learning and Citizenship Passport” folder which must be presented to the Deputy Principal or the Principal when “cashing in” cards or certificates. A cheque for \$100.00 from the P&C is awarded with a Gold Medal with a Gold Certificate when 27 Merit Certificates have been collected.

LEARNING PASSPORT SYSTEM



Citizenship Passport System

Student achievement in area of Citizenship is recognised and reinforced at Cronulla High School by the use of a multi-level merit system.

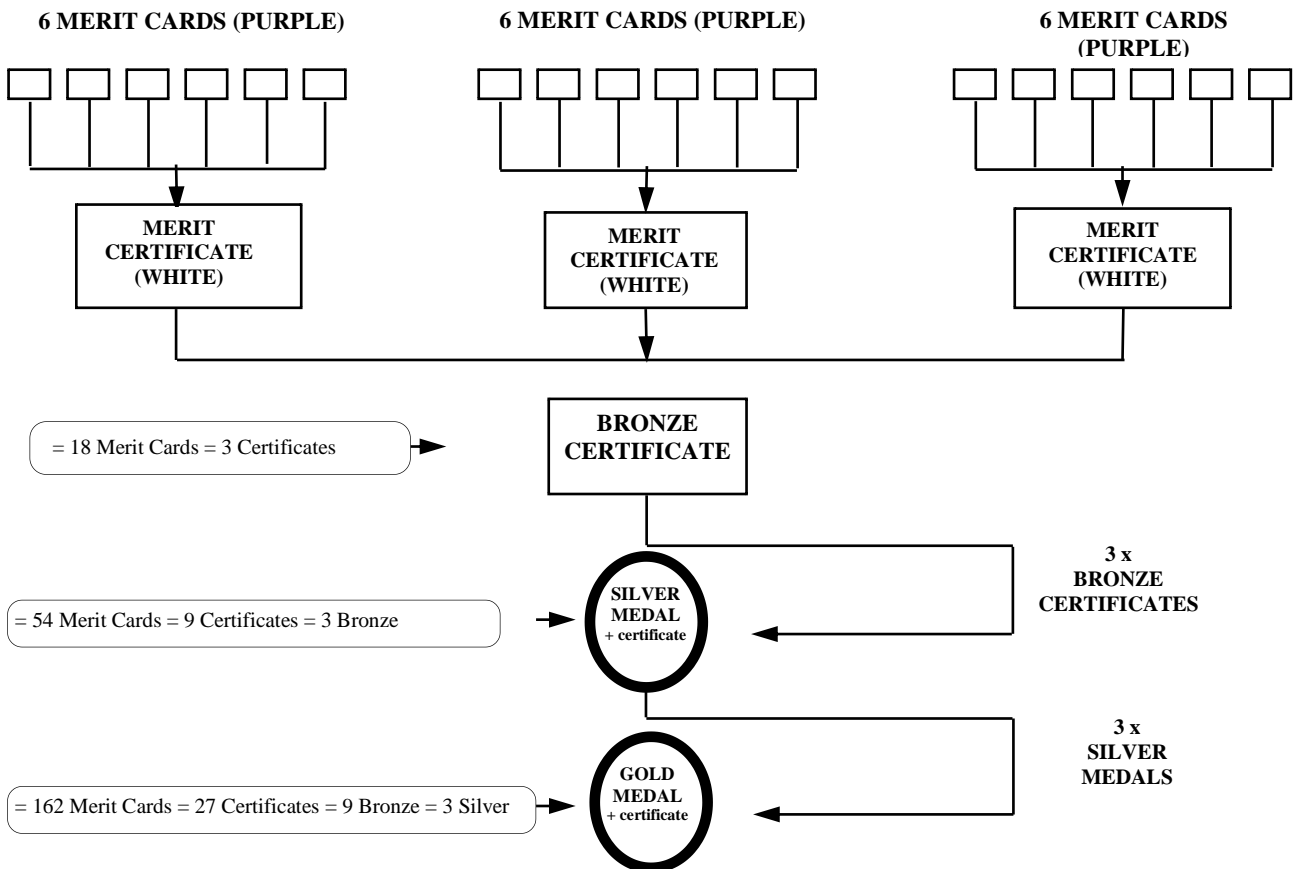
The system recognises student achievement in the areas of citizenship listed below.

