



PITTWATER HIGH SCHOOL **HANDBOOK** **2020**



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WELCOME FROM THE PRINCIPAL



Welcome to Pittwater High School. This is an exciting time for you all as you move into a new school - making new friends, getting to know new teachers and experiencing the diversity Pittwater offers. At times you might feel a little confused with these changes, but, I know coming to Pittwater High School will be a very positive experience. With your positive approach to school, your years with us will be enjoyable as well as rewarding.

At Pittwater High School we have high expectations of all our students as they develop into young adults equipped with skills of independence, collaboration, creativity and critical thinking. We want all our students to aspire to achieve their very best, whether this is academically, in sport, in creative and performing arts, or in student leadership. Now that you are a part of our school community, you have a responsibility to contribute to this positive culture in this school. With a dedicated and committed staff to support you, it is now up to you to grab the opportunities and really excel at this great school.

At Pittwater High we value and create a safe, caring and supportive learning environment where our students feel happy and enjoy coming to school. We support students through our pastoral care and wellbeing programs, ensuring students have respect for each other while developing in themselves strength of character and resilience. This booklet will give you information that will explain some of this support. Also I know that you will find your year adviser Mr Price and your peer support leaders, very friendly and approachable if you have anything on your mind that you would like to raise.

So welcome to Pittwater High School and I look forward to getting to know many of you.

A handwritten signature in black ink that reads "J Ferris". The signature is written in a cursive, flowing style.

Ms Jane Ferris

Principal Pittwater High School

FIRST DAY OF HIGH SCHOOL

Year 7 students will be required to attend school on **Tuesday 28 January 2020**. Parents will be most welcome at this assembly which will be held in the school hall commencing at 9.30am.

Please bring a pen and a small notebook on your first day.

Following the welcome assembly parents are asked to leave. They may go to the office and finalise fee payments and/or purchase uniforms from the uniform shop, located in the canteen area.

Year 7 will accompany their peer support leaders outside the hall for their first activity. Peer support leaders will take their classes to roll call in the quad.

After roll call year 7 will be located in the canteen area (Barn) with peer support leaders for an assembly about timetables.

After recess you will be met in the quad where period 3 teachers will collect you and take you to period 3 classes.

At the beginning of each lesson your teacher will meet you at the rostrum (front of the quad) and take you to your classes. That same teacher will return the class to the quad for the next teacher to collect their class.

A sausage sizzle will be available for lunch outside the school hall and this will be hosted by the year 10 peer support leaders.

At 1.40 pm your period 5 teacher will take you to their classroom. At 2:10pm you will be taken to the school hall for a final meeting with your Deputy Principal. After the talk, your period 5 teacher and year 12 prefects will escort you to the buses.

School finishes at 2.35pm on this first day.

NOTE: The school day commences at 8.55am. School finishes at 3.20pm on all days except Tuesday and Wednesday. On Tuesday school finishes at **2.35pm** to allow for faculty and staff meetings. Wednesday is sport day for the rest of the school and the day finishes at **3:20pm** for year 7 students.

SECOND DAY OF HIGH SCHOOL

Your second day at school is the first day for years 8, 9 and 10. The whole school will start the day with an assembly in the quad. You will sit in the same roll call lines as you did at your year meeting.

After the assembly you will wait in the quad for your period 1 teacher to collect you and then follow the timetable for the day.

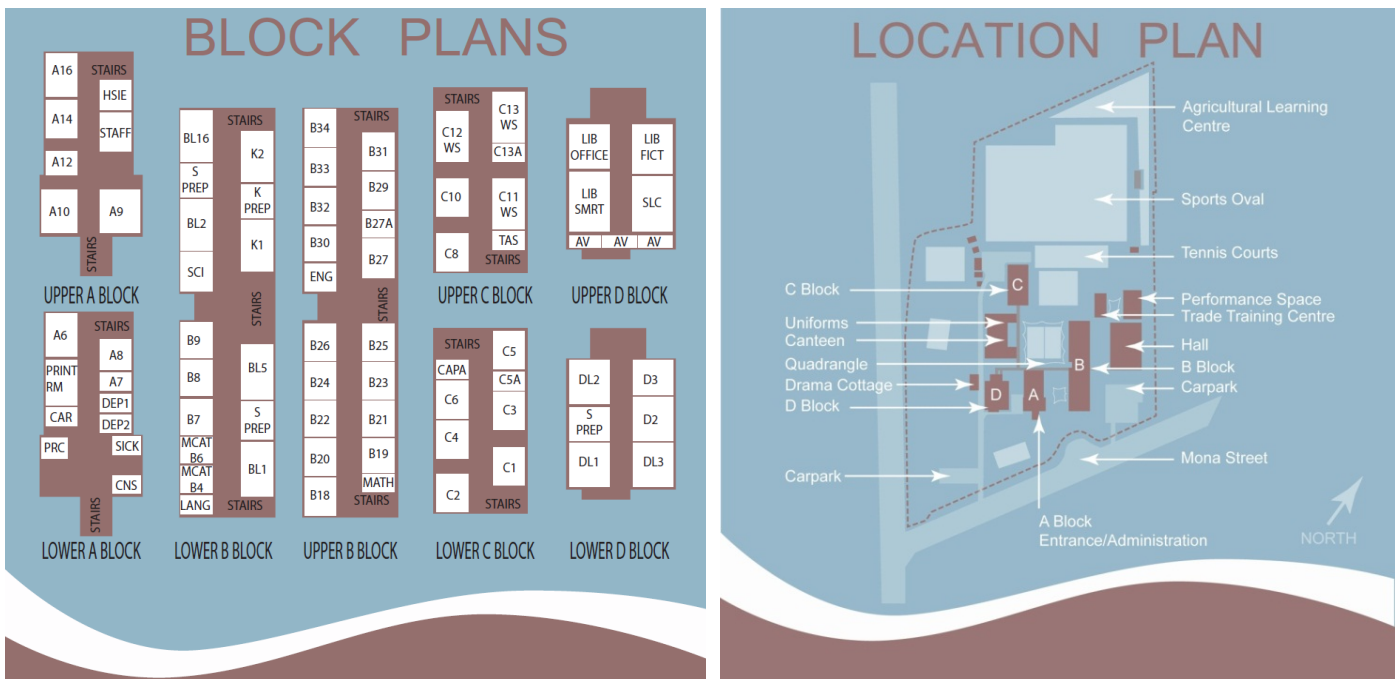
School will commence at 8:55am and finish at 3:20pm.

SCHOOL BELL TIMES

Period	Monday	Tuesday	Wednesday	Thursday	Friday
0	7:45 – 8:45	7:45 – 8:45	7:45 – 8:45	7:45 – 8:45	7:45 – 8:45
Transition	8:50 – 8:55	8:50 – 8:55	8:50 – 8:55	8:50 – 8:55	8:50 – 8:55
1	8:55 – 9:55	8:55 – 9:47	8:55 – 9:55	8:55 – 9:55	8:55 – 9:55
	Assembly 9:55 – 10:10	Roll Call 9:47 – 10:02	Assembly 9:55 – 10:10	Roll Call 9:55 – 10:10	Roll Call 9:55 – 10:10
2	10:10 – 11:10	10:02 – 10:54	10:10 – 11:10	10:10 – 11:10	10:10 – 11:10
EARLY LUNCH Warning Bell	11:10 – 11:40 11:37 – 11:40	10:54 – 11:22 11:20 – 11:22	11:10 – 11:40 11:37 – 11:40	11:10 – 11:40 11:37 – 11:40	11:10 – 11:40 11:37 – 11:40
3	11:40 – 12:40	11:22 – 12:14	11:40 – 12:40	11:40 – 12:40	11:40 – 12:40
Transition	12:40 – 12:45	12:14 – 12:18	Late Lunch 12:40 – 1:15 w-bell 1.12	12:40 – 12:45	12:40 – 12:45
4	12:45 – 1:45	12:18 – 1:10	1:15 – 2:15	Sport 1:15 – 2:45	12:45 – 1:45
LATE LUNCH Warning Bell	1:45 – 2:20 2.17- 2.20	1:10 – 1:43 1:41 – 1:43	2:15 – 2:20		1:45 – 2:20 2.17- 2.20
5	2:20 – 3:20	1:43 – 2:35	2:20 – 3:20	2:20 – 3:20	2:20 – 3:20
		Meetings 2:45 – 4:00			



