



Denison College of
Secondary Education



Bathurst High Campus



At Bathurst High Campus we are Safe Respectful Learners

New Students Booklet 2018

CONTENTS

A Message from the Campus Principal	3
A Message from the College Principal	4
College Staff	4
BHC Head Teachers	5
BHC Student Advisers and Student Support	6
BHC Student Leadership Team and SRC	7
Student Care and Support	8
Positive Behaviour for Learning	9
Aboriginal Student Programs	9
Parent Involvement	10
Communication	10

Administration and Curriculum

Term Dates	11
Bell Times	12
Year 7 Camp	13
Year 7 Book Pack Materials	14
School Contributions and Subject Fees	15
Elective Fees Year 9 & Year 10	16
Elective Fees Year 11 & Year 12	17
Curriculum & Homework	18
Technology at Bathurst High	19
Mobile Device Policy	20
Learning Resources	21
Gifted and Talented Programs	22

Policies

Student Safety, Respect and Learning	23
Playground Rules	24
Student Responsibilities and Recognition	24
Bullying and Harassment	26
School Uniform	30
Roll Checks and Absences	31



Denison College of Secondary Education

BATHURST HIGH CAMPUS

"Supporting achievement in a dynamic learning community"



Hope Street
Bathurst NSW 2795

Phone: 6331 3755

Fax: 6332 2302

Email: bathurst-h.school@det.nsw.edu.au

Visit our website

bathurst-h.schools.nsw.edu.au

Like us on facebook—Denison College Bathurst High Campus
newsletters—school calendar—upcoming events—student photos—announcements

School App: Free download Android or Apple i-Tunes

Ask about our Parent/ Student Portal

A Message from the Campus Principal

Welcome students and parents to the Bathurst High Campus of Denison College of Secondary Education and the Bathurst community. Our school provides a broad curriculum with well-established learning support structures to ensure that all students are supported to reach their academic potential. Bathurst High Campus has a highly skilled and committed teaching staff. Their focus is maximising the learning outcomes for every student.



I have high expectations of all students at Bathurst High Campus as they strive to achieve their academic best. My aim is to work in partnership with all members of the school community to develop a learning culture where all students achieve success. I will endeavour to support teachers professionally in developing a generation of confident, innovative, creative and inspired learners who are responsible and productive global citizens. I expect that students will display the values we promote – honesty, integrity and tolerance.

I would encourage you to take advantage of the wide range of opportunities made available at Bathurst High Campus and I look forward to working closely with you and your teachers as you progress and develop at this outstanding school. Our school provides many cultural, social and physical learning opportunities through quality learning and assessment practices in a safe, respectful environment.

As principal I am proud of the ongoing commitment of our Year Advisers and Welfare Teams. Their level of care and compassion for their students is to be commended. Year Advisers provide the first point of contact for students and their parents in regard to welfare issues at school.

The staff at Bathurst High Campus take pride in ensuring we provide a quality education and I would encourage you to make the most of your time at our great school and set high goals for your own education.

Ken Barwick
Principal

A Message from the College Principal

Welcome to the award-winning Denison College of Secondary Education.

Denison College, which began operations in 2007, is a Year 7 to 12 College consisting of both the Bathurst and Kelso High Campuses. We are the largest provider of secondary education in Bathurst, with a total student enrolment of over 1800.

In addition to the regular staff at each campus, the College staff includes additional Executive Teachers who have specific responsibilities to support students to get the best possible experience out of their secondary schooling. This college team is responsible for the implementation of a range of initiatives designed to improve the educational experience for all students across the entire college.



Denison College is committed to providing a stimulating curriculum that meets both the present and future needs of students. The co-curricular activities for all students in Years 7- 12 are wide and varied due to an extensive range of staff, resources and facilities. This blend allows the two campuses to maintain their own unique identities, but with increased opportunities for students through the combined resources of the college.

Denison College has an expansive senior curriculum that is shared across both campuses and TAFE. This year, Denison College is offering over 90 courses for study in the senior years. Shared courses operate on Lines 3, 4, 7 and outside school hours. Through the *Future Directions* activities, students are given comprehensive support when selecting their courses and in adjusting their pattern of study.

Other programs supported by Denison College include the band and circus programs, and Iexplore/iLearn which support the transition of students from Year 6 into high school. We are also expanding our range of enrichment activities for students in the junior years (Years 7 - 10).

Our campuses are well-resourced and staffed by highly-capable, well-qualified specialist teachers who care deeply about providing the very best education for all children.

Craig Petersen

Principal

Denison College of Secondary Education



Alexa Barr
Head Teacher
Teaching & Learning
BHC



Adria Hertel
Relieving Head Teacher
Teaching & Learning
KHC



Geoff Childs
Head Teacher
Teaching and Learning
BHC



Ashleigh Hardes
Relieving Head Teacher
Teaching and Learning
KHC

Deputy Principals



Rebecca Smith
Relieving Deputy Principal
Years 7, 9, 11



Nicholas Williams
Deputy Principal
Years 8, 10, 12

Head Teachers

Parents are welcome to contact Head Teachers regarding any aspect of the subject



Jo Crawford
Administration



Andrew Smith
Creative and
Performing Arts



Lesley Wade
English



Ilisa Newell
HSIE



Avril Sheader
Mathematics



Lachlan Blaikie
PDHPE (Relieving)



Rosie Weithaler
Science



Leanne McCarthy
Support (Relieving)



Patrick Ford
TAS



Renetta Wolfe
Learning & Engagement



Bernie Wood
Welfare

Student Advisers



Jeanine Lawler
Year 7



Murray Rose
Year 7



Alison Diamond
Year 8



John Millan
Year 8



Renee Harlor
Year 9



Joe Hardy
Year 9



Eleanor Cloherty
Year 10



Sally Hennessy
Year 11



Josh Lawler
Year 11



Veronica Manock
Year 12



Mauricia Withyman
Year 12

Student Support

Student Advisers are staff members responsible for the academic and social welfare of students in their particular year. They work with a year group from Year 7 through to Year 12 and can be contacted by parents on any issue. An appointment can be made by phoning or emailing the office.



Rhys Harvey
Aboriginal Education Officer



Des Crawford
Careers Adviser



Veronica Manock
Anti Racism Contact Officer



Trent Grantham & Luisa Simeonidis
Learning and Support Teachers
Students requiring extra assistance work with our learning support teachers.