1. **Volunteering.**
2. **Helping students.**
3. **Helping the School.**
4. **Serving the Community.**
5. **Honesty and Integrity.**
6. **Working for a cause.**

Students are given Citizenship Cards by their teachers for demonstrating active citizenship. The relevant service is indicated on the Citizenship Card. When students accumulate six cards, they bring these to the Deputy Principal, pasted into the sheets in their Learning and Citizenship Passport folder. The Deputy Principal will convert these six cards to a Merit Certificate. When students accumulate three Merit Certificates, the Principal will arrange a Bronze Certificate. This sequence is set out in the flowchart below.

Students track their own performance by arranging their "Learning and Citizenship Passport" folder which must be presented to the Deputy Principal or the Principal when "cashing in" cards or certificates. A cheque for \$100.00 from the P&C is awarded with a Gold Medal and Gold Certificate when 27 Merit Certificates have been collected.

CITIZENSHIP PASSPORT SYSTEM



MOBILE PHONES/TABLETS /ELECTRONIC EQUIPMENT – IMPROPER USE

While not banned, mobile phones, tablets and other electronic equipment (other than BYOD laptops) are not to be used during class time by students. The school takes no responsibility for loss, damage or theft of electronic equipment. Students and parents are urged to leave all non-essential valuable items at home. Phones or other electronic equipment must never be taken into examinations and will be confiscated by staff if used inappropriately during the day. Students using any of these devices in an assessment task are likely to receive zero marks for that task. Students using their devices inappropriately in a class will be expected to hand it without argument to the class teacher who will give it to a Deputy Principal. It may be returned at the end of the day if the student was compliant and has no history of problematic use of these items in class. If a student is a repeat offender or if they refuse to comply with handing over their phone or argues about it, the phone or device will be placed in the care of a Deputy Principal to be collected by the parent.

NEWSLETTER

The school newsletter, *The Seagull*, is available via email link or on line via the school website. Arrangements for a hard copy can be organised by contacting the school. *Seagull* contains reports by the Principal and Deputy Principal and other important information about school activities.

PARENTS' AND CITIZENS' ASSOCIATION

Parents and citizens are invited to join this association which meets in the library on the second Tuesday of each month commencing at 7.00pm. These meetings are advertised in the school newsletter and are on the school calendar. By attending P & C meetings, parents will become familiar with other parents of the school community and will better understand the goals of the school. During the meetings, issues pertaining to the school are discussed which include fundraising activities.

P&C CONTRIBUTION

The school P&C asks for a voluntary contribution of \$55.00 per student to complement fundraising. The contribution has been very successful in the past and funds raised are well used by the school in support of educational projects and facilities which directly benefit the students. It is a great P&C initiative and payment can be made when paying school contributions and subject expenses. All monies raised by the P&C are returned to students in the form of cash awards, facilities and learning resources.

PARENT/TEACHER NIGHT

Parent/teacher nights are held at the end of Term One to enable parents to receive feedback on their children's academic progress. The date of these meetings can be found on the calendar of school events on the school's website and are broken into Years 7, 9 and 11 and Years 8, 10 and 12. Appointments are booked on line. Students receive instructions to enable on line booking approximately two weeks before the meeting.

Parents and teachers may arrange a further meeting to discuss a student's progress at any time throughout the year, although in all such cases the student's immediate supervising Year Advisor should be consulted.

POLICY STATEMENTS

Key policy statements of Cronulla High School covering a wide range of matters are found on our website. These are periodically added to and updated.

REPORTS

These are issued to students at the end of Term 2 and at the end of Term 4. If a report has not been received by this time please contact the relevant Year Advisor. Progress reports can be requested by a parent at any time and can be arranged through the student's Year Advisor.

