



Pinjarra
Senior High School



STUDENT HANDBOOK

2020

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WELCOME TO PINJARRA SENIOR HIGH SCHOOL

Dear Parent/Carer,

A very warm welcome to Pinjarra Senior High School.

The purpose of this booklet is to provide information about our great school. It is also designed to support the transition of new students and families into our school community.

Pinjarra Senior High School has a long history of providing a quality education to the youth of the Pinjarra community.

As an Independent Public School, we work with our community and our school board to set our own strategic direction; have authority for day-to-day decision making and are in an ideal position to make decisions that best cater for our students. Parents and community members have an important role in partnership with the school to ensure every child at Pinjarra SHS is supported to have the best possible educational and personal opportunities and success.

Schools are about developing positive relationships. At Pinjarra Senior High School we want to develop strong three-way partnerships between staff, students and parents/carers. Communication is vital to a successful partnership so we encourage frequent contact with the school to monitor and support student progress.

Please have a look at the Pinjarra Senior High School website for additional information about the school. Our Strategic Plan (2018 - 2020) and School Annual Report are also located there, along with links to other important information about school policies, procedures and operations.

I am very proud of our school and its achievements, and look forward to working with you to ensure your child achieves educational success, together with strong personal growth during in their time at our school.

Yours sincerely,

Jan Stone



Jan Stone
Principal



Fiona Davidson
Associate Principal



Caroline Green
Associate Principal

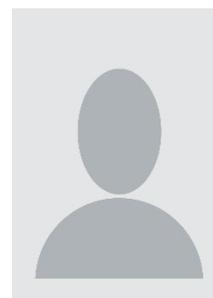
STUDENT SERVICES



Lelaine Boardman
**Vocational Education Teacher &
Learning Support Coordinator**



Anthony Pittman
**Manager of
Student Services**



Danielle Sinker
School Nurse



Kristie Van Dongen
Psychologist



Justin Hill
Chaplain



Vickie Anderson
**Aboriginal Islander
Education Officer
(Mon – Wed)**

2020 YEAR COORDINATORS



Imogen Ambrosa
Year 7



Emma Boyd
Year 8 and 9



Brennan Gillam
Year 10



Anthony Pittman
Year 11 and 12

SCHOOL SUPPORT



Julie Gray
Senior School Course Coordinator



Lisa Snowden
Student Support Officer



Linda Durup
Academic Extension Coordinator

OUR SCHOOL

John Fairbairn opened the first school in Pinjarra in 1848. We are currently approaching our centenary as our present site was occupied in 1921 when a three-room school building and manual training centre was completed. Since that time the school has grown and changed with the times and thousands of students have achieved in the academic programs and extra curricula activities provided throughout our history.

The school offers a comprehensive range of courses and runs outstanding programs to engage and extend the students. The Sound Way and Athletics programs support our Literacy and Numeracy programs in the school. All students are also engaged in pastoral care and well-being programs, designed to foster positive relationships, self-esteem and an inclusive culture.

An Academic Extension Program complements the school programs and offers an extensive extra curricula calendar with the focus on applied learning in the context of Environmental Science. These value adding activities encourage and develop the students' capacity to think critically and creatively, to problem solve and to connect their learning to the real world.

The Pinjarra Football Academy is an elite sports program for both female and male students. This school-based program provides extension, enrichment and additional opportunities for students in a football context.

Within the curriculum delivered at Pinjarra Senior High School, students have access to Automotive and Engineering workshops, a school farm, Digital Media and Technology, and an environment brimming with Outdoor Recreation opportunities. Our Arts students and their teachers are regularly featured in the community and we have a strong connection to our local primary schools through the Murray Waroona Schools Network.

The strong partnerships that the school has in the local business community and with universities affords many opportunities for the students to be involved in Work Place Learning, University enrichment programs, and scholarships.

School Mission

In a world where information and technology changes so rapidly, the only thing that our students can be assured of in their future is change. Pinjarra Senior High School prepares young people for continuous learning in response to the dynamic world they are entering. The staff also live in this same changing world and model this continuous learning in their own professional practice. This is reflected in the school mission, which is:

Pinjarra Senior High School is a place where: all people belong, life-long learning is nurtured, innovative education takes place, and achievement is celebrated.

