



EDUCATING THE FUTURE



YEAR 7 - 12 INFORMATION HANDBOOK

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NSW
GOVERNMENT

Education

Public Schools NSW

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Secondary Department Staff

- **Mrs Kelly Lawson** is the Principal who is located in **L Block**.
- **Mr Michael Kowalewski** is the Deputy Principal (Rel) – Secondary who is located in **L Block**.
- **Mrs Tanya Beck** is the School Administration Manager who is located in **L Block**
- **Mrs Janine Sadgrove, Ms Courtney Gilmore and Mrs Julia Laidley** are the Administration Officers located in **L Block**.
- **Ms Sallianne Greentree** is the Librarian. **Mrs Bridgit Johnson** is the Administration Officer located in the Library.
- **Mrs Cara Wigger & Mrs Alicia Brinkley** are the Student Learning Support Officers.
- **Mr Chris Simpson & Mrs Melissa Phillips** are the Counsellors who are located in **A Block**.
- **Mrs Tracey Bright, Mrs Kylie Theile & Mr Indigo Braeder** are the Administration Officers located in **H Block**.
- **Mr Peter Hickey** is the General Assistant.
- **Ms Rayna Green** is the Careers Adviser. Located in H Block

The following teaching staff are in the Secondary staffrooms located in H Block:

Head Teachers

- **Mrs Melissa Kowalewski** (PDHPE / CAPA) – relieving
- **Mrs Vanessa Gillroy** (Maths / LOTE)
- **Ms Olivia Belshaw / Mrs Sheryn West** (Science/TAS)
- **Mrs Sharn Stewart** (English / History)
- **Mrs Belinda Bell** (Administration / HSIE) – relieving
- **Ms Lauren Sewell** (Wellbeing)

Teaching Staff

Mrs Katie Blazey, Miss Rachael Brown, Mrs Fiona Borchers, Ms Sally Bourke, Miss Anna Campbell, Ms Krysten Carter, Mrs Kate Craig, Mr Charles Dean, Mr Ben Eyles, Ms Gill Hennessy, Mrs Kim Holmes, Mr Blake Jeszczenko, Mr Paul Livissianos, Mr Chris Marshall, Ms Rebecca Mcfarland, Ms Hannah Moloney, Ms Emily-Jane Murray, Mrs Angela Moore, Ms Trish Mulhall, Ms Amber Oakman, Ms Jenny Paterson, Ms Rosemary Pearson, Ms Riaz Pheby, Mr Greg Rick, Ms Thandi Singh, Ms Paula Stuart, Ms Beth Taylor, Ms Emma Whiting, Mrs Roberta Worsley.

Secondary Organisation

Student School Term Dates 2022

TERM	START DATE	FINISH DATE
Term 1 (11 weeks)	Tuesday 1 st February Year 7, 11 & 12 Wednesday 2 nd February Year 8, 9 & 10	Friday 8 th April
Term 2 (10 Weeks)	Wednesday 27 th April	Friday 1 st July
Term 3 (10 Weeks)	Tuesday 19 th July	Friday 23 rd September
Term 4 (11 Weeks)	Monday 10 th October	Monday 19 th December

First Day Arrangements

Year 7, 11 and 12	Tuesday 1 st February
Years 8, 9 and 10	Wednesday 2 nd February

School commences at 9.10 am and finishes at 3.20pm. All Students are required to bring books for the first day. All Students are to assemble in the gymnasium. Students will be issued with their timetable on the first day.

Timetable Organisation

Jindabyne Central School operates on a two-week, 10-day cycle, with six periods each day. This cycle is nominated as **Week A** and **Week B**.

BELL TIMES (Monday to Friday)

An Assembly will be held each Thursday during period 2. Sport occurs each Friday for Year 7 to 10 students.

2022	
HOME ROOM	9.10 am
Period 1	9.20 am
Period 2	10.10 am
RECESS	11.00 am
Period 3	11.20 am
Period 4	12.10 pm
LUNCH 1	1.00 pm
LUNCH 2	1.20 pm
Period 5	1.40 pm
Period 6	2.30 pm
HOME	3.20pm

Subject Requirements

All Students require: Pencil Case with Ball Point Pens (Black, Blue, Red), 2 x HB Pencils, Coloured Pencils, Highlighters, Eraser, Sharpener, Scissors, Glue Stick and a 30cm Ruler

Year 7 & 8	
Subject	Requirements
English	1x 200 page A4 exercise book and 1x 128 page exercise book for Learning Journal. Both to have ruled margins
Geography	1x 200 page A4 exercise book
History	1x A4 200 page A4 exercise book with ruled margins
Mathematics	Scientific calculator (available from school office) @\$20 2x A4 5mm 128 page grid book
Music Mandatory	Notebook with Manuscript A4 display folder (at least 20 sleeves recommended), Headphones
PD/Health/PE	128 page exercise book, PE uniform, Hat
Science	2x A4 128 page A4 exercise book, 2 A4 display folder A4 with plastic sleeves, 8GB (+) USB. Fully enclosed black leather shoes for practical classes
Technology Mandatory	A4 display folder with plastic sleeves, Hair tie for long hair Fully enclosed black leather shoes
Visual Arts Mandatory	A3 Art books, HB pencil, 2B pencil, Black Artliner (Felt tip Pen)
LOTE – Japanese (YEAR 8 Only)	128 Page exercise book, A4 display folder