SAFETY REQUIREMENTS

When working in practical classroom areas the students must observe special safety practice and wear safety equipment. This includes a protective apron which must be worn in Visual Arts, Industrial Arts and Home Economics. A suitable apron may be purchased from the school.

Students must wear fully enclosed shoes with leather uppers when in the work area. Their school shoes are satisfactory if they comply with the school uniform. Students will not be permitted to work in these classrooms if their footwear is inappropriate.

The provision of the above safety equipment is the student's responsibility.

Students will be given general safety instructions before commencing practical work. Special instructions on specific power-operated machines will also be given prior to using them in Industrial Arts. The school will supply specialised safety equipment during practical lessons, including eye safety protective shields and glasses, which the student must wear whilst using a power-operated machine or during Science practical lessons.

SCHOOL GOALS

Three school goals are promoted to focus effort on achieving the best possible learning outcomes for students:

▲ Raising expectations ▲ Communicating with parents ▲ Rewarding achievement

SICK BAY PROCEDURES

If a student becomes ill during the day arrangements will be made for them to be collected by a parent/caregiver from the Front Office. Students obtain a note from their class teacher before they will be admitted to Sick Bay. **Front Office staff will contact the parent/caregiver** and organise for the student to be collected at the earliest convenience. Students may remain in Sick Bay for no more than one period unless it is necessary for them to be sent home. Students should not come to school if they are genuinely ill as this impacts negatively on the health of many others including staff. Students who are unable to continue at school due to ill health will only be allowed to leave the school accompanied by a parents or identified carer.

Medication

Any medication (other than asthma inhalers) that needs to be taken during the school day must be left at the Front Office. The medication must be labelled from the pharmacy and include the student's name and dosage. The administration of the medication will be supervised by the First Aid staff in the Front Office. Parents are urged to ensure that students requiring an Individual Health Care Plan and especially an Epipen liaise carefully and regularly with the school and their doctor to ensure the Health Care Plan is current. Students who are aware that they may require an Epipen are expected to have their own Epipen with them at all times as well as another clearly labelled, that is kept by the First Aid staff. Note: school staff are not permitted to supply ordinary use products such as antiseptic wash, headache tablets or bandaids.

Accidents

In the event of accidents, the incident should be reported immediately to the nearest teacher. Parents or caregivers of students who have sustained a significant injury (for example to the head, eyes or back) will be contacted at the earliest opportunity. These students will generally not return to class but will be kept in Sick Bay until they can be collected by a parent/caregiver. If necessary an ambulance will be called and the parent/caregiver advised.

SOCIAL MEDIA

Parents and students are urged to take great care with any access and use of social media. Parents and students are advised that DoE suspension and expulsion procedures apply to activity out of school hours and off school premises where there is a clear and close connection between the school and conduct of students. In our experience it is the use of social media which spills over into schooling that brings this into effect.

SPECIAL RELIGIOUS EDUCATION (SRE)

A feature for the public education system in NSW is the opportunity to provide time in class for education in ethics, faith and morality from a religious or non-religious perspective at the choice of parents.

The school website provides information on these options to support parent/carer choice.

A parent/carer may at any time notify the school in writing that they wish to change their decision. Students will continue the same arrangement as the previous year, unless a parent/carer has requested a change in writing.

SPORT

School sport is a program that has been designed to develop the student's basic physical skills and improve their fitness level. Sport is compulsory for all students 7-11 and includes a comprehensive range of grade sports and recreational activities. All students in Years 7 to 11 participate in Sport on a weekly basis and are able to choose from many different grade and school sports and other recreational activities.

At the beginning of each year, Year 7 participate in a swimming and water safety program and test at North Cronulla Surf Club. The approximate cost is \$5.00 per day. Students who are identified as needing to further develop their swimming and water safety skills then participate in a five week skills course during sport time while all others join normal school sport activities.

Non Sport

Students who are medically unfit, injured or unable to participate in Sport must bring a signed note from their parent/caregiver, stating the reason a student cannot participate. This note should be taken to a Sports Organiser (Mrs Hill or Mr Sheldon) Thursday morning before school. If a student is unable to participate in Sport for a long period of time due to an injury or other medical reason, a medical certificate should be provided.