Our Vision

The vision for Pinjarra Senior High School is one which aspires to grow and develop students and staff alike.

“Creating opportunities for individuals to progress towards personal excellence.”

Our Values

- **Strive:** We have high expectations of students and staff to pursue personal excellence.
- **Unity:** We encourage and support one another as a community to work and grow together.
- **Responsibility:** We embrace opportunities and take responsibility for the outcomes of our choices.
- **Care:** We foster a fair and equitable environment where all can thrive.

Priority & Focus Areas

Our Core Priorities are:

1. Success for all Students: Academic and Social

Students are supported to strive towards the development of social and emotional success as a pre-condition for their academic success. Staff will set high expectations, reward achievement and celebrate success of academic and behavioural milestones. The school will ensure relevant pathways to provide opportunities for the students' future.



2. High Quality Teaching and Learning

The school will build on its safe, orderly, well-resourced environment to develop high quality teaching and learning. Teachers will engage in a culture of performance development in a collegiate environment, to acquire high quality skills for student learning. Continual focus on the improvement of literacy and numeracy teaching skills is essential to the students' future success.

3. Effective School Processes and Leadership

The school will provide strong distributed leadership with a clear vision and direction for the use of resources and expertise that maximises student success. Student leadership is an important aspect of school operations and this representative group actively participates in school decision making.

4. Relationships with the Whole School Community

We will know our students well, building positive relationships with them, their families and the community, to provide opportunities for experiences that increase their capacity to learn and adapt to a dynamic and changing world. Students will explicitly learn the social skills required to be active and informed global citizens.

CURRICULUM, ASSESSMENT & REPORTING

Curriculum

Pinjarra Senior High School designs teaching and learning programs that comply with the Western Australian Curriculum and Assessment Outlines. These guidelines provide comprehensive information that we use to plan student learning programs, assess their progress and report to parents across Year 7-10 Curriculum in 7 Learning Areas. Pinjarra Senior High School has a focus of using Positive Behaviour Support framework and delivers the Curriculum through:

- Use of Critical and Creative Teaching Strategies
- Collaborative Teaching Strategies
- Student designed learning experiences

The students of Pinjarra Senior High School academic progress is supported by teachers through:

- The IT platform of CONNECT.
- A study skills program that is run across the school.
- Foundation to high school program in Year 7 that focuses on Literacy, Numeracy & Information Technology
- Literacy support and development program (Year 7 - Year 10)
- Intervention support from the Learning Support Team

In Years 7, 8, and 9 the school has processes and plans to enable teachers to discuss the curriculum and the students' progress. Teachers work together to provide specifically for the group of students they collectively teach. As students in their middle years are undergoing significant growth and development, the teachers work collaboratively to engage the students in their learning with a strong focus on becoming an independent learner in Year 7, extending the range of educational opportunities to the students developing interests in new things in Year 8 and focusing our teaching around developing competence in interpersonal and social relationships in Year 9.

Our focus for Years 10, 11 and 12 is achieving career and course goals that will enable students to transition from school to work, training or further study. Students study a rich and challenging curriculum, which has considerable flexibility. Career choice and pathway prerequisite achievement is the focus in Year 10, with students specialising in their pathway and being able to access ATAR, TAFE or the workplace in Year 11 and Year 12.

Learning Support

Pinjarra Senior High School provides an inclusive learning environment for all students. Parents of students who have a diagnosed learning issue are encouraged to provide diagnostic reports to the front office. The school supports these students via Individual Education Plans. Should parents want to discuss their individual child's needs they are welcome to schedule an appointment with the Learning Support Coordinator and School Psychologist. These bookings can be made through the Front Office.

Assessment

Students are formatively assessed in all Learning Areas to monitor progress and provide support for learning and achievement. Students and parents are able to monitor the student's progress through the CONNECT platform.

Reporting

Students receive a full written school report at the end of each semester. These reports are emailed to parents/carers. We encourage parents/carers to contact staff to enquire about and discuss their child's progress at any time.