School Counsellor—Sarah Kenny (T/W) &Hathor Brackenreg (W/T/F)

Our School Counsellor is available throughout the week and special appointments can be made by contacting the school. Students are free to make an appointment by going to the Counsellor's office in

Student Leadership School Captains 2018



Niamh McAdam

We would like to welcome you to Bathurst High Campus and wish that your time here is enjoyable. We hope your experience of our school is a positive and rewarding one, and encourage you to take advantage of the many opportunities Bathurst High has to offer.

Best wishes from the Leadership Team



Aidan McBurney

School Vice Captains



Maddy Masters



Damien Mays



Leah Barber



Jake Jones

Leadership Team

The Leadership Team is a group of elected Year 12 students who meet weekly with the Principal and Deputy Principals to determine events and other ways to support the school. The School Captains, Vice Captains and nine senior students, make up the Leadership Team.

Student Representative Council

The SRC (*Student Representative Council*) comprises around 30 students from all years who are elected by their peers. There are four voting members for each Years group of 7 – 12.

Together, the students represent the views of the student body in discussions with their team of advisers, the executive, the staff and the parents.

The SRC – through its own committee structure – develops projects and activities to meet the needs of the student body and contribute to a positive school climate.

Sports Leaders

Senior students are elected to promote the performances of Bathurst High students in a range of sports including our annual Astley Cup contests with Dubbo and Orange.

Junior AECG

Are elected by our Aboriginal students to highlight issues that affect the Aboriginal students and promote Aboriginal culture and celebration.

Peer Support Leaders

Year 10 students who are selected for their outstanding qualities. They are instrumental in the Year 6 to Year 7 transition process. They meet with year 7 students in roll call to assist them with their concerns. They also attend our annual Year 7 camp.

Student Care and Support

Roll Call is at the start of every day. In Roll Call time absence notes are collected and the Daily Notices read. Students also participate in Positive Behaviour for Learning lessons, literacy and numeracy activities. Students are supported daily with any particular issues by their Roll Call teacher.

First Aid – The First Aid Officer will contact parents/caregivers in an emergency. **Please ensure that all contact details are kept up to date.** Students will be sent home if sick. If students have an accident at school we contact parents.

An ambulance will always be called when there are emergencies.

Medication - No medication is to be brought to school by students. Panadol is issued ONLY if parents and guardians give verbal permission on the day or written permission which is kept on the school file. Contact the office regarding the storage and administration of other daily medication.

Peer Support

The Peer Support Program helps new students settle into life at Bathurst High as smoothly as possible. Trained Peer Support leaders assist the transition from Year 6 to Year 7 by visiting the primary schools, running the Orientation Day, attending the Year 7 camp and conducting Peer Support sessions on the first day at school and throughout the year. They are also involved in the organisation of lunch activities for Year 7 students.

In addition to providing student assistance in how to find their way around and what to expect, the curriculum of the Peer Support Program aims to develop self-esteem and confidence and further skills in communication, group work, decision making, relationships and self-awareness. These Peer Support Leaders provide positive role models for Year 7 students and many continue their friendships throughout their time at Bathurst High.





Positive Behaviour for Learning (PBL)

Bathurst High Campus is a school where positive behaviour is recognised and celebrated through our Recognition System. The Student Representative Council and the Leadership Team play a key role in rewarding students for positive behaviour. The PBL logo (above) was the winning design from our student logo competition.

We explicitly teach positive behaviour to make sure all students and staff are safe, are respectful towards others and are able to learn and achieve.

Positive behaviour lessons are taught and behaviours are practised in Roll Call. For instance, keeping left in the corridors, lining up, staying in bounds, putting rubbish in the bin, speaking with appropriate language and being kind to each other. Signs are throughout the school to remind students of the focus behaviours.

Aboriginal Student Programs

Indigenous students at BHC have many opportunities. We participate in the Girri Girri Sports Academy, with students able to attend camps, excursions and work towards achieving specialist credentials, e.g. First Aid. Bathurst High Campus representatives attend the AECG meetings and contribute to Aboriginal Education as a group in Bathurst. Our Aboriginal Education Team meets once every three weeks to plan and monitor student progress and initiatives to support indigenous students.

As a school we participate in events central to understanding reconciliation, culture and Identity, such as NAIDOC Week and Sorry Day.



Parent Involvement

All parents are encouraged to participate in the work of these important organisations to benefit the children of the school. Research indicates that the more parents understand and are involved in the school the more successful their children will be in their educational endeavours.

Visiting our school

All parents and visitors are welcome and must go to the front office for assistance. Visitors must sign in.

Parents and Citizens Association

The P. & C. Executives are:

President	-	Trevor Liu
Vice President	-	Carol Neary & John Browett
Secretary	-	Melanie Baines <i>(Minutes Secretary)</i>
		Melanie Baines <i>(Correspondence Secretary)</i>
Treasurer	-	Sandra Hamer

The P. & C. meet on the 1st Wednesday of every month in the BHC Staff Common Room at 7.30 p.m. Meetings are friendly and finish at 9.30 p.m. The P. & C. are a consultation organisation that helps to set the school's annual priorities. and directions They also act as a feedback body for the college and campus principals. The P & C work together and ensure that participation is enjoyable.

Please come along and get involved - it is one of the best ways of supporting your child as they grow into young adults.

School Canteen

The school canteen is leased on a commercial basis. The money from the lease is put into an improvement fund.

The canteen is open every day and the menu is based on Healthy Canteen principles.

Students are encouraged to order their lunch before 8.55am to reduce waiting time.
The canteen menu and price list can be found on the Bathurst High Campus Website.

Communication

The School Newsletter

The newsletter is published every 3 weeks. The newsletter can be accessed through the school website which is www.bathurst-h.schools.nsw.edu.au or through the parent portal. A text message is sent to let you know when this is available. Paper copies are only printed by request. If you want a paper copy please contact the school.

Parent Portal

Parents are able to access information about their child by logging into the Parent Portal. Parents can view their child's behaviour profile, achievement in assessment tasks and attendance. The Parent Portal is an exciting BHC state-of-the-art initiative, that gives direct information on the running of the school and student performance. Parents should contact the front office to arrange access to the Parent Portal.