STUDENT RIGHTS AND RESPONSIBILITIES

STUDENT RIGHTS	STUDENT RESPONSIBILITIES
To receive a quality education and to experience success in schooling	To learn as much as possible and do the best I can at all times. To cooperate with staff and students during lessons and during all school activities. Not to do anything that will prevent fellow students from learning.
To expect the school to provide an environment in which all students can be safe, secure and free from physical and verbal violence both at school and travelling to and from school.	To care for others and refrain from verbal, written, physical or cyber abuse of other students or teachers. Not to smoke or consume alcohol or other drugs or encourage others to do so. To wear correct school footwear and clothing that is safe for all practical lessons. To be in the right place at the right time.
To be treated with politeness and respect and to be rewarded for achievement, effort and improvement.	To treat others in a polite and respectful manner. To be fair in my dealings with others. To accept and recognise awards given to others. To accept that others may be different to me and have a right to be different.
To expect my property, both personal and communal, to be safe.	Not to steal, damage, destroy or interfere with the property of others or that of the school. To respect the property and possessions of others.
To be able to voice an opinion at the appropriate time and in an appropriate manner.	To listen to what others have to say. To accept that others may have views and ideas that is different to mine. To accept the legitimate authority of the teachers.
To be able to enjoy clean, healthy and pleasant surroundings.	To keep the school free from litter and graffiti.
To attend a school which has a good reputation in the community.	To wear the school uniform properly and with pride at all times. (including on the way to and from school) To show respect and courtesy to all including visitors and members of the public. To behave in a responsible manner whilst travelling to and from school or whilst participating in school excursions or other activities.

SUSPENSION

There are cases of unacceptable behaviour when it is in the best interests of the school community for a student to be removed from the school for a period of time or completely. Suspension and expulsion are the options available to the Principal in these situations.

Principals must suspend immediately any student who:

- is physically violent
- is in possession of a firearm, prohibited weapon or knife
- uses, supplies or is in possession of a suspected illegal substance or supplies a restricted substance
- engages in serious criminal behaviour related to the school.

Short Suspensions will also be imposed of up to 4 days for students who exhibit continued disobedience or aggressive behaviour. Long Suspensions of between 5 and 20 days will be imposed for the factors listed above as well as for students who use an implement as a weapon, persistent misbehaviour and serious misbehaviour.

TRAVELLING TO AND FROM SCHOOL

Train, Ferry and Bus passes

Applications for school student transport are applied for online. Students who will travel on the train, bus and / or ferry will need to complete an OPAL card application at www.transportnsw.info/school-students. The application will be sent electronically to your school for endorsement. When OPAL has processed your application they will email you to advise the outcome and on approval, the School Opal Card will be sent to the address provided on the application.

The final decision as to eligibility for a train / bus / ferry pass is made by the individual transport authorities and not the school. There can be charges incurred if passes are lost or stolen. Train, bus and ferry personnel have the right to confiscate passes for unacceptable behavior. All issues in respect of transport passes are to be directed to <http://www.transportnsw.info/> or 131 500.

Students are reminded that members of the community often judge a school on the behaviour of students travelling to and from school. Be polite to members of the community and travel directly between home and school. Students and parents are advised that DoE policy states that all students are subject to DoE and school suspension procedures on the way to and from school.

Bike riding

If riding a bike to school enter and leave by Bate Bay Drive gate - observe traffic rules for bicycle travel. After entering the school, walk (not ride) the bike to the bike bay. Helmets are compulsory. Students must provide suitable devices to ensure their bikes are securely stored in the bike racks. The school accepts no liability for damage to bikes or loss of property.