OUR SCHOOL STRUCTURES

Good Standing

Good Standing at Pinjarra Senior High School is used as a whole school snapshot of a student's progress. Good Standing takes into account individual student attendance, academic progress, attitude toward school and conduct. Good Standing is divided into three categories Advanced, Good and Conditional. Students who fall into the Conditional Standing category are those that are unable to meet the school's minimum expectations as outlined by the schools Good Standing and Behaviour Management Policies (see school website). Students with Conditional Standing may find themselves ineligible to attend extra - curricular activities including afterschool sports, camps and other events such as the School Ball and Country Week. Students who show excellent progress in these areas may find themselves in the Advanced Standing category which could entitle them to receive extra incentives and rewards as an acknowledgement of their hard work.

Whole School Assemblies

Whole school assemblies are held twice a term in the gymnasium at the Murray Leisure Centre. The Student Leadership Group runs these assemblies, with Merit Certificates awarded to the students, along with information about school events and activities. Parents/Carers are notified before the assembly via a text message that their child will receive a Merit Certificate. Parents/Carers and community members are encouraged to attend.



Year Group Assemblies

Year group assemblies are held during a nominated pastoral care class. The Year Coordinator runs the assembly along with the Associate Principal from that year level. Students receive information about upcoming events and general information relating to their specific year level.

School Newsletter

A school newsletter is produced twice a term and is emailed to parents and carers.

The school website (www.pinjarrashs.wa.edu.au) provides up-to-date information about the school and student activities. Within our school community the newsletter is seen as an important way to keep parents/carers informed about school events. For parents and carers without email access, please contact the school to have the newsletter mailed out to a home address.

PSHS Facebook Page

The Pinjarra Senior High School Facebook page (www.facebook.com/pinjarrashs) provides and shares news and updates from the school, and provides another point of contact with the school. Please note that the Facebook page is unable to respond to enquires outside of school hours.

Attendance

According to government legislation, students must remain in education, training or employment with embedded training, until the end of the year in which they turn 17.

Department of Education regulations require every absence from school to be covered by an explanation. Parents/Carers may contact the school regarding an absence by writing a note, contacting Student Services by phone (9531 7099), SMS (0407 448 244) or via email (pinjarra.shs@education.wa.edu.au). When a student is absent for more than two days in a row, for medical reasons, a doctor's certificate is required as evidence of the absence. An automatic text message from the school will inform Parents and Carers when their child has been recorded as absent. It is very important that parents/carers notify us if they change their mobile phone number.

No student is to leave the school during the day without Parent/Carers permission. Students will need to sign out at the Student Services building. The school will provide students who need to leave school grounds during the day with an 'Official Government Leave Pass'.

Note: Most local shops and stores have agreed not to serve school aged children who are not with a parent or do not have an 'Official Government Leave Pass'.

House Groups

Each student will be allocated a House group.

Aztecs - Yellow	Spartans - Red	Trojans - Green	Vikings – Blue
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House points are awarded to students for their positive behaviour and achievements throughout the school year. Students gain points for Letters of Commendation (Gold Notes) and Merit Certificates. In conjunction with the House Athletics Carnival and the Swimming Carnival, these points are tallied to determine the Champion House.

Change of Address & Email

If parents/carers change address, telephone number or email, it is essential that they notify the school. In an emergency we need to know how to contact a parent/carer quickly, and therefore accurate records are vital to the school. If a student changes who they are living with, we need accurate information about who is taking responsibility for the student and how they can be contacted. Ensuring parents/carers keep their email address up to date is also important as reports are now emailed to parents.



VOLUNTARY CONTRIBUTIONS & CHARGES

For students, in **Years 7—10, parents/carers are asked to pay a set contribution of \$235.00.** This covers the cost of providing a child's education across all curriculum areas. This amount is set by the Department of Education.

There are additional contributions parents can make to enhance the educational programs and facilities that are available for students. These include the school bus, chaplaincy, amenities, personal printing, and some extra cost options students may choose to study. Years 8 - 10 have a selection of low and high cost electives to choose from.

It is recommended that parents/carers ensure that their child is covered by Personal Accident Insurance or Private Health that includes Ambulance cover. If a child is in need of an ambulance the school is obliged through Duty of Care to call an ambulance. **Currently the cost to parents/carers if their child needs to travel by ambulance to hospital (Mandurah) is approx. \$1000. The Department of Education does not cover this, and it is billed directly to the parent/carer.**

Parents/carers are required to provide their child's pens, pencils, files, lined paper, mathematics instruments, calculators, dictionaries and other basic items that are used each day. A list of requirements will be sent out at the beginning of December.

