



WAIKERIE HIGH SCHOOL

RESPECT RESPONSIBILITY TRUST ACHIEVEMENT COMMUNITY

PARENT/STUDENT HANDBOOK

**WE SHOW
GRIT**

**WE DISPLAY
RESILIENCE**

**WE ARE
SELF MOTIVATED**



Government of South Australia
Department for Education

OUR SCHOOL VISION

SCHOOL VISION

Waikerie High School is committed to establishing a positive, success orientated environment where students develop to their full potential. The school works in a close partnership with parents, the community and local industry to deliver a relevant curriculum, educational experiences and care for all students. Our students are able to enter the community as successful individuals who will contribute much as adult citizens.

SCHOOL VALUES

RESPECT RESPONSIBILITY TRUST ACHIEVEMENT COMMUNITY

LEARNER DISPOSITIONS

Our students: show **GRIT**, display **RESILIENCE** and are **SELF MOTIVATED**

WE PROVIDE

- ❖ A broad and balanced curriculum to cater for the needs of all students
- ❖ A wide range of subjects valuing both practical and theoretical knowledge
- ❖ Specialist courses and facilities to cater for students with particular needs
- ❖ High quality resources to support learning

WE ENCOURAGE OUR STUDENTS

- ❖ To strive for excellence
- ❖ To develop problem solving skills
- ❖ To become independent, self-directed learners
- ❖ To participate in decision making
- ❖ To develop an understanding of themselves
- ❖ To develop a positive self esteem
- ❖ To develop a tolerance and respect for others
- ❖ To respect property
- ❖ To develop self-discipline and to take responsibility for their won actions

WE WANT

- ❖ Our school to have a warm and friendly atmosphere based on mutual respect between staff and students.
- ❖ Our students to be successful
- ❖ Students, parents and staff to work closely together to provide the best learning opportunities for all students
- ❖ Close, constructive relationships with the local community



PRINCIPAL

WELCOME FROM THE PRINCIPAL

Welcome to Waikerie High School

Waikerie High School provides a positive, success-orientated learning environment where students develop to their full potential. The school works in close partnership with parents and community to provide learning opportunities and support for all students.

Our inspired and passionate staff are dedicated to student success. We offer a diverse curriculum that provides opportunities for students to pursue success in their future pathways. Our graduates transition to university, apprenticeships or work with great success.

We are committed to providing best learning outcomes for every student in every class. High expectations, strong traditions and belief in our culture underpin the structures and processes we build upon. Our values of respect, responsibility, trust, achievement and community are embraced and are the foundation for our school. Our learner dispositions of grit, resilience and self-motivation help us strive for continual growth and improvement. Waikerie High School students, parents, staff and community are one team, working together to provide quality teaching and learning opportunities for every student to be the best they can be.

Craig Griffiths
Principal

OUR SCHOOL ACHIEVEMENTS

We are justly proud of the educational services we are able to provide to our students and our community. Despite being a small country school, we have been able to provide a diversity of courses and programs to suit the needs of students of diverse backgrounds and interests. We have been able to cater successfully for students who wish to attend tertiary education at University or TAFE, as well as developing on-the-job skills for those students whose aim is to enter the workforce upon completion of their schooling.

OUR CURRICULUM

At the Middle School level, all subjects are offered from the South Australian Curriculum. Further information on these subjects can be found in the Subject Information booklets which can be viewed on our school web site: www.waikeriehs.sa.edu.au

These subjects aim to provide a broad-based education, to prepare students for study at senior secondary level. There are a mix of both practical and non-practical subjects, which cater for students of all interests and abilities. There are no subject choices in Year 7 and 8, but students will find that their range of choices increase as they progress through high school.

SACE

From years 10 – 12, students are given the opportunity to complete the South Australian Certificate of Education (SACE). The certificate is a recognised internationally and is desired by employers and is the most common way to gain entry into further study at university or TAFE. Students can study a broad range of subjects at Waikerie High School or through the RSSA (Riverland Secondary Schools Alliance).