Year 9 & 10	
Subject	Requirements
Commerce	1x 200 page A4 exercise book
Drama	A4 Visual Arts Diary
English	1 x A4 200 page exercise book and 1x A4 128 page Learning Journal. Both with ruled margins
Food Technology	A4 128 pages Exercise Book, 1A4 Display folder with plastic sleeves, Hair tie for long hair. Fully enclosed black leather shoes for practical classes
Geography	1x 200 page A4 exercise book
History	1x A4 200 page exercise book with ruled margins
Industrial Technology-Timber	A4 Display folder with Plastic sleeves. Hair net for long hair Fully enclosed black leather shoes for practical lessons
Japanese	A4 Display folder, A4 Exercise book
Mathematics	Scientific calculator, 2 A4 5mm 128 page grid book, 30cm ruler
Music	A4 display folder, Music Notebook with manuscript, Headphones
PASS (Physical Activity and Sport Studies)	A4 128 page exercise book, PE uniform, Hat
PD/Health/PE	A4 128 page exercise book, PE uniform, Hat
Science	A4 128 page exercise book, 2 A4 display folder with plastic sleeves Hair tie for long hair. Fully enclosed black leather shoes for practical classes
Photographic & Digital Media	2x A4 plastic sleeve folders, 2 x HB pencils, 1 x 2GB USB
Visual Arts	1x A3 or A4 Art books, Black Artliner (felt tip pen), Permanent marker (Fine Tip) HB pencil, 2B pencil
Agriculture	128 pages Exercise Book, Fully enclosed black leather shoes

Curriculum

The NSW Educational Standard Authority (NESA) was created by the NSW government to sustain and improve the already high standards of achievement in NSW schools.

NESA brings together the curriculum, teaching, assessment, registration and policy functions previously provided by the Board of Studies NSW, and the NSW Institute of Teachers.

Jindabyne Central School offers secondary classes for Years 7 to 12 students. NESA has introduced a "Record of School Achievement", (RoSA) which replaces the previous School Certificate. This is awarded after the successful completion of Year 10 studies. Year 11 study toward the Preliminary Certificate, whilst Year 12 study toward achieving their Higher School Certificate.

Schools are required to offer a curriculum pattern that meets the NESA requirements. At Jindabyne Central School, the curriculum and syllabi are organised around stages:

Stage 4	Years 7 and 8
Stage 5	Years 9 and 10
Stage 6	Years 11 and 12

HSC Reforms – Stronger HSC Standards

To help support high school students achieve their best, the Higher School Certificate (HSC) has been reformed. The changes were designed to help motivate and challenge students to achieve at their highest possible level, reduce excessive stress and give students more skills and career options.

The reform creates stronger HSC standards by focusing on:

- a minimum literacy and numeracy standard
- updating the curriculum
- streamlined assessment.

The New South Wales Higher School Certificate (HSC) is a highly valued credential in Australia and internationally. NESA has identified key areas for reform through extensive consideration of issues relating to the HSC at board level and in consultation with major stakeholders over the past three years.

Students master basic skills at different stages. We offer multiple opportunities for students to pass the minimum standard online test, starting from Year 10.

From 2021, all Year 12 students in NSW must reach a minimum standard of literacy and numeracy to receive their HSC.

In **Years 7 and 8**, all students undertake a common curriculum in the eight key learning areas:

1. English
2. Mathematics
3. Science
4. Human Society & Its Environment (HSIE) - History and Geography
5. Personal Development, Health & Physical Education (PDHPE)
6. Languages Other Than English (LOTE) - Japanese
7. Technology & Applied Studies (TAS) - Food, Wood, Textiles and Graphics Technology
8. Creative and Performing Arts (CAPA) - Music and Visual Arts

Students must successfully complete these courses, prior to commencing their Stage 5 course work in Year 9.

In **Years 9 and 10** students are required to study a number of mandatory courses - English, Mathematics, Science, Geography and History. Active participation in Personal Development, Health & Physical Education and Sport is also mandatory. Careers Education, School-to-Work Programs, and Information Technology skills development are part of each syllabus, and are a focus in this stage.

In addition, students may study two electives which may include, but not be limited to, the following options:

- Agriculture
- Commerce
- Drama
- Food Technology
- Music
- Information Software Technology
- Industrial Technology (Timber)
- Language - Japanese
- Photographic & Digital Media (PDM)
- Physical Activity and Sports Studies (PASS)
- Visual Arts

Elective courses run across Stage 5 and can be either 100-hour or 200-hour courses. A separate Year 9 and 10 Curriculum Manual, which gives details of the subject choices, is available. Please contact the school if you would like a copy.

In **Years 11 and 12**, students are required to study English, as well as a range of subjects that are listed in the Senior Curriculum Manual. The Year 11 and 12 Curriculum Manual provides details of the subject choices. Please contact the school if you would like a copy. The schools' policy provides for a minimum of 12 units to be studied in years 11 and 12 unless there are exceptional circumstances.

NB: Some courses are offered through Finigan and Dubbo Distance Education Centres with support from the school.