A variety of payment methods including Eftpos facilities, direct debit and payment plans will be available to assist parents to manage the expenses associated with their children's education. The *School Secondary Assistance Scheme* is available to eligible parents who hold a:

- Centrelink health care card
- Centrelink pensioner concession card, or
- Veterans' Affairs pensioner concession card

This funding can help offset costs (\$115 towards uniforms and \$235 towards voluntary contributions). Forms are available at the beginning of the school year at the front office and are due by the end of first term.

Uniform Shop

School uniforms can be purchased from the Uniform Shop which is open every Tuesday and Thursday from 8.00am to 9.00am. The Uniform Shop is open two days prior to the start of each school year. Secondary Assistance forms also include \$115 towards uniforms (if eligible).

Canteen

Students may purchase food and drinks before school, at recess and at lunch time. Students must order and pay for their lunch before school. Eftpos facilities are also available.

HOMEWORK POLICY

We recognise that regular home study is an integral part of the learning process.

Homework can take many forms but most importantly, it is the creation of a schedule of time into a student's usual life style for it to be successful. Parents/carers are asked to sit down with their child to schedule regular time for school work at home.

Homework Guidelines

- Review daily notes
- Complete exercises that began in class
- Revise for tests
- Research for assignments
- Final copy of drafts completed at school
- Preparation for the next day—bags, books, lunch, special clothes for PE, special requirements—container for cooking.



Time spent each night in reviewing the day's events has been shown to greatly improve a student's recall of information, reflective thinking, general organisational skills as well as academic results.

Classroom teachers are willing to answer any questions parents/carers may have around homework expectations and standards. Many are willing to email copies home if this will assist children to complete homework and assignment tasks. Please contact the school with any queries regarding this.

The recommended times for homework are:

Year 7	30 min per night	2.5 hrs per week
Year 8	1 hr per night	5 hrs per week
Year 9	1.5 hrs per night	8 hrs per week
Year 10	2 hrs per night	10 hrs per week
Year 11/12	3 hrs per night	15 hrs per week

- Teachers will set and monitor assigned homework and assigned work will form a part of each unit of study.
- Deadlines for assigned work will be clearly established.
- Penalties may be applied when students do not complete work on time. Students may negotiate alternative homework submission dates when circumstances require this.

Each student in Years 7 to 10 is issued with a school diary at the beginning of the year to help with homework organisation and planning. It is anticipated that Senior School students may elect to use an electronic diary, such as their mobile phone or computer to record information.

Students will also be instructed on how to use the diary.

Family Support

Family support for student learning is very important. Parents/carers help by:

- Assisting their child to reflect on the day by asking how things went.
- Having high expectations of their child and expect them to do some home study each evening.
- Ensure that there is a place where study can occur—any place where the student feels comfortable is quite acceptable. This might be in a bedroom, at the kitchen table or in another area of the home.
- Ask to see the work their child is producing (eg. assignments, tests or general class work).
- Listen to their child as he or she attempts to learn basic facts.
- Make contact with classroom teachers about supporting their child's home efforts.

PARENT/CARER INVOLVEMENT

Involvement in school by parents and carers helps children achieve the best possible learning outcomes. Parents/carers can participate in school life, both formally and informally, through the School Board, helping in the classroom or volunteering.

Parents/carers can become involved in the school community by:

- Becoming a member of the School Board or P&C Association
- Offering to assist in the Canteen
- Attending Parent Teacher Reporting nights
- Attending Year Group information evenings
- Offering to coach sporting teams for lower school carnivals
- Attending whole school assemblies
- Volunteering as a classroom assistant

Please contact the school if you are interested in assisting as a volunteer at the school.



BELL TIMES

	COMMENCES	ENDS
Period 1	8:30	9:17
Period 2	9:17	10:04
Recess	10:04	10:24
Homeroom	10:25	10:35
Period 3	10:35	11:22
Period 4	11:22	12:09
Period 5	12:09	12:56
Lunch	12:56	1:26
Period 6	1:26	2:13
Period 7	2:13	3:00



POSITIVE BEHAVIOUR EXPECTATIONS

Pinjarra Senior High School is part of the positive behaviour network of schools that seeks to educate our students on how to interact with our staff, students and community in a positive way. The matrix supported by the schools below outlines the positive behaviours we expect from students at PSHS. These expectations have been created by staff and students of the school with the endorsement of the school board.

	At all times	Learning times	Break times	In the community	Digital citizenship
To be TOLERANT we will	<ul style="list-style-type: none"> Have an appreciation of others' differences Listen without judgement Be caring to all people Be patient with people Acknowledge others' point of view and opinion 	<ul style="list-style-type: none"> Allow everyone the chance to participate and learn Allow each person an opportunity to speak 	<ul style="list-style-type: none"> Be considerate of others sharing the same space Acknowledge everyone's right to enjoy the space we share 	<ul style="list-style-type: none"> Be aware of our surroundings and the needs of others Appreciate the diversity in our community 	<ul style="list-style-type: none"> Be accepting of other's digital choices Be accepting of people's differing level of access to technology
To be RESPECTFUL we will	<ul style="list-style-type: none"> Treat others with kindness and courtesy Follow staff instructions Use good manners Choose appropriate language 	<ul style="list-style-type: none"> Have a positive attitude to learning Be on time Care for learning equipment and classrooms 	<ul style="list-style-type: none"> Help to maintain friendly order around the canteen Take care of the environment by keeping it clean Be mindful that everyone has the right to feel safe 	<ul style="list-style-type: none"> Accept and follow rules that are in place to keep us safe Take ownership of our community and care for its property 	<ul style="list-style-type: none"> Be kind to and about others on social media Be aware of the impact of our digital footprint Be mindful of our own privacy and the privacy of others Only use technology at appropriate times
To be UNITED we will	<ul style="list-style-type: none"> Work with others Celebrate others' success Wear the school uniform with pride Speak about our school positively 	<ul style="list-style-type: none"> Cooperate with staff and peers to achieve more as a team Support others and help one another learn 	<ul style="list-style-type: none"> Invite others to join our activity Welcome new friendships Stand together as bystander heroes 	<ul style="list-style-type: none"> Represent our school positively and with pride Leave a good impression 	<ul style="list-style-type: none"> Take a stand against and report online bullying Support others and refrain from sharing inappropriate or sensitive material
To EMBRACE OPPORTUNITIES we will	<ul style="list-style-type: none"> Seek out new challenges Strive to do our best Engage in a range of experiences and cultures 	<ul style="list-style-type: none"> Be on time and come prepared Strive to achieve more each time Use a range of planning resources to keep organised. 	<ul style="list-style-type: none"> Look for ways to include people Look for ways to be involved 	<ul style="list-style-type: none"> Actively seek out academic, leadership and social options on offer Join in local community events 	<ul style="list-style-type: none"> Use Digital Platforms to stay up to date with commitments Use technology to seek out and engage in global possibilities

Inappropriate Behaviours

Displays of bullying, physical and emotional abuse and physical intimacy are inappropriate in any school context.

Prohibited Substances

Illicit drugs, alcohol, tobacco products and smoking implements including lighters, vaporisers etc, are not permitted on the school grounds.

Designated Student Access Areas

Students are only permitted in designated areas of the school.

The school oval is only for students playing sport during recess and lunch. No food should be taken onto the school oval.

Students are not permitted in staff car parks, designated student car parks, or near student's cars/mopeds etc, during school hours.

Leaving School Grounds

Students must bring a note from a parent/carer if leaving school grounds for any appointment. Notes must be presented to the Student Services staff before a student is granted permission to 'sign out'. An official 'Government Leave Pass' will then be issued to the students. **Once students enter school grounds in the morning, they may not leave to go to local shops to buy food or other items.**

Student Compliance

It is expected that all students will abide by school rules whilst participating in any school activity.

Students must:

- Follow the instructions of teachers and adhere to classroom rules
- Attend school regularly, be punctual, prepared and well presented for class
- Display respect and courtesy
- Work responsibly and diligently on all activities
- Respect personal possessions and school property
- Adhere to the principles of fair play and sportsmanship.



SCHOOL UNIFORM

Under State government policy, the Pinjarra SHS School Board Inc., has endorsed a school uniform for all students attending the school. It is expected that all students will adhere to this policy.