Year 12 results are consistently good with the majority of students gaining entry into their first preference of university. Furthermore, the school has a rich history of SBAT (school-based apprenticeships and trainees). For those students who prefer of a vocational pathway, we offer a number of subjects that develop job skills and experiences. Further information on these pathways can be found in the next section

VOCATIONAL EDUCATION AND WORK EXPERIENCE

One of our school priorities have been a focus on Vocational Education and Training (VET). Vocational Education places a greater emphasis on developing job skills, as well as enabling students to achieve VET units that will assist them should they wish to study a VET course after completing their secondary schooling, or do an apprenticeship or traineeship. Vocational Education opportunities are available in a school, and all of these are areas of growth in the workforce.

All Year 10 students are required to undertake a week of Work Experience as a part of their Exploring Identities and Futures (EIF) studies. This is a valuable experience and allows them to gain an introduction to life in the work force.

OUR SCHOOL

FACILITIES

Waikerie High School has the facilities and programs in place to provide a high-quality education for the young people of Waikerie and nearby districts.

Our science, technology, engineering and maths (STEM) facilities allow us to deliver exciting programs specific to STEM curriculum. The school has up-to-date computer facilities that enable students to develop ICT skills – an every-increasing area of importance in today's society.

The school's hall, oval and access to the combined sporting facilities enables students to develop physical education skills in a diversity of sports. Students have access to cooking and sewing with creative interests. The Resource Centre is available for students and teachers to use in the development of research and information-gathering skills.

The grounds of Waikerie High School are spacious and attractive.

SCHOOL WEBSITE

The school operates a modern website that provides a wide range of information. The site is updated regularly with newsletters, current events and photos.

[Waikerie High School - Department for Education](#)

OPPORTUNITIES FOR PARENT INVOLVEMENT

At Waikerie High School, we recognise the importance of parental involvement in education, and we strongly support parents becoming involved in the decision-making body of the school.

We encourage all interested parents to consider becoming involved with the Governing Council and its sub-committees.

GOVERNING COUNCIL

The Governing Council is the key decision-making body for the school. Decisions affecting staff, students and parents are made at these meetings. This is a valuable and important forum for interested parents to contribute actively in the running of the school.

Interested parents are encouraged to attend the Annual General Meeting for the School Council, where nominations and elections will be held.

OTHER OPPORTUNITIES

Volunteers may be requested from time to time in a number of different areas. For example, parents may wish to assist in the running of school sports' day, or other similar activities. Requests for assistance will be printed in the school newsletter and help is always greatly appreciated.

FEES AND CHARGES

SCHOOL MATERIAL AND SERVICE CHARGES

School Material and Service Charges are generated in accordance with Department for Education requirements. These entitle each student the use of

- Textbooks
- Library
- Audio visual equipment
- Sports equipment
- Computer/photography technology
- An initial stationery pack
- Student communication book.

Parents are advised that all text books and materials supplied remain the property of the school and must be returned on request; accounts will be sent home for lost or damaged books.

OTHER FEES

Students are provided with materials for skills acquisition in many subject areas, e.g.: Technology (Woodwork/Metalwork, Design/Art), Home Economics and Physical Education. Where students choose to make projects outside the core curriculum, accounts will be sent home for these materials.

SCHOOL CARD

Application forms are available from the school during fee taking time on online at: www.sa.gov.au or click this link [SA.GOV.AU - School Card scheme](#). Assistance is available if you have any queries or need help to complete forms.

PAYMENT

Payment can be made at the front office using, cheque, cash or EFTPOS. An arrangement for payment by direct debit or instalments/PAYWAY is also available upon request.

SCHOOL UNIFORM

The uniform shop is open Tuesday and Friday mornings 8:30-9:00am and all uniform purchases need to be paid in full at the time of purchase.

DAY-TO-DAY PROCEDURES

DAILY BELL TIMES:

Please note that school finishes earlier on a Thursday. 'O Line' is used for whole school assemblies.

	Monday	Tuesday	Wednesday	Thursday	Friday	O Line
HG	9:00 – 9:15	9:00 – 9:15	9:00 – 9:15	9:00 – 9:15	9:00 – 9:15	9:00 – 9:10
1	9:15 – 10:05	9:15 – 10:05	9:15 – 10:05	9:15 – 10:05	9:15 – 10:05	9:10 – 9:55
2	10:05 – 10:55	10:05 – 10:55	10:05 – 10:55	10:05 – 10:55	10:05 – 10:55	9:55 – 10:40
O Line						10:40 – 11:10
Recess	10:55 – 11:25	10:55 – 11:25	10:55 – 11:25	10:55 – 11:25	10:55 – 11:25	11:10 – 11:35
Warning Bell	11:25 -11:30	11:25 -11:30	11:25 -11:30	11:25 -11:30	11:25 -11:30	11:35 – 11:40
3	11:30 – 12:20	11:30 – 12:20	11:30 – 12:20	11:30 – 12:20	11:30 – 12:20	11:40 – 12:25
4	12:20 – 1:10	12:20 – 1:10	12:20 – 1:10	12:20 – 1:10	12:20 – 1:10	12:25 – 1:10
Lunch	1:10 – 1:40	1:10 – 1:40	1:10 – 1:40	1:10 – 1:40	1:10 – 1:40	1:10 – 1:40
Warning Bell	1:40 – 1:45	1:40 – 1:45	1:40 – 1:45	1:40 – 1:45	1:40 – 1:45	1:40 – 1:45
5	1:45 – 2:35	1:45 – 2:35	1:45 – 2:35	1:45 – 2:35	1:45 – 2:35	1:45 – 2:35
6	2:35 – 3:25	2:35 – 3:25	2:35 – 3:25		2:35 – 3:25	2:35 – 3:25

1:1 DEVICE – STUDENT PERSONAL LAPTOPS

Students are required to have their own personal laptop to use at school. This will enable students to move seamlessly between school and home in their learning. Edunet has been chosen by Waikerie High School to supply personal computers to be used at school and home.

They are sanctioned by the Department for Education and work with numerous schools in South Australia.

To enter the Edunet site go to waikerie.technologyportal.com.au.

DAYMAP

DayMap is the school's communication platform for students, parents and staff. Access to timetables, classes, assessment and attendance can be viewed. Reports and Parent Newsletters are uploaded to this portal. Student achievement and progress data is available. To access, parents must provide the school with an email contact.

DayMap is also used for booking appointment times for Parent/Student/Teacher Interviews and for yearly Subject Confirmation meetings

MOBILE PHONES

No student is permitted to use a mobile phone at any part of the school day whilst on school grounds. If a student requires the use of a mobile phone before or after school, and therefore possesses it at school then it must be *turned off* and kept in their bag or locker during the school day, at their own risk.

Students have the option to pass their phone to the front office and collect it at the end of the day.

STUDENT ABSENCES

If your child is absent from school, please inform your child's home group teacher via a note in the school communication book. This note should outline the reason for the student's absence. If away for an extended period an exemption form can be collected from the front office. The Principal can approve an absence of one calendar month.

An attendance monitoring program is used daily to aid in timely recording of student absences. SMS messages are sent to the Parent Guardian's (*Parent/Caregiver listed first on enrolment form*) alerting them to their students' absence. This message indicates which of your children is absent, the date of the absences and requests that you please reply by SMS providing student name, absence reason and date of absence.

LATENESS

If your student is late for any particular reason, please provide a note to explain this lateness in your child's student communication book. The student is to show this note to the front office staff as soon as they arrive at school.

APPOINTMENTS

Should your child need to leave school during the day, such as for a dentist or doctor's appointment, please write a note explaining this in your child's student communication book. This note must be signed by the home group teacher, and shown to the front office staff, prior to the student leaving the school grounds.

SICKNESS AT SCHOOL

If your child has any specific medication that may be required during the day, this can be kept at the front office. Please contact the school should you have any concerns over illness or medication. Should your child become ill whilst at school you or your nominated emergency contact will be contacted to collect them from school.