SCHOOL MAP



SCHOOL DIRECTORY

School address	Pittwater Rd & Mona St Mona Vale NSW 2103
School phone number	9999 4035
Email address	pittwater-h.school@det.nsw.edu.au
Website	http://www.pittwater-h.schools.nsw.edu.au
Principal	Ms J Ferris
Deputy Principals	Mr Brett Blaker Ms R Fleming Ms S Behringer (Acting Deputy Principal)
School Executive	Ms K Purivs.....HT English Ms A Sechi.....HT Mathematics Ms R Krilich.....HT Science Ms A Peruzzi.....HT Human Society and Its Environment Ms F Gudmunson..HT Creative and Performing Arts CAPA Ms C Samojlowicz..HT Technology and Applied Studies Mr N Johns.....HT PDHPE Mr P Cigana.....HT Administration and Languages Mr A Fairley..... HT Well-being & Student Engagement Ms C Roulston.....HT Secondary Studies(Acting)
Student Advisers	Ms M Juric Year 7 Ms S Rous..... Year 8 Ms Greene Year 9 Ms PayneYear 10 Ms S Keen.....Year 11 Ms C ZarazaYear 12 Ms M WinterGirls Adviser Mr T Goodwin..... Boys Adviser
Assistant Advisers	Ms L Griffin.....Year 7 Ms E Lockhart.....Year 8 Ms L Giddings.....Year 9 Mr G Morton-Ramwell..... Year 10 Mr B Bryant..... Year 11 Ms K Cosentino..... Year 12
School Counsellor	Ms L Brincat
Sport Organiser	Mr N Johns
Careers Adviser	Ms J Bates
Librarian	Mr S Kovacs
Computer support	Mr G Clarke
Prefects Co-ordinator	Ms M Smalley
SRC Coordinator	Ms J More
Learning Support	Ms P Waters, Ms M Flood, Ms C Reynolds

SCHOOL EXPECTATIONS

Be Responsible	<p>Students are expected to be in full school uniform.</p> <p>Offensive and discriminatory behaviour including bullying, cyber bullying, verbal and physical abuse, harassment or physical violence will not be tolerated.</p> <p>Mobile phones and portable electronic equipment are to be switched off and kept in your pocket.</p> <p>Care for property belonging to yourself, school and others.</p> <p>Respectful, safe and considerate behaviour is expected from students, including travelling to and from school.</p>
Be Respectful	<p>Attend school and be on time every day.</p> <p>Remain in class or in designated playground areas at all times.</p> <p>Bicycles and scooters are to be chained to the bike racks on arrival at school.</p> <p>Student motor vehicles are to be parked outside school grounds.</p> <p>Students are responsible for their own valuables.</p> <p>Touch football, soccer and cricket (with a soft ball) are permitted on the oval. Basketball is permitted on the courts next to the tennis courts and handball is permitted in the quadrangle.</p> <p>Illicit materials, laser lights, high energy drinks, permanent markers, skateboards, aerosol sprays, chewing gum, tech decks, and liquid white out are not permitted at school.</p>
Aspire	<p>Produce original, referenced work with appropriate citations.</p> <p>Be prepared and maximise your potential.</p> <p>Be an active member of the school community.</p>

Be Responsible

Attend school and be on time every day.

- ✓ Attendance at school is compulsory for students up to the age of 17 years.
- ✓ If you are absent from school an SMS will be sent to your parents or care-givers. Parents / care-givers are required to provide an explanation for student absences either by a note to the student services desk, a return SMS reply or a phone call to the school office: ph. 99994035.
- ✓ If you are late to school you need to report to the front office to collect a late pass before you go to class.
- ✓ Early leavers must provide a parent / care-giver written note to student services before 8:45am. An early leaver's pass is then available for collection at the school office prior to leaving the school site.
- ✓ Students are expected to move to class immediately after the bell rings.

Remain in class or in designated playground areas at all times.

- ✓ Students may only leave the classroom with a note from the teacher.

Play Ground	Area
PG 1	Canteen
PG 2	Grassed area bounded by the fence on Pittwater Road, the western edge of the volley ball court and a line from the western edge of the portables to the fence
PG 3	The Oval – Students are to sit around the perimeter of the football lines marked on the field
PG 4	Quadrangle
PG 5	Year 7 area – COLA, grassed area between the oval and the Performance Space
PG 6	Senior area – shaded area between A and B blocks

Bicycles and scooters are to be chained to the bike racks on arrival at school.

- ✓ Students need to provide their own locks and chains. Students must wear helmets.

Student motor vehicles are to be parked outside school grounds.

- ✓ Student drivers must not take other students to school activities without written permission of parents / care-givers as well as authorisation of a Deputy Principal.

Valuables are the responsibility of the student.

- ✓ If brought to school, money, wallets, mobile phones, electrical devices and other valuables should be kept in a safe place such as a zipped pocket.
- ✓ The school takes no responsibility for lost, stolen or damaged items.

Touch football, soccer and cricket (with a soft ball) are permitted on the oval. Basketball is permitted on the courts next to the Tennis courts and handball is permitted in the quadrangle.

Illicit materials, laser lights, high energy drinks, permanent markers, skateboards, aerosol sprays, chewing gum, tech decks, liquid white out and are not permitted at school.

- ✓ Illicit materials include: tobacco, non-prescription drugs, implements for smoking, pornography and sexually offensive material, weapons, replica weapons, fireworks and discriminatory material.

Be Respectful

Students are expected to be in full school uniform.

- ✓ All students must wear BLACK enclosed leather shoes with their school uniform. Refer to sport uniform for sport shoe requirements.
- ✓ If there is an extenuating circumstance students need to bring a note from parents / care- givers explaining why they are out of uniform and when you will be in uniform. This note needs to be taken to your Head Teacher or a DP and they will issue you with a temporary green uniform card.
- ✓ Excessive make-up and jewellery is not to be worn with the school uniform. Pittwater High School will not be responsible for lost, stolen or damaged jewellery.
- ✓ Leggings are not part of the school uniform or sports uniform.

Offensive and discriminating behaviour including bullying, verbal and physical abuse, harassment or physical violence will not be tolerated.

- ✓ Bullying behaviour can be:
 - Verbal e.g. name calling, teasing, threats sledging.
 - Physical e.g. hitting, spitting tripping etc.
 - Social or Psychological e.g. ignoring, alienating, spreading rumors, dirty looks, malicious SMS, Snapchat, Instagram, Twitter, air dropping inappropriate content, email messages and misuse of mobile phones.
 - Stealing e.g. taking, damaging or hiding other people's property.
- ✓ If you are being bullied you need to contact a teacher, or your Year Adviser. Refer to the School Website.
- ✓ Be respectful to the whole school community, your teachers, school staff, your peers and visitors.

Mobile phones and portable electronic equipment.

- ✓ Portable electronic equipment may include iPod's, gaming devices, PSP's, DS', kindles and any other personal electronic devices. They should not be left in bags.
- ✓ Pittwater High School cannot be responsible for lost, stolen or damaged items.
- ✓ Head phones should only be used or visible when requested by the teacher.

Care for property belonging to yourself, school and others.

- ✓ Vandalism, graffiti, theft, damage to equipment such as school computers, school equipment, fire extinguishers, plants and animals will not be tolerated.
- ✓ Respect the space of others when moving around the school.

Respectful, safe and considerate behaviour is expected from students travelling to and from school.

Aspire

Produce original, referenced work with appropriate citations.

- ✓ All work must be your own and not plagiarised. Plagiarism can include, copying text from;
- ✓ Websites, text books, articles, and any other work produced by another person.

Be prepared and maximise your potential.

Be an active member of the school community.

- ✓ Be involved in extra curricula and school activities.

SCHOOL UNIFORM



Summer Tartan tunic of school material and design, Tartan pleated skirt and blue blouse. White socks.

Winter Blue short-sleeved, pin tucked blouse, choice of pleated tartan skirt of school material and design, or long black pants available from the uniform shop, choice of white sock or black stockings.

All Year Choice of grey V-neck woollen jumper, or maroon fleecy sweatshirt with PHS embroidered.

Shoes Black leather shoes. No white marking or edges. No suede. No boots.

Junior Girls Years 7 – 10 Summer Uniform



Summer Maroon polo shirt with PHS crest, grey shorts, of school design and grey or white socks.

Winter Maroon polo shirt with PHS crest, choice of grey shorts or long grey trousers of school design, and grey or white socks.

All Year Choice of grey V-neck woollen jumper, or maroon fleecy sweatshirt with PHS embroidered.

Shoes Black leather shoes. No white marking or edges. No suede. No boots.

Junior Boys Years 7 – 10 Summer Uniform

NB. Socks must be clearly visible on the ankle as per photos

Order online at <https://phsshop.com/>

Senior School Uniform



Senior Girls and Boys Summer Uniform

Senior Girls All Year

White tailored shirt with maroon trimming and PHS embroidered

Grey pleated skirt or black tailored PHS trousers

Black stockings or white ankle socks

Maroon Woollen V-neck pullover with school crest

Year 12 may wear their senior jackets instead of the pullover

Senior Boys All Year

White tailored shirt with PHS embroidered

Grey tailored school shorts or trousers

White ankle socks

Maroon Woollen V-neck pullover with school crest

Year 12 may wear their senior jackets instead of the pullover

Black leather lace up school shoes. No white marking or edges. No suede. No boots.

Maroon School Tie with PHS crest

Junior and Senior Footwear

The NSW Department of Education and Communities (DEC) guidelines in relation to safety and footwear in schools, under the Work Health and Safety (WHS) Requirements, prohibit students participating in practical activities in school if not wearing substantial footwear deemed safe by the DEC.