The NSW Record of School Achievement (RoSA)

Stage 5 Eligibility

Students entering Year 9 are eligible for the NSW Education Standards Authority (NESA) credential, the *Record of School Achievement* (RoSA) when they have completed Stage 5 at the end of Year 10. The RoSA will be issued to students only if they complete Year 10 and leave school before they complete the HSC.

Students must have:

- Attended a government school, or have attended a registered non-government school to which a current certificate of accreditation for presentation of candidates for the Record of School Achievement applies, or have attended a school outside New South Wales recognised by NESA
- Participated and satisfactorily completed courses of study which have been determined as appropriate by the NESA for the Record of School Achievement
- To the NESA's satisfaction, undertaken the requisite examinations or other forms of assessment
- Completed Year 10

Content of the RoSA

The Record of School Achievement (RoSA) is a cumulative credential for students who leave school before completing their Higher School Certificate. The RoSA is only awarded to students who complete Year 10 and then leave school before completing Year 12. Students who complete Year 10 and then successfully complete Year 11 and Year 12 will not receive a RoSA. Instead, they will be eligible for the award of the HSC.

The RoSA lists all mandatory and additional Stage 5 and, where applicable, Stage 6 courses completed by the student, along with the grade awarded. The Record of School Achievement (RoSA) is the credential for students who leave school after Year 10 and before they receive their Higher School Certificate (HSC).

Excursions

Excursions, fieldwork, camps and welfare days are an essential part of the school curriculum. These activities:

- complete the practical and field work requirements of many of the syllabi.
- enrich courses through varying the application of class-based study.
- provide important opportunities for students to develop a range of skills such as communication, problem solving, decision making and conflict resolution.
- build on the Physical Development Health and Physical Education programs which deal with important life issues, such as drug education, sexuality and relationships and
- develop students' study and learning skills.

These activities are not regarded as optional - ALL students should attend. They are an important part of each student's development as a learner, an individual and a responsible community member.

Parents are urged to ensure their children participate in all these activities. Where there are financial difficulties, the school can help through the Student Assistance Scheme.

Library

Hours

The library is open from 8.45 am and closes at 3.30 pm, most days. It is open briefly to students before and after school, and during the second half of lunchtime every day other than Friday.

Loans

Resources are generally loaned for two (2) weeks, unless in high demand. Reference books may be borrowed overnight, when required, and must be returned promptly each morning. Variations in loan policies require the permission of the Teacher-Librarian. The student is responsible for all resources borrowed on his/her name.

Internet Usage

Students can use the computers to access the internet either during class, and/or with the permission of their teacher during lunchtimes (Lunch 2). The Department provides students with filtered access to the Internet. Students also have access to a secure learning portal. After logging into their portal, students have access to a personalised email account and online applications. These resources enable students to collaborate with peers, publish online, and securely store their data for access within, or outside school.

Text Books

There are set student fees for each year. The textbooks used by students make up part of this fee, and this fee must be paid before students are able to loan books on a more permanent basis. This assists the school in the purchase and maintenance of the extensive text book requirements across all faculty areas. They must be kept in good order and returned on completion of the course. If books are damaged, lost or destroyed, an invoice for the replacement cost of the books will be issued.

Student Representative Council

Students are elected onto the SRC by their fellow students at the start of each year. The SRC is formed by representatives from each year group. These representatives bring the suggestions and concerns of their peers to the weekly forum for discussion and decision-making. They are involved in the planning and running of a range of activities and events throughout the year.

The SRC perform an invaluable service, raising funds for chosen charities and providing social events for the whole student body. Representatives from the SRC also attend Regional Camps to participate in training, and discuss different ideas for future implementation at JCS.

The Wellbeing Program

At Jindabyne Central School we have a comprehensive Student Wellbeing system, designed to help and support students.

There are a **team of teachers** who have a specific role in assisting students with their welfare needs. They include the Principal, the Deputy Principal, the School Counsellor, the Student Learning and Support Teacher, and the Year Advisers.

The Year Advisers for 2022 are:

Year	Name
7	Ms Hannah Moloney
8	Mr Ben Eyles
9	Ms Jenny Paterson
10	Ms Roberta Worsley
11	Ms Angela Moore
12	Mr Paul Livissianos

In addition, the Welfare Committee develops a program of welfare activities which focus on such topics as: Bullying & Harassment, Fitting In, Health Rights & Responsibilities, Risky Behaviour, Gender Issues, Conflict Resolution, Peer Support and How to Access Health Services and other topics as identified.

Towards a happy and safe school:

Jindabyne Central School is committed to providing a positive learning environment in which students can work in an **atmosphere of mutual respect and co-operation**. We prepare each student to enter society as an effective member of their community and we operate within the secondary school's **Code of Behaviour**.

Our welfare and discipline procedures are designed to enable students to play their part in creating that environment. We assist them to become resilient individuals who can enter society as mature, happy, confident, responsible and well-educated citizens.


About PBL

Positive Behaviour for Learning, known as PBL, is an evidence-based whole school systems approach that:

- addresses the diverse academic and social needs of every student to support them to be successful
- supports students in early childhood settings through to senior years of schooling
- enables schools to establish a continuum of supports that are intensified to meet the needs of every student
- is team driven, using a problem solving approach (data, systems and practices) that engages students, parents and all school staff
- establishes positive social expectations for all in the school community
- provides a framework for the school and its community to collectively support the wellbeing of every student.