STUDENT MEDICAL INFORMATION

Parents will be required to complete a form outlining any medical conditions their child suffers from, as well as any treatments or medications we should be informed of. Emergency health care plans are also required for serious illness and asthma. Ongoing health problems can be accommodated through an Individual Learning Plan. Please speak with office staff to ensure effective management of any health requirements.

BUSES

A number of school buses service the surrounding towns. If you live 5 km or more from school your student may be eligible for bus travel. An 'Application for Bus Travel' form must be completed for each student, submitted and approved prior to any bus travel.

BUSHFIRE WARNINGS

In the event of a **CATASTROPHIC** warning being issued for our region the school will be open but **NO school buses will operate**. Messages will be sent via DayMap/SMS and posted on our school Facebook page.

EXCURSIONS

All information regarding excursions will be communicated to parents and caregivers via EdSmart, which is sent directly to your email prior to the scheduled activity. Consent forms are also completed through EdSmart and submitted electronically to the school. If you do not have access to the internet, we are happy to provide a hard copy upon request.

Please ensure your contact details are up to date to receive all relevant communications.

PAYMENTS

Should students be required to pay for an excursion, or another activity, they must do this at the front office, before school or at recess time.

ASSESSMENT AND REPORTING

All reporting is on the parent DayMap portal. Student indicators show 'real time' achievement and are continually updated in accordance to student assessment. At the end of each semester a report with your child's overall grade for each subject is provided. Parent/Student/Teacher interviews are run in Terms 2 and 3.

HOMEWORK

All students can expect some form of homework each day. Teachers have been instructed to only set homework if the task is relevant to the learning in the classroom, and is meaningful and relevant. Students will be supported with tasks and time management.

DUE DATES

Parents should be informed that the school has an established deadline policy. In the interest of fairness, students are required to meet all due dates set for assignment work.

Please refer to Waikerie High School Academic Deadline Policy.

CANTEEN

Our Canteen is open during recess and lunch. Lunches can be ordered via the Flexischools app and needs to be done before 9:15am on the day of collection, however if you miss the cut off time you are able to order in person at recess. To collect pre-ordered lunches, you need to line up in the line nearest the wall, these people get served first.

At recess and lunch, you are able to purchase any items that are available in the display cabinets.

The Canteen will close with a few minutes before the end of recess and lunch.

COMMUNICATION WITH THE SCHOOL

Most communication to the school will be done via a DayMap message or the student communication book. Should you wish to speak to a staff member, either personally or by phone, the first contact will usually be the specific teacher or home group teacher. Matters of a serious or personal nature may be discussed with the Assistant Principal or the Youth Worker.

Our school newsletter is available twice per term. This newsletter will contain both school and community news. The school newsletter is uploaded to our website on the day it is published. www.waikeriehs.sa.edu.au and also on our DayMap portal.

SPORTS AND EXTRA-CURRICULAR ACTIVITIES

Our school has a well-established sporting and extra-curricular program. We encourage all students to become involved in extra-curricular activities, as it helps students to develop their health, confidence, leadership and social skills. Students who do not adhere to the school's behaviour expectations are at risk of not attending events. Please refer to Student Attendance at External School Events Policy,

All students who enrol at Waikerie High School will be assigned to a House. These Houses are:



CADELL



KING



RANDELL



RITCHIE

Waikerie High School takes part in the following sporting competitions each year:

Swimming

Splash Heats
Splash Carnival
Interschool Swimming
Adelaide Swimming

Athletics

Standards Morning
Sports Day
Interschool Sports Day
Adelaide Athletics

Cross Country

School Cross Country
Interschool Cross Country
Adelaide Cross Country

Specialist Volleyball Program

Training (*One morning per week. Terms 2-4*)
Riverland Volleyball (*One day competition*)
Statewide Knockout Volleyball (*1-2 day competition*)
Volleyball SA Schools Smash (*5-day camp and competition. Term 4, Wk9*)

While competition is a key aspect of many of these events, we would like to point out that the school strongly encourages the participation of all students, no matter what their ability level is.

The school also offers less formal sport such as:

- ❖ Lunchtime sport.
- ❖ Sports Carnivals
 - 5-A-Side Soccer
 - 9-A-Side Football
 - 9-A-Side Cricket

Available to students who consistently follow school values.



STUDENT REPRESENTATIVE COUNCIL

The SRC is elected by the students to represent the students. Years 8 to 12 are elected in term 4 of the previous year, from this group the School Captains are elected. Year 7 representatives will be selected early in Term 1.

The SRC plays an important role within the school and aims to do the following:

- ❖ To improve the communication between staff and students
- ❖ Help create a better environment around the school
- ❖ To provide students with a forum to discuss views and ideas about their learning
- ❖ Raise money to benefit both the school and several charities

SCR members are included on all committees within the school community and perform a very valuable service to both themselves and the school.



ACCEPTABLE STUDENT USE OF INFORMATION AND COMMUNICATION TECHNOLOGY AT WAIKERIE HIGH SCHOOL

NETWORKED INFORMATION RESOURCES

Waikerie High has developed a network of computing resources providing an extensive range of applications including central file storage, email and internet access.

Security of data and privacy of information about users will be maintained to outside influences to the highest standard possible. Due to protective practices in the school all users should realise that there is no guarantee of complete privacy as the administrators reserve the right to check individual user directories and files.

PARENTS SHOULD KNOW

Waikerie's IT resources provide students with OneDrive folders, email boxes and access to a wide range of applications and resources to help them with their learning.

While the staff will supervise students during class time and will reinforce the Acceptable Use Policy at all times, parents need to understand that it is impossible to prevent students from either wilfully or inadvertently finding information on the internet which is inappropriate or unacceptable.

Waikerie High School and the Department for Education use a filtering system to stop students accessing inappropriate sites. However, no filter is perfect.

Ultimately, it is the student who must be responsible for abiding by the guidelines and rules specified in this policy.

STUDENT RESPONSIBILITIES

Access to the network information resources is a privilege, not a right. Therefore, students need to:

- ❖ Respect other users' privacy by not attempting to access information to which they have not need or authority.
- ❖ Respect, the intellectual property of others by not plagiarism work from the Internet, the school's network or other electronic media sources.
- ❖ Respect the legal copyright of programs.
- ❖ Respect the school's equipment by not vandalising or purposely damaging it, or the cost will be passed onto the parent/caregiver.
- ❖ Avoid viewing, saving or downloading inappropriate text and graphics which may be illegal, obscene or violate the integrity of the school's network. Notify a teacher if the Internet filter fails and an inappropriate site is accidentally accessed.
- ❖ Behave in a sensible and responsible manner at all times by not using and ICT equipment and it's media to threaten, harass, intimidate or abuse others.
- ❖ Refrain from doing anything that may disrupt the school's network or interfere with other users.
- ❖ Refrain from knowingly introducing viruses. Users are expected to regularly scan and clean all personal media storage devices.
- ❖ Refrain from downloading, loading, accessing or playing any non-educational games on the school's network, as these are not deemed to be educational and may carry embedded viruses. The downloading and loading of games onto the network can lead to virus infection throughout the school's network.
- ❖ Not use the school's on-line resources for personal financial gain. Make only school use of the school's electronic media.
- ❖ Keep their passwords private so that other students will not have access to their login account. Passwords are an integral part of this network. They allow students to have a secure and private network storage space.
- ❖ Students are to save all work to their folder on the school's network drive and copy on their portable media device. This school backs up all network folders every night. Portable medical devices are known to fail or get lost and should only be used to transfer data from home to school or vice-versa.

USING THE INTERNET

Students will be able to access the internet from most of the curriculum computers across the school and on their own devices.

EMAIL ACCOUNTS

These are issued to all students. These accounts will be monitored by both the Department for Education and Waikerie staff.

DOWNLOADING AND PLAYING OF GAMES OR MUSIC IS NOT ALLOWED ON OUR SYSTEM

The computers in our school are for learning purposes only, they are not for entertainment. Facebook and other networking sites are blocked and any attempts to bypass the system will result in account suspension.

COSTS

PRINTING

All students are given an initial allocation of printing credits for the year.

DAMAGE

Any student who wilfully damages equipment will be invoiced for its repair or replacement and have their account suspended for a period of time. Students will have to make alternative arrangements to complete set assignments. These may include: handwriting assignments, library resources, etc.

SPORTS UNIFORM

All students are expected to change into sports clothing for all practical physical education lessons. Black basketball shorts and WHS Physical Education green polo shirts are expected to be worn. All students are expected to change back into normal full school uniform at the completion of the PE lesson. Students involved in representative sports e.g., Interschool Athletics, Knockout Sports will be issued with the appropriate sports uniform items.

HATS

In line with DfE sun protection policy, Waikerie High School expects the wearing of hats that offer protection. Hats are obligated to be worn for all outdoor activities including Physical Education and Agriculture lessons. Hats are available from the Uniform Shop. Hats will be removed when indoors.

JEWELLERY AND COSMETICS

Jewellery should be minimal and inconspicuous. Least conspicuous body piercing is accepted. Make up is not permitted unless for a documented medical reason.

FOOTWEAR

Lace up or sturdy enclosed shoes. (Obligatory for all technology laboratories and workshop areas)
Thongs, sandals, slides, UGG boots and moccasins (or similar) are NOT permitted.

OPTIONAL ITEMS

Year 12 students will have the option of purchasing a Year 12 polo and jumper

- | | |
|---------|---|
| Polo: | Bottle Green collar, White upper, Bottle Green lower, separated by White, Light Grey striping across the shirt, Black WHS emblem on the front left-hand side and student's first name on right hand side. |
| Jumper: | Bottle Green and Grey collar, Grey jumper with Bottle Green sleeves. White WHS emblem on front left-hand side, student's first name on right hand side and Senior in White on middle front. |

BEHAVIOUR EXPECTATIONS

Students can expect consequences for unacceptable actions. Waikerie High School has a well-established behaviour management program, ensuring the rights of all students and teachers and maintained.

ATTENDANCE

- ❖ Be punctual
- ❖ Attend regularly
- ❖ Explain absences – student communication book, note, phone call, Doctor's certificate longer absence.

UNIFORM

- ❖ Be dressed neatly in school uniform
- ❖ Be dressed appropriately in specialist subjects/areas
- ❖ No huge jewellery
- ❖ Piercings must be subtle and covered or removed for specialist activities.
- ❖ Shoes must be fully enclosed and safe for science and technology classrooms

COMMUNICATION

- ❖ Everyone has the right to feel safe and valued
- ❖ Any form of bullying and harassment is unacceptable and the school community is committed to addressing it (refer Safe School Policy)

LEARNING

- ❖ Come to lessons prepared with stationary, computer and communication book.
- ❖ Participate actively in learning programs.
- ❖ Meet work requirements by the due dates.
- ❖ Ask for help when you need it.

ORGANISATION

- ❖ DayMap will be used for daily organisation, homework and as a communication book.
- ❖ Participate actively in learning programs
- ❖ Meet work requirements by the due dates
- ❖ Ask for help when you need it.

SAFETY

- ❖ Keep our environment alcohol and drug free

RELATIONSHIPS

- ❖ Keep our environment free of aggression, violence and harassment.
- ❖ Report all bullying

RESPECT FOR PROPERTY

- ❖ Keep our environment free of litter, graffiti, vandalism and theft

CONSEQUENCES OF INAPPROPRIATE BEHAVIOUR

Consequences of inappropriate behaviour can range from warnings, note in student communication book, yard duty, detention, and parental contact. Repeated or more serious behaviours may lead to timeout, take home, exclusion from extra-curricular events (refer Student Attendance at External School Events Policy), suspension or exclusion.

FURTHER INFORMATION

If you still have any questions about Waikerie High School, or the transition process, please do not hesitate to contact us.

For general school information, please contact.

WAIKERIE HIGH SCHOOL

Address: 24 Blake Road, Waikerie SA 5330

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