Unsafe shoes include those with openings; platform or high heels; shoes made from unprotective, open-weave materials such as canvas and cottons or similar; and other materials that do not provide adequate protection.

The staff, students and community of Pittwater High School have developed a uniform policy; in conjunction with the DEC and WHS guidelines and policies, ensuring safety and comfort for our students.

School shoes are to be:	School shoes are NOT to be:
<ul style="list-style-type: none"> • All black lace up school shoes • The entire foot is to be enclosed by the shoe including the upper section of the foot • The shoe is to have a stout sole and firm leather uppers • The shoe is to have low heels 	<ul style="list-style-type: none"> • Open weave and canvas shoes for example: Dunlop volleys • Alternate colours, must be all black • Open toe shoes • Ballet flats • Different coloured trimming

Examples of Acceptable Shoes



Examples of Unacceptable School Shoes



Sport Uniform



All Years

White polo short sleeved shirt with printed PHS logo, maroon sport shorts, white socks.



All Years

Navy blue microfiber track pants with PHS letters embroidered, navy blue microfiber jacket with maroon stripe, white trimming down sleeves and PHS embroidered crest.

Sports Shoes

Sports and PE shoes have similar restrictions placed upon them as our black school shoe. These shoes are also worn in the classrooms and school grounds, therefore, are applicable to the DEC and WHS policy and guidelines.

The Pittwater High School uniform policy allows for more flexibility in the choice of free colour for Sports and PE shoes.

However, all other requirements are the same as our policy and guidelines for the black school shoe.

Examples of Acceptable Sports Shoes



Examples of Unacceptable Sports Shoes



School Information

Student Advisers

Teachers are always willing to discuss a student's progress with parents. Early in the term the year adviser will advise you of the days and times which are available for interviews, but emergencies arise from time to time and these are treated accordingly by appointment.

HT Wellbeing and Engagement

The head teacher wellbeing is responsible for providing internal support for students and liaising with internal and external wellbeing agencies.

Student Adviser Girls

The girls' student adviser is available for girls who seek assistance when confronted with problems, particularly those which might arise in the first few weeks at high school or are associated with adolescent development of girls.

Student Adviser Boys

The boys' student adviser is available for boys who seek assistance when confronted with problems, particularly those which might arise in the first few weeks at high school or are associated with adolescent development of boys.

Deputy Principal

The Deputy Principal is responsible for overall welfare and teaching and learning. Appointments can be made with the Deputy Principal by contacting the school office.

The School Counsellor

The school counsellors are available to assist both students and parents who may need help or support in any area of their school or home life. Please phone the school to arrange for an appointment. (Located in the front office).

Careers Adviser

The careers adviser is available to discuss career options and to link students with appropriate employers, tertiary institutions, support work experience and school to work programs. Assistance is also available with goal setting and the development of individual resumes. The careers office is located in the Library.

Peer Support/Mentoring

Students in year 7 are supported by trained year 10 students in a program designed to develop supportive social relationships and assist in the adjustment to high school. Year 7 students gain confidence, social awareness and greater autonomy through the links developed in this program. By being a friend to younger students, this program helps year 10 students to develop their leadership skills.

Roll Call

Each student sees their roll call teacher five times per week. Roll call teachers support students on a daily basis.

Learning and Support Teacher

A learning and support teacher is available to work with students requiring assistance in the classroom or more individualised instruction. The learning support teacher can be found in the HSIE staff room.

Anti-Racism Grievance Officer and Anti-Discrimination Officer (ARCO)

The ARCO is the staff contact for issues related to racism and discrimination at school. Programs to address these issues are developed through the welfare system. This position is a State Government requirement. The ARCO is Ms Lustig, she is available to all students who experience discrimination at school and she can be found in the Languages staffroom.

Personal Development Courses

Lessons in Personal Development are conducted as part of PDHPE program and are taught as part of the regular curriculum to students in years 7-10.

Tolerance, Anti-Bullying and Peer Mediation

A program to develop tolerance and to prevent bullying at school is taught as part of PDHPE and wellbeing programs.

Student Representatives Council (SRC)

Student Representatives Council members will meet regularly to discuss matters of concern to students and give voice to student opinion. Student involvement and leadership skills are developed through SRC activities. The SRC coordinator can be found in the HSIE staffroom.

Gifted and Talented

Extension classes are offered in several years of the junior school. Students are encouraged to join competitions in English, Maths, Science, Geography and Physical Education. Extracurricular activities are available to students in the Creative and Performing Arts.

Camps

Camps are organised for students in years 7, 9 and 11. During camps, students will participate in educational and physical activities that promote team work, strengthen peer relationships as well as cover NESAs programs such as Crossroads. You will receive information about your camp via your year adviser.

The School Clinic

Location: Student Services in "A" Block. The clinic is used for emergency illness and accident. It cannot offer more than temporary assistance. In cases of serious illness or accident, medical attention will be sought at the direction of the parents.

We seek your co-operation in not sending children to school if they are ill, as our facilities are very limited and the risk of passing on an infectious illness can be very high in a school environment. When your child is ill or injured at school, they should report the matter immediately to the class teacher if it is at lesson time or to the nearest teacher on playground duty during the recess or lunch breaks.

Students must not go to the Clinic without a note from their teacher. Students must not enter the clinic without first reporting to Student Services.

All phone contact between parents and students must be done at Student Services.

The school undertakes to inform parents by phone as quickly as possible of any illness or injury occurs at school. Students are only sent home with parental authority and with the authority of the Deputy Principal.

If your child rings you and tells you they are ill, please direct them to Student Services and they will contact you.

The Learning Centre

The Pittwater High School Learning Centre is a welcoming place set over two levels. It connects with all facets of school life and learning.

The Learning Centre is open for all students from 8.00 am Monday - Friday, and is open every Lunch 1 and Lunch 2, and until 4.00 pm on Thursdays and Fridays.

Students are encouraged to use the Learning Centre in their own time for research, homework and recreational reading. The Learning Centre collection includes a variety of contemporary fiction books for all ages, including short stories, graphic novels and visual literacy resources. There are also non-fiction works and various periodicals specific to subject areas.

Other features of the Learning Centre include:

- Website with full resource catalogue information and eBook access - available through the Student Portal (My School Library). [Student Portal](#)
- Homework Club - supervised by a teacher from 8:15am every day if you have:
 - Classwork to catch up on or need help understanding better.
 - Homework to finish.
 - Assessment tasks to research or write.

- Competition support including the Premier's Reading Challenge, 1-Minute Film Competition and Hilarie Lindsay Short Story Competition.
- Senior Learning Centre (SLC) - supports seniors to develop and apply research and study skills, thus build their resilience and confidence as highly capable learners. [Senior Learning Centre](#)
- HSC HSIE Major Work Guidance from an experienced HSIE teacher.
- Full Student BYOLD and staff technology support. [BYOLD - Bring Your Own Device](#)
- Phone Free Fridays - take a break from your devices and socialise! Play board games or card games, read or just chill out in comfortable chairs.
- Multiple digital tools and devices to allow students to investigate, create and communicate both independently and collaboratively. Our innovative facilities support Computer-Aided Design (CAD), computer coding, Lego Mindstorm robotics and many other activities.
- Production Room - a fully equipped 'green room' for student filming, animation work, group presentation work and video learning. Bookable meeting room for students is also available.
- Full student printing facilities. [BYOLD wireless printing](#) (pdf 419 KB)

It is the students' responsibility to maintain and remember their logon and password. The library personnel and technical support officer can assist students who are having access difficulties.

Students may borrow up to 4 resources (fiction and non-fiction) on loan at any one time, as well as their English texts. Most books are on loan for 2 weeks with a further 2 week renewal period, if necessary. All English textbooks are borrowed through the library. It is the student's responsibility to return all library books and English text books to the Library. E books are also available for student loan.

No fine system operates, however, we expect students to be responsible and return resources by the date due so others may use them. Reminder slips and overdue notices are issued at regular intervals. At the end of each year students are expected to find all missing books and pay for all lost items. If 'found' books are returned the following year - no refund is available.

The PHS Senior Learning Centre operates within the library space. Senior students also have access to smaller withdrawal rooms off the main library space for private study or small group work. These can be booked at the Library office.

Access library resources

<https://oliver222.library.det.nsw.edu.au/oliver/libraryHome.do?sso=false&corporation=8379&noLogin=true>

Student Identification Cards

All students will be issued with a student identification card. These cards will enable students to borrow library books, access photocopiers and scan when signing into school late or leaving early. They will be issued once the school photographs have been taken.

Bike Safety

Pittwater High School takes an active part in road and bike safety campaigns. Students are required to wear helmets at all times when riding their bikes. Students are NOT to ride bikes in the school grounds and should walk them when crossing the street at pedestrian crossings. Bikes must be secured to the bike racks in the bike bay with an adequate chain and strong lock. Scooters must be secured in similar fashion.

Homework

Regular ongoing revision for each subject is an expectation. Students are to complete all given homework.

