



# Kandos

## HIGH SCHOOL



# STUDENT INFORMATION BOOKLET 2022



Education



# CONTENTS

Welcome to Kandos High.....	3
Kandos High School Student Leaders .....	4
Kandos High School Year 7 Advisor 2022 .....	4
What Does High School Cost?.....	5
2022 School Contributions - All Students.....	5
Kandos High School Equipment Lists .....	6
Stage 6 Resource Requirements .....	7
Uniform Guidelines and Rewards for Compliance.....	8
Rewards Excursion guidelines and Criteria .....	10
School Items Available from the Office .....	12
School Information .....	13
Student Involvement .....	16
KHS SRC Structure .....	16
SRC Member Requirements .....	16
Parental Involvement .....	17
Your School Library .....	18
Kandos High School Organisation Times .....	19
Supervision Policy.....	19
Kandos High School Merit Scheme.....	20
Rewards System for Positive Behaviours .....	21
Kandos High School Introducing our Mascot “Rocky” The Kookaburra .....	24
Our PBL Values and Expectations for Students at Kandos High School .....	25
KHS Behaviour Expectations Matrix .....	26
KHS Remote Learning & Digital Etiquette Matrix .....	27
KHS Universal Classroom Expectations Matrix .....	28
Student Management System.....	29
Monitoring Student Behaviour Across all Classes.....	29
Classroom Management.....	30
What Rights do Teachers have? .....	30
Discipline Policy and Procedures.....	32
The Discipline Process .....	34
Suspension and Expulsion.....	35
Dangerous Weapons .....	36
Drug Free Environment Policy .....	36
Anti-Violence and Harassment Policy .....	36
Procedures for Resolving Complaints, Suggestions and Allegations .....	37
Anti-Racism Policy .....	38
Detention Policy .....	38
Fractional Truancy Policy.....	39
Personal Digital Device Policy .....	40
Sun Safe Policy.....	43
Kandos High School First Aid Information.....	44
Emergency Procedure .....	45
Kandos High School Emergency Facilities and Evacuation Routes.....	46
Kandos High School Term Dates.....	47

Kandos High is a PBL school. PBL (or Positive Behaviours for Learning) is an evidence-based whole school process to improve learning outcomes for all students. Through our shared values, we hope to build **Positive Relationships** through our community, foster in our students a desire to be **Responsible**, and engender a sense of **Respect** in all of our undertakings. The continuing implementation of PBL and its initiatives, are an important aspect of our school plan.

These people are always available to assist you in settling into your new school.

<b>Principal</b>		Miss D Thommeny
<b>Deputy Principal (Relieving)</b>		Ms D Johnston
<b>Supervisor of Girls</b>		Mrs C Murray
<b>Careers Adviser/VET Coordinator</b>		Mrs J Parsons
<b>Learning and Support Teacher</b>		Mrs N O'Brien
<b>Year Advisor</b>		Year 7 Mrs N Vidler
		Year 8 Miss M Toufayli
		Year 9 Mr M Vaughan
		Year 10 Miss L Besant
		Year 11 Mr D Skourmallas
		Year 12 Mrs K Reynolds
<b>Head Teachers</b>	Mr R San-Martin	English/HSIE/CAPA/Library
	TBA	Mathematics
	Ms E Kelson	Science/PDHPE
	Mr M Vaughan	Teaching & Learning/TAS/Careers
	Mrs T Newitt (Acting)	Support
<b>Administration</b>	Mrs S Faulkner	School Administration Manager
	Mrs K Reddish	School Administration Officer
	Mrs M Moore	School Administration Officer
	Mrs J Murray	School Administration Officer Library
	Mrs W Murphy	Agriculture Assistant
	Mr G Jamieson	General Assistant
	Mrs D Murphy	Community Liaison Officer

## KANDOS HIGH SCHOOL STUDENT LEADERS



**Jessica Reynolds**



**Annalise Healey**



**Latara Hammond**



**Ryan Moore**

## KANDOS HIGH SCHOOL YEAR 7 ADVISOR 2022



**Mrs Natasha Vidler**

## WHAT DOES HIGH SCHOOL COST?

The State Government provides most of the funds for students' schooling; however, there are certain additional costs to the school in providing paper and materials. We seek your support in helping with your child's education by paying the Voluntary General Contributions. Students choosing the subjects below as electives in Year 9/10 should be aware that there are costs incurred by these subjects and a subject fee is payable.

### 2022 SCHOOL CONTRIBUTIONS - ALL STUDENTS

<b>YEAR 7 (All subjects)</b>		<b>YEAR 8 (All Subjects)</b>	
General Contribution	\$45.00	General Contribution	\$45.00
<b>YEAR 9</b>		<b>YEAR 10</b>	
General Contribution	\$25.00	General Contribution	\$25.00
<b>PLUS Elective Choices</b>		<b>PLUS Elective Choices</b>	
Agriculture	\$20.00	Agriculture	\$20.00
Food Technology	\$100.00	Food Technology	\$100.00
Ind Technology Metal	\$75.00	Ind Technology Metal	\$75.00
Ind Technology Timber	\$75.00	Ind Technology Timber	\$75.00
Music	\$30.00	Music	\$30.00
Visual Arts	\$40.00	Visual Arts	\$40.00
<b>YEAR 11</b>		<b>YEAR 12</b>	
General Contribution	\$25.00	General Contribution	\$25.00
<b>PLUS Elective Choices</b>		<b>PLUS Elective Choices</b>	
Exploring Early Childhood	\$10.00	Biology	\$30.00
Furniture Making Pathways	\$80.00	Chemistry	\$30.00
Hospitality	\$160.00	Hospitality	\$160.00
Ind Technology Metal	\$80.00	Ind Technology Timber	\$20.00 +Timber
Music	\$30.00	Music	\$30.00
Textiles and Design	\$20.00 + Materials	Textiles and Design	\$20.00 + Materials
Visual Arts	\$50.00	Visual Arts	\$50.00 +Materials
<b>YEAR 11 LIFE SKILLS</b>		<b>YEAR 12 LIFE SKILLS</b>	
Creative Arts	\$30.00	Creative Arts	\$30.00 + Materials
Technology	\$40.00	Technology	\$40.00 + Materials

**PLEASE NOTE:** All monies (excursions, fees, uniforms etc.) must be paid at the office as soon as you arrive at school or at recess at the latest. This saves money being lost or stolen.

## KANDOS HIGH SCHOOL EQUIPMENT LISTS

**\*Separate exercise books are required for each subject.**

**NO Liquid Paper and Metal Rulers.**

Subject	Year 7	Year 8	Year 9	Year 10
Roll Group				
English	128 page A4 Book	128 page A4 Book	128 page A4 Book	128 page A4 Book
Mathematics	128 page A4 Book	128 page A4 Book	128 page A4 Book	128 page A4 Book
Science	192 page A4 Book	240 page A4 Book	240 page A4 Book	240 page A4 Book
History	128 page A4 Book	128 page A4 Book	128 page A4 Book	128 page A4 Book
Geography	128 page A4 Book	128 page A4 Book	128 page A4 Book	128 page A4 Book
PDHPE	128 page A4 Book	128 page A4 Book	128 page A4 Book	A4 loose lined paper
Visual Art	A4 or A3 Visual Art Diary	A4 or A3 Visual Art Diary	A4 or A3 Visual Art Diary	A4 or A3 Visual Art Diary
Sport	-	-	-	-
Music	-	-		
Technology Mandatory	A4 Display Folder	A4 Display Folder		
Indonesian	-			
STEM		64 page A4 Book		
Work Education				-
9/10 Electives			See Separate List	

9/10 ELECTIVES	
Agriculture	240 page A4 Book + Hat
Commerce	128 page A4 Book
Drama	128 page A4 Book
Food Technology	Display Folder
Industrial Technology Metal	Display Folder
Industrial Technology Timber	Display Folder
Music	-
Physical Activity and Sports Studies (PASS)	128 page A4 Book
Textiles Technology	128 page A4 Book + Display Folder + A4 sketch Book
Visual Arts	A4 or A3 Visual Art Diary
Agriculture	240 page A4 Book + Hat

**Required Items Needed:** 4 x blue biros, 4 x black biros, 4 x red biros, 2 x HB pencils, 2 x 2B pencils, 1 x 8gm glue stick, 1 x 30cm plastic ruler, 1 x pencil sharpener, 1 x pencil eraser, 1 x scissors, 1 x correction tape, 1 x USB Drive 32GB, 1 x 12 pack coloured pencils or textas, 1 x pencil case (preferably clear), 1 x helix oxford math set, 1 x (Calculator **fx-82AU PLUS II** Casio Scientific *available from the front office*). 1 x (8 pack assorted highlighters *available from the front office*)

**The following items are also required for PDHPE.**

PDHPE            School/Sport Shirt (Rep sport shirt eg. western region)  
                      Navy shorts (summer) and navy track pants (winter)  
                      Broad Brimmed Hat or School Cap (all available from front office)

**For consistency, we encourage the purchase of shorts and track pants from the Schools Uniform Shop.**

## STAGE 6 RESOURCE REQUIREMENTS

Subject	Year 11 & Year 12
<b>Agriculture</b>	240 page A4 Book + Hat
<b>Biology</b>	240 page A4 Book, Ring Binder with A4 loose leaf lined paper
<b>Chemistry</b>	240 page A4 Book, Ring Binder with A4 loose leaf lined paper
<b>Community &amp; Family Studies</b>	Display Folder
<b>English Studies</b>	96 page A4 Book
<b>English Standard</b>	128 page A4 Book <b>or</b> Ring Binder with A4 loose leaf lined paper
<b>English Advanced</b>	128 page A4 Book <b>or</b> Ring Binder with A4 loose leaf lined paper
<b>English Ext 1</b>	128 page A4 Book <b>or</b> Ring Binder with A4 loose leaf lined paper
<b>English Ext 2</b>	2x128 page A4 Books <b>or</b> 1 x 128 page A4 Book + Ring Binder with A4 loose leaf lined paper
<b>Exploring Early Childhood</b>	Large Ringer Binder with A4 loose leaf lined paper + Plastic Sleeves + USB
<b>Furniture Making</b>	Display Folder
<b>History Ancient</b>	128 page A4 Book <b>or</b> Ring Binder with A4 loose lined paper
<b>History Extension</b>	2x128 page A4 Books <b>or</b> 1 x 128 page A4 Book + Ring Binder with A4 loose leaf lined paper
<b>Hospitality</b>	Display Folder + Ring Binder + Plastic sleeves
<b>Industrial Tech Metal</b>	Display Folder
<b>Industrial Tech Timber</b>	Display Folder
<b>Mathematics Standard 1</b>	240 page A4 Book
<b>Mathematics Standard 2</b>	240 page A4 Book
<b>Mathematics Advanced</b>	240 page A4 Book
<b>Music</b>	N/A
<b>PDHPE</b>	Display Folder
<b>SLR</b>	Display Folder
<b>Textiles &amp; Design</b>	Large Ring Binder with A4 loose leaf lined paper + Plastic sleeves + A3 Sketch Book + USB
<b>Visual Arts</b>	A4 or A3 Visual Art Diary + A4 128 page lined exercise book

**Note: These are in addition to items on page five.**

**Required Items Needed:** 4 x blue biros, 4 x black biros, 4 x red biros, 2 x HB pencils, 2 x 2B pencils, 1 x 8gm glue stick, 1 x 30cm plastic ruler, 1 x pencil sharpener, 1 x pencil eraser, 1 x scissors, 1 x correction tape, 1 x USB Drive 32GB, 1 x 12 pack coloured pencils or textas, 1 x pencil case (preferably clear), 1 x helix oxford math set, 1 x (Calculator **fx-82AU PLUS II** Casio Scientific *available from the front office*). 1 x (8 pack assorted highlighters *available from the front office*)



Context: At Kandos High School, we would like to see our students in school uniform each day and wearing it with pride. Studies have shown that when students dress in uniform, they are more likely to come to school with a positive learning attitude and feel more a part of the school. Wearing uniform gives a sense of belonging and inclusiveness. It also increases the students' personal safety by allowing them to be more easily recognised.