When implemented well:

- students respond positively as they have been taught what is expected of them
- staff deliver consistent responses to student learning and behaviour
- students feel safe and cared for at school. Their parents, family and community are more involved in their school
- unproductive and challenging behaviour can be significantly reduced for most students.



LOCATIONS	RESPECT	RESPONSIBILITY	PERSONAL BEST
ALL SETTINGS	<ul style="list-style-type: none"> - Place rubbish in bins - Use kind words and actions 	<ul style="list-style-type: none"> - Take care of equipment and belongings - Care for self, others and the environment 	<ul style="list-style-type: none"> - Always do your best - Be prepared - Join In and include others
CLASSROOM	<ul style="list-style-type: none"> - Take care of belongings, resources and equipment - Use kind words and actions - Keep hands and feet to yourself 	<ul style="list-style-type: none"> - Respect others rights to learn - Stay in your seat - Be prepared with equipment - Listen and follow instructions 	<ul style="list-style-type: none"> - Stay on task - Always do your best
CORRIDORS /WALKWAYS	<ul style="list-style-type: none"> - Walk to the left in corridors and walkways - Walk quietly so that others can learn 	<ul style="list-style-type: none"> - Keep belongings tidy - Line up and wait for the teacher - Keep corridors and walkways tidy 	<ul style="list-style-type: none"> - Move directly to class - Give way to others and allow personal space
TOILETS	<ul style="list-style-type: none"> - Clean up after yourself - Allow for privacy of others - Maintain a clean environment 	<ul style="list-style-type: none"> - Return to classroom or playground as soon as possible - Wash hands with soap and water - Use resources (soap & water) appropriately. 	<ul style="list-style-type: none"> - Report problems to the teacher - Plan your time to go at break times.
CANTEEN	<ul style="list-style-type: none"> - Line up and wait your turn to make your own purchase - Use polite language and remember your please and thank you 	<ul style="list-style-type: none"> - Place all rubbish in bins - Use your own money - Be patient and quiet and keep body language calm 	<ul style="list-style-type: none"> - Collect food and return to eating area - Make a healthy choice and it will support your learning
BUS LINES AND TRAVEL	<ul style="list-style-type: none"> - Wait patiently in designated areas - Keep hands and feet to yourself - Be polite and remember your please and thank you - Respect the Memorial Garden - Stand or sit in the space provided 	<ul style="list-style-type: none"> - Keep belongings tidy - Follow all of the driver's directions - Remain seated while travelling 	<ul style="list-style-type: none"> - Report problems to the bus driver and school - Step carefully on to the bus - Go straight into school before school - Go straight to bus lines after school
ALL PLAYGROUND AREAS	<ul style="list-style-type: none"> - Place rubbish in bins - Be mindful of others games and ages - Follow teachers instructions 	<ul style="list-style-type: none"> - Stay in approved areas - Move on the bell - Learn and play by the rules of the game 	<ul style="list-style-type: none"> - Play fairly and show good sportsmanship - Be inclusive
BASKETBALL COURT	<ul style="list-style-type: none"> - Walk around the outside of ball games 	<ul style="list-style-type: none"> - Use handballs or basketballs - Return equipment rightfully to its owner - Wear a school hat 	<ul style="list-style-type: none"> - Play fairly and show good sportsmanship - Be inclusive
OVAL	<ul style="list-style-type: none"> - Share the space with others - Limit touch to school approved games - Show respect for the natural environment 	<ul style="list-style-type: none"> - Play games according to the rules - Ball Games 3-6, 7-12 	<ul style="list-style-type: none"> - Be inclusive
TOP OVAL	<ul style="list-style-type: none"> - Show respect for the natural environment 	<ul style="list-style-type: none"> - Ball Games K-2 	<ul style="list-style-type: none"> - Be inclusive - Play co-operatively
COLA	<ul style="list-style-type: none"> - Sit quietly, eat your food politely and stay in one place - Raise hand and wait to be dismissed - Use handballs 	<ul style="list-style-type: none"> - Place rubbish in bins - Keep playground tidy - Be aware of others around you 	<ul style="list-style-type: none"> - Care for your environment - Be inclusive
FIXED EQUIPMENT	<ul style="list-style-type: none"> - Wait for your turn - Use the equipment for its intended purpose 	<ul style="list-style-type: none"> - One at a time on the slide - Use equipment on your rostered day 	<ul style="list-style-type: none"> - Be inclusive - Play co-operatively