Administration and Curriculum

Term Dates - 2018

TERM 1

School Development Day – no students

Monday 29th January 2018

Day 1 for Year 7, Year 11, Year 12
& new enrolments

Tuesday 30th January 2018

All Students

Wednesday 31st January 2018

TERM 1 ENDS

Friday 13th April 2018

Term 1 School Holidays - Monday 16th April 2018—Friday 27th April 2018

TERM 2

School Development Day – no students

Monday 30th April 2018

Whole school starts Term 2

Tuesday 1st May 2018

TERM 2 ENDS

Friday 6th July 2018

Term 2 School Holidays – Monday 9th July 2018—Friday 20th July 2018

TERM 3

School Development Day – no students

Monday 23rd July 2018

Whole school starts Term 3

Tuesday 24th July 2018

TERM 3 ENDS

Friday 28th September 2018

Term 3 School Holidays – Monday 1st October 2018—Friday 12th October 2018

TERM 4

No School Development Day

Monday 15th October 2018

Whole school starts Term 4

TERM 4 ENDS for students

Wednesday 19th December 2018

School Development Days for Staff

Thursday 20th &
Friday 21st December 2018

Term 4 School Holidays – Monday 24th December 2018—Monday 28th January 2019

BELL TIMES—BATHURST HIGH CAMPUS

Periods	Mon, Tues, Fri	Wednesday	Thursday 1 Assembly	Thursday 2 Year Meetings
Roll Call	8:55 am	8:55 am	8:55 am	8:55 am
Period 1	9:05 am	9:05 am	9:05 am	9:05 am
Period 2	10:00 am	10:05 am	9:50 am	9:55 am
Recess	10:55 am	11:05 am	10:35 am	10:45 am
Assembly			11:05 am	11:15 am
Period 3	11:25 am	11:35 am	11:45 am	11:45 am
Period 4	12:20 pm	12:35 pm	12:30 pm	12:30 pm
Lunch	1:10 pm	1.35 pm	1:15 pm	1:15 pm
Period 5	1:40 pm	2.05 pm	1:45 pm	1:45 pm
Period 6	2:30 pm	3.00pm - home	2:30 pm	2:30 pm
End of Day	3:20 pm		3:20 pm	3:20 pm



Year 7 Camp

The annual Year 7 camp is organized for Term 1. It is held at Lake Burrendong Sport and Recreation Camp, between Wellington and Dubbo. All Year 7 students are encouraged to attend this exceptional opportunity for fun, learning and social interaction.

This camp is very successful in helping students transition smoothly into secondary school, as students form friendships, and work with their Peer Leaders and teachers.

The cost of this excursion will be advised early in Term 1 and includes accommodation for 3 days and 2 nights, all food, bus travel, and activities. There are a number of payment options to help out in the cost of this important and popular excursion, including a negotiated payment plan. Contact the Deputy Principal Nicholas Williams or Year 7 Students Advisers.

The students will be involved in a number of activities including:

- High ropes
- Initiatives Course
- Canoeing
- Kayaking
- Rafting
- Pool games
- Mini Olympics
- Star Wars



Year 7 Book Pack Requirements (See also BYOD requirements)

Year 7 students are supplied
with a diary.
The cost is included in school fees.

Book Pack Cost - \$25.00
From Bathurst High Front Office
OR
Purchase individually from
other sources



Contents of Book Pack \$25- (Requirements for Year 7)

English	1 x 192 page A4 Exercise Book	Pencil Case
Science	1 x 192 page A4 Exercise Book	Red, Blue and Black Pens
History/ Geography	1 x 192 page A4 Exercise Book	Ruler
Technology	1 x 96 page A4 Exercise Book and 1 x A4 Display Folio	Sharpener
Integrated Studies	1 x 96 page A4 Exercise Book	Maths Set
PD/H/PE	1 x 96 page A4 Exercise Book	Eraser
Creative Arts (Drama, Dance and Music)	1 x 96 page A4 Exercise Book	Lead Pencil 2B

Additional Items Required (Not in Book Pack)

Maths	1 x 98 page A4 Grid Book \$1 these can be purchased from the Maths department or the front office. Calculator \$25 available from the front office.	4GB USB Stick
Creative Arts	1 x Visual Art Diary A3 120 Pages available from the front office for \$8 .	Glue Stick

Life Skills Maths 2 x 128 pages	Life Skills HSIE 2 x 128 pages	Homework 1 x 96 pages	2 x red pens 1 x Glue Stick	1 x Pencil HB 1 x Eraser
Life Skills English 2 x 128 pages	Spelling 1 x 96 pages	Basic Skills 1 x 96 pages	2 x blue or black pens	1 x Wooden Ruler

School Contributions and Subject Fees

In many different ways every student uses the facilities of the school and in order to maximise the opportunities we offer, the school sets school contribution fees. This money is spent directly on enhancing the physical and educational facilities provided to all students. Fees may be paid in total by Week 4, Term 1 or can be paid off by instalments each term. Credit card facilities are available at the School Office, and payment can also be made by credit card over the phone. Bankcard, Visa and Mastercard are all accepted.

Assistance is available for those people unable to make payment. Please contact the Principal or Deputy Principals to access this service.

Distance education courses incur a \$50 fee per course per year payable to the School of Distance Ed. This fee is not refundable.

The Technology fee is to cover the costs of the development and access to Millennium, text messaging, our Bathurst High app and the employment of a Technology Support Officer to assist with student devices

Mathematics Textbooks - each student must purchase an electronic text book for their device. This text-book is available offline. For students who find the cost prohibitive, a payment plan can be arranged or please talk to the Deputy Principals or Principal if assistance is needed.

Years 7 and 8

Service Fee:	\$50.00
Technology Fee:	\$40.00
Visual Art	\$20.00
Mandatory Technology	\$45.00
Digital Maths Textbook	\$30.00



Years 9 and 10

Service Fee:	\$50.00
Technology Fee:	\$40.00
Digital Maths Textbook	\$30.00
Elective Fees	See over page

Years 11 and 12

Service Fee:	\$50.00
Technology Fee:	\$40.00
Elective Fees	See over page

Band \$30 per term

Instrument Hire \$120 per year

Vocal Group \$20.00 per year



Payment of Elective Fees



Many electives carry a subject fee. These fees cover the cost of materials used in class. If a student selects these electives they are expected to pay the fees. If they feel that they will not be able to pay these fees then they should choose electives with no fees. If parents/carers particularly want their child to do an elective but cannot pay the fees they should contact the Principal or Deputy Principals.

Year 9 and 10 Elective Fees

Subject	Fee	
Agricultural Technology	\$35	
Commerce	NIL	
Dance	\$20	Students may have to purchase costumes for performances
Drama	\$30	Students may have to purchase costumes for performances
Elective History	NIL	
Engineering Technology	\$40	
Food Technology	\$100	Students will eat food they prepare on a regular basis
Information & Software Technology	\$20	
Information Technology (VET 100hr)	\$20	Students can only elect to do this course in Year 10
Japanese	\$20	
Metal Technology	\$50	Students may have to purchase additional materials for major works
Music	NIL	
Photography, Digital Imaging & Film	\$60	Students will use chemicals and photographic paper
Photography Film	\$40	Student can only elect to do this course in Year 10
Physical Activity & Sports - Coaching and First Aid	NIL	
Retail Services (VET 100hr)	NIL	Students can only elect to do this course in Year 10
Rural Operations (VET 100hr)	\$25	Students can only elect to do this course in Year 10
Physical Activity & Sports – Outdoor Education (100 hour)	NIL	Students can only elect to do this course in Year 9
Timber Technology	\$50	Students may have to purchase additional materials for major works
Visual Arts	\$55	Students will be required to purchase materials for major works
Visual Design	\$55	Students will be required to purchase materials for major works

Please Note: For Technology subjects, students must wear appropriate personal safety equipment. Students will be advised of the specific needs of each subject at the beginning of their course.