UNIFORM POLICY

- Students who are out of uniform are to bring a parent explanatory letter to the teacher supervising uniform at Assembly. It will be noted and the student will be issued with a uniform pass. The uniform pass is to be kept by the student for the day to which the pass applies.
- Any student out of uniform without a note will also be sent to the supervising teacher at Assembly and their names noted. The uniform pass is to be kept by the student for the day to which the pass applies.
- Students who are out of uniform three times without a parent note will automatically be issued with an after school detention.
- Uniform is to be worn on all school excursions, visits etc, unless specifically directed otherwise by the teacher in charge with approval of the Deputy Principal.
- No uniform pass will be issued for any jacket, windcheater or hoodie.
- Appropriate wet-weather jackets in wet conditions are encouraged.

UNIFORM

Cronulla High School is a uniform wearing High School. LOWES at Westfield Miranda stock a full range of Cronulla High School uniforms and their staff are able to advise on what is acceptable.

BOYS UNIFORM

Shirt	White, button front, short or long sleeve shirt with a collar and embroidered school crest.
Trousers	Plain mid grey with fly front and belt. (Grey deluxe college baggies)
Shorts	Plain mid grey with fly front, pleats and a belt. (Baggies, deluxe pleated style.)
Belt	Plain black. (Black, suede backed.)
Pullover	Wool blend, V front, green pullover with embroidered school crest.
Jacket	Green, zip front, blue side panels with embroidered school crest.
Socks	Light grey short socks with green and white stripes. (Duro-nit)
Shoes	Plain, all black lace-up with all leather uppers (not suede) covering the whole foot. No high tops.
Hats	Blue school cap with 3D CHS motif (hats purchased at school).
Blazers	Optional for all students (School regulation blazer).
Ties	Seniors must wear ties in Terms 2 and 3.

GIRLS UNIFORM

Shirt	White, button front, short or long sleeve shirt with a collar and embroidered school crest.
Skirt	Green and blue tartan pleated style.
Stockings	Plain black stockings or tights. To be worn with skirts only.
Shorts	Plain bottle green shorts. Alternative to skirts, to be worn Terms 1 & 4 only.
Pullover	Wool blend, V front, green pullover with embroidered school crest.
Jacket	Green, zip front, blue side panels with embroidered school crest.
Socks	White with one green stripe. Short style but still covers the ankles.
Shoes	Plain, all black lace-up with all leather uppers (not suede) covering the whole foot. No high tops.
Hats	Blue school cap with 3D CHS motif (hats purchased at school).
Blazers	Optional for all students (School regulation blazer).
Ties	Seniors must wear ties in Terms 2 and 3.

PHYSICAL EDUCATION AND SPORTS UNIFORM – BOYS and GIRLS

Shorts	Bottle green taslon material with blue and white stripes on the side and elastic waist.
Shirt	Green, blue and white polo shirt with collar and embroidered school crest.
Track Suit	Taslon top and pants in school colours with school crest on the top.
Shoes	Fully covered leather or synthetic uppers. Must be cross training or running style with wedge type shock absorption midsole. (No flat soles such as 'volleys' etc)
Socks	Any suitable mostly white sports socks or school socks that are visible when worn and cover the ankles.
Hats	Blue school cap with 3D CHS motif (available for purchase at school office). Years 7 & 8 must wear hats for PE & Sport classes and hats are optional for the other year groups.

Full sports uniform must be worn on Thursday. Some grade sports teams will require specific uniforms to suit the type of sport. The team coaches or Sports Organiser will advise these requirements. These specific uniforms must not be worn to school. All other sports, both house and grade, must wear the standard sports uniform above.

SKIRT LENGTH The bottom of the skirt should sit no more than 15cm higher than the middle of the knee cap.

BAGS A suitable school bag/backpack must be used to carry books and equipment. Handbags are not acceptable.

JEWELLERY All jewellery is subject to School and DoE WH&S requirements as such any item deemed unsafe by staff will need to be removed immediately. Small discrete sleepers may be worn in ears. Any other facial piercings are strongly discouraged and if worn are only to be small and discreet studs. No student will be permitted to have official school photos taken wearing facial piercings. A single wristband, watch or bracelet may be worn. These must be removed for any practical classes or sporting activity.

MAKE-UP AND NAILS Only a minimum amount of make-up may be worn. Nails must be natural and kept short. No false nails.