Newsletters

A newsletter link is emailed each fortnight and will arrive either Tuesday afternoon or Wednesday morning. Newsletters can also be viewed on the school's website. <http://www.pittwater-h.schools.nsw.edu.au/home>.

Text Books

These are on loan to students and are owned by the school. The school spends a large amount of money on text books and these must be kept in good condition for future students to use.

Parents are asked to see that the books are carefully looked after and returned in good condition at the end of the year or when the student leaves the school.

If text books are lost, damaged or not returned they must be paid for at the value assessed by the Head Teacher of the subject. Text books are not to be carried in bags that do not give adequate protection.

Sport

Sport is an integral part of the school curriculum and therefore compulsory for all students. Students who cannot take part in sport because of illness or injury, although they have been present for lessons, must produce a note addressed to the teacher in charge of sport. These students will be provided with study facilities or other recreation to occupy them during the sport session. Year 7 have sport integrated into their normal school day

Parent Student Portal - <https://web2.pittwater-h.schools.nsw.edu.au/portal/login>

Parents and students access to NAPLAN results, school report comments and attendance data, all of which allow students to take ownership of their progress and learning as well as allow parents to be able to monitor their child's progress. PHS reports are also distributed and accessed through the portal. For access and login details visit the Technology and e-learning section of the school website.

Technology - for information about technology and e-learning, including BYOLD at Pittwater High School visit <http://www.pittwater-h.schools.nsw.edu.au/technology> .

WHAT DO I DO IF I ...

... have been absent	<p>Present a detailed note from your parent / carer on your return. The note is given to the student services desk. Notes should have your name and roll group printed clearly to assist with recording and filing.</p> <p>An SMS reply to an absence message or phone call to the school will suffice for a note.</p>
... am late	<p>Go to the Student Services counter in A block for a late pass. Please provide a note from parents explaining the reason. An SMS is sent to advise parents of unexplained absences.</p>
... plan to leave early	<p>If you plan on allowing your child to sign out early on a school day, early leaver requests will only be considered if submitted prior to 8:45am, and must be accompanied by a note. Students must take their signed and dated note to Student Services prior to the commencement of the school day. Except in exceptional circumstances, early leave requests by phone will not be considered.</p>
... am feeling sick	<p>Report to Student Services counter in A block with a note from your class teacher.</p>
... am away from school for more than a few days	<p>Your parent / carer is to email the school advising the dates you will be absent and the reason for the leave eg. family holiday, medical.</p>
... am not in uniform	<p>Bring an explanatory note from home if there is a valid reason. Present it to the uniform co-ordinator in the Maths staffroom before 8.50am and collect a green card for that day. If there is no valid reason, students will be placed on detention.</p>
...am having problems	<p>Inform your Student Adviser, Head Teacher Wellbeing, a teacher you trust, Girls or Boys Adviser, a Deputy Principal or the School Counsellor.</p>
...have lost some property	<p>Check with Student Services.</p>
...am lost	<p>Ask a teacher for directions or report to the Student Services counter in A block.</p>
...have lost my timetable	<p>Login to your student portal. See your Year Adviser or front office. Save a picture of your timetable on your phone or computer. Login to the student portal.</p>
...am being bullied	<p>Tell a teacher immediately.</p>
...don't understand the work	<p>Ask your teacher for help or check with the Learning and Support Team, (HSIE staffroom).</p>
...want advice about career options	<p>See the Careers Adviser in the Library.</p>

Parent Involvement in the School

We welcome parental involvement in our school.

This is not only important for creating a strong school spirit and assisting the school financially, but it is important for your children to know that you are participating in their school life. It also allows you to gain a better understanding of the school where they will spend most of their time.

***PARTICIPATING IN PARENT ACTIVITIES AT THE SCHOOL IS ALWAYS APPRECIATED.
WE HOPE YOU WILL GET INVOLVED IN SOME WAY.***

Parents are offered many opportunities to assist with and participate in their children's education:

School Canteen

Samantha Manchester is the canteen manager, phone 9997 2673.

P&C Association

This body, together with its sub-committees including the canteen committee, has been instrumental in providing a great deal of equipment for the school. It is hoped that all parents will take an active interest in the affairs and functions of this association. It gives parents social opportunities and keeps them in touch with the school community.

The P&C contribution is a voluntary donation \$60 from each family (no matter how many children attend the school) which the P&C put to use for the general good of the school as a whole. It is our only source of income without minor fund-raising events – and far less painful.

Meetings are held on the Wednesday, Week 5 of each term in the Library at 7:00pm.

Volunteers are welcome as the numbers of parents helping the school increases the potential of all our children's learning outcomes. Please contact the President, Secretary or any member of the P&C

- President – Mr Matt Butterworth
 - Vice President (Canteen and Uniforms) – Ms Michelle Fitzgibbon
 - Vice President Performing Ensembles – Ms Cindy Wylie
 - Treasurer – Mr Mark Kirby
 - Secretary – Mr Phillip Parsons
 - Communications Coordinator – Ms Melissa Turnock
 - Engagement and Fundraising – Ms Robyn Keavy
 - Engagement and Fundraising – Ms Cindy Wylie
 - Sailing Support Group – Mr Tim Robinson
-

Parents are welcome to assist in our reading support program.

Please contact the Learning Support Team on 9999 4035 if you can assist.

ANTI-BULLYING POLICY

Bullying is intentional, repeated behaviour by an individual or group of individuals that causes distress, hurt, fear about being safe and secure or creates a risk to health.

Students and staff have the right to spend the school day free from fear of bullying, harassment, intimidation and / or victimisation.

Bullying can have verbal, physical, social and psychological dimensions.

Bullying can include: mean verbal comments, threatening or ridiculing someone, hurtful notes or graffiti, spreading rumours about someone, harassing or tormenting someone, making fun of (continually joking about a person at their expense), intentional excluding or ignoring a person or physical violence. Publishing a bullying incident through SMS, Snapchat, Instagram, Twitter, Email, YouTube or Facebook is also a form of bullying (cyber bullying).

OUT OF BOUNDS AREAS

The pathway to the main entrance of the school may not be used to play ball games while waiting for buses nor as a general play area.










The car parks, areas behind the Hall and at the front of the school are out of bounds at all times.

The bicycle racks are out of bounds at all times except to riders arriving to or leaving school. Bicycles should be walked, within the school grounds.

The grassed areas between Pittwater Road and the main entrance are out of bounds on Wednesday lunch. The area at the back of canteen to Pittwater Road and front of A & B Blocks to Mona Street are out of bounds.

BYOD DEVICE REQUIREMENTS CHECKLIST FOR PARENTS



 @ PITTWATER HIGH SCHOOL	
<p>BYOD (Bring Your Own Device) refers to students bringing a personally owned device to school for the purpose of learning. The purpose of BYOD is to continue technology rich learning for all students at Pittwater High School. There will be more opportunities for students to collaborate with others, connect with a global community, receive feedback from teachers, and create products like videos to show their learning.</p>	
<h3>What devices can students bring to school?</h3>	
	<p>Students can bring a laptop or tablet to school. The laptop or tablet must follow the required specifications. Students currently bringing their own devices to school find iPads, MacBook's & Chromebooks the easiest to work with.</p>
Device specifications	
<h4>Wireless Connectivity</h4>  <p>All devices must support 5GHz dual band. (802.11 n/ac wireless)</p> <p>Note: Not all 802.11 n devices support 5GHz dual band; some manufacturers choose not to include this functionality.</p> <p>Otherwise your device WILL NOT WORK at school.</p>	<h4>Memory and RAM</h4>  <p>Devices must have a minimum of 16GB storage and 2GB RAM.</p>
<h4>Wireless Connectivity (continued)</h4>  <p>If a device does not support 5GHz dual band, a USB dual band wireless adapter may be purchased to allow the use of Wi-Fi at school.</p>	<h4>Operating system</h4>  <p>Devices must have the current or the previous version of any operating system.</p>
<h4>Battery life</h4>  <p>Devices must last at least 5 hours without charge.</p>	<h4>Hardware features</h4>  <p>Devices must have a camera and microphone.</p>
Software & Apps	Student responsibility
<p>Devices must have software or apps that allow for:</p> <ul style="list-style-type: none"> - internet browsing - note taking - word processing - creating spreadsheets - creating presentations <p>Students can download free Microsoft & Adobe software for laptops at bit.ly/byodsoftware.</p> <p>Active antivirus software must be installed on laptops and Android devices.</p>	<p>Students must:</p> <ul style="list-style-type: none"> - sign the BYOD student agreement with their parent / carer before bringing their own devices to school - ensure their devices are safe and secure at all times - keep their devices safe using carry cases, screen guards, etc. -use devices according to school and NSWDEC policies <p>Families may choose to purchase insurance for student devices</p>
<p>For more information visit http://www.pittwater-h.schools.nsw.edu.au/technology/byod-bring-your-own-device</p>	
	