The School Board believes a school dress uniform:

- Fosters and enhances the public image of the school.
- Assists in building school and team spirit.
- Ensures students are safely dressed for specific school activities.
- Encourages equity among students.
- Is the easiest, most practical and cost effective form of school clothing.
- Has a positive influence on the ethos of the school.
- Prepares students for work, as many work places have dress and safety codes.

Availability of Uniform Items

- Items are available from the school uniform shop.
- Those eligible for the Secondary Assistance Scheme can receive a \$115 uniform allowance.
(See page 11 for more details)

Students who enrol at Pinjarra Senior High School are expected to wear the school uniform. If the uniform is unacceptable, parents/carers and students have the right to apply for admission to a school where the dress code reflects their preference.

Strategies for Non-Compliance

Students not wearing the school uniform will/may be offered school uniform items to change into, or:

- Counselling from designated staff member on the benefits of wearing a school uniform.
- Assistance/support to obtain suitable clothing if necessary.
- A pass for an agreed length of time for dress modification.

Exemption on health and religious grounds should be applied for at the time of enrolment.

If you have any questions regarding the school uniform, please contact Student Services for more information.

The Pinjarra Senior High School Uniform is as follows:

Lower School (Years 7 to 9)

Years 7 – 9 Students wear a navy blue shirt. It is expected that students will wear navy blue shorts/skorts/skirts/tracksuit pants (no jeans or leggings)

Pinjarra Football Academy (PFA)

Year 8 and 9 **Pinjarra Football Academy (PFA)** students will wear the same navy blue uniform shirt as non-PFA students, and the Pinjarra Football Academy name will be embroidered on their shirts.



Senior School (Years 10 to 12)

Years 10 – 12 Students wear a white shirt with a navy blue pattern. Students will continue to wear navy blue tracksuit pants/shorts/skorts/skirts (no jeans or leggings).

Students will be able to wear the School Tracksuit and/or the School Rugby Jumper when needed.

COURSES, SPECIAL PROGRAMS & TERM DATES

Lower School

Year 7 to Year 10 students will be enrolled in either a general (mixed ability) or extension class for their MESH (Mathematics, English, Science, Humanities and Social Sciences) courses.

Year 7 students will be involved in a number of 'taster' courses over the year, such as Food, Textiles, Art, Drama, Music, IT, Metal and Woodwork. Year 8 students will have some limited choices of specialist courses.

Year 9 and 10 students select their elective courses for each semester.

Senior School

Year 11 and 12 students study six courses and choose from a range of pathways. The pathways provide courses leading to university entrance, alternative entry options for university and TAFE Certificates leading to an apprenticeship or entry into the workforce.

In Senior School, students may select from courses leading to employment, traineeships and apprenticeships, TAFE and University. Pinjarra SHS offers a range of Australian Tertiary Admissions Ranking (ATAR) courses, a broad range of School Curriculum and Standards Authority (SCSA) Courses, and Vocational Education and Training (VET) programs in areas such as: Automotive, Engineering, Rural Operations Industry,

Music, and Outdoor Recreation. These courses offer students opportunities to complete nationally recognised qualifications. Workplace Learning is also an integral part of many senior school courses.

Course Counsellors meet with students and their parents to negotiate the best possible learning pathways. Students are then enrolled in the appropriate courses that enable them to achieve a Western Australian Certificate of Education (WACE) or a Western Australian Statement of Student Achievement (WASSA) at the completion of their senior schooling.

Pinjarra Football Academy (PFA)

The Pinjarra Football Academy has been in operation at Pinjarra Senior High School since 2008 and in 2019 saw the inaugural intake of females into the program. The program seeks to engage and motivate the students in school through their interest in AFL football. The goal of the program is to develop the students during their middle school years, into self-motivated, disciplined individuals that develop into leaders within the school, local community and on the football field.

The selection process for a position in the PFA begins at the end of Term 3 at the annual PFA Draft Day. Students undertake athletic testing and questionnaires to determine their suitability to the PFA.



Academic Extension Program (AEP)

The Academic Extension Program (AEP) prepares our students to learn effectively, through an innovative academic program focused on innovation and enterprise skills. This is achieved through the provision of an engaging, well-rounded, academically rigorous and challenging program, where students are encouraged and supported to integrate knowledge, skills and processes across the learning areas. The program is structured around cross-curricular projects that emphasise collaboration and student ownership of learning culminating in the presentation of their work. Central to this program is an ethical core, which is the lens through which decision-making is concentrated, and which is a central plank for the personal development of the young people who successfully apply to be part of this learning community.

