BANORA POINT HIGH SCHOOL
2 Eucalyptus Drive, Banora Point, NSW 2486

Telephone: 07 55 131 960
Fax: 07 55 131 220
Email: banorapnt-h.school@det.nsw.edu.au
Website: www.banorapnt-h.schools.nsw.edu.au

OUR SCHOOL LEADERS

Captain
Amelia McCann

Captain
Haden Bowen

Vice Captain
Katelyn Mclean

Vice Captain
Luke Russell

Senior Councillor
Carol Wong

Senior Councillor
Koen Sleba
FROM THE PRINCIPAL

Welcome to Banora Point High School. Our motto, ‘Reach for the Stars’, reflects our expectation that all members of the school community will aim high and try to achieve the best they can in all areas.

We have an experienced and hardworking staff, all of whom are keen to see students achieve. There are many opportunities, both inside and outside the classroom, for students to try new things and find areas in which to excel.

We are supported by our P&C, which all parents and carers are invited to join. We work with many community organisations to support our students academically and personally.

This handbook summarises information all new students, their parents and carers need to know. We welcome any further questions or inquiries.

Mr Greg Smith
Principal

SCHOOL HISTORY

Banora Point High School opened in 2004. In 2008, with our primary partner schools, Centaur Public School and Terranora Public School, we formed the Aurora Learning Community. This creates more opportunities for sharing ideas, resources and professional learning. It allows students to work together from Kindergarten to Year 12 in programs such as gifted and talented extension activities, literacy, numeracy, creative and performing arts, student leadership and sport. The buildings are designed to facilitate and encourage innovative and effective teaching and learning.

Technology is a focus, and is integral to teaching and learning. Students and teachers are encouraged to use a variety of technologies in all courses.

School facilities cater for all Key Learning Areas and include specialist rooms for technology, creative and performing arts, physical education, special education and science. The Library is a core resource for all learning. The hall is a multi-purpose facility. All areas of the school have wheelchair access.
<table>
<thead>
<tr>
<th>TERM 1</th>
<th>TERM 2</th>
<th>TERM 3</th>
<th>TERM 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday 27 January</td>
<td>Tuesday 26 April</td>
<td>Monday 18 July</td>
<td>Monday 10 October</td>
</tr>
<tr>
<td>(Staff Development</td>
<td>(Staff Development</td>
<td>(Staff Development</td>
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<tr>
<td>Day)</td>
<td>Day)</td>
<td>Day)</td>
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</tr>
<tr>
<td>Wednesday 28 April</td>
<td>Wednesday 27 April</td>
<td>Tuesday 19 July</td>
<td>Friday 16 December</td>
</tr>
<tr>
<td>Students Start</td>
<td>Students start</td>
<td>Students start</td>
<td>Monday, Tuesday</td>
</tr>
<tr>
<td>Friday 8 April</td>
<td>Friday 1 July</td>
<td>Friday 23 September</td>
<td>19, 20 December</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>(Staff Development</td>
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<tr>
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<td>Day)</td>
</tr>
</tbody>
</table>

THE SCHOOL MOTTO

![Banora Point High School Logo]

REACH FOR THE STARS

The school logo colours of Blue, Yellow and Green are the colours of our environment with the waves representing the surf, hills and river.
# Banora Point High School Staff List 2016

## Principal
Mr Greg Smith  (Principal)

## Deputy Principal
Mr Christopher Randle  (years 10,11,12)
Mr Luke Bristow  (years 7,8,9)

## Creative and Performing Arts
Ms Jasmine Duncalfe  (CAPA & SRC Co-ordinator)
Ms Ingrid Green  (SRC Co-ordinator)
Mr Russ Timbs
Ms Tracy Gee
Ms Kerry Williams

## English
Ms Marelda McLean  (Relieving Head Teacher)
Mr Adi Lengyel  (Year 8 & Boys Advisor)
Ms Louise Nizette
Mr Trent White
Ms May O’Connell

## Deputy Principal
Mr Christopher Randle  (years 10,11,12)
Mr Luke Bristow  (years 7,8,9)

## English
Ms Marelda McLean  (Relieving Head Teacher)
Mr Adi Lengyel  (Year 8 & Boys Advisor)
Ms Louise Nizette
Mr Trent White
Ms May O’Connell

## PD/H/PE
Mr Joshua Edwards  (Head Teacher)
Mr Terry Simpson
Mr Jason Smith
Mr Nathan Williams
Miss Chantell Dooley  (Year 7 Advisor)

## HSIE
Mrs Sonya Harley  (Head Teacher)
Mr Vincent Duff  (Year 12 Advisor)
Mr Robert Brown
Mrs Kim Clurey
Mr Duane Galle
Ms Kate Campbell

## HSIE
Mrs Sonya Harley  (Head Teacher)
Mr Vincent Duff  (Year 12 Advisor)
Mr Robert Brown
Mrs Kim Clurey
Mr Duane Galle
Ms Kate Campbell

## Mathematics
Mrs Jennifer Smith  (Head Teacher)
Mr Darren Bodell  (Year 11 Advisor)
Mr Mark Hey
Mrs Brydie Sheehan
Mr Oskar Chikosh

## Library
Mr Bruce McConachy
Mrs Lyn Swaddle

## Library
Mr Bruce McConachy
Mrs Lyn Swaddle

## CAREERS
Ms Jessica Dreyer

## CAREERS
Ms Jessica Dreyer

## LAST
Ms Anna Duong
Mrs Kim Verhoeven

## Proactive Intervention Team
Mr Doug Fewings
Mrs Rachael Reeves

## Science
Mr Lachlan Klose  (Head Teacher)
Mr Jonathon Pentecost
Mr John Leighton
Mr Mark Mackenzie
Mr Peter Todoroski

## Science
Mr Lachlan Klose  (Head Teacher)
Mr Jonathon Pentecost
Mr John Leighton
Mr Mark Mackenzie
Mr Peter Todoroski

## Technology & Applied Studies
Mrs Jennifer Clancy  (Head Teacher)
Mr Robin Fleming
Mr Ian Williams
Mr Andrew Smith
Mrs Shelley Naughton  (Girls Advisor)

## Languages
Ms Sheridan Hargreaves  (Year 10 Advisor)

## Languages
Ms Sheridan Hargreaves  (Year 10 Advisor)

## Special Education
Ms Deborah Johnson  (Head Teacher)
Mrs Bridie Beard
Mrs Justine Hazell
Mrs Adela Melinz
Mrr Rachael Reeves

## Special Education
Ms Deborah Johnson  (Head Teacher)
Mrs Bridie Beard
Mrs Justine Hazell
Mrs Adela Melinz
Mrr Rachael Reeves

## School Learning Support Officers
Mr Ray O’Mara
Mrs Roseanne Bondin-Bates
Mrs Lynette Spencer
Ms Sue Eitz
Mrs Lisa Alman
Mrs Cindy Gray
Mrs Sharmaine Brewer
Mr Robert Berserik

## School Learning Support Officers
Mr Ray O’Mara
Mrs Roseanne Bondin-Bates
Mrs Lynette Spencer
Ms Sue Eitz
Mrs Lisa Alman
Mrs Cindy Gray
Mrs Sharmaine Brewer
Mr Robert Berserik

## Support Staff
Ms Denice Hardie  (Administration Manager)
Ms Stacey Bech  (Administration)
Mrs Donna Outridge  (Administration)
Mrs Natalie Swaddle  (Administration)
Ms Hanah M’Kery  (Administration)