HAIR COLOUR AND STYLE Only conservative, natural colours and style may be worn. Bright or unnatural colours or unusual hair styles are not acceptable.

VACCINATIONS

The NSW Adolescent Vaccination Program for all Year 7 students will be offered:

- Diphtheria, tetanus, pertussis (whooping cough) vaccine - **as a booster dose for all students**
- Human Papilloma virus vaccine (HPV) - **2 dose course**

Students cannot be vaccinated at school unless a completed and signed consent form is returned to the school. Further information packs and consent forms will be sent early in the New Year. The 2020 dates of vaccination will be on 8 April, 29 June and 9 November. If your child misses one or more of the vaccinations on the scheduled dates please contact the Department of Health or your local Health Care Professional or visit the Department of Health website at: http://www.health.nsw.gov.au/PublicHealth/Immunisation/school_prog/index.asp

A record of vaccination will be given to your child at the time of each vaccination. Please keep these for your records and provide a copy to your local doctor.

Please note that these vaccinations are provided *free* only while your child is in Year 7.

VALUABLE ITEMS

Money

Large sums of money and items of value should not be brought to school due to the possibility of theft. If it is necessary to bring money or valuables to school then they should be left at the Front Office for safe-keeping.

Mobile Phones/Electronic equipment

While not banned, mobile phones and other electronic equipment (other than BYOD laptops) are not to be used during class time. The school takes no responsibility for their loss, damage or theft. They should not be taken into examinations.

Jewellery

Students are entitled to wear a moderate amount of jewellery to school, as long as it does not pose as a risk to themselves or others. Students who wear items deemed by the school executive to be unsafe or inappropriate will be directed to remove them. The restrictions include:

- earrings are restricted to the wearing of small sleepers and studs;
- facial piercings can only contain a simple stud or must be covered by a bandage;
- necklaces must be short or worn under clothing;
- bracelets and other adornments are not to be too thick or studded (only one bracelet is allowed);
- rings should be small and should not protrude excessively.

Make Up/Personal Appearance

It is expected that Cronulla High School students will wear their uniform with pride, ensure that it is clean and tidy and follows the school's guidelines on uniform.

If makeup is worn it should be applied sparingly and discretely. False nails and long nails are not accepted.

Hair styles, while expressing individuality, should be sensible and not place students in danger during any practical lessons. Hair colour should remain relatively natural. No fluoro or bright unnatural colours are allowed.

Students who choose to come to school in breach of this expectation will be required to remedy the situation in a very short time frame.

VALUES

The staff at Cronulla High School will assist students in acquiring the skills and personal qualities that will enable them to become responsible citizens. Cronulla High School supports and promotes the DoE core values of integrity, excellence, respect, responsibility, cooperation, participation, care, fairness and democracy.

These skills and personal qualities include:

- Striving to achieve their personal best.
- Respecting themselves, others and the environment.
- Making considered decisions and taking responsibility for the consequences of those decisions.
- Being able to work both co-operatively and independently.
- Interacting positively with other people, displaying good manners, respect and tolerance

Core Rules

Student discipline in NSW Government Schools

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 that infringes on the safety of others, such as harassment, bullying and illegal or anti-social behaviour of any kind, will not be tolerated.



Education

WELLBEING POLICY STATEMENT

There are a number of elements to our approach to student wellbeing and discipline:

1. Strong students welfare structures and processes aligned to DoE frameworks.
2. Student Learning and Citizenship Award Scheme
3. Fair and Consistent Approach to Student Discipline
4. High expectations of respectful student behaviours
5. Reinforcement of the School Goals and Discipline Code
6. Strong policy and procedures protecting students against bullying and harassment.

Ensuring a safe, supportive and caring learning environment

At Cronulla High School we work hard to ensure that the worth of every individual is valued and enhanced through the promotion of mutually supportive relationships between teachers, parents and students. We have a strong commitment to quality teaching and learning programs as well as social justice issues. This is demonstrated in a range of programs - supportive school environment, inclusive education, pastoral care, peer support and mentoring, leadership initiatives, outdoor education, alternative programs and student representative activities.