Through these processes, the AEP is designed to enhance the opportunities for leadership roles within the school and wider community, as the students are supported to develop their problem-solving capabilities, such that they are able to consider issues from a broad range of perspectives, as well as to have the capacity for determining complex solutions.

The Sound Way Program

The Sound Way Program is a phonics-based teaching program that quickly and effectively improves a class or an individual's reading and writing skills. We deliver this program to identified students as part of the Year 7 program to provide a strong literacy basis for success of students as they move through high school. We can also use it as part of our intervention strategies for students struggling with academic success because of literacy.

Cars & Stars

In Year 7 at Pinjarra Senior High School, the CARS AND STARS program is offered as a form of literacy intervention to improve the reading and comprehension levels of students who are not yet meeting minimum national standards in certain aspects of literacy.

The comprehensive program consists of ten levels that allow teachers to identify and teach twelve reading and comprehension strategies, and improve literacy results. The research-based series helps teachers quickly identify which of the reading comprehension strategies students might be struggling to understand. Informed by this data, teachers then provide students with targeted instruction depending on each student's individual needs.

The CARS AND STARS routine in Year 7 is supplemented with additional reading time in the library where students have the opportunity to read for enjoyment and practise applying their newly developed skills.

Medical Services

The school has a Community Nurse who works as part of the Student Services Team. The community Nurse's role includes: assisting and establishing systems to deal with injury and illness in the school community, supporting teachers to provide health education in the classroom and, assisting school staff and students to develop health care plans for students with special needs (eg. Chronic disease, physical disability, or other complex health conditions).

Chaplaincy Services

Our YouthCARE chaplain cares for the social, emotional, mental and spiritual wellbeing of students, families and staff. This support helps students achieve their potential, both academically and in their social and family lives. As well as offering pastoral care support and linking individuals or families into the relevant support agencies, our chaplain is involved in a number of proactive programs such as classroom education, camps and the Peer Support program.

2021 Term Dates

	Term 1	Term 2	Term 3	Term 4
Term Starts	Monday 1 February	Monday 19 April	Monday 19 July	Monday 11 October
Term Ends	Thursday 1 April	Friday 2 July	Friday 24 September	Thursday 16 December



PERSONAL ELECTRONIC DEVICES

The Student Mobile Phones in Public Schools policy bans students from using mobile phones from the time they enter school grounds to the conclusion of the school day.

This includes smart watches and listening accessories, such as headphones and earbuds.

The new policy supports staff and students to:

- Reduce the potential for learning distraction
- Protect the privacy of staff and students
- Improve health and wellbeing
- Reduce the chance of students bringing external issues to school through technology.

Year 7 to 12 students:

- Can have a mobile phone in their possession during school hours
- Must have their mobile phone turned off and out of sight during the school day.

Exemptions can apply for:

- Students to monitor a health condition as part of a school approved documented health care plan
- Specific purposes directed by the teacher.

All communication between parents and students during school hours should be directed through the school administration.



PUBLIC TRANSPORT AUTHORITY

Students have an obligation to conduct themselves in a manner that ensures both their own comfort and the safety and comfort of others. To assist students in understanding their obligations the Public Transport Authority (PTA) has developed the code of conduct shown below.

Behaviour

Respect other people and property

Examples of how to meet the code of conduct:

- Respect other people and their possessions.
- Follow the bus driver's directions without argument.
- Do not interfere with bus property, equipment, shelters and signs by marking them or damaging them.