Appropriate footwear: Fully enclosed shoes with a leather or heavy vinyl upper material.

Student Assistance Scheme

Bathurst High Campus receives an allowance which is to be allocated to eligible families to assist with the cost of educating their children. The school will endeavour to provide assistance in response to specific requests from families. A parent or guardian requiring such specific assistance to cover such things as school uniform, textbooks, school excursions and stationery needs, should contact the Principal or Deputy Principals.

Years 11 and 12 Fees

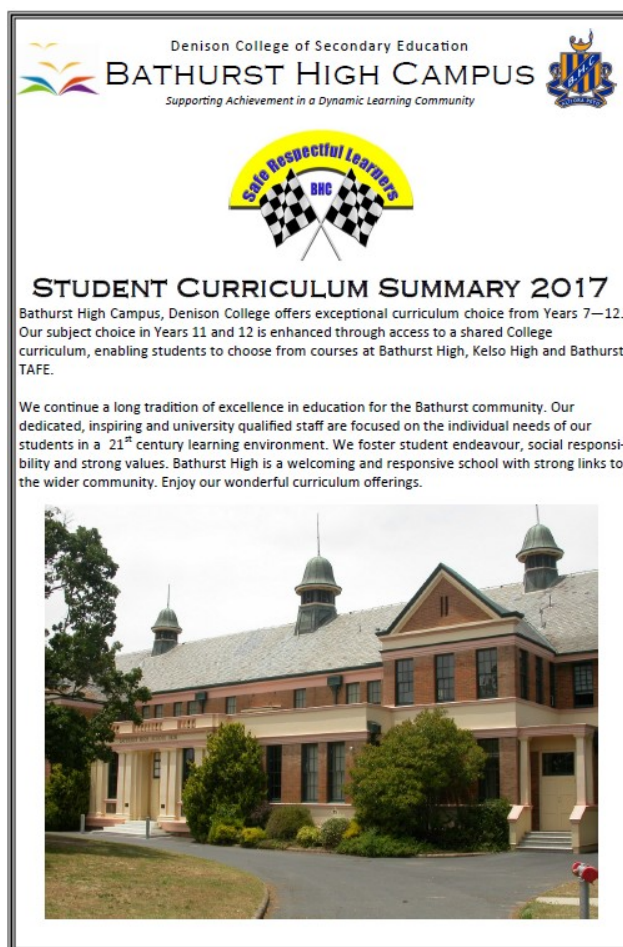


Construction (VET) (Preliminary)	\$50*	Music 2	\$20
Dance	\$20	Photography, Video & Digital Imaging	\$60*
Design & Technology	\$30	Primary Industries (VET)	\$25
Drama	\$20	Science – Physics, Chemistry, Biology, Senior Science, Earth & Environmental Science	\$20
Entertainment Industry (VET)	\$40	Software Design & Development	\$20
Exploring Early Childhood	\$20	Sport, Lifestyle & Recreation	\$20
Food Technology	\$50	TAFE courses	\$45
Furniture Industry	\$50*	Textiles Technology (Preliminary)	\$40*
Hospitality Commercial Cookery Hospitality Food & Beverage (VET)	\$100	Textiles Technology (HSC)	\$20
Industrial Technology Graphics	\$20	Visual Arts	\$60*
Industrial Technology Multi-media Year 11	\$20	Construction (HSC)	\$50
Industrial Technology Timber (Prelim)	\$50*		
Industrial Technology Timber (HSC)	\$25*		
Information Technology (VET)	\$15		
Information Processes & Technology	\$20		
Metal & Engineering (VET)	\$35*		
Music 1	\$20		

***Please note: Materials for projects extra**

Curriculum

We have a detailed *Curriculum* document which should be read with this Booklet.



Homework

In keeping with the Department of Education and Training guidelines, students are given set homework regularly in all subjects. This homework is usually sent through the Google classroom and students can use their online Google Calendar to record it.. The type of homework will vary from subject to subject but one common feature is that all students are encouraged to spend a good proportion of their time in review and consolidation of work presented during lessons. The “set” homework will be reviewed and supervised by teachers in lessons. A student focus on success in assessment tasks is a vital part of secondary homework.

Student Advisers are available to offer guidance to students in establishing a regular homework and home study program.



Technology at Bathurst High—Our Bring Your Own Device Environment

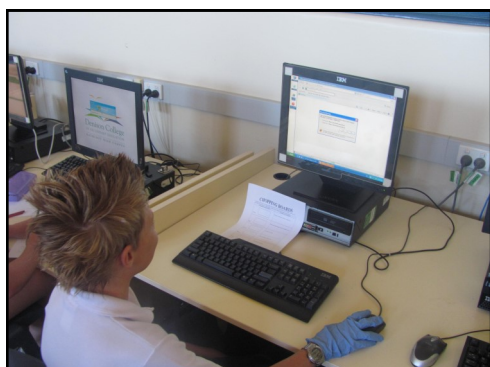
The school is fully networked with Wireless Internet access, two computer labs, computers in the library and class sets of laptops throughout the school. Smart boards and data projectors are in use in all classrooms.

Every student has an email address. Senior students should check their email daily as the Careers Adviser emails information, as do the Deputy Principal Senior School and the Student Advisers.

In addition, at Bathurst High parents and students can log in to the millennium Portal to view attendance, class performance, upcoming assessment tasks, reports, the school calendar and daily notices and much more. This is available to all students and parents from the time they enrol at Bathurst High.

When students use the web services of the Department of Education they must agree to the rules set out in the **Web Services Acceptable Usage:**

- I will not reveal personal information including names, addresses, credit card details and phone numbers of myself and others.
- I will not give anyone my password.
- I will not read other people's emails.
- I will tell the teacher if I think someone has interfered with my e-learning account
- If I find any information that is inappropriate or makes me feel uncomfortable I will tell a teacher about it.
- I will not use or distribute material from another source unless authorised to do so by the copyright owner.
- I understand that I am responsible for all activity in my e-learning account.
- I understand that the school and the DET may monitor any information sent or received and can trace activity to the e-learning accounts of specific users.
- I will follow the instructions of teachers and use web services for purposes which support my learning and educational research.
- I will be courteous and use appropriate language in all web based communications.
- I will not use the DET web services for personal gain or illegal activity.
- I will not damage or disable the computers, computer systems or computer networks of the school, the DET or any other organisation.



