



# MURWILLUMBAH HIGH SCHOOL

INSPIRING EVERY STUDENT  
EVERY DAY

## *Information Booklet*



*Inspiring Every Student Every Day..*

P (02) 6672 1566 F (02) 6672 5510  
murwillumb-h.school@det.nsw.edu.au  
www.murwillumb-h.schools.nsw.edu.au  
86 Riverview St, Murwillumbah, NSW 2484



# Contents

<b>PRINCIPAL'S WELCOME</b>	<b>5</b>		
<b>YEAR ADVISERS</b>	<b>6</b>		
<b>LEAP PROGRAM</b>	<b>7</b>		
<b>CURRICULUM</b>	<b>8</b>		
<b>SCHOOL SPORT</b>	<b>9</b>		
<b>SUPPORTED LEARNING</b>	<b>10</b>		
• The Learning Support Centre			
• Special Education			
<b>EXTRA CURRICULAR</b>	<b>11</b>		
<b>BUS TRAVEL INFORMATION</b>	<b>12</b>		
<b>BUS SUBSIDY</b>	<b>13</b>		
<b>UNIFORM</b>	<b>14</b>		
• Footwear	<b>15</b>		
<b>GENERAL INFORMATION</b>	<b>16</b>		
• Absences			
• Change of address			
• Contacting the School	<b>17</b>		
• Illness/Medication			
• Homework			
• Assemblies			
• Visitor & Volunteer Information			
• School Canteen	<b>18</b>		
• School Calender			
• School Newsletter			
• School Magazine			
• School Website / Social Media			
• School Stream App			
• School Library			
		• Lockers	<b>19</b>
		• Mobile phones	
		• Reporting	
		• Lost and found	
		• Playground	
		• Parents & Citizens Association	
		• Assesments	<b>20</b>
		• Qld Ambulance transport	
		• Student Vehicles	
		• Flood information	
		• Stationery requirements	<b>21</b>
		• Student Counselling	<b>22</b>
		• Student Welfare	
		• Stymie - Antibullying	
		• Student Assistance	
		<b>TRANSFERS/LEAVING SCHOOL</b>	<b>23</b>
		• Careers Advice	
		• Youth Allowance	
		<b>SCHOOL CONTRIBUTIONS</b>	<b>24</b>
		<b>IMPORTANT DATES</b>	<b>25</b>
		• Beginning of 2020 School Year	
		<b>STRUCTURE OF THE DAY 2020</b>	<b>26</b>
		<b>LEARNING AFTER SCHOOL</b>	<b>27</b>
		<b>SCHOOL MAP</b>	<b>28</b>



# PRINCIPAL'S WELCOME

Congratulations on becoming a part of an incredible and diverse school community. The first students enrolled at Murwillumbah High school in 1929 which means that our students are part of a long and proud history. Our goal is to inspire every student every day. We aim to ensure every student is known, valued and cared for.

Our school has a tradition of excellence in the Creative and Performing Arts and has the honour of being recognised as offering the best Music programs on the Far North Coast. Our students also achieve outstanding results across core academic programs, sporting endeavours and practical subjects. Our Agriculture program provides students with a comprehensive experience incorporating a working farm with a variety of show winning animals. Many of our students have graduated and moved on to successful careers in the industry. We are proud to offer excellent educational programs that are aimed at meeting the needs of every student.

We have an absolute commitment to preparing our students so that they are equipped for success in a dynamic and changing world. Our focus is to ensure students develop the dispositions for learning, cognitive and interpersonal communication (literacy and numeracy), creative thinking, critical thinking and collaboration skills are key to learning.

Our teachers, as lead learners, at Murwillumbah High School are known for their expertise and passion in their subject areas. Several of our staff are recognised for their representation at a State and National level. However, it is the commitment of our staff to the individual student's needs that I receive regular feedback about.

Our school offers a strong and extensive student wellbeing program that is tailored to engage students in each year group, supporting them as they move through the secondary years. We address bullying in a timely manner and offer a powerful anti-bullying program, Stymie, that encourages all of our students to be 'upstanders', not bystanders. We have a strong school culture of acceptance which our students and staff are proud of; it is one of the many features that makes our school unique.



***“INSPIRING  
EVERY  
STUDENT EVERY DAY”***

With approximately 460 students enrolled we are able to offer a wide range of curriculum alongside a variety of interesting and challenging opportunities including:

- Biennial overseas excursion to Japan
- A large school band and comprehensive music program
- Individualised music tuition
- A comprehensive senior study skills program
- Sporting teams, some of which are at an elite level

We welcome you to our school community and look forward to fostering a strong partnership with both parents and students.



# OUR SCHOOL

- A culture of high expectations
- An innovative future focused approach to learning
- Specialist programs, including music and agriculture
- A supportive, student-centred learning environment
- Dedicated, expert teaching staff inspiring every student, every day
- Strong connections to the community



## YEAR ADVISERS

<b>Year 7</b>	Mrs Kylie Lenhardt - English Staff Room D Block
<b>Year 8</b>	Mr David Anderson - Science Staff Room D Block
<b>Year 9</b>	Mr Michael Thomas - Science Staff Room D Block
<b>Year 10</b>	Mrs Karen Butler - Maths Staff Room B Block
<b>Year 11</b>	Mrs Kendall Slattery - TAS Staff Room B Block
<b>Year 12</b>	Ms Dianna Martin - Science Staff Room D Block

# LEAP

At Murwillumbah High School we also have a strong commitment to ensure that students are engaged with learning and are thoroughly prepared to succeed in the complex and changing world in which we live. A team of our teachers have developed LEAP, an innovative program that supports every student in their transition to high school and prepares them for their studies in later years.