### 1. Kandos High uniform

Students at Kandos High School have the privilege of wearing two distinct types of uniform;

1.1. **Full Dress Uniform: To be worn on excursions, school photo day, formal assemblies and other occasions when notified.**

- KHS school shirt
- Grey or navy-blue school trousers or slacks
- Navy-blue skirt
- Navy-blue shorts (small white insignia acceptable)
- Track suit pants (small white insignia acceptable)
- Navy blue stockings or tights permitted when worn with a skirt.
- Joggers or black school shoes
- School Jumper/ school blazer
- School cap (if required)

1.2. **Everyday Uniform: The following items may be worn in addition to the Full-Dress Uniform on a day-to-day basis.**

- Western Area or NSW Combined High Schools Representative shirt
- KHS Representative shirt (e.g. Sport, SRC etc.)
- NAIDOC week shirt
- Western Area or NSW Combined High Schools Representative jacket or track top
- Cap or a broad brimmed hat

### 2. Footwear

Footwear in many practical subjects (e.g. Science, all Industrial Technologies, Food Technology, Hospitality, PDHPE) must be safe in order to protect students and avoid injury. (School Uniforms in NSW Government Schools, Department of Education School Uniform Policy 1.3). When instructed by their teachers' students are required to wear leather footwear for these subjects.

### 3. Unacceptable clothing

The following items of clothing are not permitted to be worn at Kandos High:

- Footless tights or leggings (unless worn with a navy-blue skirt)
- Jeans
- Shorts or skirts that end higher than halfway up your thigh
- Clothes of different colours or patterns or with insignias/logos/stripes (especially brightly coloured)
- Footwear that does not support/protect the foot or ankle or cover the top of the foot (i.e., no thongs, ballet flats or sandals)
- Steel-capped boots (unless for specific purposes)
- Clothes, or bags advertising inappropriate products such as alcohol or have inappropriate language on them



#### 4. Monitoring of uniforms

The process for monitoring students out of uniform is as follows:

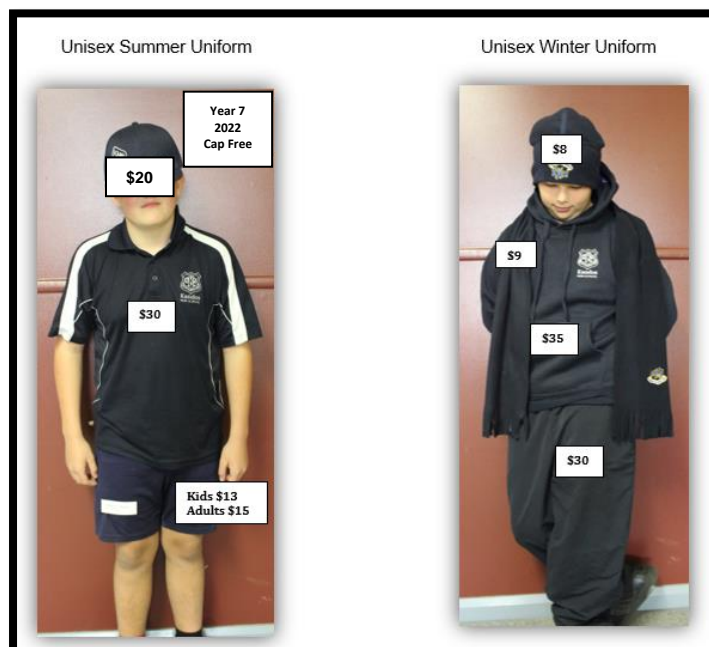
- 4.1. Students who are not wearing correct uniform should see the Head Teacher on duty before school to get an out of uniform note. They will need to provide this to their roll call/ class teacher throughout the day.
- 4.2. Head Teachers will return Out of Uniform Register to the Front Office before Roll Call where office staff will enter students as out of uniform on their respective Roll Call onto Sentral.
- 4.3. Roll Call teachers will check uniform during Roll Call, Year Advisers will check out of uniform during Thursday Assemblies and Friday Year Meetings. They will check if a student has a uniform note from the Head Teacher on Duty. Roll Call teachers will only enter a student on Sentral if they don't already have a note.
- 4.4. Roll Call teachers will advise students that do not have a note that they are to meet the Head Teacher on Duty in the quad at the start of lunch on the silver seats outside the breezeway for a reteaching opportunity.
- 4.5. After Roll Call Office staff will add students to detention in Sentral.
- 4.6. Head Teacher on duty will mark the detention roll in Sentral and follow up students who have not attended. Failure to attend may result in further disciplinary action.
- 4.7. Students who are late for Roll Call will be checked by office staff as they sign in and office staff will record out of uniform on Sentral in the period that they arrive.
- 4.8. A report will be generated at the end of each term to monitor compliance.

#### 5. Rewards for consistent wearing of school uniform

Students who wear the school uniform for a minimum of 80% of the time they are at school will be eligible to attend the end of year Rewards Excursion. Throughout the year other rewards may be offered such as free disco tickets or merit awards.

#### 6. Student hardship

- 6.1. Head Teachers, Year Advisers and Roll Call Teachers should monitor data for students who are regularly out of uniform and advise them that the school may be able to provide or assist with purchasing uniforms.
- 6.2. Students who are unable to purchase uniforms due to financial difficulty can contact the Principal, Deputy or their Year Adviser for assistance.
- 6.3. Students who have difficulty accessing washing services can arrange to access the school washing machines by speaking with the Principal, Deputy or their Year Adviser.



Context: The Rewards Excursion is a whole school initiative designed to reward students of Kandos High for positive behaviours and academic achievement throughout the school year. The excursion generally takes place in the last two weeks of term four. To be invited to attend the excursion students must meet the following criteria.

### 1. Attendance

To attend the Rewards Excursion students must:

- 1.1. Achieve 85% attendance for the school year. Students with prolonged absences due to extenuating circumstances or long-term illness may be granted permission to attend after an interview with the Principal or delegate.
- 1.2. Explain all absences to the school office before the end of each term via note, email, text message or phone call from a parent in a timely manner. Reminder notes will be sent by the office twice a term.

### 2. Classroom Teacher Approval

To attend the Rewards Excursion 80% of the student's teachers must agree that the student has upheld our core values of being responsible, respectful and having positive relationships. This will be determined by the Teacher Survey to be completed no less than two weeks prior to the scheduled departure date of the Rewards Excursion.

### 3. Merit Levels

To attend the Rewards Excursion students must achieve a Bronze Level Merit Award or higher. Merit Levels will be recorded on Sentral and awarded at end of term assemblies as per the current Merit Scheme.

### 4. Uniform

To attend the Rewards Excursion students must wear school uniform a minimum of 80% of the time they are at school.

- 4.1. Students should see the Head Teacher on duty before school to get a uniform note if they are not in correct uniform. Students who do not do this will be required to check in with the Head Teacher on duty at the start of lunch for a reteaching opportunity as per the uniform guidelines.
- 4.2. Roll Call teachers will check uniform during each rollcall and record an out of uniform Sentral entry on the roll for students out of uniform if they have not collected a uniform note from the Head Teacher on duty.
- 4.3. Year Advisers will check out of uniform during Thursday Assemblies and Friday Year Meetings and record an out of uniform Sentral entry on the roll for students out of uniform.
- 4.4. Students who are late for Roll Call will be checked by office staff as they sign in and office staff will record on Sentral
- 4.5. Students who are unable to purchase uniforms due to financial difficulty can contact the Principal, Deputy or their Year Adviser for assistance.
- 4.6. Students who have difficulty accessing washing services can arrange to access the school washing machines by speaking with the Principal, Deputy or their Year Adviser.

## **5. Negative Sentral Entries**

To attend the Rewards Excursion students should not have more than 10 negative incidents on Sentral.

- 5.1. If a student has more than 10 negative Sentral entries in one calendar year they must attend an interview with a panel of staff representatives to discuss their attendance on the excursion.
- 5.2. If a student has more than 20 negative Sentral entries they will not be permitted to attend.
- 5.3. If a student has been on a discipline level 2 or above they must attend an interview with a panel of staff representatives to discuss their attendance on the excursion.
- 5.4. Interviews will be held at the start of Term 2, 3 and 4 each year.

## **6. N Awards and N Award Warnings**

To attend the Rewards Excursion students in Year's 9-12 must not have any current N Award Determinations or N Award Warnings.

- 6.1. If a student has more than three N Award Warnings in one calendar year they must attend an interview with a panel of staff representatives to discuss their attendance on the excursion, even if these warnings have all been redeemed.

## **7. Suspension and Formal Caution of Suspension**

To attend the Rewards Excursion students

- 7.1. If a student has been given a formal caution of suspension or a suspension within the calendar year, they must attend an interview with a panel of staff representatives to discuss their attendance.
- 7.2. If a student is suspended at the time of the excursion they will not be permitted to go.
- 7.3. If a student is suspended for aggressive behaviour at any time throughout the year they will not be permitted to attend the excursion unless a full risk assessment including a parent consultation meeting has been completed at least two weeks prior to the excursion.

## **8. Interviews**

Any students who are deemed to be at risk of not meeting rewards excursion criteria at the end of each school term will have a reteaching opportunity.

- 8.1. Students at risk of not meeting criteria will have an informal interview with their Year Adviser at the start of the following term to discuss areas they can improve on.
- 8.2. Students who are deemed to require an interview before attending the Rewards Excursion will be granted an interview to discuss their circumstances with a panel of staff members consisting of their Year Adviser, a Head Teacher and a representative from the PBL or Wellbeing Team.
- 8.3. Interviews will be held at the start of Term 2, 3 and 4 each year.

## SCHOOL ITEMS AVAILABLE FROM THE OFFICE

SCHOOL ITEMS	PRICE
School Polo Shirt - Navy - Junior	\$30.00
School Polo Shirt - Navy - Senior	\$30.00
School Jumper (Discontinued Line)	\$10.00
School Hoodie	\$35.00
School Track Pants	\$30.00
School Shorts     Size 10 - 16Y	\$13.00
School Shorts     Size S - XL	\$15.00
School Bucket Hat	\$5.00
School Cap	\$20.00
School Scarf	\$9.00
School Beanie	\$8.00
School Tie	\$20.00
School winter jacket with emblem - *price to be advised	
Book Pack	\$55.00
Calculators Casio <i>fx-82AU PLUS II Scientific</i>	\$24.00
Highlighters Staedtler Textsurfer Classic 8 pack assorted	\$14.00
Art Book A3 (Large)	\$8.00
Art Book A5 (Small)	\$5.50
Lockers	\$5.00

Note: Prices as of October 2021

Note: Kandos High School navy winter jacket with an emblem will be available for winter 2022.  
Price to be advised

Note: All discontinued stock will be at a reduced price until depleted

Note: All items of clothing need to be clearly labeled with your child's name to prevent lost property and added expense.