## Support Staff
Ms Denice Hardie  (Administration Manager)
Ms Stacey Bech  (Administration)
Mrs Donna Outridge  (Administration)
Mrs Natalie Swaddle  (Administration)
Ms Hanah M’Kery  (Administration)

## TSO
Mrs Lyn Bannatyne  (Science)
Mrs Debra Sandstrom  (Food Tech.)
Mr Don Drummond  (General Assistant)

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## BANORA POINT HIGH SCHOOL
### 2016 BELL TIMES

#### MONDAY TUESDAY THURSDAY FRIDAY

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
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<tbody>
<tr>
<td><strong>ROLL CALL</strong></td>
<td>8.30 - 8.45</td>
<td>8.30 - 8.35</td>
<td>8.30 - 8.35</td>
<td>8.30 - 8.35</td>
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<tr>
<td><strong>Lesson 1</strong></td>
<td>8.45 - 9.45</td>
<td>8.35 - 9.20</td>
<td>8.35 - 9.20</td>
<td>8.35 - 9.20</td>
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<tr>
<td><strong>Lesson 2</strong></td>
<td>9.45 - 10.45</td>
<td>9.20 - 10.05</td>
<td>9.20 - 10.05</td>
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<tr>
<td><strong>RECESS</strong></td>
<td>10.45 - 11.10</td>
<td>10.05 - 10.35</td>
<td>10.05 - 10.30</td>
<td>10.05 - 10.30</td>
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<tr>
<td><strong>Lesson 3</strong></td>
<td>11.10 - 12.10</td>
<td>11.00 - 11.45</td>
<td>10.30 - 11.15</td>
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</tr>
<tr>
<td><strong>Lesson 4</strong></td>
<td>12.10 - 1.10</td>
<td>11.45 - 12.32</td>
<td>11.15 - 12.00</td>
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<tr>
<td><strong>LUNCH</strong></td>
<td>1.10 - 1.40</td>
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<td>12.00 - 1.00</td>
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<tr>
<td><strong>Lesson 5</strong></td>
<td>1.40 - 2.30</td>
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<td>1.00 - 2.30</td>
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</table>

#### TERM 1, 2, 4

**WEDNESDAY - Sport / Assembly**

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Friday</th>
</tr>
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<tbody>
<tr>
<td><strong>ROLL CALL</strong></td>
<td>8.30 - 8.35</td>
<td>8.30 - 8.35</td>
<td>8.30 - 8.35</td>
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</tr>
<tr>
<td><strong>Lesson 1</strong></td>
<td>8.35 - 9.20</td>
<td>8.35 - 9.20</td>
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<tr>
<td><strong>Lesson 2</strong></td>
<td>9.20 - 10.05</td>
<td>9.20 - 10.05</td>
<td>9.20 - 10.05</td>
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<tr>
<td><strong>ASSEMBLY</strong></td>
<td>10.05 - 10.35</td>
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<tr>
<td><strong>RECESS</strong></td>
<td>10.35 - 11.00</td>
<td>10.35 - 11.00</td>
<td>10.35 - 10.30</td>
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</tr>
<tr>
<td><strong>Lesson 3</strong></td>
<td>11.00 - 11.45</td>
<td>11.00 - 11.45</td>
<td>10.30 - 11.15</td>
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<tr>
<td><strong>Lesson 4</strong></td>
<td>11.45 - 12.32</td>
<td>11.45 - 12.32</td>
<td>11.15 - 12.00</td>
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<tr>
<td><strong>LUNCH</strong></td>
<td>12.32 - 12.52</td>
<td>12.32 - 12.52</td>
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<tr>
<td><strong>SPORT</strong></td>
<td>12.52 - 2.30</td>
<td>12.52 - 2.30</td>
<td>12.00 - 1.00</td>
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</tbody>
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#### TERM 3

**WEDNESDAY - Tweed Valley Sports**

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ROLL CALL</strong></td>
<td>8.30 - 8.35</td>
<td>8.30 - 8.35</td>
<td>8.30 - 8.35</td>
<td></td>
</tr>
<tr>
<td><strong>Lesson 1</strong></td>
<td>8.35 - 9.20</td>
<td>8.35 - 9.20</td>
<td>8.35 - 9.20</td>
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</tr>
<tr>
<td><strong>Lesson 2</strong></td>
<td>9.20 - 10.05</td>
<td>9.20 - 10.05</td>
<td>9.20 - 10.05</td>
<td></td>
</tr>
<tr>
<td><strong>RECESS</strong></td>
<td>10.05 - 10.30</td>
<td>10.35 - 11.00</td>
<td>10.05 - 10.30</td>
<td></td>
</tr>
<tr>
<td><strong>Lesson 3</strong></td>
<td>10.30 - 11.15</td>
<td></td>
<td>10.05 - 11.15</td>
<td></td>
</tr>
<tr>
<td><strong>Lesson 4</strong></td>
<td>11.15 - 12.00</td>
<td>11.15 - 12.00</td>
<td>11.15 - 12.00</td>
<td></td>
</tr>
<tr>
<td><strong>Tweed Valley Sport Buses depart at 12.05</strong></td>
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<td></td>
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</tr>
<tr>
<td><strong>LUNCH</strong></td>
<td>12.00 - 1.00</td>
<td>12.00 - 1.00</td>
<td>12.00 - 1.00</td>
<td></td>
</tr>
<tr>
<td><strong>SPORT</strong></td>
<td>1.00 - 2.30</td>
<td>1.00 - 2.30</td>
<td>1.00 - 2.30</td>
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</tr>
</tbody>
</table>
ACCIDENTS
If a student has an accident at school or on a school excursion, first aid will be provided. If necessary, an ambulance will be called. Parents/carers will be contacted. An accident form will be completed and filed at school, as required by the Department of Education. Note: The school has ambulance cover except for excursions interstate.

ASSESSMENTS
Students will be assessed, both formally and informally, in all courses. Formal assessment tasks will contribute to student course results. All students receive assessment information at the beginning of each year. Assessment to be placed on school website

ATTENDANCE
Regular attendance is a key factor in success at school.

By law all children must attend school regularly until they are seventeen (17) years old. Parents and Carers may have legal action taken against them if their children fail to attend school.

By law students should remain on the premises from their time of arrival until their dismissal from school, unless they are attending approved school excursions under teacher supervision. Parents will always be asked to sign permission notes for these activities. All formal school reports will indicate days absent during the reporting period and unexplained absences.

Appointments – Parents are requested to make appointments for dentist, doctor, etc after school.

Illness – If a student is sent home from school during the day because of illness or other exceptional reasons, parents or carers will be contacted by the school and asked to collect them.

Late Arrivals – Any student arriving late must report to the Student Enquiries window in the Administrative Office bringing a note written by a parent to explain the lateness. The attendance roll can then be adjusted and a late pass issued for the student to enter class.

PUNCTUALITY IS EXPECTED.

Notes Explaining Absences – When a student returns to school after any absence, he/she must bring a note dated and signed by the parent or carer giving the reason and indicating the period of absence. The letter is to be written by the parent/carer. These notes must be given to the roll teacher. If a student is absent for two (2) consecutive days without any notification to the school, an official note will be sent by the school to the parent concerned requesting the reason of absence.