Our teachers work in small teams to deliver a mix of interdisciplinary project work and specialist subjects.

LEAP is focussed on ensuring the wellbeing of each and every student whilst extending their skills and knowledge through a combination of futures learning and traditional teaching. Year 7, 8 & 9 students in 2021 will enjoy:

- A home room equipped with state of the art furniture and technology
- A small team of teachers focused on the wellbeing and academic progress of every student
- Fewer teachers delivering the curriculum. The teachers involved are skilled in a number of subject areas
- A focus on 'deep learning', learning through inquiry and project based activities mixed with traditional teaching styles
- An emphasis on developing skills which are critical for successful learning: communication, critical thinking and problem solving, creativity and collaboration
- An emphasis on developing literacy and numeracy skills tailored to the individual needs of students
- A mix of group work and individual tasks
- Participation in Sport, the Arts and STEM

At Murwillumbah High School our goal is to inspire every student, every day. We aim for your children to develop as resilient, capable, independent learners who succeed in achieving their best at school and develop into fine young adults.



# Curriculum

All students are required to complete specific courses to meet the Board of Studies requirements.



**In Years 7 & 8 the courses are:**

CAPA	Humanities	STEM	Languages
<ul style="list-style-type: none"> <li>■ Music</li> <li>■ Dance</li> <li>■ Drama</li> <li>■ Art</li> </ul>	<ul style="list-style-type: none"> <li>■ Personal Development/Health/Physical Education</li> <li>■ English</li> <li>■ History and Geography</li> </ul>	<ul style="list-style-type: none"> <li>■ Mathematics</li> <li>■ Science</li> <li>■ Technology and Applied Studies</li> </ul>	<ul style="list-style-type: none"> <li>■ Japanese</li> </ul>
			SDL
			<ul style="list-style-type: none"> <li>■ Student Directed Learning</li> </ul>

## LEAP

Learning through engagement, agency and passion



**In Years 9 & 10 the courses are:**

STEM	SDL	Humanities
<ul style="list-style-type: none"> <li>■ Science</li> <li>■ Mathematics</li> </ul>	<ul style="list-style-type: none"> <li>■ Student Directed Learning</li> </ul>	<ul style="list-style-type: none"> <li>■ English</li> <li>■ Civics and Citizenship</li> <li>■ Personal Development/Health/Physical Education</li> <li>■ Australian History</li> <li>■ Geography</li> </ul>

Students in Years 9 & 10 also study three elective courses from a range of choices in all subject areas.

They are also involved in Student Directed Learning.

In Years 11 & 12 the requirements to achieve a Higher School Certificate include:

- 2 Units of English
- Minimum of 12 Units in Year 11
- Minimum of 10 Units in Year 12



Details of all the requirements and the courses offered are provided in a separate booklet.

As well as the vast range of courses delivered at the school, students can also access some courses offered at TAFE, Aurora and Distance Education.

Students wishing to access university after Year 12 must meet some additional requirements as set by the Universities Admissions Centre (UAC) which uses students' results to determine their Australian Tertiary Admission Rank (ATAR). The ATAR is used to determine eligibility for specific courses.



# School Sport

This is one aspect of high school that most students look forward to. All students will have the opportunity to select from a range of sports held at school.



During your first week at school, you will be placed in your House for sporting carnivals according to your surname as per below:

A-D	E-K	L-R	S-Z
<b>BANKS - YELLOW</b>	<b>CUNNINGHAM - BLUE</b>	<b>COOK - GREEN</b>	<b>OXLEY- RED</b>

## SELECTING A SPORT

During the first weeks of Term 1 students will be able to choose from a range of sports to meet their individual interests to be held at school.

- Years 7 - 10 on Wednesday afternoon, Session 3
- Years 11 & 12 - sport is not compulsory

## SWIMMING CARNIVAL

The School Swimming Carnival occurs early in Term 1. Apart from age races, there is plenty to do - cheering for your house, participating in novelty events or just being with your friends. Attendance is compulsory as for any other school day.

## CROSS COUNTRY & ATHLETICS CARNIVAL

Both carnivals take place in Term 2. Cross Country is first on the second Friday in Session 3. The Athletics Carnival runs all day. Apart from races and field events, there are novelty events, so you will have the opportunity to join in the fun and earn some points for your house. Attendance is compulsory as for any other school day.

**Hat, sunscreen, water and appropriate clothing are essential for all sporting events throughout the year.**



# Supported Learning

## THE LEARNING SUPPORT CENTRE

The Learning Centre provides additional assistance to students who refer for support. The Learning and Support teacher collaborates with the student, their family and teachers to determine the necessary adjustments. The Learning Centre is used to support students who require additional assistance with learning. The Learning and Support Teachers (LaST) work with those students. At some time in a student's school career, he/she may have difficulties with learning, for example:

- mastering the skill of reading
- understanding mathematics and the skills associated with problem-solving
- the comprehension or understanding of subject material in any course
- developing effective study skills, e.g. essay-writing, completing assignments, note-taking, etc.