Note: During the transition phase the new uniform and the current uniform will be acceptable.

## SCHOOL INFORMATION

- Student Leave - No student is to leave the school grounds without a parental note and permission from the Deputy Principal.
- Students leaving the school grounds at lunchtime must either have a regular lunch pass (only to be used to go home for lunch) or an authorisation note signed by the Deputy Principal. Those with a lunch pass or an authorisation note must sign out &/or in at the office on leaving and returning to school. At other times during school hours, students must obtain permission from the Deputy Principal or Principal but still sign out &/or in at the front office.
- Sick Students - must report to the office first. The office staff may decide to allow the student to lie down in Sick Bay; administer first aid, organise medical help (ambulance or doctor) or telephone for a parent to take their child home as necessary.
- Bus Concessions - All enquiries relating to bus travel, subsidies and student concession passes are to be directed to the office. To see if you are eligible, go to [www.transportnsw.info/school-students](http://www.transportnsw.info/school-students)
- School Drive Subsidy - Subsidy is available for eligible school students, who are residents of NSW and where there is no public transport available for all or part of their journey to school. School Drive Subsidy is paid based on the distance between the student's home and the nearest transport pick up point or school. The School Drive Subsidy may also be available on medical grounds. To see if you are eligible, go to [www.transport.nsw.gov.au/schooldrive](http://www.transport.nsw.gov.au/schooldrive)
- School Drive Subsidy Application Form - A new form is required to be filled out on the commencement of High School (they are not carried across from Primary School). These forms are available for collection from the front office.
- New Enrolments and Leavers - New students should go to the office to begin the enrolment procedure. The Year Adviser will assist new students with subject choices, levels and timetables. The new student will then be taken around the school by a fellow student to meet each Faculty Head Teacher before returning the completed enrolment form to the office. School leavers should bring a note from a parent and report to the office before undertaking similar procedure as for new enrolments. All items on loan from the school must be returned during the 'leaving process'.
- School Bags - Students are encouraged to take their bags into classrooms with them, except the specialist rooms, in order to discourage theft from their bags. (The school cannot take responsibility for personal items brought to the school.)
- Lockers are available to all year groups and cost \$5.00.
- Entry and Exit of Buildings - The Glass security doors into the office area are not for student use. Students should use the breezeway doors and doorway near the back ramp for entry and exit from the main building.

- Lateness to School - Any students arriving late to school must bring a note explaining their lateness and go to the office to register their arrival and check the daily notices before going off to class.
- Lateness to Class - Students will not be admitted to class unless they have a clearance slip from the Principal, Deputy Principal or previous teacher.
- Valuables must be left at home except in special cases. If it is necessary to bring valuables to school, please see the Deputy Principal.
- Physical Education is **COMPULSORY** for students in Years 7 to 10. Appropriate supporting footwear should be worn. Students who are unable to participate for medical reasons must bring a parental note or medical certificate to their teacher.
- Sport - Students unable to do sport because of medical reasons **MUST** bring a parental note or medical certificate to the Sports Supervisor on the morning prior to sport.
- Canteen is open before school, at recess and lunch. Lunches must be ordered before school. Students should not be purchasing items in the last 5 mins of each break.
- Lost Property - All personal property should be marked with the student's name. Lost property should be handed in to the Office. If students lose personal property they should go to the office to check if it's there.
- Textbooks are loaned to students free of charge. However, all losses or damage must be paid for. If necessary, invoices may be issued for replacement.  
Parents who wish to purchase text books to assist the children's education are encouraged to refer to the website or contact Subject Head Teachers.
- School caps or any broad brimmed hat as stated in the uniform guidelines should be worn during outside activities including Agriculture, all Sport/PE activities and Recess and Lunch.
- Medication - Parents are required to complete forms to allow schools to administer prescribed medication; see the front office for details. Students on medication are required to leave medication with the front office staff and present for administering when required.
- Prohibited items - Cigarettes./eCigarettes, Vapes, Drugs, alcohol or any other illegal substances in any form, knives, slingshots, explosives. (Possessing these will result in immediate suspension). Any item which is potentially dangerous (e.g., rubber bands, peashooters, aerosol deodorant cans). These will be confiscated.
- Jewellery - No jewellery, except watch, signet or similar flat ring, sleepers or small studs for pierced ears (due to safety reasons).





Pop-up Restaurant



Swimming



Representative Sport



Merit Assembly



End of Term Disco



Athletics



Year 7 Orientation Camp

# Student Involvement

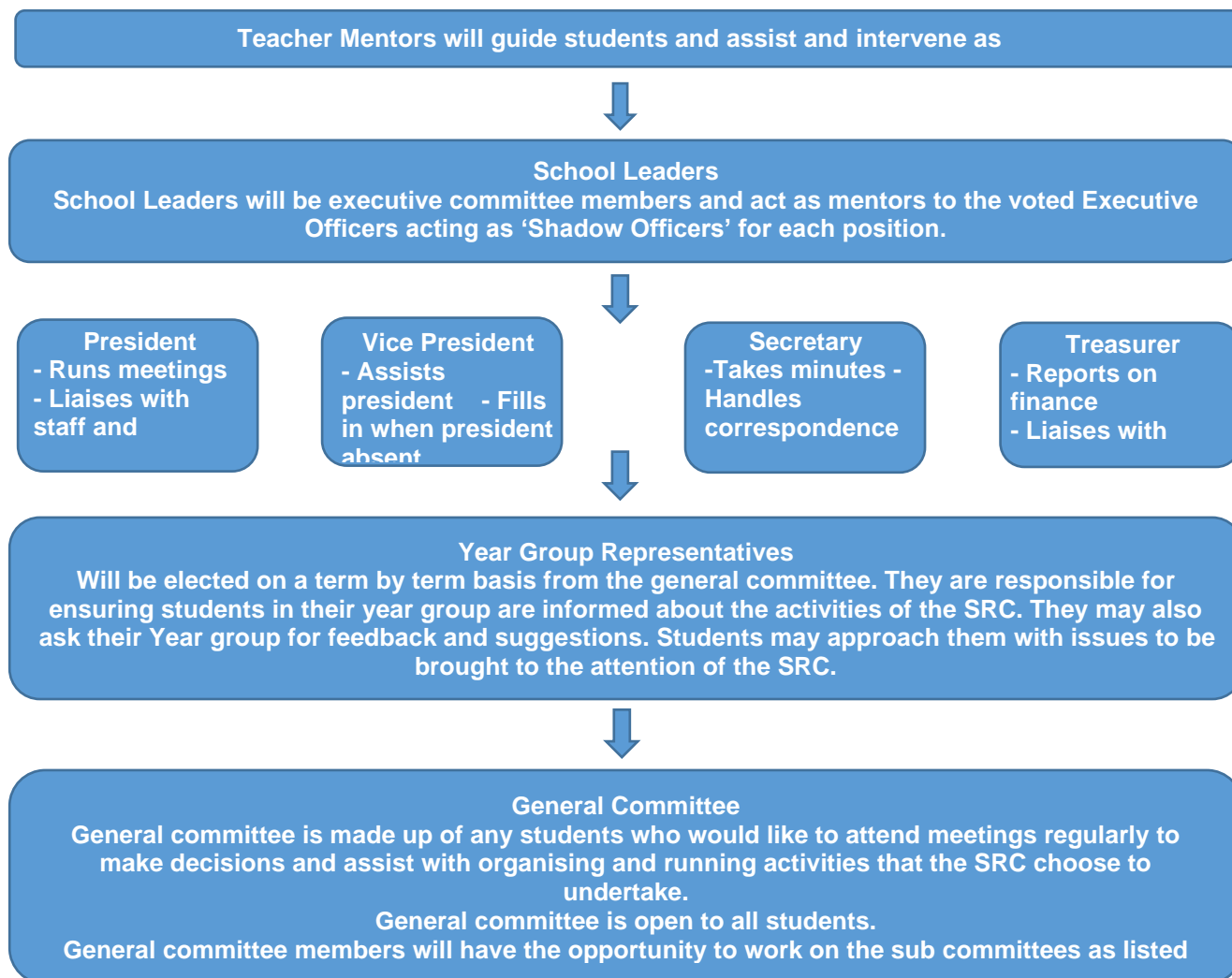


## STUDENT INVOLVEMENT

Student Representative Council (SRC) - The Council has representatives from each year group and promotes activities of interest to students. These include the organisation of discos, fundraising, helping with student assemblies and school improvement activities. Students may self-elect to join the SRC and are expected to attend an SRC Roll Call once a week.

### KHS SRC STRUCTURE

The Kandos High SRC will take on the following structure in 2022:



#### Sub-Committees:

**Disco:** Organises end of term discos.

**School Improvement:** Looks at ways to improve the school.

**Fundraising/Social Justice/Awareness (name to be chosen):** Looks at campaigns and fundraising activities that the SRC would like to focus on.

**Acceptance Week:** organises acceptance week activities.

### SRC MEMBER REQUIREMENTS

Students will be recognised at the end of year presentation day for their participation as members of the SRC. Students will be given a generic SRC badge that can be worn at events throughout the year. To be eligible to receive a personalised badge, shirt or other recognition you must commit to the following:

1. Sign a code of conduct acknowledging your commitment to the SRC and to up hold the schools core values.
2. Attendance at 60% or more of the SRC meetings held.
3. Participation in one subcommittee or as a year representative or executive.
4. Participation/volunteering at 3 or more SRC organised events or activities during the school year.

## PARENTAL INVOLVEMENT

We welcome parents to the school. Please feel free to phone the school at any time during school hours on 6379 4103 to discuss any matters of concern to you. Any parent wishing to volunteer to assist in any student sporting, cultural or educational programs should contact the Deputy Principal

Parents can be involved in their child's education in any of the following ways:

- Formal School Assemblies (held at the Kandos High School Hall)
- Parent/Teacher evenings (dates are advised well in advance)
- Learning programs such as Literacy and Numeracy
- School Performances
- Driving the school bus
- Helping with excursions eg driving
- Workings Bees
- Using your expertise



## YOUR SCHOOL LIBRARY

The library is a centre for student and teacher resources. Resources are in both book and non-book forms such as periodicals, kits, video, picture/vertical files, CD ROMs, DVD's, eBooks and audio books.

The library offers a range of support facilities to aid student learning. These facilities can be for either individual or group usage.

- Computers - desktops and laptops; iPads
- Interactive Technology screens
- Pod Cast
- Cameras (still and video)
- Seminar Rooms
- Video conferencing
- Research space

The library staff willingly support all students by undertaking activities such as:

- Finding titles on shelves
- Conducting additional research
- Locating resources in other libraries
- Explaining tasks and directing students' research efforts
- Purchasing recommended items
- Recommending relevant materials and items
- Printing student assignments
- Copying sections of resources

The library is also an alternate space for students to use during lunchtime to pursue reading for pleasure, playing board games or cards with friends, completing assessment tasks etc.



Library hours are from **8:30 am to 3:20 pm**. Students are welcome in the library at lunchtime. After school learning support is available to students by arrangement with the Teacher Librarian.