Absence more than three (3) days – Please telephone the school if your child will be absent for more than three (3) days. The school will need to know the reason for the absence and the likely date of return to school. A letter confirming the details should be brought when the student returns. If the student is to be absent for more than 3 days you could phone the school to request school work be sent home.

Early leave pass – If students need to leave school during the day, they must bring a note before school to the office to obtain a leave pass. Students must have good reason to leave early.

Leaving School The student is to bring a note from a parent/guardian. This note is to be presented to the office and a Leaver’s Form is issued in order to assist the return of textbooks, equipment and bus pass. Students who transfer to other NSW Public Schools will have records sent on once they are requested by the new school. National procedures are in place for Interstate transfer.
BICYCLES AND SKATEBOARDS

Bicycles, scooters and skateboards ridden to school must be left in the racks adjacent to the Administration block. This area is out of bounds between 8.30am and 2.30pm. By law, students riding bicycles must wear an approved helmet. Police make random checks on students not wearing helmets and fines are levied.

Failure by students to observe road rules while in school uniform constitute a breach of the Student Behaviour Code.

There are serious legal and safety issues involved with the use of skateboards and scooters on school property. Skateboards should not be brought into the school playground. Any student bringing a skateboard onto the school grounds is to have it stored immediately on the skateboard rack provided.

If used or visible during school hours, the skateboards may be confiscated and will only be returned after acknowledgement from parents/carers.

Note: The school accepts no responsibility for any damage to, or loss of, any of these items if brought on to school property.

BOOK & EQUIPMENT REQUIREMENTS

YEAR 7 & 8

<table>
<thead>
<tr>
<th>Subject</th>
<th>Books</th>
<th>Other equipment</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>Exercise book (med.-large, around 192 page)</td>
<td>Black, blue, red pens, pencil, highlighter, USB, scissors, ruler, cardboard</td>
</tr>
<tr>
<td>Maths</td>
<td>A4 Grid book (192 page, 5mm grid)</td>
<td>Geometry set, scientific calculator (Casio preferred), ruler,</td>
</tr>
<tr>
<td>Science</td>
<td>A4 lined book, around 192 page (covered) + student diary</td>
<td>Red or black pen, lead pencil, eraser, coloured pencils, highlighter, glue, scissors, 30cm transparent ruler</td>
</tr>
<tr>
<td>HSIE</td>
<td>2 x 192 p. A4 bound exercise book</td>
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<tr>
<td>TAS</td>
<td>1 A4 Clearview folder</td>
<td>USB</td>
</tr>
<tr>
<td>PDHPE</td>
<td></td>
<td>Sports uniform</td>
</tr>
<tr>
<td>Support</td>
<td>Supplied</td>
<td></td>
</tr>
<tr>
<td>Visual Arts</td>
<td>Year 8 only: A3 or A4 visual arts diary (unlined)</td>
<td></td>
</tr>
<tr>
<td>Music</td>
<td>Year 7 only: Exercise book with manuscript (96 page)</td>
<td></td>
</tr>
<tr>
<td>Language</td>
<td>Year 7 only: 1 x 160 p. A4 bound exercise book</td>
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</tr>
<tr>
<td>Subject</td>
<td>Books</td>
<td>Other equipment</td>
</tr>
<tr>
<td>--------------</td>
<td>--------------------------------------------</td>
<td>---------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>English</td>
<td>Exercise book (med. – large), display folder</td>
<td>Cardboard, USB, pens, pencil, ruler, glue, scissors, highlighter</td>
</tr>
<tr>
<td>Maths</td>
<td>Grid book</td>
<td>Geometry set, scientific calculator (Casio preferred), ruler</td>
</tr>
<tr>
<td>Science</td>
<td>A4 lined book (covered) + student diary</td>
<td>Red or black pen, lead pencil, eraser, coloured pencils, highlighter, glue, scissors, 30cm transparent ruler</td>
</tr>
<tr>
<td>PDHPE</td>
<td></td>
<td>Sports uniform</td>
</tr>
<tr>
<td>*TAS Electives</td>
<td>Clearview folder 120p Wire paper book</td>
<td>USB</td>
</tr>
<tr>
<td>*Visual Arts</td>
<td>A3 or A4 visual arts diary (unlined)</td>
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<tr>
<td>*Music</td>
<td>Exercise book with manuscript</td>
<td></td>
</tr>
<tr>
<td>*Photography</td>
<td>A3 or A4 visual arts diary (unlined)</td>
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</tr>
<tr>
<td>*Dance</td>
<td>Exercise book</td>
<td></td>
</tr>
<tr>
<td>*Drama</td>
<td>Exercise book</td>
<td></td>
</tr>
<tr>
<td>Support</td>
<td>Supplied</td>
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</tr>
<tr>
<td>Subject</td>
<td>Books</td>
<td>Other equipment</td>
</tr>
<tr>
<td>----------------</td>
<td>--------------------------------------------</td>
<td>---------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>English</strong></td>
<td>Display folder, exercise book (medium, large)</td>
<td>Cardboard, USB, Display folder</td>
</tr>
<tr>
<td><strong>Maths</strong></td>
<td>Grid book – see classroom teacher for other specific requirements</td>
<td>Scientific calculator (Casio preferred), ruler</td>
</tr>
<tr>
<td><strong>Science</strong></td>
<td>Chemistry:</td>
<td>Red and blue pen, lead pencil, sharpener, eraser, coloured pencils, highlighter, glue, scissors, 30cm transparent ruler, BOSTES approved scientific calculator</td>
</tr>
<tr>
<td></td>
<td>2 A4 lined books (covered) + student diary</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Text Book – Conquering Chemistry</td>
<td></td>
</tr>
<tr>
<td>Marine Studies:</td>
<td>A4 lined book – 160 pages (covered) + student diary</td>
<td>Red and blue pen, lead pencil, sharpener, eraser, coloured pencils, highlighter, glue, scissors, 30cm transparent ruler, swimwear and towel</td>
</tr>
<tr>
<td><strong>Physics</strong></td>
<td>A4 lined books (covered) + student diary</td>
<td>Red and blue pen, 2B or HB lead pencil, sharpener, eraser, coloured pencils, highlighter, glue, scissors, 30cm transparent ruler, BOSTES approved scientific calculator</td>
</tr>
<tr>
<td></td>
<td>Text Book – Jacaranda Physics</td>
<td></td>
</tr>
<tr>
<td><strong>Biology</strong></td>
<td>A4 lined books (covered) + student diary. Loose leaf folder with plastic sleeves</td>
<td>Red and blue pen, lead pencil, sharpener, eraser, coloured pencils, highlighter, glue, scissors, 30cm transparent ruler, BOSTES approved scientific calculator</td>
</tr>
<tr>
<td></td>
<td>Text Book – Biology in Focus</td>
<td></td>
</tr>
<tr>
<td><strong>Visual Arts</strong></td>
<td>A3 or A4 visual arts diary (unlined)</td>
<td></td>
</tr>
<tr>
<td><strong>Music</strong></td>
<td>Exercise book with manuscript</td>
<td></td>
</tr>
<tr>
<td><strong>Photography</strong></td>
<td>A3 or A4 visual arts diary (unlined)</td>
<td></td>
</tr>
<tr>
<td><strong>Dance</strong></td>
<td>2 ring folder (large)</td>
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</tr>
<tr>
<td><strong>Drama</strong></td>
<td>A4 Art book</td>
<td></td>
</tr>
<tr>
<td><strong>Visual Design</strong></td>
<td>A3 or A4 visual arts diary (unlined)</td>
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</tr>
<tr>
<td><strong>PDHPE</strong></td>
<td>A4 Folder</td>
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</tr>
<tr>
<td><strong>Support</strong></td>
<td>Supplied</td>
<td></td>
</tr>
</tbody>
</table>
**BUSES**
Teachers are rostered to supervise buses to ensure safe entry of students to the buses each afternoon.