The school has a new bring your own device policy. This is issued as a separate document or information is available on our web page. Please ask about this at enrolment.

Mobile Device (Phone) Policy

This is available upon request but in summary.

At Bathurst High Campus

1. Students may bring a mobile phone. This is a privilege not a right.
2. In class, mobile phones must be out of site and turned off. Using the phones as a clock is not acceptable.
3. Mobile phones are excellent learning tools and some teachers may ask you to use them as such. In that case it is permissible for the phones to be out and used for the learning activity only.
4. The contents of your mobile phone must be made available if a teacher has reason to believe that its contents indicate a breach of any of the school rules such as the anti bullying policy or the digital material policy.
5. All mobile phones are brought to school at the student's own risk. The school accepts no responsibility for damage, theft or loss of any sort.

What happens if I misuse the phone?

1. If a phone is seen by a teacher the teacher can confiscate the phone. It will be kept in a safe for the rest of the day and you may collect it after 3:20.
2. If a phone is not handed over upon request, the teacher will send you to the principal or deputy principal where the mobile phone must be handed over for the day.
3. Any failure to comply at this stage may result in suspension
4. Repeated breaches could result in the privilege of bringing a mobile phone to school being withdrawn.

Student Budget Allocation Report (SBAR) and Enrolment Form Information

As part of your enrolment at Bathurst High, parents and carers will be asked to fill in an enrolment form. The information on this form must be correct and truthful to the best of a parent's knowledge. If information is withheld on mandatory sections such as any past history of violence then the enrolment will be declared as null and void. The student will no longer be enrolled at Bathurst High.

In addition, there is non mandatory information on parent and carer education levels, the nature of their work, Aboriginality and any other languages spoken at home. While I understand the hesitation some people may have in sharing this information, it is this information that is used by the government to fund the school. There are strong privacy provisions about the use of this information but the funding process involves the aggregation of data that is made available by parents and carers. By making this information available, through its effect on school funding, parents can assist their child directly. Please consider filling in



Learning Resources

The Learning Commons (Library)

All students are welcome in the Library. The library has a wide range of recent fiction including Manga. The library now only keeps non-fiction that is recent and of general interest. Research needs are met by online resources. Students can access the internet using their own device or library laptop or tablet. Year 7 classes receive an Information Skills Lesson one period a fortnight that covers learning a broad range of skills using technology and the internet to acquire and present information.

In 2014 the library established an eBook lending platform that enables students to borrow books on any WiFi enabled device at school and elsewhere. More books should be added to this platform in 2017. Instructions for accessing the platform are included with the regular school newsletter and on our web page.

The library is restructuring to create a new range of learning spaces. It will be called a Learning Commons. These spaces include a lounge area for reading and using mobile devices, mezzanine levels for senior students, a flexible learning area that can be re-arranged according to learning needs, and a space for seminars. The “Connected Classroom” continues to be situated in the library. It allows students and teachers to use videoconferencing facilities to communicate remotely for debates, meetings, conferences and virtual tours.



A Brief History of Bathurst High Campus

Bathurst High School was opened on 1st October 1883 and was housed in Public School buildings in Howick Street, until closed down in 1898. In 1905 a District School was established and a new High School replaced this in 1913. Later, the State Education Department purchased the All Saints site “on the hill” for a new high school. Plans were completed in 1926 for the building costing 29,000 pounds which was completed and officially opened on 24 May 1927. In 2011 the Trade Training Centre was built. The subjects the school offered in 1927 were designed to give a knowledge of professional and commercial activities. As Bathurst High Campus of Denison College of Secondary Education, we offer an extensive curriculum, unmatched by similar schools, with our partner campus Kelso High, TAFE and Charles Sturt University.

In 2008 we celebrated our 125th Anniversary. Established at the same time as Sydney Boys’ High School and Goulburn High School, Bathurst High School was one of the first secondary schools established in New South Wales. We have a proud history of graduates who have significantly contributed to society and who have been pivotal in Australia’s history in a wide range of fields.

Gifted and Talented Programs

Academically Talented Class Year 7—Parents, Primary Schools and students nominate for this class and are selected for placement by a panel. Teachers are specifically trained to work with this class. There is also an Academically Talented class in Year 8. Class placement is determined from achievement in Year 7. In Year 9 and 10 talented students are identified for individual subjects.

Students at Bathurst High can also be members of the Aurora College Virtual Selective High School. For more information please ask at enrolment.

English	Mathematics
—English and Various Writing Competitions 7-12 —Public Speaking/Debating 7-12 —Junior Press	—Australian Mathematics Competitions —Australasian Mathematics Assessment —Catering for individual needs —Acceleration programs
HSIE	Technology and Applied Studies (TAS)
—Junior Geography Project with GTA competition —Discovering Democracy Competition —Money Stuff Competition —ASX Share Game	—Australian Computer Competition —Young Designer Award —Young Country Achievers —Royal Bathurst Show-Animal Nursery —Talented Agriculture Student —Solar Cars (UNSW) —Robotics Competitions
Creative Arts	Science
—State Dance Festivals —Class Performances —State Drama Festivals —Bands, Rock, Stage, Concert, Swing Factor —Ensembles —Vocal Groups —Art Exhibitions —School Spectacular —Rock Eisteddfod —Drama Productions —School Musical —Bathurst Art Gallery —Bathurst Eisteddfod	—Science Youth Forum (Year 11) —Science Competition —Iexplore Year 5 Science
PDHPE	Other Opportunities
—Combined High School Teams (CHS) —Open & Under 15 Teams To District, State and National levels —Swimming, Athletics and Cross Country. —School Fun Run —Astley Cup	—Christian Studies —Koori Career Program —School to Work Planning —Rural Fire Service —TAFE Courses —CSU Programs —Outdoor Education Programs —Transition Programs —Learning Support Programs —Peer Support Programs





Policies



Student Safety, Respect and Learning

Our policies and programs are designed to make the school a safe, stimulating and happy environment for all students. This means that each student is treated individually and we emphasise fixing up mistakes rather than punishment. Through Positive Behaviour for Learning (PBL) students learn how to follow our school rules for safe, respectful learning. Students are taught to accept responsibility for everything they say and everything they do. The Learning Support Team also discusses students who may be having problems and works out solutions to help solve those problems. Recommendations can be made for referrals to special programs in the school and support services outside the school.