CODE OF BEHAVIOUR

It is true that -	This means I will
I am responsible for my own learning and behavior.	<ul style="list-style-type: none"> • <i>Be focused and prepared for lessons</i> • <i>Keep hands and feet to self</i> • <i>Put hand up to ask a question</i> • <i>Submit learning in on time</i> • <i>Stay on task</i> • <i>Sit in the seat unless asked to move</i> • <i>Take proper care of all belongings, resources & equipment</i> • <i>Prepare for my lesson as soon as I enter the classroom</i> • <i>Sign in or out at the office if late or leaving early</i> • <i>Wear appropriate clothing and shoes for all activities</i> • <i>Check for homework every lesson</i> • <i>Sit appropriately and safely</i> • <i>Put all rubbish in the bin</i> • <i>Follow BYOD expectations</i> • <i>Demonstrate safe behaviours in practical activities</i> • <i>Collate all classwork and sheets in an organised manner</i> • <i>Follow phone use expectations</i>
I will respect myself, others and equipment.	<ul style="list-style-type: none"> • <i>Allow one person to speak at a time</i> • <i>Listen to others who are speaking</i> • <i>Allow others to stay on task</i> • <i>Use appropriate language</i> • <i>Use kind words & actions</i> • <i>Respect others rights</i> • <i>Encourage others</i> • <i>Ask before borrowing things</i> • <i>Accept each other's differences</i> • <i>Use inside voices</i> • <i>Use manners</i> • <i>Be quiet so others can learn</i> • <i>Put seats in when leaving the classroom</i> • <i>Acknowledge people when they are speaking with me</i> • <i>Demonstrate respect for the school community by wearing the correct school uniform</i>
I will try my best in everything I do.	<ul style="list-style-type: none"> • <i>Set myself a goal in every subject</i> • <i>Be a good listener all the time</i> • <i>Try before asking for help</i> • <i>Be positive</i> • <i>Challenge myself</i> • <i>Check my understanding</i> • <i>Show good sportsmanship</i> • <i>Strive to produce quality work</i> • <i>Be an active participant in my learning</i> • <i>Maintain focus during my learning</i> • <i>Demonstrate a Growth Mindset</i>

COMMUNICATION TO PARENTS

E-NEWS

Jindabyne Central School communicates regular information to parents, carers and the wider school community. This includes important school information such as notes, reminders, excursions, camps, programs, special events and news items. Student achievements and highlights are always posted through our Facebook page.

The school's official information service is School E News, a system that delivers all school information to Parents and Carers email address or download the School E News App.

Sentral

The Sentral student and parent portal is a website where students and parents can gain access to their important school information. The new parent portal empowers parents; keeps you fully updated and helps you manage everything related to your child's education.

What is Sentral?

Sentral is a web-based software solution that manages school administration, student data, wellbeing, attendance, calendars and other administrative operations.

What information can I see on the Parent portal?

Upcoming events, current daily notices, news, semester reports, parent contact details, letters, and your child's attendance summary, timetable, parent teacher interviews, and class details. Additional features will be added over time.

The portal platform can be accessed from any internet browser and is also available in the form of an app.

We strongly recommend that you download the app and register at the same time as you register for the parent portal.

The app will enable you to access the portal on your device. It will also enable the school to send you important instant messages such as reminders and event cancellations. When signing up to the app, please 'allow notifications' to make sure you are alerted of any messages from JCS.

UNIFORM

IT IS THE DECISION OF THE SCHOOL COMMUNITY THAT APPROPRIATE SCHOOL UNIFORM BE WORN BY ALL STUDENTS

There are certain components of the school uniform that are determined by the Department of Education. These regulations are non-negotiable and are to be enforced by every school. They are as follows:

- Make it **compulsory** to wear shoes with leather uppers for practical subjects, such as Science, Technology, Food Technology;
- Make it **compulsory** to wear shoes which are suitable for vigorous physical activity, support the ankle and won't come off, for Physical Education and Sport, Industrial Technology-Timber; and Textiles;



- Students, after vigorous physical activity are required to have a change of clothes as part of the Work, Health and Safety guidelines.
- Require collars as part of their Sun Safe Policy; and
- Recommend hats be worn when outside, also as part of the Sun Safe Policy.
- All items of clothing must be free of drug & alcohol labels, not be inappropriate or cause offensive in line with the Discipline and Behaviour Code.

All uniforms should be neat, clean, untorn and without large labels and patches.

Years 7 to 12

- JCS Black/Green Polo Shirt
- Black Track Pants
- Solid Black Shorts (*appropriate length)
- Solid Black Trousers
- JCS Tartan Box-Pleat Skirt or Black Skorts (appropriate length)
- JCS Striped Dress
- JCS Black Woollen V-Neck Jumper/JCS Polar Fleece/JCS Polar Fleece Vest or Solid Black Polar Fleece Vest
- Black Leather Upper Shoes (must cover the entire foot and not be higher than the ankle)
- Black or White socks (no large logos)
- JCS Black Bucket Hat or Solid Plain School Coloured Cap. (Black/Bottle Green/White)
- Additional Cold weather options

*appropriate length is mid-thigh minimum

Additional Cold Weather Options

- JCS Black Soft Shell, Plain Black Parker/Overcoat may be worn over the correct school uniform.
- Solid Black or White Undershirts may be worn under the correct school uniform. (no logos)
- Solid Black Tights/Stockings (must be worn under the correct school uniform.)
- JCS Black School Beanie or Solid Plain Black or White Beanie.

Senior Uniform (Yrs. 11 & 12)

- JCS White Button-Front Cotton Shirt
- Solid Black Trousers
- JCS Tartan Box-Pleat Skirt (appropriate length)
- JCS Monogrammed Green Tie (optional)

Special Items such as Year 12 Senior Jackets/Shirts will be available through the school and also be acceptable uniform for that respective year group for that respective year only.