When arriving at school by bus students must come immediately onto the school grounds. In the case of a missed bus or other unforeseen emergency, students must come to the main office so that parents can be contacted.

Students are expected at all times to follow teachers’ instructions and behave sensibly on and around buses. Students who do not do the right thing may have the privilege of free bus travel withdrawn. This is determined by the bus company, not the school.

Applications for bus passes can be obtained from the school office. Bus passes are not usually available until the second or third week of first term.

The bus company imposes conditions on the issue of a bus pass. The bus company will charge a fee for the replacement of a lost or stolen bus pass.

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**RTA CODE OF CONDUCT FOR SCHOOL STUDENTS ON BUSES**

*These rules have been created to keep you safe and protect the rights of others*

It is every student’s responsibility to behave in a manner that ensures the safety and comfort of passengers and drivers. This includes:

**BEHAVING APPROPRIATELY**
- respect the needs and comfort of other passengers (e.g. no use of offensive or racist language, fighting, spitting, placing feet on seats, throwing things in or from the bus, eating or drinking except water)
- give up seats to all adults and disabled passengers
- adhere to the law that bans smoking on buses
- obey reasonable directions from the driver (e.g. where to sit or to remain in the bus)
- keep arms, legs and heads inside the bus
- refrain from attracting the attention of the driver except in the case of emergency

**RESPECTING PROPERTY**
- protect bus property
- ensure that buses are not vandalised
- report any vandalism

**HOLDING PASSES**
- show travel passes or tickets to the driver on boarding and when requested
- use the travel pass only for its intended purpose
- ‘swipe’ or ‘dip’ passes in ticket readers if available when boarding
- keep your pass for your own use - you should not lend your pass to other students or borrow one from them

*Disobeying these rules may lead to the withdrawal of school bus travel passes and/or prosecution*

**CANTEEN**
The school canteen operates five days a week for the benefit of students and staff. Food sold in the canteen meets the requirements of the Healthy Canteens Policy.
CALLING HOME
If a student needs to call a parent this should be done through the office. It is very difficult if parents arrive in response to a mobile phone call and the office staff are not aware there is a problem.

CHANGE OF ADDRESS
An update form is available from the front office for any changes of address, telephone numbers, custodial or medical information. Please inform the school promptly of changes.

CLINIC
If a student is unwell or injured they report to the front office. The school First Aid Officer will decide if an ambulance needs to be called. Parents will be contacted. Parents may be asked to collect students who are unwell. The school has ambulance cover in NSW, if this is necessary. If an account is received for ambulance transport, do not pay it, bring it to the office.

Occasionally students will participate in excursions that require them to travel into Queensland. Individual Health cover for ambulance cover is needed.

CLOTHING POOL
The school has limited second hand clothing for issue to students in need. Any donations would be appreciated.

COMMUNICATION
Communication contributes to the smooth operation of the school. The following means of communication are in use at Banora Point High School:

MORNING ASSEMBLY / ROLL CALL
Students assemble in the hall each morning for roll call and announcements. Students must ensure their name is marked off. If a student misses roll call they must see the office staff to be marked present for the day.

ASSEMBLIES
The weekly school assembly is used for presentations, announcements and visiting speakers. Year meetings are held twice per term. Special assemblies are held to recognise student achievements. These are publicised in advance and parents and carers are encouraged to attend.

SCHOOL DIARY
Each student is issued with a school homework diary. The diary is to be brought to each lesson each day. Students are to write their homework requirements in the diary. Teachers and parents may use the diary to communicate with each other.

SCHOOL NEWSLETTER
A school NEWSLETTER is produced fortnightly on MONDAY of Week A. It is an important means of communication. It contains dates of forthcoming events, information from the Principal, student achievement, reports of activities and sports results.

The Newsletter is emailed to family email addresses and placed on the school website.

SCHOOL EMAIL
Parents/carers may use the email to request information, provide notes or arrange meetings with staff. Please allow time for a response to emails sent to the school address.

SCHOOL REPORTS
Detailed reports are issued at the end of each semester in Years 7—10. Senior reports are issued in Terms 1 & 3. Interim reports are issued to Year 7 and Year 11 at the end of Term 1.

Parents are welcome to make appointments to discuss their child’s progress at any time during the year. These appointments are made at a time that is mutually convenient to parents and teachers.

SCHOOL NOTICEBOARD
Located on the corner of Leisure & Eucalyptus Drives, this board is changed weekly to reflect current events.

SCHOOL WEBSITE
This contains information about the School and its activities: www.banorapnt-h.schools.nsw.edu.au

TERM CALENDAR
This is published each term for the information of students, staff and parents and is accessible on our website.
CONFISCATION OF STUDENT PROPERTY
Any item confiscated from students for reasons of safety or other reasons will be lodged in the school office for safety and returned to the student after receipt of a note from their parent.

Any dangerous items confiscated will remain in the school office and returned to parents personally. Any illegal item confiscated (including knives) will be placed in the hands of the Police.

CURRICULUM
The Board of Studies sets the curriculum for all students in NSW schools. Banora Point High School has a diverse curriculum to meet the learning needs of all students.

Stage 4 (Years 7 & 8) has mandatory courses in:
- English
- Mathematics
- Science
- Geography
- History
- Creative & Performing Arts, Music, Visual Arts
- Physical Education/Health/Personal Development
- Design and Technology including Food/Wood/Computing
- Language - Japanese
- Sport

Students study Japanese and Music in Year 7 and Visual Arts in Year 8.

Stage 5 (Years 9 and 10). Mandatory subjects are English, Mathematics, Science, History, Geography and PD/H/PE. Students also choose 2 elective courses in year 9 and 3 electives in year 10 (for 2015 year 10 only pick 2 electives)

Stage 6 contains one mandatory course: English. Students elect at least five other courses for Year 11. Some of these may be studied through TAFE, distance education or other schools.

Learning is supported through the provision of a Learning and Support Teacher (LaST). Students who have specific needs (eg hearing or vision) for learning support may have access to specialist itinerant support teachers. The School Counsellor can provide diagnostic advice for issues related to learning as well as the provision of general counselling to support a student at school.

Assessment tasks and activities are on-going through the year and learning achievements are summarised in reports sent home at the end of each semester.

At Banora Point High School, we have high expectations of all students. They are expected to do the very best they can in all areas and try to achieve their personal best.

DEBATING & PUBLIC SPEAKING
Students are encouraged to participate in school debating teams and public speaking competitions. Students are trained by English teachers and compete in local and state competitions.

DETENTION OF STUDENTS
Education Department Regulations permit a student to be detained for a period of:
- 20 minutes during a lunch / recess, or
- 30 minutes after the end of the school day
A note will be issued to parents the day before a detention is imposed. At times, detention is used as a consequence for inappropriate behaviour.

DIARY
Each student is provided with a homework diary as part of the school contribution scheme. Students are to carry their diary to all classes for the entire year. Homework when given must be written into the diary. The diary is a valuable form of communication between students, teachers and parents.