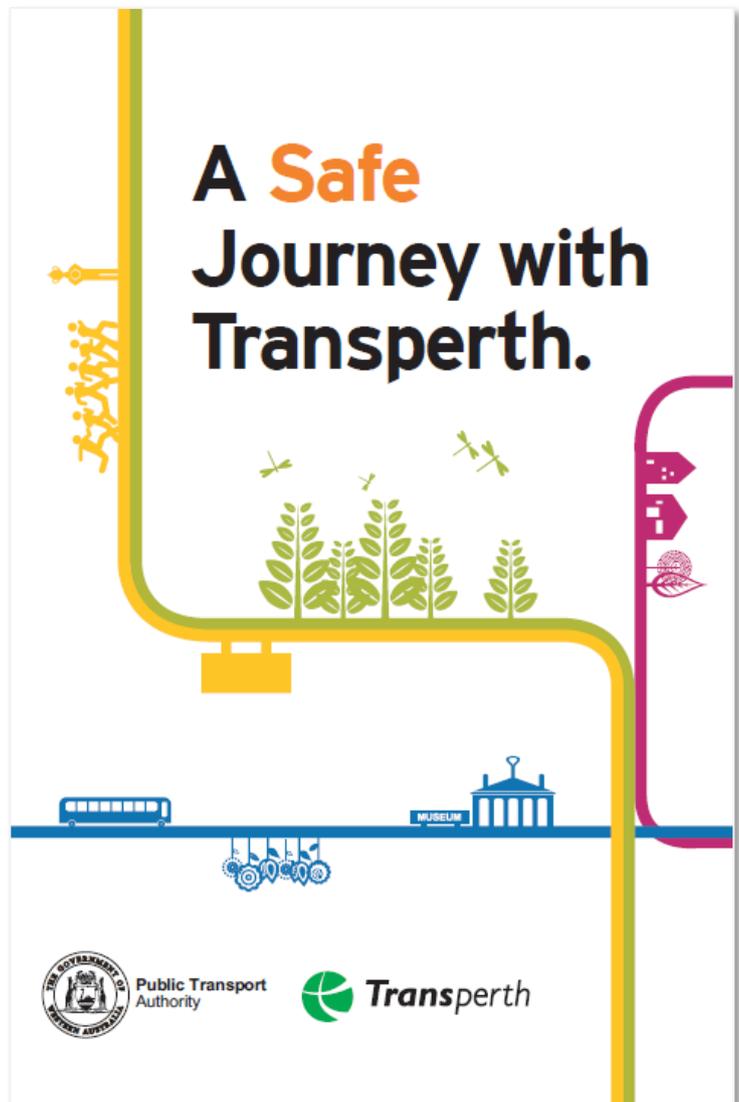
Wait for the bus in an orderly manner:

- Follow the bus transfer officer's instructions.
- Wait well back from the bus until it stops and allows other passengers to leave the bus first.
- Stand quietly without calling out or shouting.
- Do not push other people in the line.

While on the school bus, behave yourself.

Students must:

- Always follow instructions from bus staff.
- Sit properly on a seat (or in an allocated seat if directed by the driver).
- Wear a seatbelt (if fitted), at all times and in the correct manner.
- Store school bags/equipment under the seat or in appropriate luggage areas.
- Speak quietly and not create unnecessary noise.



Students must not:

- Bully other passengers.
- Place feet on the seats.
- Fight, spit or use offensive language.
- Throw any article around or from the bus.
- Consume food or drink, or play music without the permission of the driver.
- Use a recording device, of any description, to obtain images/audio of other passengers or the driver.
- Smoke (prohibited on all buses).
- Possess, consume or be under the influence of alcohol or a prohibited substance.
- Allow any part of your body to protrude out of the bus windows.
- Stand while the bus is in motion.
- Bring an object on the bus that is considered dangerous, or any object that may be considered as intended as a weapon.
- Act in a manner that would be considered an offence under any legislation.

Use approved bus stops:

- Students will only be allowed to get on or off the bus at an approved bus stop.
- It is the responsibility of students to get off the bus at their correct stop.

When leaving the bus, do so in an orderly manner:

- Wait until the bus stops before standing to get off.
- Leave the bus in a quiet and orderly manner.
- Never cross the road in front of the bus. Wait until the bus has moved away and it is safe to cross.
- Use crossing or traffic lights if available.



In case of an emergency or a break down, follow the driver's instructions:

- Wait until the bus stops before standing to get off.
- Leave the bus in a quiet and orderly manner.
- Wait in the area indicated by the driver.
- Do not interfere with emergency equipment, unless instructed to do so by the driver.

Failure to comply with the Code of Conduct may result in suspension from all bus services.

Students may travel to friend's homes on a school bus with written permission from their parents/carers, signed and stamped by the school.



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