Compatible BYOD Specifications

Device Type	Windows Laptop	Mac Laptop	Windows Tablet	iPad	Android Device
Operating System	Windows 7 Windows 8 Windows 10	OS X 10.7 or higher	Windows 7 Windows 8 Windows RT Windows 10	ios 6.0 OR HIGHER	Chrome OS or Android v4.1 Jelly Bean or higher
Wireless Card	5GHz (2.4 GHz is not appropriate)				
Min. Screen Size	20cm (7.9 inch)				
Storage Capacity	64 GB Hard drive		16 GB Hard Drive		
RAM	2GB		2GB		
Min Battery Life	6 hours				
Required Accessories	Protective Case / Cover and headphones				
Other Requirements	Up to date Antivirus (available free e.g. Microsoft Security Essentials)			N/A	
Example of minimum device requirement	Lenovo ThinkPad X131e Dell Latitude	11" MacBook Air	Microsoft Surface RT (with keyboard highly recommended)	iPad or iPad mini Wi-Fi 16GB (With Keyboard highly recommended)	Google Chromebook Samsung Galaxy Tab 3

<p>Be Respectful</p>	<p>Show respect for others in the way you use technology in the school.</p> <ul style="list-style-type: none">Use technology for completing set workUse technology in a way that does not cause hurt to othersRefrain from commenting in a hurtful wayReport inappropriate use of technology
<p>Be Responsible</p>	<p>You have the responsibility to:</p> <ul style="list-style-type: none">Act in a way that does not endanger the computer equipment<ul style="list-style-type: none">e.g.: not eating or drinking near a computernot vandalising the equipment in any wayRespect other users of the network<ul style="list-style-type: none">e.g.: not interfering with another user's filesnot copying another user's workOnly access the Internet for study and research purposes not for recreation, gaming or entertainmentBe responsible with any personal access passwords by treating them as highly confidentialAvoid any activity which may infringe copyright – such as downloading music or video files – or which may promote any other illegal activitiesRefrain from downloading files from the Internet, unless with a specific teacher's permissionRefrain from using the school's network for personal email or for accessing "chat rooms".
<p>Aspire</p>	<p>Our students aspire to use technology to improve their learning knowledge and understanding of the world</p> <p>Our school has an extensive wireless network to support BYOLD use by students, both in class lessons and for research.</p>

BLUES POINTS COMMENDATION SYSTEM

How the Blues System works

- Teachers award students with Blues Points for achievements during class, at sport, after competitions etc. This is done on a Blues Points card.
- Points are tallied up throughout the year and the awards presented at Presentation night or at commendation assemblies.
- Blues awards encourage students to improve, to do well and to participate in all the activities at Pittwater High School.

Blues points are given in the following areas

- Inside class academic activities
- Outside class academic activities
- Sporting achievement
- Musical achievement
- Charities and community service
- School service
- Public speaking
- Leadership
- Student advisers award for excellence across a range of subjects.

Types of Awards

- **Half Blue** – awarded to students whose total points amount to between 60 and 99 points
- **Full Blue** – awarded to students whose total points in one year, amount to 100 points or more.
- **Distinction Blue** – awarded to students who have 100 points or more for three consecutive years.
- **Honours Blue** – awarded to students who have 100 points or more for six consecutive years.
- **Spirit Blue** – awarded to a student who accumulates the most blues points throughout their six years at Pittwater High School.

THE LEVEL SYSTEM

What is the Level System?

The Level System is designed to help you make a decision about your behaviour. It allows teachers to keep a close check on your progress and informing your parents.

When do I get placed on a Level?

Hopefully, never. Everybody starts school on Level 0. However, when you have not helped yourself to learn to the best of your ability, or when you have stopped others from learning, been uncooperative, thoughtless or disregarded the rights of others, then you may be placed on a Level.

You may be placed directly on a higher Level by a Deputy Principal or Principal if you are involved in a very serious incident of misbehaviour.

What is a Level?

A Level represents a period of close supervision of your progress. The more serious your behaviour, the more you repeat your misbehaviour, the higher the Level.

There are four levels in the Pittwater High School Discipline Program.

How Can I Avoid Being Placed on a Level?

Follow the positive behaviour values set out in this document.



PITTWATER HIGH SCHOOL

STUDENT MANAGEMENT PROCEDURES

The level system is designed to demonstrate that students are being responsible, respectful and aspire to achieve their best. This system also acts as restitution. When on a level card, teachers are able to provide positive feedback to students.

BEHAVIOUR		BEHAVIOURS INCLUDE	PROCESS	LEVEL
MILD UNACCEPTABLE BEHAVIOUR	<ol style="list-style-type: none"> Dealt with by the Classroom Teacher Head Teacher is informed Enter on Sentral 	<ul style="list-style-type: none"> Disruptive classroom behaviour Lack of application, incomplete classwork or homework Poor attitude to work Refusal to follow teacher instruction Does not bring equipment Disrespectful towards class teacher and / or peers Late to class 	<ol style="list-style-type: none"> Student receives a Level one Learning Contract Monitor for five lessons in one subject or ten days. If there is no improvement refer to head teacher for Level two faculty monitoring 	1
MODERATELY UNACCEPTABLE BEHAVIOUR	<ol style="list-style-type: none"> Dealt with by the Head Teacher of Faculty or Year Group in consultation with the Classroom Teacher Deputy Principal is informed Enter on Sentral 	<ul style="list-style-type: none"> Student is not responding to classroom controls regarding work; behaviour; attitude; guidelines; continued disobedience or defiance Bullying or Harassment of any kind i.e. verbal, cyber etc Repeated fractional truancy or whole day truancy Unacceptable level of swearing between peers Moderate aggressive verbal or physical behaviour Defiant and uncooperative behaviour Refusal to follow teacher instructions Rudeness to teachers and / or non-teaching staff 	<ol style="list-style-type: none"> Monitor for ten days Faculty monitoring Whole school monitoring: <ul style="list-style-type: none"> When faculty monitoring has not resolved behaviour issues When the behaviour impacts on more than one faculty. Extend time on Level two if behaviours do not improve or refer to the Deputy Principal for possible entry to level three. 	2
MAJOR UNACCEPTABLE BEHAVIOUR OR ONGOING UNACCEPTABLE BEHAVIOUR	<ol style="list-style-type: none"> Dealt with by the Deputy Principal Inform all staff Enter on Sentral 	<ul style="list-style-type: none"> Student does not respond to Class Teacher or Head Teacher controls; persistence disobedience or defiance Abuse, aggressive behaviour and / or rudeness towards teachers and / or non-teaching staff Major incidents of various natures Destruction of property within school grounds Jeopardising the safety of others Swearing aggressively, directly at any member of staff Smoking Stealing: Major incidents can be considered as aggressive behaviour for a level four and suspension Vilification of students i.e. intentionally insulting a person's identity, beliefs, values, race, gender etc. 	<ol style="list-style-type: none"> Monitored for ten days across all subjects Students report to Deputy Principal on a daily basis Level card is signed by parents on a daily basis Extend time on level three if behaviours do not improve or refer to the Principal for possible suspension 	3
SERIOUS OR EXTREME UNACCEPTABLE BEHAVIOUR OR ONGOING UNACCEPTABLE BEHAVIOUR	<ol style="list-style-type: none"> Dealt with by the principal or Deputy Principal Inform all staff Enter on Sentral 	<p>SHORT SUSPENSION</p> <ul style="list-style-type: none"> Continued disobedience Use of alcohol and repeated smoking Aggressive behaviour including verbal vilification, bullying and damage to property Post compulsory education: non serious attempt with learning <p>LONG SUSPENSION</p> <ul style="list-style-type: none"> Persistent or serious misbehaviour Physical violence Use or possession of a prohibitive weapon, firearm, or knife Use of an implement as a weapon Possession, supply or use of suspected illegal substance 	<ol style="list-style-type: none"> Monitored for ten days across all subjects Students report to Deputy Principal across whole school Extend time on level four if behaviours do not improve <p>SUSPENSION</p> <ol style="list-style-type: none"> Inform parent(s) / guardian(s) of suspension Send suspension letter and policy sent to parent / guardian address Post suspension resolution meeting with parents upon student return 	4

Transport for NSW

Fact sheet: The School Opal card

Who's eligible?

To be eligible for a School Opal card, students need to be NSW residents and may need to live a minimum distance away from their school:

- Years K-2 (Infants) there's no minimum distance.
- Years 3-6 (Primary) 1.6km straight line distance or 2.3km walking or further.
- Years 7-12 (Secondary) 2.0km straight line distance or 2.9km walking or further.

Students completing secondary studies at TAFE, boarding school students and students temporarily in Australia may also be eligible for a School Opal card. The eligibility criteria for these students is available at transportnsw.info/school-students.

A School Opal card is provided to eligible students who need to travel within the Opal network. Paper travel passes are issued to eligible students who need to travel outside the Opal network.

Who needs to apply?

Most students or parents won't need to apply for the School Opal card. The School Opal card will be sent to a student's school automatically at the beginning of the new school year in 2016.

However, a new application is required if:

- The student is just starting school or has not had a pass for travel before.
- The student is progressing from Year 2 to 3, or Year 6 to 7.
- The student is changing schools, including going between primary and secondary school.
- The student's personal details have changed (e.g. address).

Applications must be made by a parent or guardian for children aged 15 years and under. Applications must be made by the student if aged 16 years or older.

How to apply

Step 1 Complete the application at transportnsw.info/school-students.

Step 2 Print, sign and submit the form to the school for endorsement.

Step 3 The school will then forward the application to Transport for NSW for processing. Once approved, Transport for NSW sends the School Opal card to the home address given in the application.

The application may take several weeks and the applicant's email address is required.

If the student doesn't qualify for free travel

They may be eligible for a Term Bus Pass which offers travel on buses between home and school at a discounted rate for the whole school term.

Apply at transportnsw.info/school-students.

Find out more

For more information on the School Opal card and the School Student Travel Scheme (SSTS), please visit transportnsw.info/school-students.

FAO: School Principal

Dear Sir/Madam,

Changes to SSTS applications and the introduction of the School Opal card.

The School Student Transport Scheme (SSTS) gives eligible students free or subsidised travel between home and school, on the approved train, bus or ferry services.

From term one 2016, Transport for NSW will be issuing School Opal cards to students eligible for travel under the School Student Transport Scheme via a new online application process.

The introduction of the new School Opal card and online application form will provide significant benefits for schools:

Automatic renewal

Most parents, guardians and students won't need to apply for a School Opal card if they have already been given a school student travel pass and will automatically receive a School Opal card in 2016.

However, parents, guardians and students will need to apply if the student:

- is just starting school and has not had a pass before
- is in a transition year (i.e., year 2 to 3, or 6 to 7)
- is changing schools, including going between primary and secondary school
- or, if the student's personal details have changed (e.g. address).

Reduced distribution

While School Opal cards will automatically sent to schools for existing pass holders for distribution for travel in term one, all new applications received for travel from the start of 2016 will be sent directly to the student's nominated address.

Online application form

Schools will no longer need to keep the SSTS application form as parents, guardians and students can go online from 2 November 2015 to complete their application form, print it out and return it to the school.

Fewer forms

Schools will only need to endorse a single application form for each student's eligible address and send it to a single address (Locked Bag 5085, Parramatta 2124) even if they are applying for multiple services.

Simplified replacement process

Schools won't need to endorse additional applications for lost, stolen or damaged passes, as parents, guardians and students simply need to visit www.transportnsw.info/school-students or call 131 500 to order a

new School Opal card. Schools can continue to follow their current processes for students who have lost their pass.

Online eligibility assessment

The new online application portal will automatically assess eligibility based on distance rules.

Same eligibility rules

The eligibility rules for subsidised school travel remain the same for travel inside and outside the Opal network. Students may need to live a minimum distance away their school:

- Years K-2 (Infants) there's no minimum distance.
- Years 3-6 (Primary) 1.6km straight line distance or 2.3km walking distance or further.
- Years 7-12 (Secondary) 2.0km straight line distance or 2.9km walking distance or further.

Schools can find out more about the School Student Transport Scheme at transport.nsw.gov.au/ssts/schools

How you can help?

- Display the enclosed poster on the school noticeboard.
- Distribute the flyers to students and parents.
- Encourage applicants to go online to apply for 2016 travel in the Opal network via your communication channels. The application is available at transportnsw.info/school-students. Paper forms that have already been completed and submitted to Transport for NSW or a transport operator will be processed and do not need to be resubmitted.
- Responsibly dispose of any remaining blue SSTS application forms.
- Add digital tiles and banners to add to your website when they arrive via email.

If you have any questions or need further information, please contact Passes and Schemes on 02 9891 8900 or 1800 227 774.

Thank you for your support.

Transport for NSW

18 Lee Street Chippendale NSW 2008
PO Box K659 Haymarket NSW 1240
T 8202 2200 F 8202 2209
www.transport.nsw.gov.au
ABN 18 804 239 602

FOREST COACH LINES

4 Myoora Road
 Terrey Hills NSW 2084
 Fax: 9450 1619
 Phone: 9450 2277
 Email: buses@forestcoachlines.com.au

BUS TIMETABLES

Route No.	Time	Bus Route
162	Depart from Terrey Hills 7.40am Morning Bus	Myoora/Booralie 7.40am, (L) Mona Vale Road, (R) Powderworks Road, (R) Kalang Road, (L), Rickard Road (L) Pittwater Road, (L) Garden Street, (L) Macpherson Street via Mater Maria, Ponderosa, Samuel, Cabbage Tree Road, (R) Pittwater Road arriving at School at 8.05am
196	Depart from Terrey Hills at 7.52am Morning Bus	From Terrey Hills, Myoora/Booralie Ingleside (7.57am) via Mona Vale Road Direct (L) Pittwater, (R) Park Street (8.05am) students to walk from Park Street
141	Depart from Ingleside 8.20am Morning Bus	Chiltern and Mona Vale Roads – via Chiltern Road, (R) Cicada Glen Road, Cabbage Tree Road, (L) Minkara Road, (R) Narla 8.25am (Turn Around), (L) Minkara Road, (R) Cabbage Tree Road, (L) Walter Road, (R) Lane Cove Road, (L) Mona Vale Road, (L) Samuel, Cabbage Tree, (R) Pittwater, (L) Mona Street to school
294	Departs from Pittwater High School Mona Street 3.35pm Afternoon Bus	To Bayview & Terrey Hills via Mona Street, (L) Pittwater Road, (R) Rickard, Elanora, Anana, (R) Kalang, (L) Powderworks Road, (R) Mona Vale Road, (L) Chiltern Road, (R) Cicada Glen Road, Cabbage Tree Road, (L) Minkara Road, (R) Narla Road, (Turn Around), (L) Minkara Road, (R) Cabbage Tree Road, (L) Walter Road, (R) Lane Cove Road, (R) Mona Vale Road to Terrey Hills Terminus

STATE TRANSIT AUTHORITY OF NSW

AM SCHOOL SPECIALS TO PITTWATER HIGH SCHOOL FROM BROOKVALE AND MONA VALE DEPOTS

Mona Vale Lost Property: 9997 1261

Brookvale Lost Property: 9941 5821

ROUTE	DEPART	FROM	ARRIVE PHS	VIA
634	07.54	Careel Head Road	08.20	A
635	07.23	Cromer Heights	08.32	B
636	07.33	Warringah Mall	08.25	C
637	07.39	Beacon Hill	08.30	D
643	08.05	McCarrs Creek	08.21	E
644	08.08	Careel Head Road	08.38	F
712	07.59	Pittwater House School	08.36	G

EXPLANATION OF SIGNS

- A** Careel Head Rd (at Burrawong Rd) Avalon, Barrenjoey Rd Avalon, Barrenjoey Rd Newport, Beaconsfield St Newport, Barrenjoey Rd Mona Vale
- B** Howse Cres (at Truman Ave) Cromer, Rose Ave Wheeler Heights, Hilma St Collaroy Plateau, South Creek Rd Dee Why, Pittwater Rd Collaroy, Berry Reserve Narrabeen, Narrabeen Park Pde North Narrabeen, Coronation St Mona Vale, Mater Maria College Warriewood, Vineyard St Mona Vale, Village Park Mona Vale
- C** Warringah Mall Brookvale, Pittwater Rd Dee Why, Pittwater Rd Collaroy, Berry Reserve Narrabeen, Narrabeen Park Pde North Narrabeen, Mater Maria College Warriewood, Mona Vale Public School Mona Vale, Sacred Heart Primary School Mona Vale
- D** Warringah Rd (at Ellis Rd) Beacon Hill, St John's Primary School Narrabeen, Alfred St Cromer, South Creek Rd Dee Why, Pittwater Rd Collaroy, Berry Reserve Narrabeen, Garden St Warriewood, Mater Maria College Warriewood, Pittwater Rd Mona Vale, Mona Vale Public School Mona Vale, Sacred Heart Primary School Mona Vale
- E** McCarrs Creek Rd (opp 230) Ku-Ring-Gai Chase, Church Point Wharf Church Point, Annam Rd Bayview (walk around golf course to PHS)
- F** Careel Head Rd (at Burrawong Rd) Avalon, Barrenjoey Rd Avalon, Barrenjoey Rd Newport, Beaconsfield St Newport, Mona Vale Public School, Sacred Heart Primary School Mona Vale
- G** Pittwater House Dee Why, South Creek Rd Collaroy, Narrabeen B-Line, Pittwater Rd at Namona St North Narrabeen, North St North Narrabeen, Coronation St Mona Vale, Mona Vale Public School

STATE TRANSIT AUTHORITY OF NSW

PM SCHOOL SPECIALS FROM PITTWATER HIGH SCHOOL FROM BROOKVALE AND MONA VALE DEPOTS

Mona Vale Lost Property: 9997 1261

Brookvale Lost Property: 9941 5821

ROUTE	DEPART PHS	ARRIVE	VIA
632	03.30	Warringah Mall	A
633	03.28	Mater Maria, Warriewood	B
638	03.32	Newport	C
639 (Tues only)	02.55	Barrenjoey High School	D
640	03.31	Careel Head Road	E
645 (Tues only)	02.55	McCarrs Creek	F
645	03.46	McCarrs Creek	F
649	03.30	Beacon Hill	G
679	03.35	Avalon	H

EXPLANATION OF SIGNS

- A** Waratah St Mona Vale, Warriewood Rd Warriewood, Mater Maria College Warriewood, Pittwater Rd Narrabeen, Pittwater Rd Collaroy, Pittwater Rd Dee Why, Warringah Mall
- B** Coronation St Mona Vale, Sydney Rd Warriewood, Mater Maria College Warriewood
- C** Barrenjoey Rd Mona Vale, Beaconsfield St Newport, Barrenjoey Rd Newport
- D** Barrenjoey Rd Mona Vale, Newport Marina Newport, Barrenjoey Rd Newport, Barrenjoey Rd Avalon, Barrenjoey High School Avalon
- E** Barrenjoey Rd Newport, Barrenjoey Rd Avalon, Careel Head Rd Avalon
- F** Pittwater Rd Bayview, Pittwater Rd Church Point, McCarrs Creek Rd Ku-Ring-Gai Chase
- G** Mater Maria College Warriewood, Pittwater Rd Narrabeen, Pittwater Rd Collaroy, South Creek Rd Dee Why, South Creek Rd Wheeler Heights, Howse Cres Cromer, Caroola Rd Cromer, Alfred St Narrabeena, Warriehgah Rd Beacon Hill
- H** Barrenjoey Rd Mona Vale, Newport Marina Newport, Barrenjoey rd Newport, Old Barrenjoey rd Avalon, Hudson Pde Avalon, Hudson Pde Clareville, Plateau Rd Avalon

SUBJECTS

All students entering year 7 will commence similar courses of study. An overview of course structures after year 7 will be given at a special evening for year 7 parents during the year.

Following is a brief outline of the courses that year 7 students will experience in each of the subject departments:

- **English**
- **Science**
- **Mathematics**
- **History**
- **Geography**
- **Music**
- **French or Japanese**
- **PDHPE**
- **Sport**
- **Mandatory Technology**

English

English is a compulsory subject for all students in years 7 to 12. All students entering year 7 follow similar courses of study, which encourage students to develop competence in the areas of:

- Imaginative, interpretive and critical thinking
- Responding to and composing a wide range of texts
- Speaking, listening, reading, writing, viewing and representing
- Communicating effectively and appropriately with various audiences.

English is a dynamic and vital skill. Language shapes our understanding of ourselves and our world and is the primary means by which we relate to others. In years 7 to 10, English involves the study and use of the English language. Spoken, written and visual texts of varying complexity through which meaning is shaped, conveyed, and reflected are studied.

Students may become involved in debating, performance, poetry and dramatisation of scripts and poems.

A wide range of written and used texts will be covered to encourage students' learning about the power, value and art of the English language for communication, knowledge and pleasure.

Assessment: *Assessment in years 7 and 8 is ongoing and occurs throughout all coursework. Common assessment tasks will reflect the “big question” for each unit and are designed to develop student ability to communicate with intention, think creatively and critically and consider their world and themselves.*

Homework: *Homework is regularly set and will incorporate reading, writing, research, speaking and creative tasks. Students are expected to undertake wide reading and to read regularly at home.*

Equipment: *As per booklet*



Science

The year 7 Science course introduces students to laboratory work and to the many skills involved in experimentation, research and problem solving.

Topics are selected from the following sciences

- Biology
- Chemistry
- Physics
- Earth and Environmental Science

An introduction to the scientific method and the rigors of experimentation are major themes presented. Exercises in graphing and interpretation of scientific data are undertaken throughout the course.

Assessment: *Year 7 Science consists of an ongoing program of assessment for learning incorporating literacy and design tasks, experiments and homework. Formal assessment may include assignment tasks, practical work, literacy tasks and examinations.*

Homework: *This is a regular part of Science. Homework varies from answering questions with short written responses to a major design and experimentation project.*

Equipment: *Exercise book, homework book, pens/pencils and a ruler*

WHS requires all students to wear proper fully enclosed leather school shoes.



Mathematics

The high school course in Mathematics consists of three two year cycles called stages 4, 5 and 6.

The year 7 and 8 syllabus is comprised of 3 strands;

Number and Algebra. Students develop efficient strategies for numerical calculation, recognise patterns, describe relationships and apply algebraic techniques and generalisation.

Measurement and Geometry. Students identify and quantify measures and the attributes of shapes and objects and explore measurement concepts and geometric relationships, applying formulas, strategies and geometric reasoning in the solution of problems.

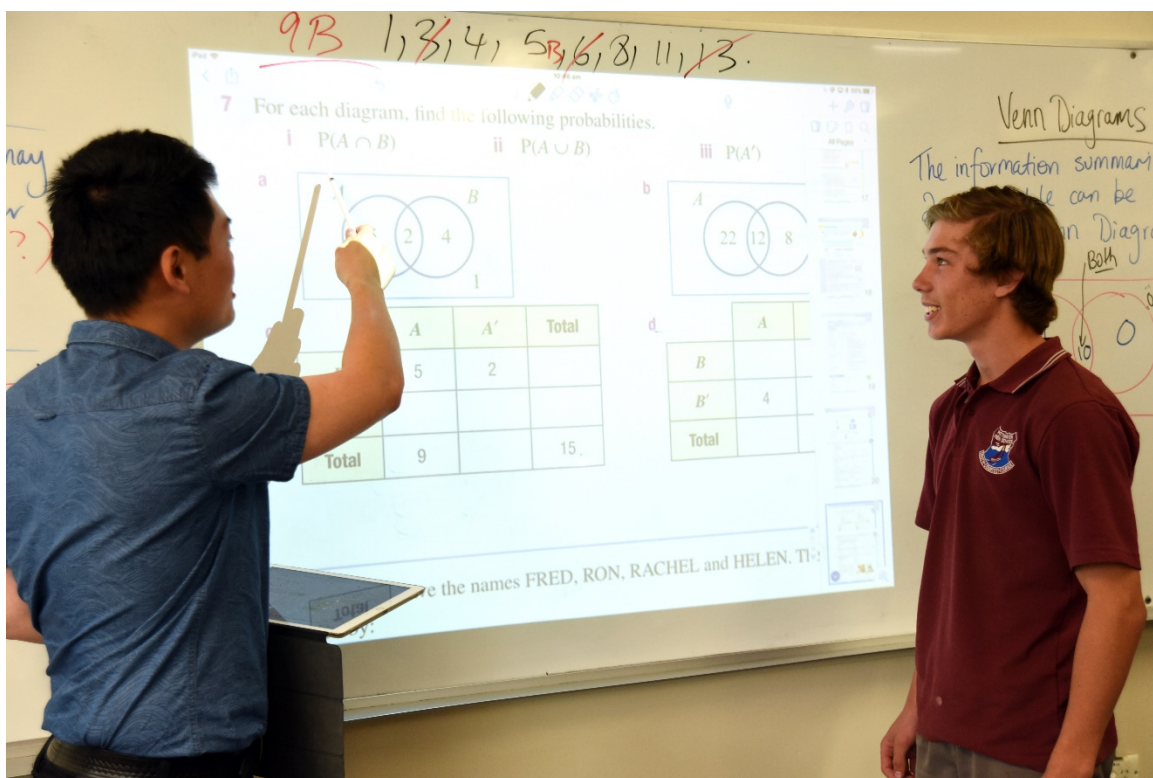
Statistics and Probability. Students collect, represent, analyse, interpret and evaluate data, assign and use probabilities and make sound judgements.

The course involves learning by experiment using technology and hands on experience. In years 9 and 10 students are graded into three levels according to ability. The students' performance in years 7 and 8 will be the determining factor.

Assessment: Four common assessment tasks during the year. There will also be class tests and assignments which will contribute towards the final year 7 assessment.

Homework: This will be required to be completed between lessons. The homework (20 minutes per night) should be recorded in your diary.

Equipment for Geometry, Measurement and Statistics, drawing instruments are needed. A ruler, protractor, set square and a pair of compasses. (Expensive sets are not necessary but the pair of compasses need to have a durable pencil locking device). An A4 grid book is also required for all lesson work. A scientific calculator is required which is available from the school uniform shop, (approximately \$25).



HSIE History

In year 7 History at Pittwater High School you will learn about

- What is History?
- The work of historians as detectives
- Ancient Egypt and one other ancient civilisation

To help you understand these things you will work as a history detective, complete an assignment on ancient civilisation and go on an excursion.

At the end of year 7 you will have developed your skills in

- Locating information
- Communicating your ideas in writing and discussion
- Listing events in order
- Relating to other people's experiences
- Information communication and technologies (ICT)

Assessment will be outcomes based activities including oral work, written and assignment work including creative activities.