Parents are asked to regularly check student diaries.
ELECTRONIC DEVICES
Inappropriate and improper use of these items at school can cause conflict between teachers and students. The Banora Point High School policy and procedures for each of these items is as follows.

Mobile Phones: All students should be discouraged from bringing mobile phones to school. If you, as a parent, require your children to have access to a mobile phone during the day, please remind them that the phones are to be switched off and kept out of sight during all classes and school time.

Inappropriate use of phones at other times eg; SMS bullying, or (taking photos without permission) is illegal and could become a police matter. If used during class, or inappropriately at other times, the phones will be confiscated and will only be returned after acknowledgement from parents/carers.

Ipods: If ipods are brought to school they are to be switched off and kept out of sight during all classes.
If used or visible during class or other school activities, the ipods will be confiscated and will only be returned after acknowledgement from parents/carers.

The school is not responsible for investigating or replacing stolen mobile phones or ipods.

Laptops: Students in Stage 6 have been issued with laptops, other students may bring their own to school under the instruction of their teacher. All laptops are the responsibility of the student, and must be used appropriately.

ENROLMENT INFORMATION FOR NEW STUDENTS
New students who have previously been in a NSW Public School will not necessarily have to complete an enrolment form, since details may be transferred from one school to another. Students from interstate or other school systems will be required to complete an enrolment form.

Should there be any change of address or telephone number during the following years, then please notify the administration office immediately.

If you transfer to another school, please notify the school in writing as soon as possible, before moving.

Enrolment in a NSW Public School is not automatic. Parents and carers complete an Application to Enrol. All questions must be answered in full, especially medical, previous student behaviour issues and family information.
Some students will require risk assessments or Individual Learning Plans prior to enrolment.
EMERGENCY PROCEDURES

EVACUATION
If the school needs to be cleared because of an emergency the bell will ring continuously. Follow the instructions of your teacher and move in an orderly manner to the school oval and assemble in roll classes. You will remain seated until dismissed.

LOCKDOWN
The signal for a LOCKDOWN is the continued intermittent ring of the school bells, close doors, blinds & sit on the floor.

Both procedures will be practised on a regular basis.

EXCURSIONS
Teachers organise excursions to supplement teaching and learning activities. Parental permission must be provided prior to excursions and the cost of transport will be charged to students.

All permission notes and money for excursions and sport will be collected through the office during the opening hours. Receipts will be issued.

EXTRA-CURRICULAR ACTIVITIES
Students are offered many opportunities beyond the classroom. These are designed to develop skills in many areas, and all students are encouraged to participate.

Opportunities include sport, dance, Drama, art, music, Community Service, Student Representative Council, Committees, leadership development and working with primary schools.

FIRST AID
Available for minor injuries in an emergency situation only. If your child has a particular ongoing medical problem, please discuss this with the Principal. The school has ambulance cover and will call an ambulance when necessary. Parents will be contacted in the event of an injury, accident or serious illness.

HIGHER SCHOOL CERTIFICATE
Students in Stage 6 study for the Higher School Certificate over years 11 and 12. Full details of requirements are provided to students.

HOMEWORK
Homework may be set for all students on a daily basis. It is used to reinforce the learning done in the classroom. As students grow older they are expected to take more responsibility for their own learning and therefore use a study timetable in addition to set homework. Homework may take various forms, for example:

- preparation for future lessons eg research assignments and reading
- preparation for tests and exams
- review of work covered in class
- assignments of varying lengths

Senior students need to do at least two hours of study per day outside timetabled classes.

It is important that a balance is maintained between family time, school obligations, part-time work and sport or cultural activities.

LEARNING SUPPORT
The School Learning Support Team oversees provision of support for students with learning difficulties or disabilities. Students who qualify for funding support have individual learning support teams which meet twice each year. The Learning and Support Teacher (LaST) assesses students in literacy and supports teachers in providing appropriate work. Some students have support in class to assist with their learning.
LIBRARY
The school library is available for student use. Resources may be borrowed and computers are available for student use. The library is open on Tuesday afternoons until 4pm where students may read, work on assignments, complete homework or use the school computers. It is open every morning from 7.30am for Senior students only.

LITERACY AND NUMERACY
These are focus areas for the school. All year 7 students are tested by the Learning and Support Teacher (LaST). Where necessary, remedial programs are implemented. Results from National tests are provided to parents, and used to inform school programs.

LOST PROPERTY
Lost Property should be reported to the teacher. Students need to check at the office to see if their property has been found. The school will not take responsibility for lost mobile phones, laptops, ipods or other devices or items which should not be brought to school.

MEDICATION
All medication is to be given to the office accompanied by a permission note and instructions from parents. Parents are to sign the appropriate documents should medication be administered at school on a regular basis.

Under no circumstances is any medication to be carried at school.

MERIT AWARDS
Teachers are encouraged to give merit awards in recognition of student effort, commitment and achievement. Faculties also use awards to recognise achievement. The school’s merit system is based on students accumulating a number of school merit awards to achieve Bronze, Silver and Gold Level status.

OUT OF BOUNDS
Certain areas of the school are out of bounds to students. This is for safety reasons. All students are to remain in bounds at all times. Please refer to the playground areas map for details.

P & C ASSOCIATION
P & C was formed in 2004. The P & C is the formal parent organisation of the school. Its role is to support the school in whatever way is appropriate, to represent parents and carers to the school, and to promote the school in the community. Meeting dates and activities will be notified through the Newsletters.

The P&C Office Holders are:
President - Ros Foley
Secretary — Lisa Naumovski
Treasurer — Stacey Bech
PARENT INTERVIEWS
At Banora Point High we encourage parents/carers and teachers to support each other in the education of our students. This co-operation helps students to reach their full potential. Parents and carers are welcome to contact the school at any time and make an appointment to see any staff member. Please ring to ensure the staff member is available.

A formal opportunity to speak with teachers occurs during parent/teacher evenings. Student progress is discussed and any concerns can be followed up after the meeting. Parent/teacher evenings are advertised in the newsletter, calendar, on the website and school noticeboard.

PERSONAL BELONGINGS
All items should be labelled clearly indicating the student’s name. Valuables are not generally brought or worn to school, but on the occasional exceptional circumstances that it is necessary to do so they are to be lodged in the school office safe for safe-keeping. Students are advised to keep small amounts of money on their person and not in school bags. Respect for personal property of self and others is expected.

PLAGIARISM
Plagiarism is using someone else’s work without acknowledgement. It is cheating. Students who use printed work or online resources without acknowledging the author may receive zero from their work.

POLICIES
The school adheres to Department of Education policies. They are available on the Department of Education Website.

School policies are written in consultation with the P&C. They are published in various forms: booklets issued to students, student diaries and on the school website.

SCHOOL CONTRIBUTIONS
General School Contributions have been set and are used to provide essential teaching and learning equipment for students. Contributions are used to purchase library books, text books, sporting equipment, computer technology and classroom equipment.

Subject Material Contributions are used to pay for the expendable material required for some practical lessons.

- General School Contribution (Yr 7-10)
  $75 per student
- General School Contribution (Yr 11-12)
  $100 per student
- Technology Levy (Yr 7-12)
  $50 per student
- Subject Elective Fees (Yr 7-12)
  Range from $20 to $120

All parents are asked to support the school by paying General School Contributions. When students choose electives they are informed of the cost of each course. If these elective fees are not paid students may be required to choose a non-fee paying elective. Sport also has costs for buses and venues. Students should not choose a sport with a fee unless they are prepared to pay each week.