The Learning Support Team can identify these needs and offer appropriate individualised support.

## SPECIAL EDUCATION

Murwillumbah High School offers supported access to the curriculum for students enrolled in the support unit. The enrolment process is coordinated at the district office level. Eligibility is based on confirmation of a disability. Students are enrolled in one of the five support classes, that best suits their participation needs.

Students collaboratively plan their personalised learning pathway. Teachers make required adjustments to curriculum, instruction, assessment and the environment based on the student's strengths, skill, preferences and interests. Student can participate in school life on the same basis as their age peers and have the flexible option to attend mainstream classes when able and engage in learning from the supported classroom when needed.

Each student's vertical transition from year to year is supported and planned according to their needs and changing interests. All students are encouraged to engage in work experience, community participation activities and inter-school social events. These opportunities enhance self-determination, build capacity and develop independent functional life skills in preparation for life beyond Year 12.

Murwillumbah High School offers a comprehensive curriculum to students from 12 to 18 years of age with special needs.

Students participate in Personalised Learning Plans, which are negotiated through a Transition Process. Some of the areas covered are: Vocational Education and Training; Functional Academics; Community Access Programs; Life Skills and Transport & Mobility.

Through this process students are able to integrate into mainstream subjects in which they are particularly interested: e.g. Music, Drama, P.E., Design and Technology.

Our Support Unit staff work collaboratively with parents, carers, therapists and outside agencies to assist students to achieve their maximum potential. Students benefit from a caring, supportive environment that promotes the development of skills that will lead to a fulfilling, enjoyable and active life.

The school's Support Unit provides programs for students with mild, moderate and severe intellectual disability and associated physical disability.



# Extra-Curricular Activities

Murwillumbah High School has a wonderful tradition of instrumental music.

There are a number of activities available for interested students.

These activities include SRC (Student Representative Council), concert band practice; fishing club and practice sessions for sporting teams.

You might also like to get involved in special events such as school productions, debating, mock trials, competitions or other activities as offered by the school which are all dependent on current Covid restrictions.

## EXCURSIONS

There are several major excursions each year to places such as Japan, Sydney and the Snowy Mountains.

Each year our students have the opportunity to host students visiting from our sister school, Hinohara Junior High School, in Japan.

## CONCERT BAND

Murwillumbah High School has a wonderful tradition of instrumental music. We have a Concert Band which involves students from Year 7 through to Year 12.

Students attend Regional Camp and are regularly selected to represent at regional and state level.

## JAZZ BAND

Elective music students come together to form a small Jazz ensemble which features brass instruments, bass, electric guitar and drums. We perform a range of jazz standards which differ from our Concert Band.

## ARTS WEEK & SCHOOLS SPECTACULAR

Each year we celebrate the Creative and Performing Arts through our Arts Week Program and participation in Schools Spectacular.

## MURWILLUMBAH HIGH SCHOOL SHOW TEAM

Our Agricultural Show Team participates in a number of Agricultural Shows throughout the region.



# Bus Information

The school works co-operatively with the local bus companies to support and encourage safe travel for students.

Students catching a bus from the Nullum Street bus bay should not cross the road from the school side to the hockey field side. The footpath should be used at all times.

<b>MURWILLUMBAH BUS CO</b>	02 6672 6222	Mt Burrell, Kunghur (up Midginbil Rd as far as Doon Doon Rd), Mt Warning Rd, Uki to Murwillumbah (connecting with other operators), Murwillumbah township including Condong
<b>SINGHS</b>	02 6672 7464	Transports to Tyalgum from surrounding areas – Nth Arm Rd, Crystal Creek, Chilcotts Rd, Hopkins Crk Rd, Zara Rd, Pumpenbil Rd, Brays Crk Rd, Chillingham & Eungella, Summerville Circuit (Hundred Hills Estate)
<b>PARSONS</b>	02 6672 2353	Pottsville via Mooball, Burringbar & Upper Burringbar, Stokers Siding via Tweed Valley Way and Dallis Park Dunbible, Cabarita via Clothiers Crk Rd, Nunderi, Farrants Hill & Condong
<b>SURFSIDE BUSLINES (Tweed Heads)</b>	07 5552 2700 07 5536 2551	Pacific Highway, Tumbulgum, Duranbah, Cudgen, Kingscliff Terranora Rd, Banora Point, Tweed Heads
<b>BRUNSWICK VALLEY COACH</b>	02 6680 1566	Crabbes Creek, Ocean Shores, Brunswick Heads, Main Arm, Mullumbimby
<b>GOSEL'S BUS SERVICE</b>	02 6677 9394 0427 149 689	Reserve Creek Rd, Kielvale, Palmvale Rd, Wardrop Valley, Fernvale Nimbin to Murwillumbah McAuleys Rd, North Tumbulgum, Dulguigan Rd to Urliup Kynnumboon & McCloys Rd, Tygalgah area, Tumbulgum Rd, Kane Rd & Racecourse Rd Mayes Hill, Hogans Rd, Crannys Rd, Upper Duroby Crk, North Tumbulgum, Majestic Court, Urliup Rd, Bilambil Commissioners Creek Rd a.m., Doon Doon Rd a.m. & p.m., Pretty Gully
<b>EVIRON BUS SERVICE</b>	02 6672 2353	Duranbah via Eviron & Duranbah Rd including Garden & Seven Oaks Avenues, Nunderi
<b>CROSSANS BUS SERVICE</b>	02 6672 2842	Dungay, Tomewin
<b>J&amp;B BUSES</b>	02 6677 9257 0427 453 091	Birrigan Pl, Booyong Pl, Blackwoods Rd, Boat Harbour Bridge to Kynnumboon Bridge, Brooks Rd, Queensland Rd & Nobbys Crk Rd