Formal Occasions/School Representation

- JCS White Long Sleeve Button-Front Cotton Shirt (will be provided by the school, if needed)
- Solid Black Trousers
- JCS Tartan Box-Pleat Skirt or Striped Dress
- All Black, Leather Upper Shoes
- JCS Monogrammed Green Tie (will be provided by the school, if needed)
- JCS Bottle Green/Black Blazer (will be provided by the school)

Uniform Shop

The JCS Uniform Shop is open Monday - Thursday mornings from 8.45 to 9.30am and Wednesday afternoons between 3.00 to 3.30pm. Their e-mail address is JCSuniformshop@gmail.com

Any elements of the school uniform that do not require a school logo (does not state JCS in above), may be purchased from any other retailer, as long as they meet the item description and are in the correct school colours.

SCHOOL SPORT

Friday Sports Program

All students in Years 7 to 10 are required by the Department of Education policy to participate in school sport. We hold this every Friday. Students are able to select from a range of sports, either team or individual, from recreational activities to personal fitness programs.

Sports such as Tennis, Squash, Lawn Bowls, Dance, Mixed Fitness, Mountain Bike riding, Walking, Ball-games, Soccer, Touch Football, Frisbee Golf, Basketball, Netball, Volleyball, Bootcamp and Yoga are available. There are also selections available which run at the Jindabyne Sport & Recreation Centre such as trampolining and other seasonal sporting activities. Some activities are free of charge, whilst others have associated fees.

School Sports Carnivals

As with most schools, we conduct **swimming, athletics and cross-country carnivals**. These offer our students the opportunity to set personal bests, break records, and compete for their age championship. It is from these performances that school representatives are chosen to go on to represent the school at higher levels. The house colours are:

Strezlecki

Green

Northcote

Blue

Townsend

Red

Bogong

Yellow

Jindabyne Central School Snowsports Program

The school runs an optional, comprehensive ski and snowboard development program for students from Years 5 to 10. Skiing and boarding occurs throughout Term 3, and is held on Fridays at Perisher and/or Thredbo, with full-day activities and skills development across four disciplines: - alpine, freestyle, snowboard and cross-country skiing. This program is aimed at facilitating the development and involvement of students at intermediate level and above, however, students of lesser ability (beginners) are also catered for.

Interschool & Combined High School (CHS) Competitions

Each year Jindabyne Central School enters in a number of regional and state sporting competitions that give the students the opportunity to compete against other schools. We tend to concentrate on traditional sports that are popular in the local area and these include soccer, rugby, netball and basketball.

NSW Interschools Snowsports is a particular focus, with the school achieving Champion School Status at many Regional, State and National Championships.

CREATIVE AND PERFORMING ARTS

Drama / Music / Dance / Debating

Jindabyne Central School has a strong tradition of involvement and success in whole school and special productions. These activities combine dance and drama and involve many students from across the entire school in performance and backstage roles.

Two other types of whole school performance are held from time to time as appropriate. Whole school drama productions are held if the school program can accommodate them, and Music nights are also a feature. These are evenings where the work of students is showcased.

All of these activities give students the opportunity to extend their classroom and personal skills in a supportive and appreciative environment.

HOMework

Students will be asked to do assignments and homework during the course of their study. The purpose is to:

- ensure an understanding of class work.
- give time to learn and memorise information.
- provide opportunities for the student to think creatively.
- give students opportunities to challenge themselves.
- develop independent and interdependent learning skills.
- provide parents with a window on the learning process.
- foster the partnership between the school and parents in the education of students.
- develop patterns of home study.
- link learning in the classroom with learning in the real world and
- provide continuity when there is a break of a few days between lessons in a subject.

The following periods of time for students to spend on homework and study are provided as a recommendation.

- Year 7-8 approximately 5-6 hours per week.
- Year 9-10 approximately 7-10 hours per week
- Year 11-12 approximately 15-25 hours per week (depending on student's subject choices)

What may each child have to do?

- Students are encouraged to read every day.
- 15 - 20 minutes of maths per school day.
- Assignments. These vary from subject to subject and include both major and minor assignments. Some require students to extend their knowledge whilst others will focus on the need to revise and consolidate. Written notice is always given for major work.
- Summaries, diagrams or non-written exercises, for example, viewing a documentary on TV.
- Updating their process diaries and/or portfolios each week.
- Skill-based exercises and activities.
- Research, drafting and editing written material, preparation of oral presentations. Some of which will involve the use of internet.

What can parents/caregivers do to help?

- Take an active interest in your child's homework.
- Support your child in setting aside time each day for homework.
- Provide a dedicated place for homework and study if possible.
- Assist teachers to monitor homework by signing completed work if requested, and be aware of the amount of homework set.
- Communicate with teachers any concerns about the nature of homework or your child's approach to homework.
- Encourage your children to read and take an interest in current events
- Alert the school to any domestic circumstances or extra curricular activities which may need to be taken into consideration when homework is being set or marked.

Studies have shown that the retention rate of material studied in class is dramatically increased by up to 80%, if it is reinforced that same day. Therefore, students who do a little study each day fare better than those who don't.

Homework is also an opportunity for students to catch up on work after an absence or excursion.

ATTENDANCE

All NSW students **must complete** Year 10 studies. After Year 10, and until they turn 17, students must be:

1. In school, or registered for home schooling OR
2. In approved education or training OR
3. In full-time paid employment (average 25 hours/week) OR
4. In a combination of work, education and/or training.

We have a legal obligation to put in place policies to monitor student attendance and make referrals to the Department of Education and Training if we have attendance concerns.

Attendance is checked by staff every lesson.

Attendance Requirements:

- The Department of Education & Training rules require students to attend at least 85% of school days each year.
- If a student is absent, he/she must bring a note to school on the day of his/her return and hand it in at the Front Office.
- If a student is late to school, he/she must first **sign in** the Late Book located in the Front Office in L-Block. A note explaining the lateness is required.
- Unexplained absences must be updated through the Parent Portal process in Sentral.
- Leave passes are required for any student leaving the school. These are issued by the Front Office Administration Staff upon the provision of a note from parents/caregivers. When leaving the school early, students must also **sign out** in the book located in the Front School Office.
- Students whose attendance is causing concern will be interviewed and, where appropriate, parents will be contacted.
- Disciplinary action may be necessary in situations where students do not meet with attendance requirements.
- Absences of 15 – 50 school days (usually holiday breaks with parents during the school term/s), must be approved by the Department of Education & Training in advance by the school Principal. Forms

requesting such absences are available from the office. Absences of greater than 50 school days require Regional approval.

SUPERVISION OF GROUNDS

- Secondary School opens at 8.30 am. No responsibility is accepted before this time.
- From 8.30 am to 9.00 am, teachers are available to assist students. A Head Teacher is rostered on duty from 8.30 am on a daily rotational basis.
- From 9.00 am to 3.25 pm, students are actively supervised.

School closes at 3.20 pm and teachers are rostered on bus duty. Students must wait until the teacher on duty calls for them to proceed to their bus. Students **must not leave** school grounds until the teacher instructs them to board the bus. Students will line up and proceed to the bus in an orderly manner. Students who do not catch buses should leave the grounds at 3.20 pm.

LOCKERS

Lockers are available for hire by all Year 7 to 11 students, on an annual basis only. The cost is \$30 per year, or \$10 per term. The money is non-refundable, with a padlock being supplied to each student to secure their locker as part of the initial cost. Students and their parents are required to sign a school locker agreement, and students are reminded that they are responsible to maintain their locker. Lockers are inspected at the end of every year, and padlocks handed in. Charges will be imposed for any locker found to be damaged, dirty, or in need of replacement.

Students are able to access their locker before and after school, and at the start and end of both the recess and lunchtime breaks.

SICK BAY/INJURY

If a student becomes sick or is injured during the day, they must first inform a supervising teacher. Where necessary, the student will be sent to the sick bay with a note briefly explaining the illness. The school will take the necessary action for the student's safety and comfort. This often involves contacting parents and sending the student home.

In some cases, the Ambulance Service may be called to treat students or transport them to hospital. EVERY EFFORT IS MADE TO CONTACT THE PARENTS, but if contact cannot be made, the school will proceed with hospital medical attention if advised by Ambulance Officers. The cost of the NSW Ambulance Service is covered by the school; however, parents are responsible for the cost of an ambulance call-out when students are required to be transported interstate. This includes the Australian Capital Territory.

**UNDER NO CIRCUMSTANCES SHOULD A STUDENT
USE THEIR MOBILE PHONE
TO TEXT OR PHONE TO HAVE THEIR PARENTS PICK THEM UP.**

PARKING

For the sake of all children, please abide by the road and school crossing rules when picking up and dropping off children.

**DO NOT PARK ILLEGALLY
PLEASE DO NOT PARK ACROSS GATEWAYS OR IN SCHOOL BUS ZONES**

Please collect your child/ren from the Park Road and upper Kalkite Street gates and leave the lower Kalkite Street gateway clear for the children in bus lines boarding buses.

**PLEASE DO NOT USE THE CLYDE STREET ENTRANCE FOR
PEDESTRIAN ACCESS AT ANYTIME**

Please note that the school gates are locked between 9.15am and 3.00pm every day. All parents, carers and visitors must sign-in / sign-out at the Front Office located in the Administration Building in Park Road.

INTERVIEWS

Parents are encouraged to make interview appointments with staff whenever they see a need. There are two main avenues:

1. **Parent teacher nights** are conducted annually. Students can book appointments with their teachers. This enables you to plan your evening more effectively. We encourage you to take this opportunity to speak to all your child's teachers.
2. Parents should **contact** the **Deputy Principal** or **Principal** if you would like to speak to them, or to other members of staff, at other times.

Please ring the school on **6456 2346** between **8.30 am** and **3.30 pm**, Monday to Friday during term time. Appointments are necessary given the varied nature of teacher timetables and to give teachers time to gather any material you may wish to see.

NB: It is a legal requirement that all visitors to the school sign in at the front office in L-Block before continuing to any appointment on school premises.

TECHNOLOGY

Jindabyne Central School is committed to providing a technology rich environment for our students as our community believes the use of Information and Communication Technology (ICT) is fundamental in assisting teaching and learning in all areas of the school curriculum.

Across all year groups Kindergarten to Year 12, students are taught ICT skills in preparation for them to be active and informed digital citizens. Students and staff have access to a broad range of opportunities to embed technology into their day to day teaching and learning. Interactive White Boards (IWB's) in every classroom, two computer labs, designated ICT skills sessions integrated into curriculum delivery, free wifi, computer to student ratio's that exceed DEC requirements, electronic Diary access for students, electronic roll marking and the Bring Your Own Device (BYOD) program are just a few of these opportunities.