## KANDOS HIGH SCHOOL ORGANISATION TIMES

Time Slot	Start	Finish	Duration (mins)
Roll Call	9.00	9.20	20
Period 1	9.20	10.10	50
Period 2	10.10	11.00	50
Recess	11.00	11.20	20
Period 3	11.20	12.10	50
Period 4	12.10	1.00	50
Lunch 1	1.00	1.20	20
Lunch 2	1.20	1.40	20
Period 5	1.40	2.30	50
Period 6	2.30	3.20	50

- Sport Day - Thursday period 5&6 whole school except Year 11&12
- Three bells will ring when an Assembly is called.
- Our school has an automated program for emergencies such as Evacuation, Lockdown and Lockout. Students should listen carefully to the instructions given of the Public Address system (P.A System) and their teachers.
- Students need to familiarise themselves with the School's Emergency procedures in back of booklet.

### SUPERVISION POLICY

- Students are not to be on the premises before **8.30 am** as **NO** supervision will be available. The exception to this is if they are attending Breakfast Club. Times and days for this activity will be published at the beginning of each term.
- Bus students should immediately enter the school and proceed directly to the quadrangle via the High School's front gates.



# KANDOS HIGH SCHOOL MERIT SCHEME

Students receive Grin Bins, Dabee Awards & Term Merits

Grin Bins (PBL)

Given by teacher  
for positive  
behaviour and  
everyday  
achievements

Students place Grin  
Bins into a barrel for  
the fortnightly draw.

Dabee Award

Given by teacher  
for in-class  
achievement,  
school  
representation -  
including sport and

Dabee Awards are placed into award  
box at the front office for calculation  
of the following awards:

	Years 7-10	Years 11-12
Bronze	15 Awards	10 Awards
Silver	25 Awards	18/15 Awards
Gold	40 Awards	30/20 Awards
Principal	50 Awards	35/25 Awards

Academic Achievement

Given by teacher for  
First in Class/Course,  
High Achievement,  
Consistent Effort &  
Improved Effort.  
(Term Awards)

Achievement Awards  
are worth 2 Dabee  
Awards for Bronze,  
Silver, Gold and  
Principal Awards.  
These awards are  
presented at end of  
term assemblies

Dabee and Academic Achievement Awards will be allocated 1 point that will contribute to the two shields (Dabee and Academic Achievement). These shields will be presented at Presentation Day and will contribute to the House of the Year.

At the end of the year, each house group will be awarded 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> for each shield. Final placings will be allocated the following points: 1<sup>st</sup> = 200pts, 2<sup>nd</sup> = 150pts, 3<sup>rd</sup> = 100pts and 4<sup>th</sup> = 50pts

+

House groups will be allocated points based on the final placings for each sporting carnival – Swimming, Cross Country and Athletics. 1<sup>st</sup> = 200pts, 2<sup>nd</sup> = 150pts, 3<sup>rd</sup> = 100pts and 4<sup>th</sup> = 50pts.

## HOUSE OF THE YEAR

The house who accumulates the most points across all shields will be awarded the House of the Year Shield

### End of Year Prize Draw

Students who receive either a Gold, Principal or Directors award will be entered into a major prize draw. This will be drawn on Presentation Day at the end of the year. Award winner/s will receive a major prize. Each major prize will be determined by the student body each year.

### End of Year Excursion

Students must achieve a Bronze Award, 90% attendance rate and 90% school uniform to be invited to attend the end of year Rewards Excursion. Negative entries, outstanding 'N' Warnings, HT detentions, discipline levels and suspensions will be considered when finalising student eligibility.

## REWARDS SYSTEM FOR POSITIVE BEHAVIOURS

“He who holds the palm has earned it”



**At Kandos High School we encourage and reward Positive Behaviours for Learning.**

This system rewards students for their efforts and achievements in the academic, sportsmanship and citizenship arenas.

Students are able to strive for individual awards but at the same time work collaboratively to achieve success for their school house.

### 1. HOUSE SHIELDS

- Dabee Shield
- Swimming Carnival
- Cross Country Carnival
- Athletics Carnival
- Achievement Shield

These shields will contribute to the ‘House of the Year’ Shield

#### 1.1 Dabee Shield (PBL)

Dabee Certificates will be awarded to students by classroom teachers or executive members of Kandos High School. Students are able to receive a Dabee Award for outstanding performance in the School and Wider Community. For example:

- Consistent effort in class
- High achievement in class or assignments
- Excellent practical work/performance
- Community involvement
- Extra-curricular school involvement

Students will place these certificates into the Merit box at the Front Office. They will be recorded against each student and their house. 1 point will be awarded to each certificate towards the total house tally for the Dabee Shield. This shield will be awarded at Presentation Day.

##### 1.1.1. Privilege Levels

Students attending Kandos High School will be given the opportunity to achieve Privilege Levels depending on the amount of Dabee Awards collected. Each level is represented below:

Level	Years 7-10	Years 11/12
Bronze Level	15 Awards	10 Awards
Silver Level	25 Awards	18/15 Awards
Gold Level	40 Awards	30/20 Awards
Principal Level	50 Awards	35/25 Awards
Directors Award	60 Awards	40/30 Awards

Final points will determine the place of each house. Each house will be awarded points towards the 'House of the Year' shield. These points include:

<b>1<sup>st</sup> Place</b>	<b>200 points</b>
<b>2<sup>nd</sup> Place</b>	<b>150 points</b>
<b>3<sup>rd</sup> Place</b>	<b>100 points</b>
<b>4<sup>th</sup> Place</b>	<b>50 points</b>

### **1.2 Swimming, Cross Country & Athletic Shields**

Students will be given the opportunity to participate in a range of events held at the annual Swimming, Cross Country & Athletic carnivals. These events will include competitive races and novelty events. The winning house of each carnival will be awarded the respective shield at Presentation Day.

Final points will determine the place of each house. Each house will be awarded points towards the 'House of the Year' shield. These points include:

<b>1<sup>st</sup> Place</b>	<b>200 points</b>
<b>2<sup>nd</sup> Place</b>	<b>150 points</b>
<b>3<sup>rd</sup> Place</b>	<b>100 points</b>
<b>4<sup>th</sup> Place</b>	<b>50 points</b>

### **1.3 Achievement Shield**

Students receive these awards at the end of term assemblies (pink sheet) and are nominated by members of staff. These awards are given to students for:

- First in Class
- High Achievement
- Consistent Effort
- Improved Effort

Parents/Guardians will be invited to the assembly to witness the presentation of these awards. These awards will accumulate 2 points towards the achievement of each Privilege Level (Dabee Shield). These will be recorded when the Front Office prints each award. They will be recorded and will contribute 1 point for each House, towards the Achievement Shield that will be awarded at Presentation Day.

Final points will determine the place of each house. Each house will be awarded points towards the 'House of the Year' shield. These points include:

<b>1<sup>st</sup> Place</b>	<b>200 points</b>
<b>2<sup>nd</sup> Place</b>	<b>150 points</b>
<b>3<sup>rd</sup> Place</b>	<b>100 points</b>
<b>4<sup>th</sup> Place</b>	<b>50 points</b>

## **2. HOUSE OF THE YEAR SHIELD**

Each house group will receive points based on their final places for each shield. Shields include:

- Swimming Carnival
- Cross Country Carnival
- Athletics Carnival
- Dabee Shield
- Achievement Shield

The House Group who accumulates the most points will be awarded the 'House of the Year'. This shield will be awarded at Presentation Day.



**Note:** House points for each shield and Privilege Levels will be published fortnightly to ensure a POSITIVE competitive rivalry occurs between house groups as well as an internal rivalry to challenge students to achieve their personal best.

### 3. REWARDS EXCURSION

Students must achieve a Bronze Award, 85% attendance rate and 80% school uniform to be invited to attend the end of year Rewards Excursion. Negative Millennium entries, outstanding 'N' Warnings, HT detentions, discipline levels and suspensions will be considered when finalising student eligibility.

### 4. GRIN BINS

Students place their Grin Bins into the barrel for a fortnightly draw in which a small prize will be awarded values of which will be determined by the Deputy Principal.

A large prize will be drawn at the conclusion of each semester in which all Grin Bins given to students will be entered. Students must be present on the day of the draw to receive their prize.

**NB. Some of these procedures are currently under review.**



## KANDOS HIGH SCHOOL INTRODUCING OUR MASCOT “ROCKY” THE KOOKABURRA



At the end of Term 3 2020 students and staff held a vote to name our new school mascot. There were many great suggestions including Kevin, Bazza, Kimbo and Cookie, but the winner over a narrow margin was “Rocky”.

The name Rocky was inspired by our school’s connection to the beautiful Rocky Mountain that can be seen from all aspects of our school. Many students at Kandos High School have scaled Rocky and continue to do so. We believe that this name represents our student’s educational journey aspiring to reach their individual goals.

### Why the Kookaburra is a Great Mascot for Our School!

The name Kookaburra was adapted by white settlers from the Wiradjuri name for Kookaburra which is *Gugubarra*. Our school is part of Wiradjuri Country.

Kookaburras are tough, resilient birds! They will persevere with a task until it is complete and they can kill a snake with just their beak! Like the Kookaburra, students at Kandos High are resilient. We work hard to overcome any obstacles that might stop us from achieving our goals.

Kookaburras are territorial. They love where they live and they live in groups they consider family. They share the responsibility of looking after their young and will also work together to protect their family group from predators! At Kandos High we understand the importance of being responsible for our own actions and the work that we need to do.



Kookaburras are very loyal birds. They mate for life and both male and females care for their young. Offspring are known to remain and help care for other family members.

At Kandos High we look after our friends and family. We work hard to have positive relationships. We know that family is made up of many different people that help and guide us. We don’t tolerate bullying and we stand up for each other. If we see someone who needs our help, we are always willing to lend a hand both at school and in our local community.

Kookaburras are famous for their cackling call which sounds unmistakably like raucous laughter. They are a symbol for positivity and team work. Kookaburras are intelligent and social birds that have an important role in Dreaming stories.

Interesting literacy fact: Gugubarra and Kookaburra are onomatopoeic of the bird’s call.

Sources: <http://nativesymbols.info/kookaburra/>  
<https://www.kullillaart.com.au/dreamtime-stories/Goo-Goor-Gaga-the-Kookaburra>



## OUR PBL VALUES AND EXPECTATIONS FOR STUDENTS AT KANDOS HIGH SCHOOL

NSW public schools are committed to providing safe, supportive and responsive learning environments for everyone. We teach and model the behaviours we value in our students.

Promoting the learning, wellbeing and safety of all our students is a high priority for the Kandos High School community.

We implement teaching and learning approaches to support the development of skills needed by students to meet our PBL values of respectful, responsible and positive relationships. Our values and expectations are aligned to the following Department of Education Core Rules;

### **Respectful**

- Speak and behave courteously
- Cooperate with others
- Value the interests, ability and culture of others
- Dress appropriately by complying with the school uniform or dress code

### **Responsible**

- Attend school every day (unless legally excused)
- Arrive at school and class on time
- Be prepared for every lesson
- Actively participate in learning
- Aspire and strive to achieve the highest standards of learning
- Model and follow departmental, school and/or class codes of behaviour and conduct
- Take personal responsibility for behaviour and actions
- Avoid dangerous behaviour and encourage others to avoid dangerous behaviour
- Take care with property

### **Positive Relationships**



- Treat one another with dignity
- Develop positive and respectful relationships and think about the effect on relationships before acting
- Care for self and others
- Negotiate and resolve conflict with empathy.
- Care for property belonging to themselves, the school and others.