The following bus services deliver students to High School Buses

<b>WEBSTERS BUS SERVICE</b>	02 6679 5991	Smiths Creek Rd, Hazelbrook Rd, Rowlands Ck Rd, Chowan Ck Rd, Ryans Rd, Palmers Rd, Byrill Creek Rd, Commissioners Creek Rd p.m., Pretty Gully
-----------------------------	--------------	--

## **BUS SUBSIDY**

To apply for a school travel pass, go online and complete the application form at Transport for NSW. You will need a valid email address to complete the form.

Step 1 - Parent (or students aged 16 or over) fills in the online application

Step 2 - Record your N or UN number

Step 3 - Follow the steps provided on the screen to submit your application for school endorsement

## **School Endorsement**

Once your application has been submitted we need to endorse it.

## **Processing Your Application**

Transport for NSW will process the application.

## **Issuing Free Travel Passes**

If your application is successful:

For travel in rural and regional areas a school travel pass is sent, if the operator issues passes. For rural/ regional students please contact the operator directly to find out when and where the student's pass will be sent. Note: some operators in rural/regional areas do not issue passes.

The application may take several weeks and you will be informed of the outcome of your application by email.

## **SUBSIDY FOR DRIVING TO SCHOOL**

Secondary students from Years 7-12 are eligible if:

- they are a resident of NSW or an overseas student who is eligible for free government education,
- the straight line distance from their home address to school is more than 2 km, or
- the walking distance from home to school is 2.9 km or further.

Where public transport is available at the prescribed minimum distance from home, eligible students may also be eligible for a free school travel pass under the School Student Transport Scheme. Details are given during the application process for the School Drive Subsidy Scheme.



# Uniform

The wearing of the school uniform is overwhelmingly supported by all members of the school community.

We ask all students to wear the uniform and all parents and carers to support the school in achieving this goal in the interest of student welfare, school image and school morale.



		GIRLS	BOYS
Years 7 - 10	Summer	<ul style="list-style-type: none"> <li>■ Navy skirt or navy shorts with MHS logo</li> <li>■ White or navy polo shirt with striped collar and school badge</li> <li>■ White socks or black stockings (black stockings to be worn under skirts only)</li> <li>■ black shoes or joggers with strong uppers (not mesh) with durable non – slip soles</li> </ul>	<ul style="list-style-type: none"> <li>■ Navy shorts with MHS logo</li> <li>■ White or navy polo shirt with striped collar and school badge</li> <li>■ White socks, black shoes or joggers with strong uppers (not mesh) with durable non–slip soles</li> </ul>
	Winter	<ul style="list-style-type: none"> <li>■ Navy pants in winter (not jeans)</li> <li>■ Navy windcheater with school badge</li> <li>■ Tights are not uniform</li> </ul>	<ul style="list-style-type: none"> <li>■ Navy pants in winter (no jeans)</li> <li>■ Navy windcheater with school badge</li> </ul>
Years 11 - 12	Summer	<ul style="list-style-type: none"> <li>■ Navy skirt or shorts with MHS logo</li> <li>■ White senior shirt with school badge (optional school tie or navy tie)</li> <li>■ White socks or black stockings (black stockings to be worn under skirts only)</li> <li>■ Black shoes or joggers with strong uppers (not mesh) with durable non–slip soles</li> </ul>	<ul style="list-style-type: none"> <li>■ Navy shorts with MHS logo or navy pants (not jeans)</li> <li>■ White senior shirt with school badge optional school tie</li> <li>■ White or Grey socks</li> <li>■ Black shoes or joggers with strong uppers (not mesh) with durable non–slip soles</li> </ul>
	Winter	<ul style="list-style-type: none"> <li>■ Navy pants in winter (no jeans)</li> <li>■ Navy windcheater with school badge</li> <li>■ Senior school rugby top</li> <li>■ Tights are not uniform</li> </ul>	<ul style="list-style-type: none"> <li>■ Navy pants in winter (no jeans)</li> <li>■ Navy windcheater with school badge</li> <li>■ Senior school rugby top</li> </ul>

## FOOTWEAR

The wearing of shoes with leather uppers at school is a requirement of Workplace Health and Safety laws so at no time are open toed sandals or thongs regarded as appropriate footwear. This includes non-uniform and mufti days.

In the following subjects, students who are not wearing the correct footwear will not be permitted to be in any part of the specialist facility or undertake any task where there may be a risk to the student:

- All science based
- Visual Arts
- Photography
- Technology
- Technology
- Ceramics
- Hospitality
- PD/H/PE
- Textiles and Design
- Food Technology
- Agriculture
- Primary Industries
- Industrial Technology

This is also a requirement for sport or other subjects where deemed necessary by the executive staff.