BYOD – Bring your Own Device

BYOD is a strategy where students bring a familiar personal device to school to use as their primary technological device. The school can provide the ability to connect compatible devices to a filtered internet service. *Jindabyne Central School implemented BYOD in 2015.*

More information on device specifications and a wifi connection guide are available at <https://jindabyne-c.schools.nsw.gov.au/learning-at-our-school/blogs-moodle/bring-your-own-device-byod.html>

Student Privacy

The use of web based learning resources and cloud based storage has risen steadily over the last decade and are increasingly being used by teachers improve student learning outcomes.

Teachers make decisions about the best technology to meet the needs of their students. There are a range of applications provided by the NSW Department of Education that provide secure access to students; however, these do not always provide the services required by our teachers and for our students. Sometimes it is beneficial for the student to utilise services provided by third party web based providers.

Types of services provided by these service providers include online content creation, collaborative tools, online educational games and various administrative programs for tracking student assessment data.

Our school wishes to register with a range of web based service providers, which are listed on the school website at <https://jindabyne-c.schools.nsw.gov.au/learning-at-our-school/blogs-moodle/student-privacy.html>

Registering with these providers requires that some personal information about a student in your care is divulged. This may include: Student Name, Student Code, Year group and student email address (we will only use the minimum amount of student information). To ensure that we comply with the Commonwealth Privacy Act (1988), we need to seek your permission for the use of these sites. It's important that you understand the reasons that these websites collect this information, what will be done with it and who else may have access to it. For each of the websites that the school intends to use, we have included a link to the website's terms and conditions and/or privacy policy. Please read these and ensure that you understand the implications of using this service before giving your consent.

Technology Policy

The school policy provides direction to allow student use of school's technology resources and the use of personal electronic devices (BYOD) at school to access the Department of Education and Communities' networks both wired and wireless. The policy document outlines appropriate and acceptable student use of internet and online communication services as provided by the department.

JCS Technology Policy

<https://jindabyne-c.schools.nsw.gov.au/learning-at-our-school/blogs-moodle/technology-policy.html>

Student Agreement

<https://jindabyne-c.schools.nsw.gov.au/learning-at-our-school/blogs-moodle/technology-policy.html>

Free Software

Students at JCS are eligible for free software downloads. All NSW Department of Education and Communities students are eligible to download and licence Adobe and Microsoft software through their Student Portal. More information is available on our school website and clicking on the Technology tab:

<https://jindabyne-c.schools.nsw.gov.au/learning-at-our-school/blogs-moodle/free-software.html>

MOBILE PHONES, MP3s, IPOD, Personal music devices

All mobile phones and electronic devices must be used in accordance with school policy and at the discretion of the Class Room Teacher, which is:

- The phone is to be **switched off at all times within the school grounds**.
- The phone is **NOT** to be used without the **express** permission of the Class Room Teacher. If permission is granted, it will be within the confines of the class room only.
- All personal music devices must be **switched off at all times within the school grounds**.

Personal Music Devices – iPods and MP3s are banned at the school

- These may **not** be used during school time.
- If students do happen to have one in their bag, it is to stay inside the bag at all times.
- Misuse of such devices will result in their confiscation. They will be held for safe-keeping by the Deputy and can be collected at the end of the school day.
- **Continued breaking of the school rules may result in the parent/guardian having to retrieve misused property.**
- **The school will not be held responsible for any missing musical devices or mobile phones.**

Mobile Device Guidelines

Applies to Mobile phones, Music devices/ headphones, Laptops/ tablets/ computers

Each lesson teacher indicates that this lesson you may have:



TECH on (approved devices/ approved use of device-e.g... Mobile use for a specific purpose).

OR



TECH off (no technology of any sort)

Using Device with refusal to turn off

Consequence - immediate confiscation of device until end of school day. The device will be given to the DP. Student to collect from the DP at end of school day.

Contacting students at school: Parents may contact their child in an emergency by ringing the school office. A message is then conveyed to the child. If required, a student will be brought to the telephone or given access to ring a parent/guardian back.

Unless necessary, we request that students do **NOT** bring mobile phones to school. We do, however, recognise that for a variety of reasons students may need to carry a mobile phone to school for before and/or after school use.

PUPIL FREE DAYS

Pupil-free days are held on the first two days of Term 1 and the first day of 2 and 3. There is also a pupil-free day at the end of Term 4, which are held on dates to be advised.

MUFTI DAYS

Occasionally, you will receive a note indicating a Mufti Day is being held. What is a Mufti Day? This means your child can come to school "out of uniform" (wearing normal everyday clothes).

All students are expected to dress in a manner appropriate for school, and in a way that reflects positively on them as individuals and on the school. Students in mufti are expected to dress in a tidy, clean, and modest conservative manner. They must be considerate of other students and of staff at the school when selecting clothes to wear to school – low necklines, very short skirts or shorts, transparent or revealing garments, very tight clothing, low-riser pants, etc. are not appropriate. Hats such as caps and beanies are not to be worn in class. All items of clothing must be free of drug & alcohol labels, not be inappropriate or cause offensive in line with the Discipline and Behaviour Code. Students should also be aware of the physical environment and dress sensibly for this. Clothes should be warm enough for the weather conditions, and footwear should be appropriate for, and students working in laboratories or workshops must wear footwear that covers their feet for safety reasons.

NOTES