**Behaviour that infringes on the safety of others, such as harassment, bullying and illegal or anti-social behaviour of any kind, will not be tolerated.**



**The following pages feature The Behaviour Expectations Matrix aligned to our PBL Values.**





## KHS BEHAVIOUR EXPECTATIONS MATRIX

<div style="display: flex; justify-content: space-between; align-items: center;">  <h1 style="margin: 0;">KHS BEHAVIOUR EXPECTATIONS MATRIX</h1>  </div>									
	SCHOOL WIDE UNIVERSALS	LEARNING AREAS & LIBRARY	CORRIDORS, BREEZEWAY, STAIRS & WALKWAYS	QUADRANGLE, PLAYGROUND, MPC & TOILETS	FRONT OFFICE & CANTEEN	ASSEMBLIES	BUSES & TO/FROM SCHOOL	EXCURSIONS & OFFSITE ACTIVITIES	
RESPECTFUL	<ul style="list-style-type: none"> <li>I use good manners and appropriate language</li> <li>I care for my own, other's and school property</li> <li>I treat animals with care</li> </ul>	<ul style="list-style-type: none"> <li>I remove my hat/hood</li> <li>I line up quietly</li> <li>I only use devices when instructed</li> </ul>	<ul style="list-style-type: none"> <li>I remove my hat/hood</li> <li>I keep the volume down</li> <li>I admire displays with eyes only</li> </ul>		<ul style="list-style-type: none"> <li>I line up behind designated lines</li> <li>I wait quietly and patiently</li> </ul>	<ul style="list-style-type: none"> <li>I remove my hat/hood</li> <li>I line up quietly</li> </ul>			
RESPONSIBLE	<ul style="list-style-type: none"> <li>I wear my school uniform</li> <li>I keep my environment clean</li> <li>I arrive on time</li> <li>I bring the right equipment, clothing and footwear</li> <li>I take responsibility for my decisions and actions</li> <li>I wear a hat and sunscreen</li> </ul>	<ul style="list-style-type: none"> <li>I eat and drink before entering</li> <li>I obey class rules and policies</li> <li>I always try my best to complete classwork</li> <li>I use devices for their intended purpose</li> <li>I return resources and loans on time</li> </ul>	<ul style="list-style-type: none"> <li>I walk and keep left when out of class and return promptly</li> <li>I leave indoor areas during break times</li> </ul>	<ul style="list-style-type: none"> <li>I stay within boundaries</li> <li>I move promptly at bell times</li> <li>I use equipment for its intended purpose and return it to the correct place</li> <li>I keep clear of storerooms and backstage areas</li> <li>I ask permission or use toilets using break times</li> <li>I flush the toilet and wash <u>my</u> hands</li> </ul>	<ul style="list-style-type: none"> <li>I buy for myself</li> <li>I access the office and canteen at the permitted times</li> <li>I leave the front office and canteen areas after use</li> <li>I inform office staff when I need to access the sick bay</li> <li>I hand in notes and orders on time</li> </ul>	<ul style="list-style-type: none"> <li>I turn off devices</li> <li>I leave my bag in the allocated areas</li> <li>I remain in my designated areas</li> <li>I am attentive</li> </ul>	<ul style="list-style-type: none"> <li>I obey bus and road rules</li> <li>I use school crossings and footpaths and approved entrances/exits</li> <li>I wear a helmet and required safety gear</li> <li>I walk my wheels on school grounds</li> <li>I sign in and out of school when arriving late or leaving early</li> </ul>	<ul style="list-style-type: none"> <li>I move to and from the venues safely</li> <li>I stay with the group</li> <li>I actively participate in organised activities</li> </ul>	
POSITIVE RELATIONSHIPS	<ul style="list-style-type: none"> <li>I follow teacher instructions</li> <li>I am polite and considerate of others</li> <li>I cooperate with others and share the space</li> <li>I am inclusive</li> <li>I keep my hands, feet and objects to myself</li> </ul>			<ul style="list-style-type: none"> <li>I play by the rules</li> <li>I problem solve conflict</li> <li>Allow people their privacy in the toilets and change rooms</li> </ul>	<ul style="list-style-type: none"> <li>I follow instructions of office and canteen staff</li> </ul>	<ul style="list-style-type: none"> <li>I welcome all visitors</li> <li>I acknowledge performers and presenters</li> <li>I volunteer to assist with setting and packing up</li> </ul>	<ul style="list-style-type: none"> <li>I follow instructions of the crossing guard</li> </ul>	<ul style="list-style-type: none"> <li>I follow instructions of venue staff and activity coordinators</li> <li>I acknowledge all activity coordinators</li> </ul>	

# KHS REMOTE LEARNING & DIGITAL ETTIQUETTE MATRIX

<div>  <b>KHS REMOTE LEARNING &amp; DIGITAL ETTIQUETTE MATRIX</b>  </div>					
	DIGITAL UNIVERSALS	VIDEO CONFERENCING	ONLINE PLATFORMS & INDEPENDENT LEARNING	LEARNING ENVIRONMENT	SELF-CARE
RESPECTFUL	<ul style="list-style-type: none"> <li>I use good manners and appropriate language</li> <li>I use appropriate visual symbols and gestures when communicating online</li> <li>I care for my own, other's and school property</li> </ul>	<ul style="list-style-type: none"> <li>I dress appropriately</li> <li>I mute my microphone unless speaking to the group</li> <li>My video is on to allow clear interaction</li> <li>I listen attentively to my teacher and peers</li> </ul>	<ul style="list-style-type: none"> <li>I use assertive language to share my opinions and allow others to share theirs</li> <li>I re-read and edit before I post comments and information online</li> <li>I respect the copyright features of resources I access online</li> </ul>		
RESPONSIBLE	<ul style="list-style-type: none"> <li>I follow my timetable and log in on time</li> <li>My materials are prepared and devices charged</li> <li>My equipment is in good working order with appropriate virus protection</li> <li>I ask for help when needed</li> <li>I take responsibility for my decisions and actions</li> </ul>	<ul style="list-style-type: none"> <li>I use chat for task-related conversations only</li> <li>I use my own name to identify me</li> </ul>	<ul style="list-style-type: none"> <li>I check my emails and communication from my teachers regularly</li> <li>I submit work to teachers when it is due</li> <li>I use Internet data sparingly</li> <li>I maintain the privacy of my personal information and leave a positive digital footprint</li> <li>I report cyberbullying or inappropriate online behaviour to my teachers</li> <li>I only communicate online with individuals I know and block unknown contacts</li> <li>I use safe online search platforms/websites and download from trusted sources</li> </ul>	<ul style="list-style-type: none"> <li>My learning space is tidy and organised</li> <li>My environment is free from distractions and hazards</li> <li>I pack away equipment after use in preparation for my next lesson</li> </ul>	<ul style="list-style-type: none"> <li>I maintain a daily routine</li> <li>I take regular breaks as per my timetable</li> <li>I maintain a comfortable posture when completing my work</li> <li>Eat nutritious food, drink water and exercise regularly</li> <li>I balance my screen time with other activities</li> </ul>
POSITIVE RELATIONSHIPS	<ul style="list-style-type: none"> <li>I am polite and considerate of others</li> </ul>	<ul style="list-style-type: none"> <li>I greet teachers and peers upon entry</li> <li>I say goodbye when leaving the chat</li> </ul>	<ul style="list-style-type: none"> <li>I am patient when waiting for teacher support or feedback</li> <li>I share technology and data with others in my house</li> <li>I seek consent when sharing information, pictures or videos of others online</li> </ul>		<ul style="list-style-type: none"> <li>I follow the expectations of my parents/guardians in relation to technology use</li> <li>I keep in contact with my family and friends via technology</li> </ul>

## KHS UNIVERSAL CLASSROOM EXPECTATIONS MATRIX

<div style="display: flex; justify-content: space-between; align-items: center;">  <div style="text-align: center;"> <h1 style="margin: 0;">KHS UNIVERSAL CLASSROOM EXPECTATIONS MATRIX</h1> </div>  </div>		WE FOSTER POSITIVE RELATIONSHIPS		
WE ARE RESPECTFUL		WE ARE RESPONSIBLE		
	<ul style="list-style-type: none"> <li>We use good manners and positive language.</li> </ul>	<ul style="list-style-type: none"> <li>We take responsibility for our decisions and actions.</li> </ul>	<ul style="list-style-type: none"> <li>We are ready to learn</li> </ul>	
	<ul style="list-style-type: none"> <li>We only use devices when instructed.</li> </ul>	<ul style="list-style-type: none"> <li>We arrive on time with the right equipment to learn.</li> </ul>	<ul style="list-style-type: none"> <li>We are considerate of others.</li> </ul>	
	<ul style="list-style-type: none"> <li>We follow all staff instructions.</li> </ul>	<ul style="list-style-type: none"> <li>We value the Learning Environment</li> </ul>	<ul style="list-style-type: none"> <li>We value the individuality and culture of others.</li> </ul>	
	<ul style="list-style-type: none"> <li>We follow school rules and expectations.</li> </ul>	<ul style="list-style-type: none"> <li>We participate in learning activities to the best of our ability.</li> </ul>	<ul style="list-style-type: none"> <li>We value every student's right to learn and every teacher's right to teach.</li> </ul>	

## **STUDENT MANAGEMENT SYSTEM**

This is our data registration system used by staff, students and parents. It is the register for attendance, behaviour both positive and negative, assessment tasks, reports, timetables and the school calendar of events.

If parents would like access to the Parent Portal when it becomes available please contact the school on 637 940 103 to provide your Email address.

## **MONITORING STUDENT BEHAVIOUR ACROSS ALL CLASSES**

When a student is referred to the Deputy Principal (Level 2), the name of the student is placed on the Student notices. These notices will be monitored by Year Advisers. Students who continually appear on the notices will be interviewed by the Year Advisers. This may result in:

- A progress report being completed for each subject.
- A parent interview taking place.
- The student being issued with a conduct sheet to monitor behaviour in each lesson for ten school days.





## **CLASSROOM MANAGEMENT**

Good classroom management is central to effective teaching and will continue to be given a high profile in professional development discussions at both faculty and school level.

The way that we structure our lessons and manage our classrooms can be influenced by our understanding of how students learn. According to Brian Cambourne's "How Students Learn" (B Cambourne, University of Wollongong) - children learn best when:

- They are expected to learn
- They are confident because of previous success
- They are actively involved - discovering, solving problems
- They feel safe
- They are provided with effective task modelling
- They feel challenged
- The task is interesting and stimulating
- They can observe and imitate others
- They have plenty of chance to practice
- They are learning how to learn

Students and teachers also need to realise that when thinking about "good classroom management" that teachers have certain "rights".

### **WHAT RIGHTS DO TEACHERS HAVE?**

The right to teach - to organise, manage activities in the classroom, to make learning exciting and interesting. Nothing must interfere with that right.

The right to meet learning needs - teachers must be allowed to aim their teaching at the specific needs of their students - in the academic learning, self-concept and good human relations.

The right to be free from disruption - students must not disrupt the teaching / learning process.

The right to have support - from Head Teachers, Deputy Principal, Principal, Parents and Department of Education.



Textiles and Design



Agriculture



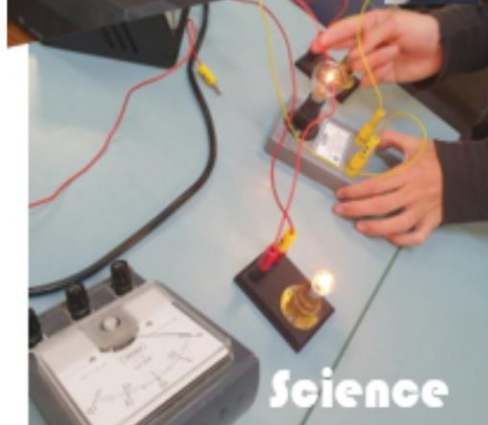
Music



Industrial Technical Timber



Visual Art



Science



Library



STEM



Food Tech

## Outline:

### 1. Rationale

At Kandos High School every student has the right and responsibility to learn in an environment that is:

- Inclusive and supportive
- Safe and secure
- Free from bullying and harassment

Kandos High School will provide a quality learning environment where the expectations of student behaviour are based on our core values of *responsible, respectful and positive relationships*.