Bathurst High Campus is a school where all students learn and achieve.

Everyone has the right to learn.

Everyone has the right to feel confident and safe.

School Code of Behaviour

Every school member is responsible for his/her own behaviour.

The school rules outline acceptable standards of behaviour which apply at school, on excursions and for every school activity.

Posters are in all classrooms to remind students of our expectations.

Respect Yourself and Others	Act Safely at All Times	Be a Responsible School Citizen
Are you speaking courteously and respectfully?	Are you in the right place?	Are you punctual and on time?
Are you allowing other people to express their beliefs and feelings in an appropriate manner?	Are you listening to and following all teacher instructions?	Are you prepared?
Are you acting appropriately?	Are you invading others' personal space?	Are you on task and working productively?
Are you considering others before you speak?	Are you wearing the appropriate school uniform?	Are you respecting the property of the school, others and yourself?
		Are you resolving conflicts in a sensible manner?

Students must not:

- Discriminate, harass, be offensive or interfere with others.
- Use rooms or equipment without permission.
- Bring dangerous weapons, objects or substances (drugs, tobacco or alcohol) to school.
- Bring offensive material to school.

Playground Rules

Students must consider the safety and welfare of others at all times.

Responsibilities of Students

- Keep the playground clean
- Report any issues/problems to the teacher on duty
- Stay in bounds
- Students use the canteen or bring their own food, not bring takeaway food onto the grounds.
- All ball games are to be played on the oval except for:
- Handball which may be played on the marked courts on the quad
- Basketball on the quad.
- The tennis court which may be used for ball games.

Out of Bounds Areas

- Beside the hall next to Piper Street
- Behind the Piper St and Keppel St buildings
- On the terraces
- Inside the buildings
- Behind the shed on the oval



Student Advisers will inform students of the in-bounds areas. All students are expected to have a place to be at recess and lunch times. Students are not to walk around in groups with bags on their backs.

Student Responsibility and Recognition

Positive Recognition

Students are recognised for their quality work, effort and improvement and commitment to outstanding behaviour. Positive recognition is regularly placed on our Millennium system and positive letters are sent home to parents and students.

Vivo

In 2017, our school launched a new online recognition system called “Vivo” to the students. Vivo is a recognition system that acknowledges and rewards students for all the good things they do in the community and in the school.

Commendation Ceremonies

Commendation Assemblies are held at the end of each semester to celebrate student success in the classroom. An additional assembly is held in Term 1 for Year 7. At these assemblies students receive recognition and commendation awards for success and achievement, including excellent attendance. Students are also recognised at Year Assemblies for excellent work. Parents are invited to attend.

Principal’s Commendation Awards

Principal’s Awards are given to students demonstrating outstanding effort, improvement and/or excellence in their reports.



Building Responsibility

At Bathurst High every student is responsible for his/her own behaviour. Every student is expected to display positive co-operative behaviour throughout the year. Classroom teachers deal with behaviour issues, however, if misbehaviour persists the following consequences are put into place:

Monitoring Card Systems - We have a variety of monitoring card systems to teach students to be safe, respectful learners. These include the Red Monitoring Card and Green Monitoring Card. Parents are informed when students are placed on a monitoring card.

After School Detention – This is held from 3.30 – 4.20 pm Tuesday and Thursday afternoons. Students are supervised by the Principal or Deputy Principals. Students are put on after school detention by Head Teachers in response to serious or repeated transgression of school rules.

Head Teacher Isolation – Students must satisfactorily complete a day on Head Teacher Isolation with a Head Teacher and/or senior class. They work individually on their school work and come to a resolution regarding why they were taken out of class.

Suspension – The school uses suspension as a last resort where the student needs time to reflect on their behaviour or to give the school time to put in place individual support.

Students may be suspended for:

- Extreme insolence
- Persistent disobedience
- Physical violence
- Possession of a weapon/illegal substance
- Violent behaviour including verbal and physical assault
- Students return from suspension with an interview with parents and the Deputy Principal or Principal. Students are placed on a Monitoring Card and attend Red Card Roll Call so they can be individually supported upon their return to school.

NOTE: Students cannot represent the school while they are on a Red Monitoring Card.





Bullying and Harassment



At Bathurst High Campus we aim to:

- Recognise and prevent bullying and harassment
- Deal with bullying and harassment if it occurs
- Provide support

At Bathurst High School, all students, staff and visitors have the right to:

- Expect an environment conducive to safe, respectful learning.
- Have their property respected by others.
- Expect a learning environment free from disruption, so that each student has the opportunity to do their very best.

The issue of bullying and harassment is serious and can affect children's' learning. It is an issue we take seriously. The school provides support for victims and social skilling for bullies.

We work hard to create a climate where it is all right to report, and victims know they will be supported.

When your child is the victim:

Young children are pretty open with their parents when they are being bullied. As they grow older they are often ashamed to let their parents know. They may feel that the bullying and teasing is justified. Or they may believe it is up to them to deal with the problem. They worry that if they tell their parents it would prove that they can't stand up for themselves, and they would risk being picked on more. As well, some children, through no fault of their own, seem to attract bullying and teasing, and easily become trapped in a vicious cycle.

Warning Signs:

- Feeling unpopular - "No-one likes me" or "No-one will play with me."
- Excuses to get out of school – especially feeling sick or headaches.

What Should You Do:

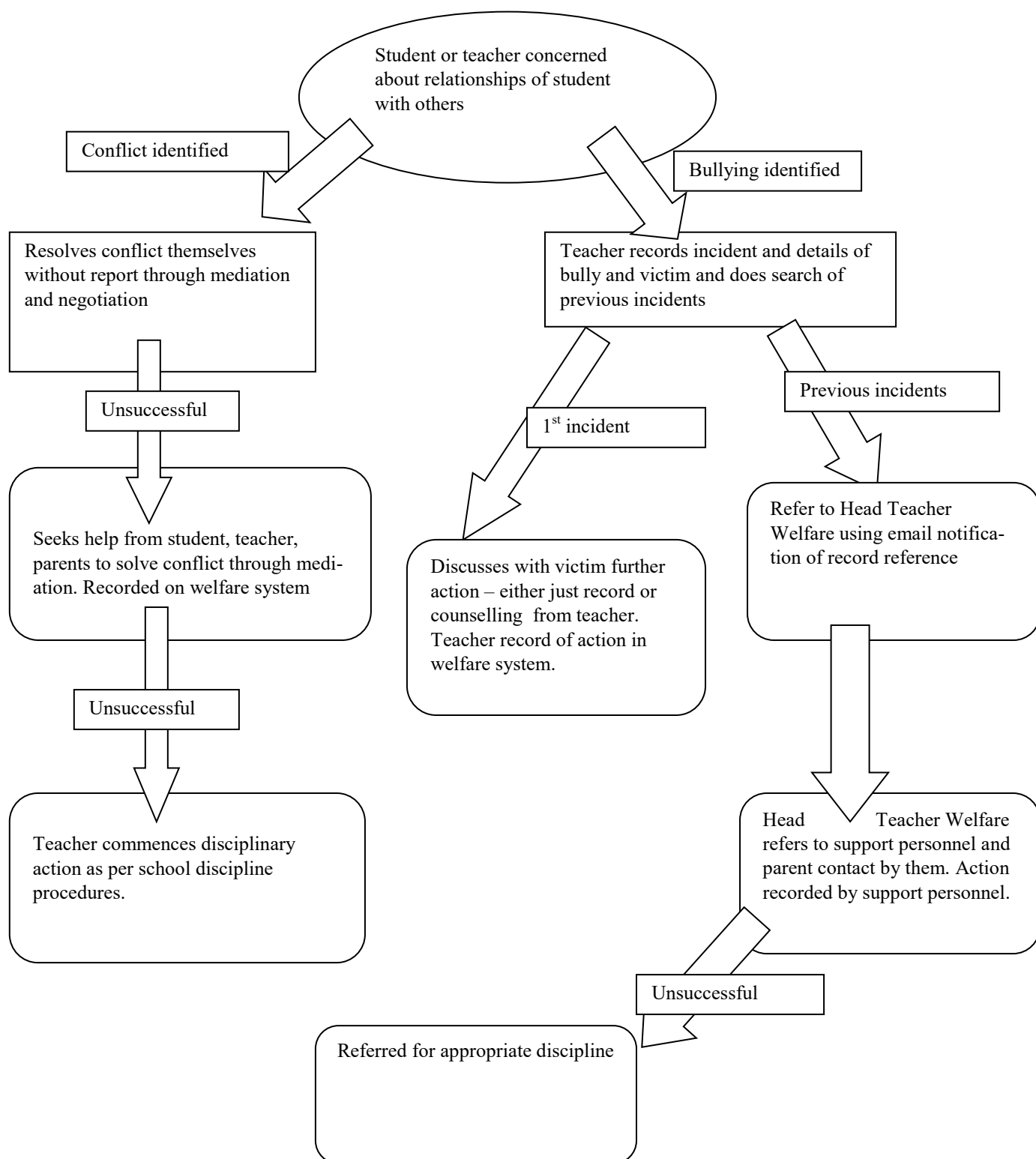
- Don't over-react. Hear your child out. Support, comfort and listen. What might seem a little thing to you may be a huge issue to the child.
- Talk to your child about ways to deal with the bully, e.g., positive thinking, walk away, ignoring, talking to teachers. Please don't encourage a violent response.
- If the bullying persists contact the school Student Adviser.

School Procedures for Dealing with Bullying Incidents:

- Teachers take all complaints seriously and act on them.
- Students complete a Bullying/Harassment incident form.
- Mediation occurs with the students and a teacher, their Year Adviser, the School Counsellor or an anti-grievance officer.
- If the bullying and harassment is not resolved parents will be informed.
- If bullying persists disciplinary action will follow.



Solving Conflict and Bullying at Bathurst High Responsibilities and Actions



Our Core Values

At Bathurst High we recognise the importance of the following core values to the community. These values represent the aspirations and beliefs of the Australian community as a whole, including its concern for equity, excellence and the promotion of a caring, civil and just society. They are common to a range of secular and religious world-views and are found in most cultures.

INTEGRITY

Being consistently honest and trustworthy.

EXCELLENCE

Striving for the highest personal achievement in all aspects of schooling and individual and community action, work and life-long learning.

RESPECT

Having regard for yourself and others, lawful and just authority and diversity within Australian society and accepting the right of others to hold different or opposing views.

RESPONSIBILITY

Being accountable for your individual and community's actions towards yourself, others and the environment.

COOPERATION

Working together to achieve common goals, providing support to others and engaging in peaceful resolution of conflict.

PARTICIPATION

Being a proactive and productive individual and group member, having pride in and contributing to the social and economic wealth of the community and the nation.

CARE

Concern for the wellbeing of yourself and others, demonstrating empathy and acting with compassion.

FAIRNESS

Being committed to the principles of social justice and opposing prejudice, dishonesty and injustice.

DEMOCRACY

Accepting and promoting the rights, freedoms and responsibilities of being an Australian citizen.



School Uniform Policy

The school community has determined that Bathurst High is a uniform school and the uniform is designed to be flexible, affordable and easy to wear. The variety of uniform that can be worn means that it can be used for both sport and in-class lessons.

All uniform is available through the Bathurst High uniform shop. If parents and carers wish to discuss any uniform issues, for example, conflicts caused by religious beliefs, then please contact the Campus Principal.

Senior and Junior Uniform

Bathurst High has a slightly different uniform for Year 11 and 12 students. The senior uniform has a different polo shirt and “hoodie” so that students in Years 11 and 12 are easily recognised by teachers and members of the public if they are outside the school as part of their Senior Agreement. This uniform also identifies them to the canteen so they can buy food outside regular recess and lunch breaks.

Shoes

Footwear should be either black school shoes or black or white joggers. In some practical subjects students must wear **protective work boots**. See TAS Footwear Guidelines below.

Uniform Assistance

If parents or students have financial problems which affects the purchase of uniform, financial assistance is available. Please contact the Principal or Deputy Principals.

Formal versus everyday uniform

If your child is playing in school bands, enjoys public speaking, is considering standing for the SRC or leadership team, or is representing the school at functions and events other than sporting occasions, then students are expected to wear formal uniform.

In addition many students enjoy wearing formal uniform on occasions. This is encouraged. Ties and blazers can be borrowed from the administration office for one off occasions. All other formal uniform is available from the BHC Uniform Shop.

Failure to Wear School Uniform/What If You Don't Have Uniform?

Failure to wear school uniform is acceptable only for a short period of time. An Out of Uniform slip will be handed out in roll call before the start of normal lessons. Students must show this slip to any teacher who asks for it during the day. The Deputy Principal will contact parents if frequent non uniform slips are issued to seek and explanation.

What happens if I don't get an out of uniform note?

To deliberately disobey the rule about uniform will result in students being subject to the same consequences where students do not follow other rules.

TAS ELECTIVE FOOTWEAR GUIDELINES

We all need to play a part in ensuring student safety at school. A TAS priority is to follow and maintain good safety practices within the faculty.

All students who have elected a TAS subject with the exception of computing subjects must wear appropriate footwear for practical activities.

Footwear such as open weave cloth type shoes, shoes with openings at toes or heels, platforms or high-heel shoes cannot be worn in a workshop, kitchen or agricultural area. They present a potentially hazardous situation. It's important that parents or guardians ensure that these requirements are met.

Appropriate Footwear

Footwear appropriate to practical activities must be worn. Fully enclosed shoes with a leather or heavy vinyl upper material.

Bathurst High Campus Uniform Shop

All uniforms can be purchased from our Uniform Shop located on Piper Street on our school block. EFTPOS is available, but cheques are not accepted. There is **NO** option for layby.

THE UNIFORM SHOP IS OPEN

Tuesday 8.30am - 11.30am

Thursday 1pm - 4pm

During School Terms

Girls Everyday Uniform Years 7-10

Polo shirt: White or Navy with BHC emblem.

Shorts: navy (no stripes or logos)

Track pants: navy (no stripes or logos)

Hoodie: Navy with light blue lining in hood with BHC emblem.

Socks: White

Shoes: Black School Shoes or white or black Joggers.



Boys Everyday Uniform Years 7-10

Polo shirt: White or Navy with BHC emblem.

Shorts: navy (no stripes or logos)

Track pants: navy (no stripes or logos)

Hoodie: Navy with light blue lining in hood with BHC emblem.

Socks: White

Shoes: Black School Shoes or white or black Joggers.



Girls Everyday Uniform Seniors Years 11-12

Polo Shirt: White with navy panels and collar with BHC emblem, or Navy with white panels and BHC emblem.

Shorts: navy (no stripes or logos)

Track pants: navy (no stripes or logos)

Hoodie: Navy with gold lining in hood, two gold stripes on the arm with BHC emblem.

Socks: White

Shoes: Black School Shoes or white or black Joggers.



Boys Everyday Uniform Seniors Years 11-12

Polo Shirt: White with navy panels and collar with BHC emblem, or Navy with white panels and BHC emblem.

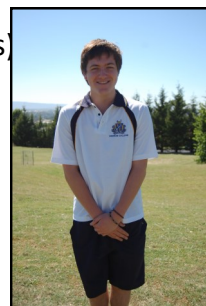
Shorts: navy (no stripes or logos)

Track pants: navy (no stripes or logos)

Hoodie: Navy with gold lining in hood, two gold stripes on the arm with BHC emblem.

Socks: White

Shoes: Black School Shoes or white or black Joggers.



Girls Formal Uniform

Shirt: White, short or long sleeve with BHC emblem

School Tie

Skirt: Navy 4 pleat

Jumper: navy wool with BHC emblem

Blazer: available for loan at the school office

Socks: White

Tights: Navy

Shoes: Black School Shoes



Boys Formal Uniform

Shirt: White long sleeve with BHC emblem

School Tie

Trousers: Navy with front pockets.

Jumper: navy wool with BHC emblem

Blazer: available for loan at the school office

Socks: Black

Shoes: Black School Shoes



SCHOOL UNIFORM: Note the emblem is royal blue and gold.

Roll Checks and Absences

Rolls are marked at 8.55 each day in Roll Call, except on Wednesday when the roll is marked at 9.30 am when school starts. A written explanatory note signed by parents or caregivers for any student absence is required. Class rolls are marked every lesson.

Contact the office if your child is going to be absent.

Leaving the school

To get permission to leave school early for appointments (*Doctor, Dental, Travel, etc.*) report to the Deputy Principal Senior School, before 8.50 am on the day required with a note from a parent. The DP may approve the leave and issue a pass. Students without a note from parents will not be granted leave under any circumstances.

Absence and Lateness

When a student is absent from school, Department regulations require that a note, signed by the parent/caregiver, **MUST** be supplied stating the reason for the absence. The note must be given to the office or roll call teacher **within 3 days** of the student's return to school. An absence note can be sent via the Bathurst High App.

Students arriving late to school must report to the Head Teacher on duty at the office. They **MUST** provide a satisfactory note of explanation from parents/carers. No student will be admitted late to class without a late note from the main office. Students who repeatedly report late for school and/or lessons, without good reason, are issued with an After School Detention and parents are contacted.

Sample Absence Note:

Student Name: **Year:**.....**Roll Call**.....

My child was absent on the following dates:

The reason for this absence was:.....

Signature of Parent/Caregiver:..... **Date:**

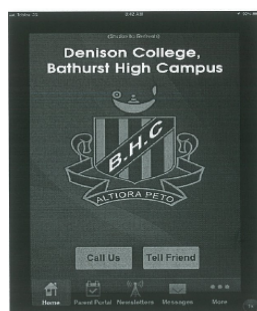
Bathurst High Campus App

There is both an apple and android app for Bathurst High to download to your smart phone.... and it's free!!! To find it search Denison College Bathurst High Campus.

The app gives you direct access to the parent portal on millennium. You can access the school newsletter and the school calendar.

Absence notes can be sent from your phone. You can also send the school any photos. Maybe you have watched a school sports game and have a great photo we could use for our school newsletter or BURR.

There are also many other aspects of the app that we have not as yet taken on.



Attendance Issues

If a student has issues with their attendance eg truants class for a period or longer, then parents/caregivers will be informed. The student will then be placed on a GREEN CARD. They must have this card signed every lesson and by their parents/caregivers each night for a week. Students with chronic attendance issues will be referred to the Home School Liaison Officer or the Police and this may result in parent/caregiver fines or a court case.

Lunch Passes

Due to the short nature of lunch (30mins) no lunch passes are available as students do not have the time to leave and return on time.

Emergency Procedures

During all emergencies, (e.g. fire) one continuous bell will be sounded and students are to follow the instructions of their teachers. Under teacher guidance students will evacuate classes, taking their bags with them as directed. The evacuation muster point is on the school oval. We also have off site emergency assembly areas if necessary. Students will always be accompanied by their teacher.

Contacting Your Child At School

Students are required to have mobile phones switched off and out of sight while in class (*failure to do so will result in the phone being confiscated and returned at a later date*). If you urgently need to contact your child during the day please contact the office. A message will be sent to them directly.

Mobile Phones and iPods

As a general rule these **MUST** be turned OFF and out of sight during class time. The school takes no responsibility for items lost at school. Students are encouraged to leave their mobile phones and iPods at home. In some cases teachers may use a phone as part of a lesson.



Notes