Technology Levy
Due to the change in teaching and learning in the 21st century, Banora Point High School increasingly relies on the use of modern technology and less on conventional text books. Most of our classrooms have Intelligent White Boards, projectors, wireless internet, banks of computers or laptops to name just some equipment in daily use. We also have five photocopiers to supply learning material to students.

Technology changes continually and the school have a technology team which keeps up with trends to deliver our students the best possible education and information.

The cost of technology is an extra strain on the schools available funds. Not only the purchase costs, but also maintenance and consumables to keep everything working.

Hence Banora Point High School has introduced a voluntary technology levy of $50 per student from year 7 to year 12 to cover these costs.
# SCHOOL ELECTIVE FEES

**ALL FEES BELOW ARE A YEARLY COST**

### YEAR 7

<table>
<thead>
<tr>
<th>Year 7</th>
<th>Yearly Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y7 Music Compulsory</td>
<td>$20.00</td>
</tr>
<tr>
<td>Y7 D&amp;T Compulsory</td>
<td>$40.00</td>
</tr>
</tbody>
</table>

### YEAR 8

<table>
<thead>
<tr>
<th>Year 8</th>
<th>Yearly Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y8 Visual Arts Compulsory</td>
<td>$40.00</td>
</tr>
<tr>
<td>Y8 D&amp;T Compulsory</td>
<td>$40.00</td>
</tr>
</tbody>
</table>

### YEAR 9

<table>
<thead>
<tr>
<th>Year 9</th>
<th>Yearly Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y9 IT Info &amp; Software</td>
<td>$10.00</td>
</tr>
<tr>
<td>Y9 IT Timber</td>
<td>$40.00</td>
</tr>
<tr>
<td>Y9 IT Metal</td>
<td>$25.00</td>
</tr>
<tr>
<td>Y9 IT Building &amp; Construction</td>
<td>$40.00</td>
</tr>
<tr>
<td>Y9 Food Technology 9XFT</td>
<td>$80.00</td>
</tr>
<tr>
<td>Y9 Music</td>
<td>$20.00</td>
</tr>
<tr>
<td>Y9 Photography &amp; digital</td>
<td>$50.00</td>
</tr>
<tr>
<td>Y9 Visual Art</td>
<td>$40.00</td>
</tr>
<tr>
<td>Y9 Drama</td>
<td>$15.00</td>
</tr>
<tr>
<td>Y9 Dance</td>
<td>$20.00</td>
</tr>
<tr>
<td>Y9 Visual Design</td>
<td></td>
</tr>
<tr>
<td>Y9 IT Automotive</td>
<td></td>
</tr>
<tr>
<td>Y9 Textiles</td>
<td>$50.00</td>
</tr>
</tbody>
</table>

### YEAR 10

<table>
<thead>
<tr>
<th>Year 10</th>
<th>Yearly Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y10 Engineering 10YITE</td>
<td></td>
</tr>
<tr>
<td>Y10 Graphics 10ZGT</td>
<td></td>
</tr>
<tr>
<td>Y10 IT Info &amp; Software</td>
<td>$10.00</td>
</tr>
<tr>
<td>Y10 Timber 10ITW</td>
<td>$40.00</td>
</tr>
<tr>
<td>Y10 Food Technology</td>
<td>$80.00</td>
</tr>
<tr>
<td>Y10 Textiles</td>
<td></td>
</tr>
<tr>
<td>Y10 Visual Art</td>
<td>$50.00</td>
</tr>
<tr>
<td>Y10 Visual Design</td>
<td>$40.00</td>
</tr>
<tr>
<td>Y10 Photography &amp; Digital</td>
<td>$50.00</td>
</tr>
<tr>
<td>Y10 Music</td>
<td>$20.00</td>
</tr>
<tr>
<td>Y10 Dance</td>
<td>$20.00</td>
</tr>
<tr>
<td>Y10 Drama</td>
<td>$15.00</td>
</tr>
<tr>
<td>Y10 IT Building &amp; Construction</td>
<td>$40.00</td>
</tr>
<tr>
<td>Y10 IT Metal</td>
<td>$25.00</td>
</tr>
</tbody>
</table>

### YEAR 11

<table>
<thead>
<tr>
<th>Year 11</th>
<th>Yearly Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y11 Visual Design</td>
<td>$60.00</td>
</tr>
<tr>
<td>Y11 Visual Arts 11VA</td>
<td>$60.00</td>
</tr>
<tr>
<td>Y11 Sport Lifestyle &amp; Rec</td>
<td>NO CHARGE</td>
</tr>
<tr>
<td>Y11 Drama</td>
<td>$30.00</td>
</tr>
<tr>
<td>Y11 Dance</td>
<td>$30.00</td>
</tr>
<tr>
<td>Y11 Hospitality</td>
<td>$150.00 Inc. uniform</td>
</tr>
<tr>
<td>Y11 Textiles</td>
<td>$20.00</td>
</tr>
<tr>
<td>Y11 Exploring Early Child</td>
<td>$20.00</td>
</tr>
<tr>
<td>Y11 Music Elective</td>
<td>$30.00</td>
</tr>
<tr>
<td>Y11 IT Timber</td>
<td>$40.00</td>
</tr>
<tr>
<td>Y11 Photography Video</td>
<td>$60.00</td>
</tr>
<tr>
<td>Y11 Community &amp; Family</td>
<td></td>
</tr>
<tr>
<td>Y11 Marine Studies</td>
<td>$20.00</td>
</tr>
<tr>
<td>Y11 Food Technology</td>
<td>$60.00</td>
</tr>
<tr>
<td>Y11 Software Design &amp; Development</td>
<td>$25.00</td>
</tr>
<tr>
<td>Y11 Work Studies</td>
<td></td>
</tr>
<tr>
<td>Y11 IT Multi Media</td>
<td>$25.00</td>
</tr>
</tbody>
</table>

### YEAR 12

<table>
<thead>
<tr>
<th>Year 12</th>
<th>Yearly Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y12 Music 12MUS</td>
<td>$30.00</td>
</tr>
<tr>
<td>Y12 Industrial Technology</td>
<td></td>
</tr>
<tr>
<td>Y12 Visual Design</td>
<td>$50.00</td>
</tr>
<tr>
<td>Y12 Visual Arts</td>
<td>$80.00</td>
</tr>
<tr>
<td>Y12 Drama</td>
<td>$30.00</td>
</tr>
<tr>
<td>Y12 Dance</td>
<td>$30.00</td>
</tr>
<tr>
<td>Y12 Hospitality</td>
<td>$120.00 Inc. Uniform</td>
</tr>
<tr>
<td>Y12 Textiles 12TEX</td>
<td>$20.00</td>
</tr>
<tr>
<td>Y12 Exploring Early Child</td>
<td>$20.00</td>
</tr>
<tr>
<td>Y12 Marine Studies</td>
<td>$20.00</td>
</tr>
<tr>
<td>Y12 IT Multi Media</td>
<td>$20.00</td>
</tr>
<tr>
<td>Y12 Food Tech</td>
<td>$30.00</td>
</tr>
<tr>
<td>Y12 Software Design</td>
<td>$20.00</td>
</tr>
<tr>
<td>SUPPORT UNIT FOOD TECH</td>
<td>$80.00</td>
</tr>
<tr>
<td>Dance Costume</td>
<td>$50.00</td>
</tr>
</tbody>
</table>
SCHOOL OFFICE
Opening Hours 8am - 3pm
Access to this office is from 8.00am to 8.30am, recess and lunchtime.