## HATS

Students are expected to be sensible in hot weather and wear a hat or cap whilst in the sun.

## JEWELLERY

For safety reasons, students should not wear inappropriate or excessive amounts of jewellery including long earrings. Students may be asked to remove jewellery items during practical lessons.

## CLOTHING POOL

Some second hand uniforms are available for purchase. Please contact the Administration Office.

## UNIFORMS FOR SALE IN MURWILLUMBAH

Work 'N' Country Gear

74a Main Street, Murwillumbah

Phone 02 6672 6283



# General Information

## ABSENCE

If you are absent for any reason you must bring a note when you return to school explaining the reason for your absence. Give the note to your Roll Call teacher or Administration Office. The note should include:

- Full name
- Year
- Date/s of absence
- Reason for absence
- Parent's name and signature

## LATE ARRIVAL

1. Students scan in late at the Administration Office.
2. A note to explain lateness is required. A late slip will be printed for the student to take to HT Admin.
3. Students proceed directly to class.

## LEAVING DURING SCHOOL HOURS

Students who need to leave the school during the day must bring a note which is to be shown to the Deputy Principal before 9.00am. No leave will be granted without parent contact. The note should include:

- Full name
- Year
- Date
- Reason for leaving early
- Parent's name and signature

Parents and carers should ring the school (02 6672 1566) to make arrangements in an emergency or urgent situation.

Dentist or doctor appointments should be avoided as far as possible during school hours.

## CHANGE OF ADDRESS, PHONE NUMBER OR EMAIL

If you change your address, phone number, email or move between parents please notify the Administration Office in writing, or email, so that school records including emergency contact numbers can be updated.

## CONTACTING YOUR CHILD AT SCHOOL

If you know in advance that you will need to get a message to your child regarding an appointment or you wish to leave money or equipment, please ask your child to contact the Administration Office at recess or lunch to collect it.

If you need to contact your child unexpectedly during the day please ring the Administration Office on 02 6672 1566 and a message will be given to him/her.





## CONTACTING THE SCHOOL

Parents and carers are able to contact the school by phone (02 6672 1566) or email (murwillumb-h.school@det.nsw.edu.au). The best approach is to phone the Administration Office and staff will help you get in contact with the person who will be able to help you.

In regards to this the following information might be helpful.

If you are enquiring about:

- A specific subject – ask to speak with the Head Teacher
- General progress – ask to speak with the Year Adviser
- A student welfare concern – ask to speak with the Year Adviser, the Counsellor or the Boys/Girls Supervisor
- Sport – ask to speak with the Sport Co-ordinator
- School Policy – ask to speak with a Deputy Principal
- Career or Work Experience information - ask to speak with the Careers Adviser

Where you feel that it is necessary to raise a matter directly with the Principal, an appointment can be made through the Administration Office.

## ILLNESS

If students are injured or feeling sick they should notify the nearest teacher or the Administration Office immediately. They should not call their parents directly. Parents and carers of sick students are contacted to take them home wherever possible. In case of emergency, it is essential that the student knows where and how to contact at least one parent or an emergency contact person.

## MEDICATION

Prescribed medicines that need to be administered during school hours can be secured and administered by qualified staff. Parent authorisation is required. Non-prescription painkillers are NOT administered or provided by school staff.

## HOMEWORK

Some of our subjects require regular practice of basics and may involve homework in the form of online platforms or written work. Other forms of homework will include completion of group work.

Students at our school only receive homework on a needs basis determined by the professional judgement of your child's teacher.

There is an expectation that students should revise work completed during the day and generally prepare themselves for the next day's lessons.

Assignments should not be left to the last minute. Students should plan their research time and seek help if they need it well before the due date.

## ASSEMBLIES

Assemblies and Formal Assemblies are held as required at school to provide information to students about sport and coming events and to recognise student achievement through presentations.

## VISITORS/VOLUNTEERS

Visitors/volunteers are to report to the Administration Office. All visitors must provide identification, sign the visitor book and wear an identity label for the duration of the visit. The label is returned when leaving and the visitor must sign out.

# General Information continued

## SCHOOL CANTEEN

The canteen provides a wide selection of hot and cold fresh, nutritious food which is prepared and served hygienically at very competitive prices. Also available is a full range of student stationery requirements. The canteen operates successfully under a self-serve system. Students can also order lunch by placing orders with the canteen manager prior to 9:00 am.

The school canteen is directed by a committee of the P & C Association, using profits to supplement the school grants, to provide equipment required for the students. To enable us to do this, parents are invited to volunteer one day a month to assist the canteen in the preparation of food.

The hours required are from 8:00am to 1:00pm. If you are unable to attend these hours, any spare time you have would be most welcome. If you would like to make further enquiries, please contact the school on 02 6672 1566 during school hours.

## SCHOOL CALENDAR

A school calendar is published annually and is available on the school website. Updates to the school calendar are published in the Endeavour and on our Website ([www.murwillumb-h.school@det.nsw.edu.au](http://www.murwillumb-h.school@det.nsw.edu.au)).

## SCHOOL NEWSLETTER - THE ENDEAVOUR

The school newsletter, 'Endeavour', is an important tool for parents and carers for accessing school news, activities, announcements and community notices. It is emailed to parents twice a term and is published on the school website ([www.murwillumb-h.schools.nsw.edu.au](http://www.murwillumb-h.schools.nsw.edu.au)). If required, a printed copy can be provided from the Administration Office on request.

## SCHOOL MAGAZINE

The staff and students produce a school magazine called Parnassian. This record of the school year contains photographs of many events and general activities associated with school life.

## SCHOOL WEBSITE/SOCIAL MEDIA

The school website is [www.murwillumb-h.schools.nsw.edu.au](http://www.murwillumb-h.schools.nsw.edu.au). It includes the latest school newsletter, school news, the school calendar and school policies.

The school also operates a Facebook page providing information and photos of school events.

## SCHOOL STREAM APP

The School Stream App is available from the App Store (iPhone/iPad) or Google Play (Android). Search for School Stream and download the app to your phone. Make sure you agree to push notifications. Once School Stream is finished installing, open the app, type your school name into the search then select your school. School Stream will deliver school information instantly and directly to your smartphone.

## LIBRARY

The school has an excellent library and you are invited to make use of it. Don't wait until you have to research something, come in and look around. There are many magazines and novels that you can borrow or read there. Please make an effort to return borrowed items before they are overdue.

The library is open between 8:30 and 9:00am, during recess and lunchtimes and after school until 3:30pm. Students are welcome to suggest items for purchase to include in the library collection.

## **LOCKERS**

Years 7 & 8 students will be issued with lockers. All other students can hire a locker for \$20 per year. The style of locker requires each student to provide his/her own padlock to secure the door closed. See the Administration Office for details about the padlock and to pay for the hire of a locker.

## **MOBILE PHONES**

Our school is a place where learning and social interaction should be at the forefront. Mobile phones are a key cause of disruption to students' learning and wellbeing. Appropriate phone use will be supported via the provision of a YONDR pouch whereby students will lock and store phones in their bags for the duration of the school day. See the school phone policy for further information.

## **REPORTING STUDENT PROGRESS**

Individual reports for subjects are provided at the end of Semester 1 and Semester 2 (July and December). A number of Parent-Teacher afternoon/evenings are held after the Semester 1 reports are issued, giving parents the opportunity to talk to teachers about student progress. An evening is held in Term 1 for parents of Year 7 students to meet their teachers. Please notify the Administration Office if a copy of a report needs to be sent or emailed to parents living at separate addresses.

## **LOST AND FOUND ITEMS**

If an item is lost at school, first check the area where you may have lost it, then report to the Deputy Principal's office. You could also ask at the Library and the Administration Office.

You should have your name on all of your school clothing and on your pencil case, folder, books, etc. Money and valuables including calculators, mobile phones, iPods and laptops must not be left in school bags that are not under your direct supervision. Money and valuables can be given to the Deputy Principal at the start of the day.

## **PLAYGROUND**

It is expected that students will arrive at school after 8:30am unless they are involved in teacher-directed activities. Should there be an emergency in the playground before school, assistance may be sought from the Principal, Deputy Principal or staff located in staff rooms.

The playground is supervised by teachers at recess and lunchtime. Students in the playground should remain in the designated areas.

The volleyball courts and the cricket nets are available for student use with staff supervision. In wet weather seek shelter close to buildings and under covered areas. Students should only be in classrooms if supervised by a teacher.

## **PARENTS and CITIZENS ASSOCIATION**

All parents are invited to attend meetings of the P&C. Meetings are held at 6:00pm at the High School on the **THIRD TUESDAY** of the month during the school term. Come to the Riverview Street entrance and meet in the foyer.

This organisation provides parents with the opportunity for discussion on the school and its organisation. The P&C also provides students with resources which are not provided by the Education Department as well as the opportunity for informal contact between parents.

The Principal or his nominee is present at every meeting.

# General Information continued

## ASSESSMENT

Assessment assists teachers and students to identify what has been learned and what additional support may be required. You should be prepared for all assessment tasks and try your best. Each subject faculty has its own policy for junior assessment and your teachers should advise you well in advance. Assessment will be ongoing and may be based on class work, homework, mid and end of term tests.

In the senior school a separate Assessment Policy book is issued to the students at the start of the course detailing all the requirements.

## AMBULANCE TRANSPORT FROM QUEENSLAND

Parents and carers of students participating in school activities, which involve travel into Queensland, must undertake to meet the cost of ambulance transport in Queensland under the Queensland Ambulance Transport Scheme.

## STUDENT VEHICLES

Senior students may use private vehicles if the appropriate application has been completed, lodged and filed with the Deputy Principal.

If senior students wish to park in the student parking area they can apply to the Deputy Principal for a car parking permit. Students wishing to transport passengers must have parental permission from the parents of both driver and passenger.

Whilst student driven vehicles may be parked within the school grounds once permission has been obtained, the school accepts no responsibility for any damage that may occur.

Student drivers should use the Nullum Street entrance and park in the vicinity of the oval and lower D-block in the areas marked for student parking. The speed limit within school grounds is 5 kmh.

Student drivers are asked to exercise extreme caution in departing the school premises because of the volume of bus, bicycle and pedestrian traffic in Nullum Street. Buses and pedestrians retain right of way as vehicles exit the school. Observe speed limits on the roads around the school. Police do patrol the area.

## FLOODS AND CANCELLATIONS DUE TO WET WEATHER

Students will be advised if buses need to leave early.

The bus operators will contact the school if they need to collect students early due to rising creeks/ivers.

Listen to ABC Local Radio or watch for School Stream App updates for cancellations of school events due to wet weather. Please complete and return the Flood Evacuation form.



## STATIONERY AND EQUIPMENT REQUIREMENTS

Each subject has specific stationery and equipment needs. Students will be advised by their teacher what is required for lessons. A stationery pack is available for \$25.00 from the Canteen (details below):

- |   |                                   |
|---|-----------------------------------|
| 1 x Marbig Binder Enviro Economy 2D Ring A4 25mm Blue | 1x A4 128 Page Book 5mm Grid *    |
| 1 x OfficeMax Pencil Case Tartan 340mm x 100mm zip    | 1x OfficeMax 30cm Plastic Ruler * |
| 1 x A4 128 Page Book 8mm Ruled Red Margin             | 1x OfficeMax Glue Stick 20gm *    |
| 3 x A4 96 Page Book 8mm Ruled Red Margin *            | 1x OfficeMax Large Eraser *       |
| 3 x A4 64 Page Book 8mm Ruled *                       | 2x HB Pencils*                    |
| 4x Marbig A4 Display Book 20 Pocket *                 |                                   |
| 2x Ballpoint Pens Blue *                              |                                   |
| 2x Ballpoint Pens Black *                             |                                   |
| 2x Ballpoint Pens Red *                               |                                   |

\* Also available to purchase as individual items during canteen opening hours.

### Items Sold Separately:

Calculator - \$25.00

A3 Art Drawing Book - \$9.00

1 x USB for senior students undertaking Legal Studies (recommended but not sold through the canteen)

Note: The school canteen will open between 8:00am and 1:00pm on school days for the sale of stationery packs, art books and calculators.



# General Information continued

## STUDENT COUNSELLING

The School Counsellor is specially qualified to deal with personal problems or more serious educational or emotional problems.

Students are referred by staff or the Counsellor may be approached by a parent or student to make an appointment.

## STUDENT WELFARE

Murwillumbah High School has a broad range of student welfare programs which create a positive school climate and assist with the physical, social and emotional well-being of the students.

Strategies to manage discipline are well established and focus on students taking responsibility for their own action and behaviour. The school's award system provides opportunities for all students to enjoy success and recognition so that they feel valued and rewarded for their achievements and participation in the school and wider community.

A separate Welfare and Discipline booklet provides a more detailed explanation of the school's policies and practices.

We work hard to prevent bullying in our school and we recognise that the best outcomes are achieved by school communities, parents, students and teachers, working together to help prevent and to respond to bullying.

Our Anti-bullying Plan includes prevention, early intervention and response strategies for student bullying. Any student who experiences bullying and any person who witnesses bullying should report it to a teacher.

## STYMIE

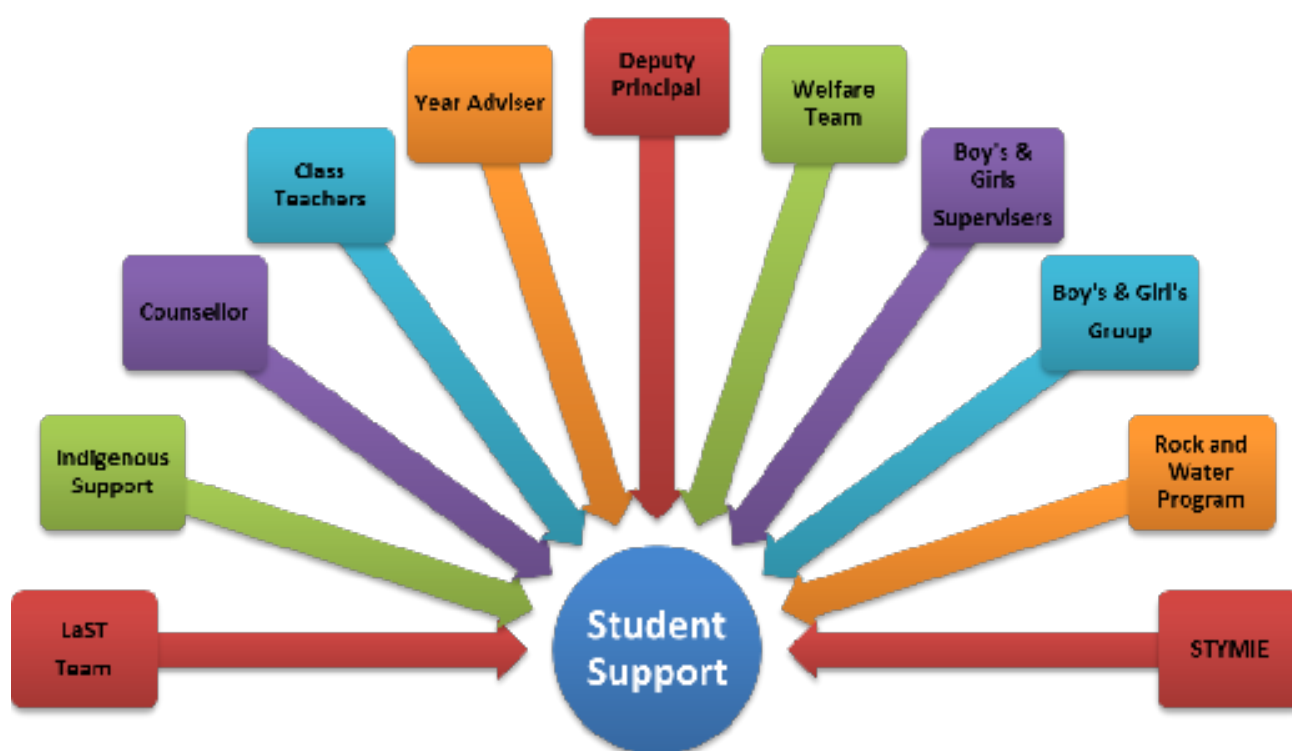
Our school supports students to be 'upstanders'. Every student has access to Stymie.com.au where they can anonymously report instances of bullying. The reports are managed by the Year Advisor and/or Deputy Principal.