### 2. Aims

- 2.1 To develop and maintain positive relationships which are the foundation of any whole school approach to supporting and promoting positive behaviour
- 2.2 To identify, teach and reward positive behaviour through the implementation of a school wide system (Positive Behaviours for Learning)
- 2.3 To manage poor behaviour in a positive and fair manner
- 2.4 To establish well understood and logical consequences for student behaviour

### 3. Implementation

- 3.1 Kandos High School will develop Discipline Procedures which outline behavioural expectations, consequences for poor behaviour and a consistent school wide system that identifies, teaches and rewards positive student behaviour.
- 3.2 Kandos High School will maintain a register of student behaviour.
- 3.3 Kandos High School will keep parents informed of behaviour issues and will seek their assistance in the development of positive behaviour.

### 4. Monitoring, evaluation and reporting requirements

- 4.1 The executive shall monitor the effectiveness of this policy and the procedures and make changes when applicable after consultation with stakeholders.
- 4.2 Changes to this policy must be authorised by the Principal.
- 4.3 This policy will be reviewed, evaluated and modified as part of the school's cycle of review.

### 5. Related policies

- Kandos High School Welfare Policy
- Kandos High School Anti-Bullying Policy
- Kandos High School Uniform Guidelines
- Kandos High School Merit Scheme
- Kandos High School Excursion Policy
- Kandos High School Playground Duty Policy

### 6. Contact

- Dyanna Thommeny Principal, Kandos High School (02) 6379 4103



## References

- Student Welfare Policy (DoE)  
<https://education.nsw.gov.au/policy-library/policies/student-welfare-policy>
- Student Discipline in Government Schools Policy  
<https://education.nsw.gov.au/policy-library/policies/student-discipline-in-government-schools-policy>
- Bullying: Preventing and Responding to Student Bullying in Schools Policy  
<https://education.nsw.gov.au/policy-library/policies/bullying-preventing-and-responding-to-student-bullying-in-schools-policy>.
- School Uniform Policy  
<https://education.nsw.gov.au/policy-library/policies/school-uniform-policy>
- School Attendance Policy  
<https://education.nsw.gov.au/policy-library/policies/school-attendance-policy>
- Occupational Health and Safety Policy  
<https://education.nsw.gov.au/inside-the-department/health-and-safety/risk-management/student-safety/student-behaviour>
- Anti-Racism Policy  
<https://education.nsw.gov.au/policy-library/policies/anti-racism-policy>
- Drugs in Schools Policy  
<https://education.nsw.gov.au/policy-library/policies/drugs-in-schools-policy>
- Student Discipline in Government Schools – support materials  
<https://education.nsw.gov.au/policy-library/associated-documents/student-discipline-in-government-schools-support-materials.pdf>



## THE DISCIPLINE PROCESS

- **Consequences**

Students who neglect their responsibility to abide by the school expectations can expect to have consequences imposed upon them.

These consequences may include but are not limited to:

- a warning or reprimand
- interview with the Teacher, Head Teacher, Deputy Principal or Principal to negotiate a resolution
- attending detention
- attending a Head Teacher detention
- placement in an alternate class until the matter is resolved
- performing a duty such as completing unfinished work, repairing damage or school service
- replacing or paying for damaged equipment or property
- placement on a behaviour monitoring card
- parental interview
- loss of school privileges
- suspension from school
- expulsion from school

***Please note that these Discipline Procedures also apply to students on their way to and from school and to all incidents related to the school regardless of location or time.***

- **Discipline Procedures**

If a student is in breach of a school rule(s) *teachers* may:

- issue a warning or reprimand
- place the student on detention
- remove the student to an alternate class
- record the matter as an incident in the Student Management System
- confer with the Head Teacher

A matter referred to the **Head Teacher** in addition may result in:

- contact of the student's parents or carer
- placement on Head Teacher Detention
- contact with parent/s
- placement on Level 1 in that subject area
- a referral of the student to the Year Adviser, Boys or Girls Adviser
- a referral to the School Counsellor or Wellbeing Team
- a referral to a Deputy Principal

A matter referred to a **Deputy Principal** in addition may result in:

- an in school isolation or placement in an alternate class
- contact with parent/s
- placement of the student on a daily monitoring card
- issuing of a formal caution or suspension
- a referral to the Principal

\*\*\* Serious breaches of discipline, eg violence, possession of a prohibited item, drugs, persistent disobedience, persistent lateness and truancy, will be dealt with in the first instance by a Deputy Principal.

The Principal will be the final point of referral for repeated breaches of discipline.

A matter referred to the **Principal** may also lead to:

- a meeting with the student and/or parent/s
- a short or long suspension from school
- a recommendation for expulsion

**Incidents of a serious nature** such as theft, violent assault, the possession or use of illegal substances and the possession or use of a prohibited weapon, firearm or knife (without reasonable excuse as defined by the Summary Offences Act 1988) will result in immediate police notification and suspension.

- **Incident Reporting**

A teacher may choose to record the breaking of a school rule by entering an incident in the Student Management System. This documents the incident and the action taken by the teacher and is a warning to the student that they must take steps to change their behaviour. Students will be given the opportunity to discuss the incident with a Head Teacher if they wish to. *The entering of an incident does not constitute a disciplinary action. It is a record of a breach of the discipline policy.*

If the teacher considers that the matter has been resolved to everyone's satisfaction, the teacher may choose to "complete" the incident in the Student Management System. No further action is taken. Teachers may refer the incident report to the Head Teacher. The Head Teacher may in turn refer the incident report to a Deputy Principal after taking action or for more serious breaches. The Deputy Principal will then determine whether the incident report warrants further disciplinary action and may refer the student to the Wellbeing team or the principal.

## **SUSPENSION AND EXPULSION**

"All students and staff have the right to be treated fairly and with dignity in an environment free from disruption, intimidation, harassment and discrimination. To achieve this, all schools will maintain high standards of student behaviour.

*There will be cases of unacceptable behaviour where it will be in the best interests of the school community and/or the student involved, for the student to be removed from the school for a period of time or completely.*

*Suspension and expulsion are the options available to the Principal in these situations."*

### **Suspension and Expulsion of School Students – Procedures, NSW DET 2011/2015**

For serious and/or repeated breaches of the School Discipline Policy the Principal may impose a short suspension or a long suspension according to the guidelines:

see hyperlink: <https://education.nsw.gov.au/student-wellbeing/attendance-behaviour-and-engagement/suspension-and-expulsion>





## **DANGEROUS WEAPONS**

### **Statement of the Director - General**

It is a requirement of the Director-General of Education that the following information be included in the Discipline Policies and Procedures:

When the Principal becomes aware of a student or other person on school premises or at a school activity in possession of a weapon or weapons, he/she will contact the police. Any student possessing a weapon should be suspended immediately. All weapons are banned from school premises. These weapons include (but are Not limited to) knives, firearms and replicas, batons, anti-personnel sprays, devices capable of projecting a dart, blow guns, whips, catapults, nunchakas, slingshots, spear guns, studded gloves etc. Items to be used for benign purposes, e.g. knives for craft work, cooking or science experiments, historical artifacts, or replica weapons to be used as props in plays, may be brought only via the written request of a teacher. In these circumstances, the teacher is to provide a secure location for them to be left, from the time the student arrives at school, and a supervised environment for their subsequent use.

## **DRUG FREE ENVIRONMENT POLICY**

### **Statement of the Director - General**

Although preventative drug education is a high priority in government schools, in all cases where there is reasonable certainty that a student is using or distributing illegal drugs at school, the police must be informed and the student suspended.

## **ANTI-VIOLENCE AND HARASSMENT POLICY**

All forms of violence and harassment are actively discouraged at Kandos High School. All students must feel secure and safe in the knowledge that they will not be harassed or intimidated by other students. Students who repeatedly engage in either physical or non-physical violence or harassment face significant penalties. Such behaviour includes repeated and persistent teasing, racial, intellectual and sexual or sex based harassment, name calling and intimidation. In the most extreme cases all forms of violence and repeated harassment can result in both short and long suspensions. Where harassment of either a physical, verbal or sex based nature is involved the following steps will be taken:

- Step 1** A student being harassed should report the incident to a Teacher or Year Adviser.
- Step 2** The Year Adviser will investigate the complaint and counsel the students involved. A warning will be issued and entered on the Student Management System
- Step 3** If the harassment continues the student being harassed should notify the Year Adviser who will discuss the matter with the Deputy Principal. A Formal Caution from the Deputy Principal will be issued and parents notified (a detention may be issued at this time). The school counsellor will be notified.
- Step 4** Further harassment will result in a parent interview, a counsellor's report and possible Suspension.



## **PROCEDURES FOR RESOLVING COMPLAINTS, SUGGESTIONS AND ALLEGATIONS**

The New South Wales Anti-Discrimination Act (1977) makes it unlawful to discriminate against or harass a person on any of the following grounds - race (including colour, nationality, decent and ethic, ethno-religious or national origin), sex, marital status, disability (including HIV/AIDS), homosexuality or age. Vilification in relation to race, HIV/AIDS and homosexuality is also unlawful under the Act.

The Department of Education is committed to the provision of learning and working environments for students and staff that are free from all forms of unlawful discrimination, harassment and vilification.

### **Harassment**

Harassment is any form of behaviour that is not welcome, not asked for, and that offends, intimidates or humiliates someone on any of the above grounds. Sexual harassment is a type of sex-based harassment.

### **Vilification**

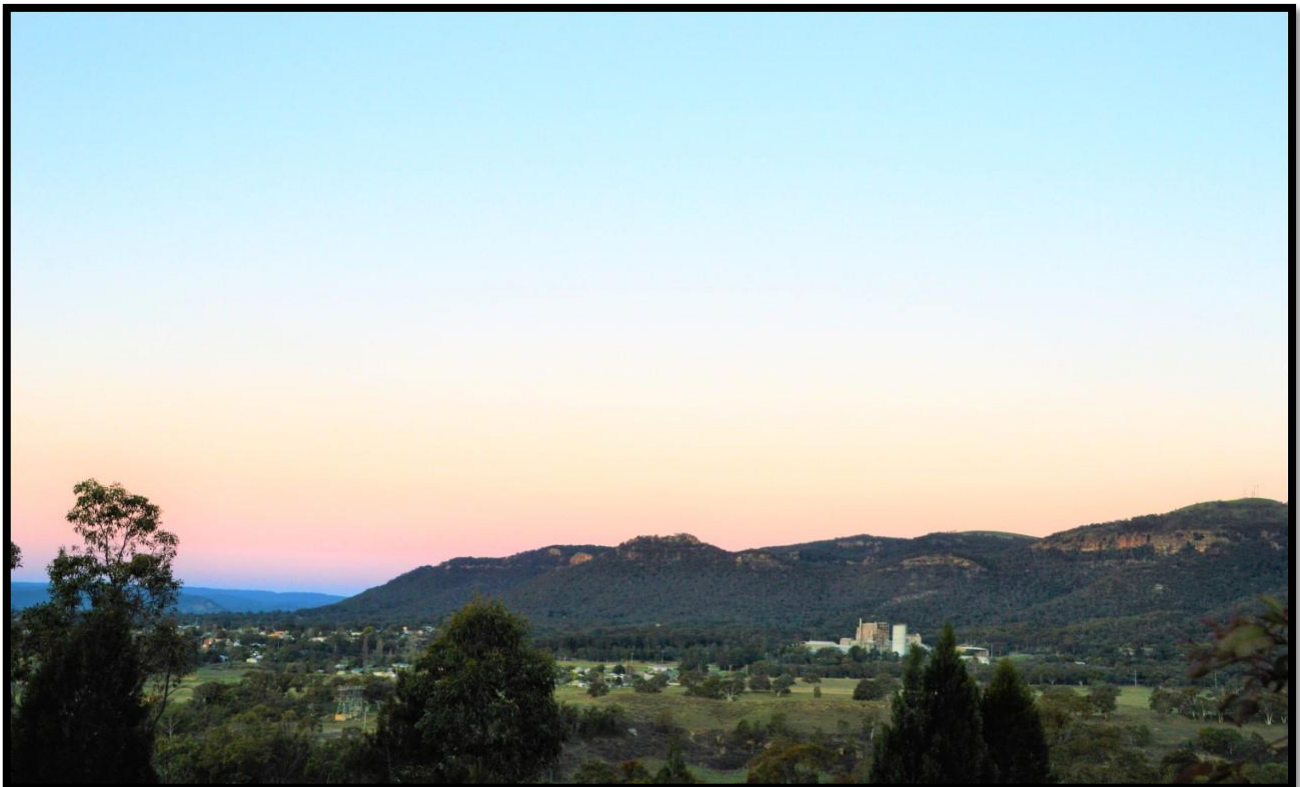
Vilification is a public act that encourages (or incites) others to hate, have serious contempt for, or severely ridicule a person or group because of their race, homosexuality or HIV/AIDS status.

If students, or others on behalf of students make a complaint about discrimination or harassment on the basis of race, sex, marital status, disability (including HIV/AIDS), homosexuality or age, it must be dealt with sensitively, confidently and effectively. The matter must be resolved as soon as possible and in a way that treats all parties with dignity and respect.

Any person(s) with a complaint may seek assistance from the school. The Principal will hear the concerns and assist the person(s) to clarify the options available to address the concerns.

If the complaint is against the Principal, the contact officer will advise the complainant to refer the complaint to the Director Educational Leadership. Parents and guardians may lodge a formal complaint on behalf of their child.

Full details of these procedures are available on request from the school. They are outlined in the document "Responding to procedures for resolving complaints, suggestions and allegations".



The environs of our school

## ANTI-RACISM POLICY

This Policy commits the department to the elimination of all forms of racial discrimination in NSW Government schools. It applies to all NSW Public School employees and students, and has implications for each school community.

For further information:

<https://www.det.nsw.edu.au/wellbeing/connect/anti-racism>

## DETENTION POLICY

Detentions are imposed on students for a variety of reasons.

Classroom misbehaviour can result in playground detentions during recess and lunchtimes.

- **Class Detention** - for issues that are minor and do not require Head Teacher intervention.
- **Lunch Detention** - issues that have arisen from a referral to the Head Teacher.  
The Head Teacher then places student onto Head Teacher detention.  
Students are notified on the Student Notices that are read out each morning in Roll call. (Head Teacher supervision).

Students placed on detention may be provided with relevant work to be completed during this detention period. This may include activities reflecting on the school rules or other relevant policies or work that needs to be caught up.

**Detentions** can be issued for a wide range of unacceptable behaviour related to matters outside the classroom. Such behaviour could include:

- Playground misbehaviour.
- Truancy (full day or fractional).
- Repeated lateness.
- Failure to attend previous detentions.
- Disobedience.
- Spitting, swearing.
- Misconduct on buses or on the way to or from school.
- Leaving the School grounds without permission.
- Harassment, both physical and verbal.
- Persistent refusal to comply with uniform requirements of the School Uniform Policy.
- Smoking.
- Failure to attend previous detention.

Failure to complete detention (after two warnings) will lead to parents being informed.

After three warnings, they will be removed from the playground.

Students constantly placed on detention will incur further discipline actions. Five detentions during one term will result in the student's parents being notified and the student placed on Level Two. Further issues with detentions may result in suspension from the school.

## **FRACTIONAL TRUANCY POLICY**

### **Aims:**

To encourage students to attend all lessons.

- To have in place an effective system which will identify students who fractionally truant.
- To keep parents informed of students' failure to attend lessons.
- To provide supervised time for students to complete work missed due to fractional truancy.

### **Procedures:**

1. Teachers are to mark the roll each lesson and indicate on the Student Management System those students who are absent from class but present on the roll and are not marked as being involved in another school activity.
2. Teachers will also let their Head teacher know that a student is truanting their class.
3. If the student cannot be located, the Deputy Principal will be informed.
4. The Deputy Principal will then notify parents.
5. The student is placed on detention(s) as outlined below.

### **Consequences:**

1. Two (2) detentions or one Head Teacher detention for each period truanted.
2. Repeated fractional truancy will result in a parent interview and other consequences.



Ganguddy the beautiful serene waterway enjoyed by year 7 on their overnight excursion.

**Outline: This policy sets out the responsible use of personal devices at Kandos High School and procedures for supporting appropriate use.**

## 1. Policy Statement

The widespread ownership of mobile phones and other personal digital devices among young people requires that school administrators, teachers, students, and other parents take steps to ensure that they are used responsibly. Personal digital devices include (but are not limited to): iPod/MP3 players, digital organisers, laptop computers, tablets/iPads, portable gaming devices, mobile phone and mobile Internet connection devices and similar devices. This Policy is designed to ensure that potential issues are clearly understood and conflicts avoided, enabling the benefits to be enjoyed by our students. Students and their parents must read and understand this Policy, which also applies during school excursions, camps and extra-curricular activities.

## 2. Audience and applicability

2.1. All members of Kandos High School community; Students, Staff, Parents and the wider community.

## 3. Context

3.1. This policy has been developed to ensure that all members of our school learning community are aware of both the potential educational value devices and the incredible distraction to individual learning that can occur if not used responsibly.

3.2. This policy and associated procedures applies to the use of all Personal Digital Devices as identified in the policy statement.

## 4. Responsibilities and delegations

### 4.1. The Principal or delegate:

4.1.1. Ensure staff are provided with current versions of all relevant processes, policies and procedures.

4.1.2. Ensure that processes are appropriately communicated to all stakeholders.

4.1.3. Reporting requirements – It may be necessary to notify the Safety and Security Directorate on 1300 363 778 or contact the Police in relation to an item or property that has been confiscated by staff.

Principals should refer to the Incident Reporting Policy and Procedures (Intranet only) to confirm what reporting requirements may arise. (Legal Issues Bulletin #56, Confiscation of student property.)

### 4.2. School Staff:

4.2.1. Ensure that the policy is followed consistently across key learning areas.

4.2.2. Actions must be taken to securely store any devices confiscated from a student. If this is not available in the learning space, direct the student to hand the device in at the front office. Under no circumstances should a device be left unsecured.

4.2.3. Staff are to record inappropriate use of mobile phones during class by students in Sentral for monitoring and follow up, ("using mobile phone without permission").

4.2.4. Devices used inappropriately as identified in section 7 are to be recorded as "inappropriate use of technology" in Sentral.

### 4.3. Students:

4.3.1. Respect requests associated with this policy from staff at Kandos High School.

4.3.2. Have all personal devices switched off and away unless otherwise instructed by a teacher.

4.3.3. Understand that, unless instructed otherwise, during lessons and educational activities, a personal

device will not be used to make or receive calls, send or receive SMS messages, access resources, take photos or videos or access any other application.

4.3.4. Personal devices are brought to school at your own risk. The school accepts no responsibility for lost, stolen or damaged electronic devices.

4.3.5. Unless a teacher directly supervising student(s) grants permission, personal devices are on silent or switched off and out of sight during class so as not to disrupt learning.

4.3.6. Permission to utilise personal devices for a specific educational purpose must be provided by a teacher during that lesson only.



- 4.3.7. Listening to music or audio, if permitted must be via headphones and not be audible to others.
- 4.3.8. Personal devices should not be used to photograph, film or record footage of students or staff without their permission. Exceptions to this rule may occur as part of structured learning activities.
- 4.3.9. Excursions are considered an extension of classroom learning opportunities and personal devices may be used only with permission.
- 4.3.10. If directed by staff to hand your device to the teacher or front office, you must do so respectfully. On handing in devices to the front office you will be given a receipt to advise staff this action has occurred on your return to class and also for the collection of the device.
- 4.3.11. Students with disabilities sometimes rely on personal devices to de-escalate their behaviour and maintain a sense of wellbeing while at school. Do the same rules apply to those students? The department has an obligation under Commonwealth and State disability discrimination legislation to ensure reasonable adjustments are made for students with disabilities. This includes those who are integrated into mainstream settings. Sometimes a reasonable adjustment will include being allowed to possess personal items that other students are forbidden to have or use at school.  
(Reporting Legal Issues Bulletin 56 Confiscation of student property.)

#### 4.4. Parents:

- 4.4.1. Understand that the school accepts no responsibility for lost, stolen or damaged electronic devices that are in student possession.
- 4.4.2. Teachers may confiscate the personal property of a student if the item is being used inappropriately by the student. "Inappropriate use" has a wide meaning and will include being used in a way that is:
  - Contrary to any applicable school rules
  - Disruptive to the school's learning environment
  - A risk to the safety or wellbeing of students, staff or other people
  - Contrary to any reasonable direction given by school staff about the use of the item
  - Illegal or otherwise of a nature that causes significant concern for staff.
  - (Legal Issues Bulletin #56 Confiscation of student property.)

Personal devices including mobile phones may be confiscated by the school if there are reasonable grounds to suspect that a student has inappropriate material on their phone. Any viewing of the material will be undertaken in the presence of the student and will be limited to establishing that inappropriate material is on the phone.

- 4.4.3. In case of an emergency the school office is the point of contact and we will ensure your child is reached quickly and assisted appropriately.

#### 5. Appropriate Use of Electronic Devices – The following guidelines support appropriate use of personal devices at Kandos High School.

Positive Relationships	Respectful	Responsible
<ul style="list-style-type: none"> <li>• Follow the policy guidelines of photographing, videoing and recording using personal mobile device</li> <li>• Seek permission from staff before making urgent phone calls</li> <li>• Phones are not used to photograph, video or record others without their permission.</li> </ul>	<ul style="list-style-type: none"> <li>• Follow staff instructions regarding mobile phone usage and personal mobile device policy</li> <li>• Use headphones to avoid disrupting others</li> <li>• Remove headphones when approached by a staff member and on entering a classroom, assembly or any learning space</li> <li>• Sending images of a sexually inappropriate nature is a criminal offence.</li> </ul>	<ul style="list-style-type: none"> <li>• Care for your own technology</li> <li>• Unless otherwise directed by a staff member, personal mobile devices are out of sight during class, switched off or on silent mode so as not to disrupt learning.</li> <li>• Use personal mobile device while at school only in those areas where their use is permitted.</li> <li>• Phones should be on silent or off during a lock down, lock out or emergency evacuation for student and community safety.</li> </ul>

6. Inappropriate use of a Personal Device (Mobile Phone) includes, but is not limited to:

- with the operation of the school
- Intimidating or otherwise harassing others through SMS or text messaging or through photographic, video or other data transfer system available on the phone
- Recording of conversations, including lessons, without the knowledge and permission of the teacher or those involved in the conversation
- Downloading or otherwise accessing inappropriate material.
- Filming of fights or other criminal behavior involving students that occur at school, during school or while on the way to or from school
- Using it in a way that threatens or is likely to threaten the safety or wellbeing of any person
- Use that is in breach of any law.
- Using it in a way that disrupts or is likely to disrupt the learning environment or interfere

[Procedures for managing Inappropriate use of Personal Devices.](#)

Irresponsible usage of an electronic device will result in application of the school's *Student Wellbeing and Engagement Policy* or the DoE *Suspension and Expulsion Procedures*. The device may be confiscated and details will be recorded and disciplinary consequences may result. In most instances the student will be able to collect the item from the front office at the end of the day with approval from the Deputy Principal, unless a parent meeting is warranted. Staff may;

- 7.1. Provide students with a verbal warning due to the distraction associated with the inappropriate use of a device during class
- 7.2. Confiscate the device from the student if they continue to use it inappropriately for that lesson
- 7.3. Refer to the faculty Head Teacher if inappropriate use continues or a student refuses to follow reasonable instructions. The Head Teacher will keep the device until the end of next break period.
- 7.4. Continued breaches of this policy may result in the implementation of Suspension procedures and withdrawal of this agreement to allow student(s) to bring personal devices (Mobile Phone) to school. In this instance Mobile Phones will be removed by the Deputy Principal and stored securely at the office for parents to collect at the end of the day.

<b>1st and 2nd occasion within a 12 month period:</b>	<ul style="list-style-type: none"> <li>• Electronic device confiscated and taken by the teacher to the front office or escalation to Head Teacher then Deputy Principal if non-compliant</li> <li>• Consequence issued by the teacher – (Recess or lunch detention) Teacher records incident on Sentral.</li> <li>• SAS staff member updates inappropriate use of electronic device database;</li> <li>• Electronic device returned to the student by the office staff/Deputy Principal at the end of day.</li> </ul>
<b>3rd occasion within a 12 month period</b>	<ul style="list-style-type: none"> <li>• Electronic device confiscated and taken by the teacher to the front office</li> <li>• Consequence issued via Deputy Principal may include formal caution of suspension and placed on Deputy Principal monitoring.</li> <li>• Teacher records incident on Sentral</li> </ul>

7. [Monitoring, evaluation and reporting requirements](#)

- 7.1. A review of effectiveness, processes, policies and associated material will be conducted on or before the end of Term 1 2022

8. [Policy Review Contact](#)

Kandos High School Principal (02) 6379 4103

## SUN SAFE POLICY

Our schools take sun safety seriously and implement a range of strategies to support school environments that protect students from the damaging effects of the sun.

Much of the sun exposure that causes skin damage occurs in childhood and adolescence.

By the age of 15 many children have developed irreversible skin damage from exposure to the sun.

While skin cancer is the most common cancer in Australia, it is estimated that 95% of skin cancers can be prevented through reducing exposure to ultraviolet radiation from the sun.

Each school has a responsibility to provide a safe environment for students and staff and this includes providing adequate protection from the sun.

### Effective sun safety

Schools support students and preschool children to understand why sun safety is important and to take action to protect themselves such as:

- wearing sun safe hats, clothing and sunglasses
- seeking shade during peak UVR times during the school day
- wearing SPF 30+ (or higher) sunscreen.

**Kandos High School hats and caps are available from the front office.**

**The school has free sunscreen stations located around the school.**



<https://education.nsw.gov.au/studentwellbeing/healthandphysical-care/sun-safety>



# First Aid Information

## Our designated First Aid Officer/s are:

Name: Kylie Reddish  
Position: School Administration Officer  
Contact details: Front Administration Office



Name: Suezie Faulkner  
Position: School Administration Manager  
Contact details: Front Administration Office



## Procedure for obtaining First Aid for students:

- Minor injury or health condition: See a staff member or someone to the Front Office
- A more serious injury or health condition: **DO NOT move the student.** See a staff member and send someone to the Front Office or ring to get a First Aid Officer to come out to attend to the student
- A major injury or health condition: **DO NOT move the student.** Send someone to the Front Office or ring to get a First Aid Officer to come out to attend to the student

First Aid Kits are located around the school and in the school bus. A first aid kit is always taken on excursions and sporting activities. **Ask a staff member if you need assistance with first aid.**



Adrenaline Auto-injectors (EpiPen) are also located around the school and there is one always taken on excursions. **If you know that you need to use an EpiPen at school and you don't have a personal injector with you, send someone to the Front Office to get one.**



Asthma puffers are also located around the school and there is one always taken on excursions. **If you know that you need to use a puffer at school and you don't have a personal one with you, send someone to the Front Office to get one.**

Our school also has a **defibrillator** located in the Staff workroom opposite the Front Office.

**In case of Medical Emergency**





## EMERGENCY PROCEDURE

The signal for Evacuation, Lockdown or Lockout for all areas will be a message over the Public Address System (PA system).

Teachers and Students should listen carefully and follow all instructions given. Students need to familiarise themselves with these details that are located within the school.

### EMERGENCY PROCEDURES



## EVACUATION



Sharp urgent bells followed by an emergency announcement to

**“Evacuate as directed”**

**Leave work** and **collect bag**  
**EXIT classroom** and **close door**  
**EXIT building**  
**Walk calmly** to **oval** with **teacher**



## LOCKOUT



Sharp urgent beeps with an announcement to

**“An incident has taken place outside the School”**

**Access** on or off the **school** is **only**  
through the **Main Entrance**  
**Staff** and **Students** outside return **immediately**  
to the nearest **supervised classroom**  
**Stay** and **wait** until you **hear** it's **all clear**



## LOCKDOWN



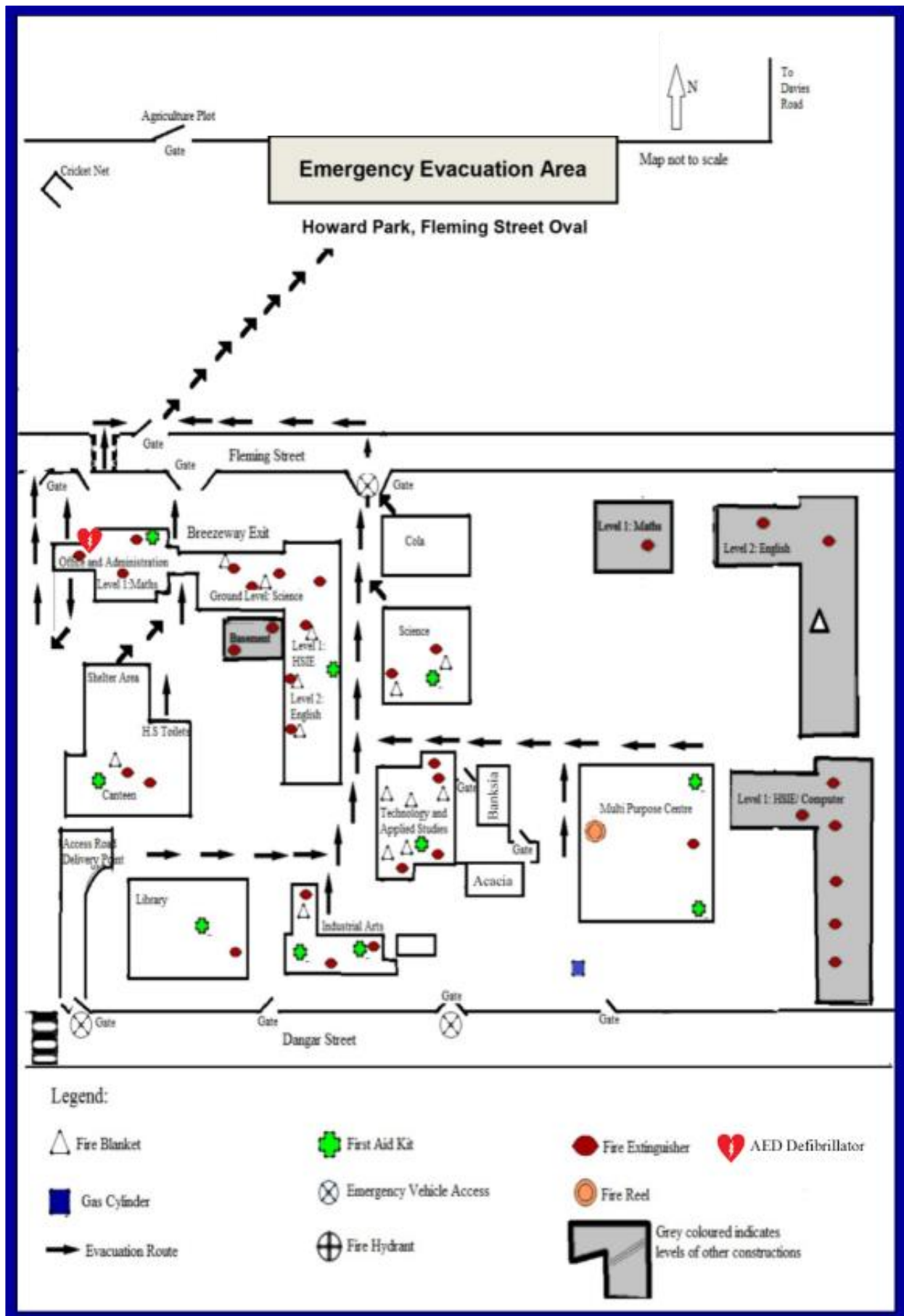
Continuous urgent horn with an announcement to

**“Move to your nearest supervised classroom”**

**Lock windows** and **doors** and **close blinds**  
Students **under** desks **away** from windows  
**Stay** and **wait** until you **hear** it's **all clear**



# KANDOS HIGH SCHOOL EMERGENCY FACILITIES AND EVACUATION ROUTES



# KANDOS HIGH SCHOOL

“He who holds the palm has earned it”

Fleming Street, KANDOS NSW 2848

Tel: 02 6379 4103

Fax: 02 6379 4818

## SCHOOL TERMS FOR 2022

Term One	28 <sup>th</sup> January	-	8 <sup>th</sup> April
Term Two	26 <sup>th</sup> April	-	1 <sup>st</sup> July
Term Three	18 <sup>th</sup> July	-	23 <sup>rd</sup> September
Term Four	10 <sup>th</sup> October	-	20 <sup>th</sup> December

## STAFF DEVELOPMENT DAYS 2022

Term One	-	28 <sup>th</sup> January 31 <sup>st</sup> January
Term Two	-	26 <sup>th</sup> April
Term Three	-	18 <sup>th</sup> July
Term Four	-	20 <sup>th</sup> December

[www.kandos-h.schools.nsw.edu.au](http://www.kandos-h.schools.nsw.edu.au)

Please bookmark our web address as it contains up to date information on our calendar and further information about our school.

The school's newsletter is also published here.


Through our shared values, we hope to build **Positive Relationships** through our community, foster in our students a desire to be **Responsible**, and engender a sense of **Respect** in all of our undertakings.

Fleming Street Kandos NSW 2848

PH 02 6379 4103

FAX 02 6379 4818

EMAIL [kandos-h.school@det.nsw.edu.au](mailto:kandos-h.school@det.nsw.edu.au)

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