Students must not go to the office during class time unless they have a note from their teacher. Students use the student enquiries entrance from the main quadrangle to the administration building.

Parents/carers are asked to ring or visit during office hours when staff are available to assist you with your requirements.

SCHOOL ROLES
The Principal is responsible for the educational leadership of the school. This involves oversight of professional learning, organisation, management, supervision and school promotion.

Parents and students who wish to see the Principal make an appointment through the office staff. The Principal is responsible for ensuring that students are successful learners.

The Deputy Principals are responsible for the effective operation of the school. The Deputies are involved in school planning and organisation, student management, and support for staff.

Head Teachers are responsible for the planning and teaching of the courses of study provided by faculties. They also have whole school responsibilities. They are available by appointment for discussions with parents and students.

Student Year Advisors are responsible for the personal welfare of the students in their year. They check on progress, all matters concerning student welfare and when necessary, contact parents. Students should always feel free to approach their Year Advisor. Parents, by appointment, may obtain a full report on progress in academic and social development from the Student Advisor.

A School Counsellor is available 2 days per week. They work with students, parents, staff and other agencies as required. Their role is to support students in their learning and development. Appointments may be made through the office or directly with the Counsellor.

Administrative/School Support Staff are essential to the effective operation of the school. They work in administration, library, classrooms and the grounds. Please ring the office on 07 5513 1960 for general enquiries or to make appointments. All payments to the school are made through the office, credit cards, EFTPOS, cheques and cash is accepted.

SPORT
Sport is a mandatory part of the curriculum for all students. Each term students select a sport. Where costs are involved, parents and students need to make the commitment to pay them. The school cannot subsidise school sport. Students are expected to attend sport each week and to meet school expectations in their behaviour.

The school runs in annual school athletics, swimming and cross-country carnivals. From these, students are chosen to represent the school at zone, area and state carnivals.

The Year 7 sport program concentrates on skill development in a variety of sports. Gala Days may be conducted with other local high school in a variety of sports. Students have the opportunity to compete in a number of local and state competitions. Sports include: Rugby League, Cricket, Netball, Softball, Basketball, Beach Volley Ball and Touch. Parents and carers are welcome at all school sporting events.

Tweed Valley Sports is a long running interschool Competition which runs in Term 2.

Up to 20 students will be identified for intensive development in their chosen sport through the...
SPECIAL EDUCATION
Banora Point High School Special Education faculty caters for the needs of students with disabilities. Students are involved in appropriate school activities and classes.

SPECIAL RELIGIOUS EDUCATION (SRE)
Under legislation, accredited providers are entitled to one hour per week for special religious education. In 2016 the school will have an SRE teacher for three days per week, to teach SRE to Years 7, 8 and 9. Parents/Carers may request exemption from these classes by contacting the Principal.

STUDENT ASSISTANCE SCHEME
A small sum of money is available to assist parents who may be having financial difficulties. This funding may be used for uniform, subject contributions and necessary classroom resources.

Applications are made to the Principal and are confidential.

STUDENT BEHAVIOUR
Positive Behaviour for Learning, which is designed to encourage students to take responsibility for their own learning and behavior at school, underpins our Welfare and Discipline system. The three core values of the school are Respect, Responsibility and Ready for Learning.

Rewarding students for good behaviour is an integral aspect of this program. Students are rewarded with merits and postcards, which they collect in order to achieve levels in the school award system.

STUDENT DRIVERS & CAR PARKING
There is very little parking available around the school. Students are not to use the Staff car park. If students are driving to school, or to school activities off site, the appropriate paperwork must be completed and handed to the Deputy Principal.
SCHOOL EXPECTATIONS OF STUDENTS
Students are expected to co-operate with their teachers so that everyone can learn in a safe environment.

The Classroom Rules are based on these themes:

CLASSROOM RULES
BE FAIR, BE SAFE

- **Come on time prepared for work**
- **Follow my teachers’ instruction**
- **Do my work**
- **Behave safely**

| SAFETY       | Act safely at all times.  
|              | Encourage others to act safely.  
| LEARNING     | Attend school prepared for lessons.  
|             | Help others learn.  
|             | Always do your best.  
|             | Ensure you do not disrupt classes.  
| TREATMENT    | Respect each other and your school.  
|             | Be honest and courteous.  
|             | Follow your teacher’s instructions.  
| PROPERTY     | Look after your own property.  
|             | Ask permission to use other’s property.  
|             | Care for the school’s property.  
| ENVIRONMENT  | Keep our school clean.  
|             | All rubbish in the bins.  
|             | Help others keep the school clean.  
| MOVEMENT     | Walk quietly and directly to your time tabled rooms.  
|             | Keep to inbound areas.  
|             | Be on time to class.  
| CONFLICT     | Hands off – Talk out your conflicts.  
|             | Resolve conflicts peacefully.  
|             | Seek help to resolve differences.  
| COMMUNICATION| Speak respectfully to each other.  
|             | Listen to each other’s opinions.  
|             | Learn to communicate assertively.  
| SCHOOL IMAGE | Look after our school’s reputation.  
|             | Wear our school uniform.  
|             | Speak respectfully of our school.  

24
RECOGNITION SYSTEM

- Gold Honours
- Silver Honours
- Bronze Honours

- Key Learning Area Awards
- Merit Certificates
- BPHS Postcards
- Principal Recognition Letters
- Star of Banora Star Student Articles
Star of Banora

- The personal profile on a student’s report will be used to determine the eligibility for the ‘Star of Banora’ award.
- Students receiving the award will receive a ‘Star of Banora’ certificate distributed at the same time as the semester reports.

Principal Recognition Letters

- Each term teachers nominate students who have excelled academically and/or have demonstrated diligence to their studies.
- A principal’s letter of recognition is sent home to the parents/carers of nominated students.

Post Cards

- Teachers wishing to recognise student success during the school day may send a post card home to parents/carers.
- These will be posted and issued at the discretion of the teacher.

‘Star Student’ article

- Once a semester each KLA will nominate a ‘star student’ and provide an associated article to place in the school’s newsletter and on the school’s face book page.

Key Learning Area (KLA) Awards

- Once a semester teachers will be asked to nominate students who have performed academically and/or demonstrated diligence to their studies within their KLA.
- Nominated students will receive a ‘Key Learning Area’ award, distributed at assembly or roll call.

Merit Certificates and the Honours System

- Teachers can acknowledge student’s academic achievement, diligence to studies and their participation in community, sports and school events through awarding merit certificates.
- The Honours, Honours Bronze, Honours Silver and Honours Gold certificates are part of a level system based on the number of merit certificates and KLA awards each student receives per year.
- The different Honours levels will be awarded based on the number of merit certificates and KLA awards each student receives per year, as follows:
  - Honours Gold: 20 merit certificates
  - Honours Silver: 16 merit certificates
  - Honours Bronze: 12 merit certificates
  - Honours: 8 merit certificates
- The merit certificate will include a tear off section which students can place into a merit box in the front office. Once a semester, major prize winners will be drawn from the merit box.