## STUDENT ASSISTANCE

Student Assistance can be provided to parents of students who have financial difficulty in meeting the costs of education. These costs include contribution towards school uniform, elective subject costs and stationery needs.

Costs for the Year 7 Camp can be subsidised if students cannot raise the full amount by the deadline. Unfortunately, Student Assistance cannot be used for general school contributions (school fees).

An application form can be obtained from the Deputy Principal's office or the Administration Office. All applications for Student Assistance are handled confidentially.



## TRANSFERS OR LEAVING SCHOOL TO SEEK EMPLOYMENT

Students who wish to transfer to another school or leave school to take up employment are required to report to the Administration Office:

- bring a note from a parent/carer
- if under 17 years of age, a note from an employer is also required
- arrange for outstanding fees to be paid
- return all books and equipment
- complete the clearance form (available from the Administration Office).

Before leaving school to seek employment, students and parents should seek an interview with the Careers Adviser.



## CAREERS ADVICE

The Careers Adviser, Mrs Lawson, and Transition Adviser, Mrs Daly-Wells, will help you with decisions relating to Career Education or the world of work. Any student or parent can make an appointment to see the Careers Adviser. Mrs Lawson is located in E Block.

## YOUTH ALLOWANCE

Youth Allowance is paid by the Commonwealth Government to students 16 years of age and over in full time study and subject to a means test and assets test. Information and applications can be obtained from the Careers Adviser or Centrelink (phone 132317). Unexplained absence will impact on this allowance as they are reported to Centrelink each term.

The Commonwealth Government Scheme is available also for Aboriginal students in full-time study. Payments of the Youth Allowance to Aboriginal students are subject to a means test and assets test. Enquiries to Centrelink (phone 132317). Unexplained absence will impact on this allowance as they are reported to Centrelink each term.



# School Contributions

**GENERAL SCHOOL CONTRIBUTION & SUBJECT FEES - Waived for 2021**

**Fees Waived for 2021**



# Important Dates

	FIRST DAY OF TERM		LAST DAY OF TERM
<b>TERM 1</b>	27 & 28 January 2021	Staff Development Days	1 April 2021
	29 January 2021	Years 7, 11 & 12	
	1 February 2021	Years 8, 9 & 10	
<b>TERM 2</b>	19 April 2021	Staff Development Day	25 June 2021
	20 April 2021	All Students	
<b>TERM 3</b>	12 July 2021	Staff Development Day	17 September 2021
	13 July 2021	All Students	
<b>TERM 4</b>	5 October 2021	Staff & Students	17 December 2021

## Beginning of the 2021 School Year

Wednesday 27 & 28 January	School re-opens. Only staff attend these days
Friday 29 January	<p><b>Years 7, 11 and 12 commence</b></p> <p>There will be an Assembly at 9:00am in the main quadrangle. As only Year 7, Year 11 and Year 12 will be present, the teacher running the assembly will tell you where to stand.</p>
Monday 1 February	<b>Years 8, 9 and 10 commence</b>

# Structure of the Day - 2021

‘Our School runs to time not bells’

	Monday	Tuesday	Wednesday	Thursday	Friday
Session 1	9.00-10.50	9.00-10.50	9.30-11.10	9.00-10.50	9.00-10.50
Recess	10.50 - 11.20	10.50 - 11.20	11.10 - 11.40	10.50 - 11.20	10.50 - 11.20
Session 2	11.20 - 1.05	11.20 - 1.05	11.40 - 1.15	11.20 - 1.05	11.20 - 1.05
Lunch	1.05 - 1.35	1.05 - 1.35	1.15 - 1.45	1.05 - 1.35	1.05 - 1.35
Session 3	1.35 - 3.20	1.35 - 3.20	1.45 - 3.20	1.35 - 3.20	1.35 - 3.20



# Learning after school

Learning never stops. An important part of learning is play time or free time where the students have time to synthesise what they have learned during the day.

Some of our subjects require regular practice of basics and may involve homework in the form of online platforms or written work. Other forms of homework will include completion of group work. Students at our school only receive homework on a needs basis determined by the professional judgement of their teacher.



# School Map