Supporting students – encouraging responsible behaviour

We believe that our primary purpose is to provide high quality learning and teaching, and that this is best achieved when all members of the school community work together cooperatively. For this reason our school community is founded on significant core values including trust, fairness and a respect for and acceptance of others' talents, differences, personalities, backgrounds, beliefs and ideas. It is the responsibility of all to ensure that their behaviour allows these basic values and rights to be enjoyed.

Our approach to pastoral care and discipline is based on fairness, firmness and consistency, to provide a supportive, safe and happy learning environment for all students. Key to this approach is the resolution of conflict through negotiation and discussion, and a focus on the importance of the students' acceptance of the consequences of their actions.

The following list of expected behaviours has been developed to reflect the Cronulla High School Student Profile and to help create a positive learning environment. Parents are expected to be proactive in bringing about these expectations in their children. We will support parents in teaching students to:

- Learn to the best of their ability.
- Respect themselves and others.
- Take responsibility for their own actions.
- Be honest and fair.
- Be courteous to all staff, visitors and students.
- Look after their school and their environment.

We will expect students to observe the following specific behavioural protocols across various domains of school life. Examples of our expectations are set out below.

Within the classroom students are expected to

- Bring all necessary equipment to every lesson.
- Line up quickly and quietly outside the classroom and wait for their teacher.
- Put up their hand to speak to their teacher and wait to be acknowledged.
- Listen carefully.
- Be polite at all times.
- Use appropriate language - bad language is bad manners.
- Ask permission to leave their seat or the classroom.
- Not to eat or drink in class (water will be an exception on hot days with teacher's permission)
- Wait for their teacher's instructions before packing up and leaving the room.
- Leave the classroom tidy with all furniture properly arranged.
- Move quickly and quietly to the next class walking to the left in corridors.

Within the playground students are expected to

- Be polite while waiting in line or being served in the canteen.
- Leave the canteen area immediately after making their purchases.
- Place all rubbish in the garbage bins provided.
- Play safe games only. Rough or dangerous games are strictly forbidden.
- Not play bat and ball games, run, pass or kick any footballs in the quadrangle or picnic area. These games may be played on the oval.
- Not climb onto roofs or ledges to retrieve balls.

Whilst at sport students are expected to

- Be a "good sport" at all times. Know the rules of the game and play fair.
- Wear full sports uniform for all sporting events.
- Play as and be a "team player".
- Follow their teacher's or trainer's instructions at sport and travelling to and from sport.

Students who behave inappropriately at sport may be required to attend "Boot Camp" in the following weeks during sport time and may also receive a sport detention.

Whilst on excursions students are expected to

- Be "good ambassadors" when representing their school on an excursion.
- Wear full school uniform unless otherwise instructed.
- Be courteous to members of the public especially on public transport.
- Follow their teacher's instructions at all times on an excursion.
- Offer their seat to a member of the public if there is no other seat available.

Whilst attending other school organised activities students are expected to

- Participate in or support all school activities including sports carnivals, swimming carnivals, walkathons, etc.
- Respect and follow the rules of any outside facility they attend.
- Follow teacher's instructions at all times.

School Discipline Code

In line with departmental policy, teaching staff have a set of recommended practices for dealing with unacceptable student behaviour.

For minor breaches of the school rules or engaging in unacceptable behaviour, consequences could include, but are not limited to, teacher counselling, teacher reprimand, short detention and in-class isolation. In more serious cases or persistent unacceptable behaviour, more serious consequences will be applied.

Serious misbehaviour or breaches of the school rules will be recorded on the school's database. Parents will be informed by letter of the behaviour, the punishment that will be applied and also of the possible consequences of any further breaches. They will also be informed of the availability of behaviour counselling for students. Parents may be invited to negotiate an effective strategy to change and improve the student's behaviour.

If you have a concern about some aspect of your child's education, please contact the school.

CAPTAIN COOK DRIVE