Homework will involve finishing work, reading, completing research tasks and taking an interest in our world.

Equipment: Successful, responsible learners come to class with their exercise book, coloured pencils, pens and lead pencils, a glue stick, scissors and most importantly an enthusiasm for learning.



HSIE Geography

In year 7 and continuing into Year 8, all students study Geography. Our school's program links in with other NSW and Australian schools Geography programs so that if there is a change of schools similar work will be covered.

At Pittwater High School we study:

- The nature of Geography
- Introduction to the diversity of our world
- Significant physical and human geographic sites such as World Heritage Sites
- The factors and physical processes which contribute to the global variety of physical environments
- Geographical research (field work)
- Communities and their interaction with a global environment

Practical work can be useful in recognising some of our problems, but we need to know what place Australia has in the wider world as well, especially in the Asia Pacific region. World maps, satellite imaging and general mapping skills are important aspects of the course.

Geography is important to all of us, because it helps us understand where we as people fit in. If we could stand back, zoom out like a video camera and look at who we are and where we are, we have gone some distance to understanding what Geography is about.

Assessment: Tests, assignments, book work, class work and presented exercises. Assessment is continuous throughout the semester.

Homework is an important component of study in Geography. Most components will consist of completion work and set assignments.

Equipment: The correct equipment is essential – rulers, coloured pencils and protractor in addition to standard equipment such as pens and pencils.



Languages

Students will choose either French or Japanese in year 7. Language is compulsory in year 7 and is designed to teach students how to enjoy foreign languages and cultures and to interact with people from different countries.

You will be taught HOW TO LEARN a foreign language, how to communicate basic ideas in that language and how to enjoy aspects of the culture of the countries which speak that language.

We will try to cook food from our target cultures and will go on excursions when appropriate.

Students may elect to study either French or Japanese, or both languages, from year 8 until year 10. There is also an opportunity to pick up the study of a language in year 9 and then in year 11 it is possible to begin the study of a Language as a beginners' course, leading to the HSC. Students who enjoy Languages and achieve well in year 7 are recommended to continue their study of Language as it leads to a well-rounded education and a greater understanding of the world.

Assessment will include Homework completed, role plays and pair work, culture assignments and tests

Homework will be given on a regular basis and will be recorded in the school diary. Students who are absent from class **MUST** find out about and complete homework. Two assignments will be given during the year.

Equipment – You need to bring to class, pens, pencils, coloured pencils, glue, scissors, 128 page book and enthusiasm for exploring the use of language and culture in our world.



Music (General)

The year 7 Music course introduces students to the basic skills needed to read, write and play musical notation. The emphasis is on "music-making" and with our hands-on practical approach, using keyboards and guitars, students will be able to achieve an all-round general music experience through performing, creative work, composing and listening.

Students will complete a keyboard, guitar, and theory component once each fortnight.

Assessment: *Students are assessed on each unit of practical work when they are ready to be assessed. Short aural and theory tests will occur each term. Students with experience on instruments may be assessed on these instruments in place of keyboard or guitar in the second semester.*

Homework will be given regularly on the various units of work covered in class. Regular practise at home on key board, guitar or Band instrument is compulsory.

Equipment required for class includes workbook, homework diary, pens, pencils and instrument where appropriate.

Other musical activities in which students may participate are Bands, the Musicale, Dance/Drama Night and Music Excursions.

Instrumental

Most of the ensemble, rehearse twice each week and year 7 students with Primary School experience in Band or Strings work may join.

The Enrolment for band membership will be held in the school hall on Tuesday 6 February 2018 at 6.00pm.



Year 7 Extension Music

Our aim is to provide further opportunities for those who come to us with outstanding music ability. It is expected that these students will be part of the school's instrumental and choral ensembles and will elect music throughout their high school career. The Extension Music Class students will also have equal opportunities with all students to audition for other school and State-wide programs. Some of these students may have opportunities to further enrich and/or accelerate their music education in future years.

A separate program has been developed for the year 7 Music Extension Class.

Practical Music:

The class forms an ensemble which plays music at a higher level than other year 7 classes. The students are also expected to perform on individual instruments for a wide range of audiences and are assessed on their instruments each term.

Students also play keyboard to enhance their theoretical knowledge and have an opportunity to play guitar as a second instrument. Both keyboard and guitar are pitched at a higher level than other year 7 classes due to the fact that students can already read music and have advanced practical skills.

Composition:

Students are expected to have a high level of music theory understanding and this is accelerated at the individual level. Each student is assessed at their level of theoretical skills which leads to formal composition. Students are also expected to improvise on their instruments as part of composition.

Musicology:

Students study the history of their own instruments and important exponents of them. Due to the music reading ability of the students, the extension class reads full scores of selected works from various genres of music.

Aural:

Students dictate melodies and rhythms and recognise chords and scales. Students also recognise and understand the musical concepts perceptively due to their practical understanding.



Personal Development/Health/Physical Education (PDHPE)

The purpose of this course is to develop in each student the knowledge, skills and activities needed to understand, value and lead healthy and fulfilling lifestyles.

Physical activity must be viewed by students as a worthwhile and enjoyable pastime, so that it will be incorporated into their routines throughout their lives.

Physical Education

The Physical Education program for year 7 consists of:

Athletics

Athletic events that are included in the Athletics Carnival are taught. In addition, conditioning and cardiovascular fitness is developed through cross country and middle distance runs. Year 7 students have an introductory session in which emphasis is placed on developing skills in throwing, running and jumping.

Fitness

The need to reach and maintain a "reasonable" level of fitness is emphasized and incorporated into an enjoyable learning environment.

Gymnastics

Classes in gymnastics explore loco motor movements using mats and gym equipment.

Dance

Folk, line and circle dances are taught in co-ed classes.

Games

Basic motor skills are taught; throwing catching, hitting and kicking through playing a variety of games ie:

Australian Rules	Volleyball	Cricket	Hockey
Netball	Basketball	Softball	Touch
Soccer	Racquet Sports		

Student Requirements

- Appropriate school sports uniform (as listed under Uniform Requirements)
- All students are expected to change into sports uniform for PE lessons
- To prevent injury, students are not permitted to do PE in bare feet or ordinary shoes
- Parents are asked to notify the PE teacher if their child is unable to participate in PE lessons at any time, by way of a written note
- In cases of incapacity or long periods of illness, a Medical Certificate should be attached to the parent's note and addressed to the Head Teacher, PDHPE.

Personal Development and Health

This program covers contemporary health issues. Topics include:

- Human Sexuality
- Drug Education
- Self Esteem and Self Awareness
- Promoting Health – including fitness, nutrition
- Safe Living – including Life Saving Skills
- Students are encouraged to develop their communication, decision-making, interactive, moving, planning and problem solving skills
- Bring appropriate exercise book – 120 pages. Contribute actively to class discussions and activities.

Sport

Year 7 participate in integrated sport under the direction of the PE staff.

Athletics and a variety of games are taught and played; these include softball, netball, volleyball, basketball, cricket, touch and soccer. Sport is an opportunity for students to practice the skills learnt in physical education and apply them to a game situation.

School PE and sport uniform is required as listed previously in this booklet - including appropriate sport shoes.

Year 7 Gala Day

Each year all year 7 students compete against other schools in a day of sporting activities.

The sports include: Netball, Touch, Soccer and Basketball.

Year 10 students train and coach the teams and all students can choose their own sport and team. This is an enjoyable day for all of year 7.

Carnivals

Throughout the year there are three main carnivals.

- Swimming
- Cross Country
- Athletics

All students must attend the carnivals and try to be actively involved. Signed permission notes and money must be returned prior to the event. Should your child be away a note explaining absence needs to go to the roll call teacher for the Principal's approval. These carnivals are part of your child's education and curriculum. They are also an important opportunity for students to create positive relationships with their peers.



Technology Mandatory

TAS

Years 7 – 8: Technology Mandatory

At Pittwater High School students study a number of Technology areas including:

- Food Technology
- Textiles Technology
- Timber Technology
- Design Technology
- Graphics Technology
- Art Metal Technology
- Information Technology

The aim of Technology is to develop students' ability to design, produce and evaluate quality solutions that respond to identified opportunities and needs. It enables students to justify solutions and to responsibly, safely and creatively use and select materials, tools and techniques.

Students will complete design projects which will be presented in design portfolios. These are a document that provides ongoing evidence of the application of a design process and the technology that is used in the process. The design projects will be developed around products produced within the constraints of the design specialisations studied.

Projects may be selected from various context areas including Built Environments, Products and Information and Communication.

***Assessment** will involve outcomes based activities including practical work, written and assignment tasks. Assessment is continuous throughout the year.*

***Homework** will involve finishing work and completing tasks. It is expected that each student complete ALL components of each context area before progressing to the next.*

***Equipment:** All students will be required to wear fully enclosed black leather school shoes. Students must wear aprons for practical food lessons and will be required to bring a dishcloth, tea towel and container. Students will be issued with aprons (in their year 7 book pack) to use in other Technology areas.*