Note: 1 KLA award = 1 merit certificate
STUDENT LEADERSHIP
Students are encouraged to participate in the Student Representative Council, which consists of representatives from all year. The SRC seeks and presents students’ ideas, promotes leadership development and co-ordinates activities in the school and community. School Captains and Vice Captains lead the SRC. Elections are held annually for Captains, Vice Captains and SRC members.

STUDENT LOCKERS
Student lockers are available for a fee, part of which is refundable upon return of the key. The lockers are located outside the administration building. Students are to access them during break times only.

STUDENT TESTING
Government requirements set the following tests;

- **Year 7**: National literacy and numeracy tests (May) - NAPLAN
- **Year 8**: VALID Science
- **Year 9**: National literacy & numeracy tests (May) - NAPLAN
- **Year 12**: Higher School Certificate (October/November)

Students may enter national competitions in areas such as English, Mathematics and Science. These competitions have a fee.

STUDENT WELFARE
Throughout the year students will be offered many programs and opportunities for development. All these activities are designed to promote individual growth, social skills, confidence and positive relationships.

The school works with community agencies in the delivery of these programs. These include the Family Centre, local churches, PCYC, Youth Pathways, Police and Community Health.

SUPERVISION
The school has a duty of care to students. School staff provide supervision between 8am and 2.45pm. Students are to remain in supervised areas at all times. They are not to be on school premises unless supervision is available.

SUPERVISOR OF GIRLS
The Supervisor of Girls oversees vaccination programs and welfare programs that target girls and she is available to assist girls with issues that concern them.

TALENTED ATHLETE PROGRAM
The Talented Athlete Program is a gifted and talented sport program which operates on Wednesday afternoons during normal sport time. A squad of 20 students is selected each year to undergo intensive theoretical and practical activities in a variety of sports and sport education. Specialists in sport psychology, sport medicine and nutrition, as well as representatives from key sporting teams, provide education in their areas of expertise to squad members in both theory and practical sessions.

Special mention must go to Victor Lapardin from Victory Ford as the major school sponsor for this program.

TECHNOLOGY
The school has a huge investment in computer hardware and software with all work stations networked and with Internet access. All students use Information Technology in all subjects.

The Department of Education provides a controlled online environment for student use. Any student found trying to use the school network inappropriately may have privileges withdrawn. Students are required to pay for any printing done at school. Payment is through the office.

An Information Technology policy and consent form is distributed to students annually.

TELEPHONE MESSAGES
Please limit telephone messages for students to urgent matters.
UNIFORM
Students are expected to wear the Banora Point High School uniform with pride each day. This is an expectation supported by the school community. Sports uniform to be worn on Sport day only.

GENERAL UNIFORM
SHOES   Plain black with firm, protective leather upper - no additional colours
SOCKS   Plain white socks that should be visible above the shoes
HAT     School truckers’ cap

JEWELLERY
Acceptable jewellery is as follows:
•   One pair of small sleepers or small studs
•   Watch
•   One small flat ring
•   A small necklace worn under the uniform.

MAKE-UP
Students who wear excessive make-up will be asked to wash it off.

WINTER JUMPER OR JACKET
Jumper    Navy blue with school crest
Jacket    Navy blue with lemon feature, piping on sleeves with the school crest.

JUNIOR GIRLS SCHOOL UNIFORM
Navy blue and lemon tartan skirt
Lemon polo shirt with navy and lemon collar with school crest
IN WINTER   - Girls may wear skin toned tights with white socks or
            - Navy blue tights without socks
            - Long navy track pants with BPHS emblem
              (leg length not to be rolled up)

JUNIOR BOYS SCHOOL UNIFORM
Navy blue shorts with BPHS emblem on leg of shorts (micro fibre)
Navy blue polo shirt with lemon and navy collar with school crest
IN WINTER   - Boys may wear long navy track pants with BPHS emblem

PE AND SPORTS UNIFORM (ALL STUDENTS)
JUNIOR AND SENIOR STUDENTS
Navy blue, lemon and white sports shirts with school crest
Navy blue sports shorts with school emblem on leg of shorts
White Jogger footwear and School Hat

SENIOR SCHOOL UNIFORM (Yrs 11 & 12 Only)

GIRLS
Navy blue and lemon tartan skirt with white ankle socks/tights
Navy blue tailored bootleg pant (no track pants or shorts)
Pale blue button through shirt with school emblem on pocket
New style sport short for PE and sport day only

BOYS
New style navy blue tab shorts with school emblem on leg hem
Pale blue button through over shirt with school emblem on pocket
New style sport short for PE and sport day only
Note: Footwear and winter jumper/jackets same as junior school—boys may wear track pants for winter

NOTE
•   Uniform items can be purchased ONLY through the Uniform Shop at school
•   On days that students have PE, students should come to school in normal school uniform and get changed at school (before and after the PE lesson - including shoes)
•   There are NO VARIATIONS to the uniform

REMINDER
If you are unable to wear your uniform on a particular day, please ask your parent or carer to write a note of explanation, and obtain a uniform pass from the Deputy Principal.

UNIFORM SHOP
The uniform shop is open on Tuesday from 12.30pm to 3.00pm and Thursday 8.00am to 11.00am.
Additional times are made available at the end and start of each year.
Shoes: All students must meet safety requirements by wearing correct shoes. All shoes MUST be covered and lace up.

GROOMING
Students are to come to school well groomed, neat and tidy.
**VOCATIONAL EDUCATION (VET)**
Students in Years 11 and 12 may choose Vocational courses through the school or TAFE. They are competency based courses which lead to Certificate II or above and count towards the HSC. Full details are available in the Stage 6 Handbook. They have a mandatory Work Placement Component of 35 hours per year.

**WORK EXPERIENCE**
Students in Year 10 may access the work experience program as part of School to Work. Students and parents are required to meet strict regulations for work experience as employers go out of their way to support young people preparing for the work force. The Careers Advisor oversees this program.

**WORKING WITH OTHER SCHOOLS**
Banora Point High School works with other schools, particularly the Aurora learning Community of Centaur & Terranora Public Schools, to provide opportunities and experiences for our students. This co-operation includes Supported Reading programs in primary school, teacher shared professional learning, shared delivery of curriculum, competitions and provision of school facilities.

Through the T5 project senior students may access courses from neighbouring public high schools.

**WHAT TO DO IF.....**

<table>
<thead>
<tr>
<th>Action</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>I get sick at school</td>
<td>Report to the office</td>
</tr>
<tr>
<td>I lose my timetable</td>
<td>Request a new one from the office</td>
</tr>
<tr>
<td>I lose my bus pass</td>
<td>Report to the office</td>
</tr>
<tr>
<td>I am late</td>
<td>Get a late pass from the office</td>
</tr>
<tr>
<td>I miss my bus</td>
<td>Report to the office and ask to phone your parent/carer</td>
</tr>
<tr>
<td>I am being bullied</td>
<td>Tell your Year Advisor or another teacher</td>
</tr>
<tr>
<td>I would like a locker</td>
<td>See the office staff</td>
</tr>
<tr>
<td>I am away sick from school</td>
<td>Parent/carer needs to advise the school office via telephone or letter of any absences</td>
</tr>
<tr>
<td>I need to contact my parent/carer whilst at school</td>
<td>The office telephone is for urgent use only</td>
</tr>
</tbody>
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Please Note, this Student and Parent Handbook may be updated at anytime without notification. Any reference to the Student and Parent Handbook should be directed to the online version available on the school website for the current updated version at any given moment in time.

NOTES: