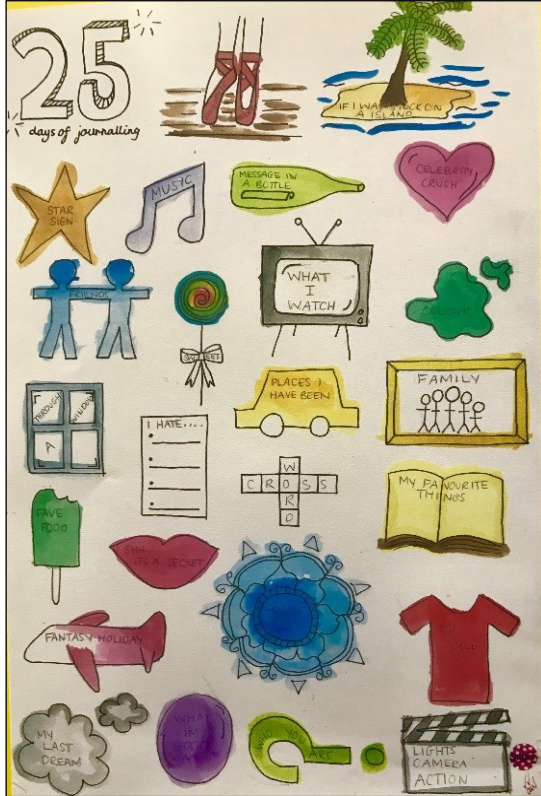


Student Information Booklet 2019



SCHOOL DIRECTORY

Principal Mr Anthony Angel

Deputy Principals Mr Peter Henson, Mrs Samantha Booth, Mrs Esme Corney

School Administrative Manager Mrs Michele Jennings

Executive

English Ms Rebecca Veitch
 Mathematics Mr Mark Ide
 Science Mrs Samantha Idris
 HSIE Mr Scott Budden
 PDHPE Mark Mansfield
 TAS Mr Daniel Wilson (Relieving)
 CAPA Ms Belynda Nelmes
 Special Education Ms Deborah Taylor
 Student Services Mr Craig Clinton
 Administration Mr Simon Williamson
 Teaching & Learning Mr Les Tryk

Year Advisors

Year 7 Mr Matthew Erich
 Year 8 Miss Ellie Singleton
 Year 9 Miss Emma Wilson
 Year 10 Miss Hayley Ward and Mr Adam O'Brien
 Year 11 Mr Dylan Morgan
 Year 12 Mr Gavin Wilson

Sports Coordinator Miss Leigh Whitehead

Student Leaders

Captains Azmina Shafie, Jayden Rae
 Vice Captains Cheymeka Randell, Tim Lanfranchi
 Sports Captains Tara Cain, Nathan Hillier

BELL TIMES

MONDAY TUESDAY WEDNESDAY	BELL TIMES	THURSDAY	BELL TIMES	FRIDAY	BELL TIMES
PERIOD 0 (Year 11 & 12 Only)	8.00 – 9.00am	PERIOD 0 (Year 11 & 12 Only)	8.00 – 9.00am	PERIOD 0 (Year 11 & 12 Only)	8.00 – 9.00am
ROLL CALL	9.00 – 9.10am	ROLL CALL	9.00 – 9.10am	ROLL CALL	9.00 – 9.10am
PERIOD 1	9.10 – 10.10am	PERIOD 1	9.10 – 10.10am	PERIOD 1	9.10 – 10.10am
PERIOD 2	10.10 – 11.10am	ASSEMBLY	10.10 – 10.30am	PERIOD 2	10.10 – 11.10am
		RECESS	10.30 – 10.50am	RECESS	11.10 – 11.30am
RECESS	11.10 – 11.30am	PERIOD 2	10.50 – 11.50am	PERIOD 3	11.30 – 12.30am
PERIOD 3	11.30 – 12.30pm	PERIOD 3	11.50 – 12.50pm	LUNCH	12.30 – 1.10pm
PERIOD 4	12.30 – 1.30pm	LUNCH	12.50 – 1.30pm	PERIOD 4	1.10 – 2.10pm
LUNCH	1.30 – 2.10pm	SPORT	1.30 – 3.10pm		
PERIOD 5	2.10 – 3.10pm				

MY TIMETABLE

WEEK A

	Monday	Tuesday	Wednesday	Thursday	Friday
Roll					
1					
2					
Recess					
3					
4					
Lunch					
5					

WEEK B

	Monday	Tuesday	Wednesday	Thursday	Friday
Roll					
1					
2					
Recess					
3					
4					
Lunch					
5					

WHAT TO DO IF ...

1. **ABSENT FROM SCHOOL** – A note of explanation is required by your roll teacher **on the day of your return**. If you are likely to be away for 3 or more days, ask your parents to contact the school on 4954 9166. All absences are recorded on your school reports. **ATTENDANCE IS COMPULSORY EVERY DAY!**
2. **LATE TO SCHOOL** – You should **ALWAYS** bring a note of explanation from your parents. Report to the Office as soon as you arrive at school. Repeat late arrivals can expect an interview with a Deputy Principal and detention.
3. **LATE FOR CLASS** – If you have been helping a teacher in class, e.g. putting books away, and you are going to be late to your next class, ask the teacher you are assisting for a note for your next teacher. If you have no valid reason you can expect to receive a detention from your teacher.
4. **NEED TO LEAVE THE SCHOOL FOR SOME REASON DURING THE DAY** – Present a note to the Student Office in Administration before roll call. Once approved, you will receive a temporary pass that you must take with you. Students should never leave the school grounds without permission from Administration.
5. **LOST PROPERTY** – If you have lost some property, or if you find property, go to the Library.
6. **FEELING SICK OR ARE INJURED** – If in class, tell your teacher who will give you a note to report to Administration. Outside of class you are to report to the Student Office in Administration. **NO STUDENT IS TO ENTER THE SICK BAY WITHOUT PERMISSION FROM THE OFFICE STAFF.** If you are injured at school in class, report your injury to your teacher and get a note to report to Administration. **In case of a more serious injury, have someone notify the office immediately. NO STUDENT IS TO MAKE CONTACT WITH THEIR PARENTS VIA MOBILE PHONE. All contact is to be made through Administration.**
7. **NEED TO SEE YOUR YEAR ADVISOR** – You should go to their staffroom during break times to see if they are there. If not, leave a message that you need to see them. Do not interrupt them during class time.
8. **WANT TO SEE A COUNSELLOR** – You should make an appointment by placing a referral form under the Counsellor's door or speak to either your Year Advisor or Deputy Principal. If you must urgently see any of these people, but have no appointment, ask your teacher for a note to report to the Deputy.
9. **ADMINISTRATION OFFICE** – Office hours are from 7.30am to 3.15pm, Monday to Thursday and 7.30am to 2.10pm Fridays..Students should not come to the Student Office in class time.
10. **CASHIER** – Any money brought to school, e.g. fees, excursions, fundraising, must be handed into the office **IMMEDIATELY** on your arrival at school. You will be issued with a receipt for all payments.
11. **LIBRARY HOURS** – You have access to the Library during regular school hours, recess and lunch. You must have your I.D. card to borrow from the Library.
12. **USING THE CANTEEN** – Form an orderly queue, no pushing in. You will be served during break times only.
13. **USING CLASSROOMS** – For safety reasons, you are not permitted to enter classrooms, labs or storerooms unless a teacher is present. **STUDENTS ARE NOT ALLOWED IN PREP ROOMS OR STAFFROOMS, OR IN OUT OF BOUNDS AREA, INCLUDING CAR PARKS AT ANYTIME.**
14. **SCHOOL VISITORS** - Any person who is not a student of the school is not allowed on school premises without permission from Administration. There is a register in Administration. You are not permitted to associate with outsiders who may be loitering outside the school. Do not invite non-student friends into the grounds or to wait for you near the gates/fences.
15. **PARTICIPATION** – You are expected to participate in all organised school activities including all sporting carnivals and alternative programs.
16. **BICYCLES** - Bicycles may be ridden to school, but must only be brought onto school grounds via the gate at the bottom of Lower Grounds. They are to be stored in the bicycle racks provided and securely locked. You are not to loiter in the bicycle area. Park your bike, lock it and move out of the area. Helmets are to be worn when riding.
17. **SKATE BOARDS / SCOOTERS** – Skateboards and scooters are to be stored immediately in a Deputy Principal's Office and collected at the end of the day. No responsibility is taken for their security. They are not to be ridden whilst in the school grounds.
18. **EXCURSIONS** –Excursions are generally arranged by subject areas. They are intended to be enjoyable and have a definite educational purpose. Many form part of assessment tasks. While travelling on excursions you are representing the school to the general public. You are expected to be in full school uniform (unless otherwise stated) and behave responsibly. If you are not attending the excursion it is expected that you will be present at school.
19. **CHANGE OF ADDRESS/PHONE NUMBER OR MEDICAL CONDITION** – Changes in this information should be given to Administration or delivered by phone, fax or email. It is essential that the school has up-to-date emergency contact numbers for each student at all times in case of accidents.
20. **IF YOU LOSE YOUR STUDENT I.D. CARD OR OPAL CARD** – report the loss to Administration. Necessary replacements can then be organised at your expense.
21. **OPAL CARDS** – Information on obtaining an Opal Card is available at the Student Administration Office. Opal cards must be used to tap on and tap off for each journey. Students are only entitled to travel on the bus that collects and returns them to and from the address registered with the school.

CORE EXPECTATIONS

Behaviour Code for Students

In NSW public schools students are expected to:

- ✓ Respect other students, their teachers and school staff and community members
- ✓ Follow school and class rules and follow the directions of their teachers
- ✓ Strive for the highest standards in learning
- ✓ Respect all members of the school community and show courtesy to all students, teachers and community members
- ✓ Resolve conflict respectfully, calmly and fairly
- ✓ Comply with the school's uniform policy or dress code
- ✓ Attend school every day (unless legally excused)
- ✓ Respect all property
- ✓ Not be violent or bring weapons, illegal drugs, alcohol or tobacco into our schools
- ✓ Not bully, harass, intimidate or discriminate against anyone in our schools

This code of conduct is shown at Glendale High School through the whole schools values of Respect, Responsibility and Personal Best

RIGHTS AND RESPONSIBILITIES

Students can ensure that learning environments are safe, supportive and responsive for everybody by undertaking the following actions;

Respect

- ✓ Treat one another with dignity
- ✓ Speak and behave courteously
- ✓ Cooperate with others
- ✓ Develop positive and respectful relationships and think about the effect on relationships before acting
- ✓ Value the interests, ability and culture of others
- ✓ Take care with property

Responsibility

- ✓ Dress appropriately by complying with the school uniform or dress code
- ✓ Model and follow departmental, school and/or class codes of behaviour and conduct
- ✓ Take personal responsibility for behaviour and actions
- ✓ Care for self and others
- ✓ Attend school every day (unless legally excused)
- ✓ Be prepared for every lesson
- ✓ Arrive at school and class on time

Personal Best

- ✓ Avoid dangerous behaviour and encourage others to avoid dangerous behaviour
- ✓ Actively participate in learning
- ✓ Aspire and strive to achieve the highest standards of learning
- ✓ Negotiate and resolve conflict with empathy

WELFARE POLICY

The Policy of Glendale Technology High School is in keeping with the School Motto and Values. Our school motto is Educate for Life, and it underpins our belief in using educational opportunities to improve ourselves and our community.

At Glendale Technology High School we show our core values by:

Whole School Values

- Respect** We earn and display respect when we:
- Consider other people;
 - Speak positively;
 - Ensure the right of others to learn;
 - Care for the school environment.

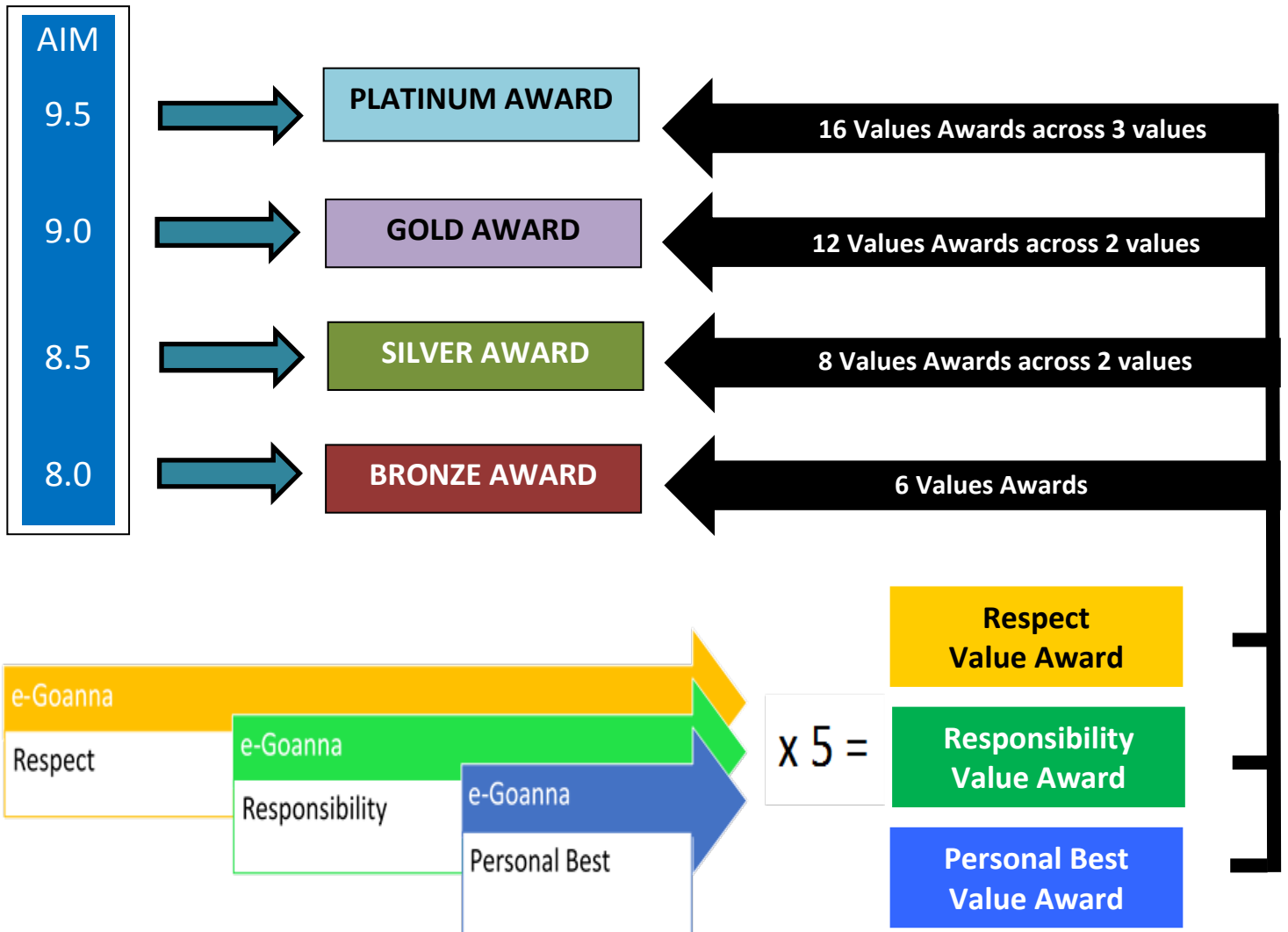
- Responsibility** We fulfill our responsibilities when we:
- Act with integrity;
 - Behave in a safe manner;
 - Are reliable in the things we do;
 - Own our behaviour.

- Personal Best** We show our personal best when we:
- Overcome obstacles to achieve our goals;
 - Take pride in what we do;
 - Show initiative;
 - Recognise and reward success.

In specific areas of the school we show our core values by:

	Respect	Responsibility	Personal Best
Uniform	Follow the school uniform policy.	Leave home wearing my uniform.	Take pride in my uniform.
Classroom	Allow others to work uninterrupted.	Look after my learning environment.	Take pride in my classroom.
Language	Speak politely.	Think before I speak.	Use proper language.
Playground	Care for others.	Act safely.	Take pride in our playground.
Administration	Speak politely.	Behave in a safe and courteous manner.	Be mindful of parents and visitors using the office.

AWARD SYSTEM



Student can achieve Bronze, Silver or Gold Awards through their AIM scores or through the collection of Values Awards. Platinum awards can only be achieved through the collection of Values awards.

Values Awards will be presented at fortnightly year assemblies.

e-Goanna's are recorded in Sentral. These are not awards that students receive, but merely positive incidents recorded in Sentral.

Academic awards are presented at the Annual Presentation evening along with many other special awards to recognise the achievements of students.

AIM PROGRAM

The AIM program issues each student a score based on how they have demonstrated the schools values. These scores are published to parents as students are encouraged to strive for the highest score. Students that maintain the highest level at the end of each term will be rewarded with a celebration. The scores are determined by the following tables:

CLASSROOM RUBRIC

10	<ul style="list-style-type: none"> • An exemplary student who engages in all lessons in a positive and independent manner. • Brings required equipment and is ready to learn in every lesson. • Applies their personal best to complete all set tasks in class including any assessment tasks. • Takes personal responsibility for meeting all classroom expectations. • Always interacts respectfully with the teacher and their peers. • Attends every lesson and is always on time for class.
9	<ul style="list-style-type: none"> • An outstanding student who engages in all lessons in a positive and independent manner. • Brings required equipment and is ready to learn in most lessons. • Consistently applies their personal best to complete most set tasks in class, including any assessment tasks. • Acts responsibly to consistently meet set classroom expectations. • Almost always interacts respectfully with the teacher and their peers. • Attends every lesson and is consistently on time for class.
8	<ul style="list-style-type: none"> • A determined student who engages in lessons and displays the ability to work independently. • Usually brings required equipment to class and is ready to learn in most lessons. • Applies their personal best to complete most set tasks in class. • Displays responsible actions to meet classroom expectations in most lessons. • Usually interacts respectfully with the teacher and their peers. • Attends every lesson and is mostly on time for class.
7	<ul style="list-style-type: none"> • A consistent student who engages in lessons and displays the ability to work independently. • Mostly brings required equipment and is ready to learn in lessons. • Regularly applies themselves to complete set tasks in class to the best of their ability. • Takes responsibility for personal actions and meeting classroom expectations when requested to do so by the teacher. • Interacts with the teacher in a respectful manner on most occasions and often with peers • Attends most lessons and is consistently on time to classes.
6	<ul style="list-style-type: none"> • A student who often engages positively in lessons. • Often brings the required equipment and is willing to learn in classes. • Completes some set work to the best of their ability. • Needs reminders by the teacher of classroom expectations but acts to meet these. • Interacts with the teachers in a respectful manner often and on most occasions with peers. • Attends most lessons and is mostly on time to classes.
5	<ul style="list-style-type: none"> • A student who sometimes engages in lessons but needs prompting to work independently. • Sometimes brings the required equipment and applies them self some of the time. • Attempts most set classwork. • Student needs regular reminders of the classroom expectations and mostly acts to correct behaviour • Has some respectful interactions with the teacher and their peers • Attends some lessons and is on time to classes when present.
4	<ul style="list-style-type: none"> • A student who occasionally engages in lessons but needs regular direction for the teacher to commence work. • Sometimes brings the required equipment but is rarely prepared to learn. • Attempts some set classwork. • Student needs consistent reminders of classroom expectations and does not always meet them. • Has limited respectful interactions with the teacher and their peers. • Attends some lessons and is mostly on time to classes.
3	<ul style="list-style-type: none"> • A student who requires teacher direction to engage in the lesson. • Rarely brings the required equipment but is sometimes prepared to learn. • Attempts some aspects of set classwork. • Student needs ongoing supervision to meet classroom expectations and regularly does not meet them. • Has limited positive interactions with the teacher and their peers. • Sometimes attends lessons.
2	<ul style="list-style-type: none"> • A student who requires regular teacher supervision to engage in aspects of the lesson. • Rarely brings the required equipment and rarely prepared to learn. • Occasionally attempts some aspects of the set classwork. • Student needs constant supervision to meet a minimal level of classroom expectations. • Rarely displays respect while interacting with the teacher or their peers. • Displays inconsistent attendance.
1	<ul style="list-style-type: none"> • A student who does not attempt to engage in the lesson despite teacher supervision. • Never brings the required equipment to class and is not prepared to learn. • Does not attempt set work in most lessons. • Despite teacher requests the student does not take responsible action to meet classroom expectations. • Interactions with the teacher and peers do not display a respectful attitude. • Rarely attends lessons.
0	<ul style="list-style-type: none"> • Student has not attended a lesson and is not able to be scored.

ROLL CALL RUBRIC

10	<ul style="list-style-type: none">• Exemplary student who is always on time and in attendance.• Wears full uniform 100% of the time demonstrating preparedness for school.• Meets all behavioural and procedural expectations for rollcall.• Always interacts respectfully and positively with students and staff, never interrupting the processes during roll call.• Positive role model of respect, responsibility and personal best.
9	<ul style="list-style-type: none">• Outstanding student who is always on time and is consistently in attendance.• Always wears full uniform demonstrating 100% of the time preparedness for school.• Meets all behavioural and procedural expectations for rollcall including absences being explained without prompting.• Interacts respectfully and positively with students and staff and never interrupts the roll class.• High level demonstrations of respect, responsibility and personal best during roll call.
8	<ul style="list-style-type: none">• A student who is always in attendance and is consistently on time.• Always wears uniform or provides an explanation note when not in uniform.• Consistently meets behavioural and procedural expectations for rollcall including absences being explained without prompting.• Consistently interacts respectfully and positively with students and staff and rarely interrupts the activities within roll call.• Models respect, responsibility and personal best during rollcall.
7	<ul style="list-style-type: none">• A good student who usually attends and is always on time.• Mostly wears uniform with explanation notes given when not in uniform.• Mostly meets behavioural and procedural expectations, including rarely interrupting the processes of roll call.• Interactions with students and staff are usually respectful and positive.• Mostly models respect, responsibility and personal best.
6	<ul style="list-style-type: none">• A student who usually attends and is mostly on time.• Often wears uniform with explanation notes given when not in uniform.• Meets most expectations set for rollcall.• Interactions with students and staff are usually respectful and positive.• Often models respect, responsibility and personal best.
5	<ul style="list-style-type: none">• A student who is mostly in attendance and on time.• Regularly wears uniform and mostly provides explanation notes when not in uniform.• Meets many of the expectations set for rollcall.• Interactions with students and staff are mostly respectful and positive.• Sometimes demonstrates respect, responsibility and personal best.
4	<ul style="list-style-type: none">• A student who attends regularly but is often late, causing interruption to the process and procedures of roll call.• Often wears items which are out of uniform without explanation.• Meets some of the expectations in rollcall.• Interactions with students and staff are sometimes respectful.• Occasionally demonstrates respect, responsibility and personal best.
3	<ul style="list-style-type: none">• A student who has more absences than attendance and never returns explanation notes.• Sometimes wears uniform but does not explain incorrect uniform.• Sometimes interrupts the processes and procedures of roll call.• Interactions with students and staff are rarely positive and respectful.• Rarely demonstrates respect, responsibility and personal best.
2	<ul style="list-style-type: none">• A student who has minimal attendance and makes minimal attempt at arriving on time.• Rarely wears uniform.• Generally interrupts the processes and procedures of roll call.• Does not interact with staff and students in a positive manner.• Has not demonstrated respect, responsibility and personal best.
1	<ul style="list-style-type: none">• A non-compliant student who makes no attempt to arrive to the school on time and has rarely attended.• Never wears school uniform.• Makes no attempt to meet the expectations set for rollcall.• Interactions with students and staff are usually disrespectful.• Has not demonstrated respect, responsibility and personal best.
0	<ul style="list-style-type: none">• Student has not attended roll call and is not able to be scored.

Students are given a score for each subject and roll call using the scales above. The scores are then averaged to provide a score for linking to the award system and determining students eligible to attend the end of term celebration. Students are encouraged to use the rubrics to determine how they can improve.

ITEMS BANNED FROM OUR SCHOOL

Due to safety and security reasons, the following items are not allowed at school. If these items are brought to school they will be confiscated by the classroom teacher or Head Teacher and handed to the Deputy Principal. Disciplinary action will result:

<ul style="list-style-type: none">• aerosol cans and propellants• cigarettes / e-cigarettes• alcohol• fireworks• illegal drugs• lighters• prescription drugs• laser pointers• ammunition/caps	<ul style="list-style-type: none">• matches• water bombs• knives or weapons• replica pistols• energy drinks• permanent markers• glass bottles• pornography• new items may be added as need arises
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MOBILE PHONE / IPOD / POLICY “OFF AND AWAY”

Mobile phones that are brought onto the GTHS site have the potential to disrupt learning. As a result the following expectations are to be met:

- The school will accept no responsibility for any loss or damage to mobile phones or electronic devices.
- The school will not allow the unsanctioned use of student phones and other electronic devices during lessons or sport periods
- Mobile phones are to be turned off and kept in bags. This includes during PDHPE classes, change rooms, toilets and during sport.
- Staff have the authority to confiscate any student's phone or electronic device if it is seen during any classroom situation, assembly or sport and be returned at the end of the lesson.
- Confiscated phones and electronic devices will be recorded on the discipline database.
- Refusal to hand over any requested device will be treated as Moderately Serious Unacceptable Behaviour and the student will be referred to the Head Teacher of the faculty.
- It is illegal to film or photograph a person without their consent. This will be considered Serious Unacceptable Behaviour and referral to a Deputy Principal will occur.

UNHEALTHY FOOD SUBSTANCES

Students are prohibited from bringing take away food and high energy drinks onto the school grounds. Students found with these items will be asked to dispose of them.

PREPARED TO LEARN

Expectations

At Glendale Technology High School, we expect that all students will actively participate in all learning activities offered to them and perform to their personal best. Learning activities will occur in many places other than in classrooms.

Every student can learn although, as when they were babies, every student will progress at different rates and master new learning at the different times.

We expect that students will have a go, ask for help when it is needed and accept assistance when it is given. We don't hope they will learn, we expect they will learn!

Students' Workbooks

Students' workbooks are a permanent record of their participation in learning activities and as such deserve to be of good quality.

Expectations of workbooks:

- Appropriate cover with name, class and subject
- Margins
- Legible writing
- Work sequenced with headings and dates
- Photocopies glued in
- No gaps in work or between pieces of work
- Evidence of work being corrected
- Evidence of workbooks being marked

Essential Equipment (*Equipment List*)

Every student needs their own set of basic equipment if they are to participate in learning activities. Failure to have this equipment hinders the student's learning and the teacher's ability to make sure the student is actively participating in learning.

It is the responsibility of each student, and their family to make sure this basic equipment is available. Where financial problems exist, parents should contact the Principal immediately. All contact is strictly confidential.

Essential equipment includes

- A backpack big enough to carry equipment - not a handbag.
- Diary including a current timetable
- Workbooks for every subject as specified by each faculty area
- Workbooks organised to follow class expectations eg. Covered with sensible, inoffensive material, pages with margins, work dated and with a title, work following logically, all sheets pasted into book, writing in black or blue pen. These expectations allow students to create workbooks of which they can be proud since not only is it a permanent record of their learning but also work can easily be found for study or marking
- Any textbook distributed by the faculty
- Pens, pencils, ruler, glue, specialised equipment as identified by each faculty area.

ATTENDANCE

Attendance at school for every student is essential if students are to achieve their potential and increase their career and life options. The table below shows how missing days of school can add up through your educational journey.

When you miss just	That equals per year	And therefore from Kindy to Year 6	And therefore from Kindy to Year 12	You would have missed
1 day each fortnight	20 days per year	9 months of school	1 ½ years of school	260 days
1 hour per day	40 days per year	1 ½ years of school	Over 2 ½ years of school	520 days
1 day per week	40 days per year	1 ½ years of school	Over 2 ½ years of school	520 days
2 days per week	80 days per year	2 ½ years of school	Over 5 years of school	1040 days
3 days per week	120 days per year	4 years of school	Almost 6 years of school	1560 days

To monitor and support attendance at school the following actions will occur;

- Accurate rolls will be marked each morning in rollcall and every period of the day.
- Any students who are absent will have an SMS message sent to parents / carers
- Deputy Principals will monitor and following up any unexplained absences from periods throughout the day.
- When you are away from rollcall for a couple of days, teachers have been encouraged to check in with you upon your return.
- Year Advisors will make phone calls home to follow up any absences of more than 3 days
- When your attendance is below % a letter will be sent home.
- For ongoing attendance issues formal interviews with parents / carers and Deputy Principals and the Principal may occur.

SENSE OF BELONGING (UNIFORM POLICY)

A school, like all organisations, is the sum of its parts, and all those parts make their own contribution to the culture, the climate and the reputation of the school. Uniform identifies our students as members of the school. We have the highest priority to student safety and welfare and if all students are in school uniform it assists us to identify any intruder. Enrolment at this school is the start of a path to a bright future should you choose to belong to the school and accept and strive to meet its high expectations. It is easy to say that you support the school but actions speak louder than words.

The best way to show belonging is by following the Core Expectations and Uniform Policy. Both have been developed in consultation with the students and community and reflect willingness on the part of students to

- Learn by participating in all aspects of school life
- Show pride in themselves, their peers and their community
- Contribute to the maintaining the high expectations of this school and its community
- Behave in a way that earns respect from peers, teachers, family and community

UNIFORM

Glendale Technology High School seeks to constantly provide high standards of education, self-esteem and safety for all its students. As decided by the overwhelming majority of the school's community (made up of parents, students, teachers and local community members) the wearing of uniform is integral to providing and maintaining these standards. Glendale Technology High School's Uniform Policy consists of an agreed standard and identifies our uniform that students must wear when:

- attending or representing their school;
- travelling to and from school; and
- engaging in school activities out of school hours.

Glendale Technology High School is a uniform school. This reflects the beliefs and values of our community.

Reasons Why We Have a School Uniform

1. **Safety and security** – Glendale Technology High School students are easily recognisable in uniform both on the school grounds and on excursions. Similarly unauthorised persons are more easily noticed if they mingle amongst students.
2. **Economy** – is cheaper and longer wearing than many fashion items.
3. **Uniformity** – Teenagers often dress to please or impress their peer groups. Wearing of a uniform reduces choice (and tension) about what to wear to school each day.
4. **Dressing appropriately for the occasion** – school uniform clothing is appropriate for most student activities and shows the student is prepared to be at school.
5. **Pride in personal appearance and in being a student at Glendale Technology High School** – students, parents, visitors, residents and businesses in the local area frequently report on the positive image and presentation of Glendale Technology High School students.
6. **National Workplace Health and Safety reasons.** It also offers students training for the workplace where many workplaces require a set uniform at all times.

Girls	Boys
<p>Junior Casual Uniform</p> <ul style="list-style-type: none"> • Black shorts with school initials (available for purchase from <i>Lowes</i> from December 2015) • Black casual pants.(NO Denim, logos, pinstripes) • Junior school black, blue and white polo with school emblem • Black Stockings • Black jumper with the school crest • Black jacket or cardigan (NO logos) • White socks (No knee high socks) <p>Junior Formal Uniform</p> <ul style="list-style-type: none"> • Black, white, blue checked A-line skirt with inverted front pleat • Black casual pants.(NO Denim, logos, pinstripes) • White button shirt with school crest • Black Stockings • Black jumper with the school crest • Black jacket or cardigan (NO logos) • White socks (No knee high socks) 	<p>Junior Casual Uniform</p> <ul style="list-style-type: none"> • Black casual pants. (NO Denim, logos, pinstripes) • Black shorts with school initials (available for purchase from <i>Lowes</i> from December 2015) • Junior school black, blue and white polo with school emblem. • Black jumper with the school crest • Plain black jacket or cardigan (NO logos) • White socks (No knee high socks) <p>Junior Formal Uniform</p> <ul style="list-style-type: none"> • Black casual pants in <u>winter</u>. (NO Denim, logos, pinstripes) • Black shorts with school initials (available for purchase from <i>Lowes</i> from December 2015) • Black jumper with the school crest • White button shirt with school logo • Plain black jacket or cardigan (NO logos) • White socks (No knee high socks)
<p>Senior Casual Uniform</p> <ul style="list-style-type: none"> • Black shorts with school initials (available for purchase from <i>Lowes</i> from December 2015) • Black casual pants. (NO Denim, logos, pinstripes) • Senior school black, blue and white polo with school crest • Black Stockings • Black jumper with the school crest • Black jacket or cardigan (No logos) • Senior school approved personalised jackets. • White socks (NO knee high socks) <p>Senior Formal Uniform</p> <ul style="list-style-type: none"> • Black, white, blue checked A-line skirt with inverted front pleat • Pale blue button shirt with crest • Black casual pants. (NO Denim, logos, pinstripes) • Senior school black, blue and white polo with school crest • Black Stockings • Black jumper with the school crest • Black jacket or cardigan (No logos) • Senior school approved personalised jackets • White socks (NO knee high socks) 	<p>Senior Casual Uniform</p> <ul style="list-style-type: none"> • Black shorts with school initials (available for purchase from <i>Lowes</i> from December 2015) • Black casual pants. (NO Denim, logos, pinstripes) • Senior school black, blue and white polo with school crest • Black jumper with the school crest • Black jacket or cardigan (NO logos) • Senior school approved personalised jackets • White socks (No knee high socks) <p>Senior Formal Uniform</p> <ul style="list-style-type: none"> • Black shorts with school initials (available for purchase from <i>Lowes</i> from December 2015) • Black casual pants in <u>winter</u>. (NO Denim, logos, pinstripes) • Pale blue button shirt with school crest • Black jumper with the school crest • Black jacket or cardigan (NO logos) • Senior school approved personalised jackets • White socks (No knee high socks)

Shoes

Black firm leather or suede (lace-up or Velcro) shoes (not ballet style) are to be worn. Shoes must enclose all of the foot. Canvas shoes are not acceptable. On Sports Day students are permitted to wear sports shoes but must bring their leather upper shoes if they have a practical lesson.

Jewellery

The wearing of jewellery is discouraged. If worn, it must be unobtrusive and meet Work Health Safety guidelines. If in doubt, contact the Principal or Deputy Principal. Large hoop/hanging, spacer or hole earrings are unacceptable for safety reasons. The principal reserves the right to deem jewellery inappropriate and dangerous.

Protective Clothing

Home Economics /Technology	Suitable hairnet and leather shoes, apron.
Industrial Arts	Blue apron, leather footwear, hair restraint where necessary and safety glasses.
Science	Safety glasses, leather shoes.
Visual Arts	Leather shoes and sometimes safety glasses and apron to be worn.

Out of Uniform

If, because of unusual circumstances, a student is unable to wear a particular regulation item of school uniform, the student must bring a note of explanation signed and dated by their parent/carer to their Roll Call Teacher to receive a Uniform Pass. This Pass must be carried with the student throughout the day. It is likely that students will be directed by the Principal to change into one of the emergency uniform items the school holds. **If students will be out of uniform for a period longer than a week, parents/caregivers must contact the relevant deputy to make prior arrangements.**

When Students Fail to Comply With Wearing School Uniform

- Failure to wear uniform may be viewed as persistent disobedience and dealt with under Glendale Technology High School's School Discipline Policy
- When students wear clothing that is deemed inappropriate, parents may be contacted and requested to deliver appropriate clothing to school
- Students out of uniform will not be permitted:
 - to participate in special school assemblies (eg perform);
 - on stage at other assemblies to receive awards;
 - to participate in excursions/extra-curricular activities.
- Letters will be sent to parents reminding them of the school's expectations.
- Persistent non compliers will be dealt with through the *Discipline Policy* for continued disobedience

Exemptions from Wearing School Uniform

From time to time a student may be exempted from wearing school uniform. These will be dealt with on a case-by-case basis and approved by the Principal or delegate.

Out of Uniform Days

From time to time the school has official out of uniform days as fundraising for our charity organisations. On these days students **MUST** still wear the correct footwear.

Financial Hardship

Should your family experience financial hardship, you can access financial support to assist with the purchase of uniform items. Please contact the Head Teacher Wellbeing or the relevant deputy principal for information on how to access this support.

GLENDALE TECHNOLOGY HIGH SCHOOL IS A UNIFORM SCHOOL. THANK YOU FOR ENSURING YOUR ARE IN FULL SCHOOL UNIFORM EVERYDAY.

PLAYGROUND EXPECTATIONS

Students are to follow the instructions of the teachers on duty at all times. Students are to ensure their areas are kept *clean with all rubbish placed in the bins provided. Students out of bounds will receive consequences.*

- Safe play at all times
- "Hands off" Policy – no pushing, shoving or inappropriately touching other students
- Keep your area clean and follow any requests to do so.
- Remain in bounds at all times
- Not to loiter inside buildings. Buildings and entry ways to buildings are thoroughfares and are only to be used for transit purposes. (unless wet weather).
- No tackle or rough games
- Footwear to be worn at all times.
- Only round ball games to be played in covered court area

PLAYGROUND AREAS

Canteen

- Students line up from either end of the Canteen to purchase food and drinks. At Recess, only 7, 11 and 12 can line up from the PE Staffroom side. Year 8, 9 and 10 use the opposite side.
- Only 5 students are permitted at the windows on each side at any time. All other students must wait behind the line.
- Don't push in.
- No loitering at the Canteen entrances.
- No selling of items, other than breaktimes.

Lower Quad

- This is a passive area running from the stairs near the Kitchens around to the C Block entrance.
- No games allowed.

Quad

- No running in the area
- Handball is the only ball game allowed in this area.
- Entry areas to building are thoroughfares and students not to loiter in doorways

Basketball Courts

- No football on the Courts
- Round ball games only to be played
- Years 7 and 8 only on lower court
- Years 9 – 12 on the upper court
- No climbing on the retaining walls or wire fence
- No eating or sitting on courts - playing area only, and keep bags to the sides

Top Oval

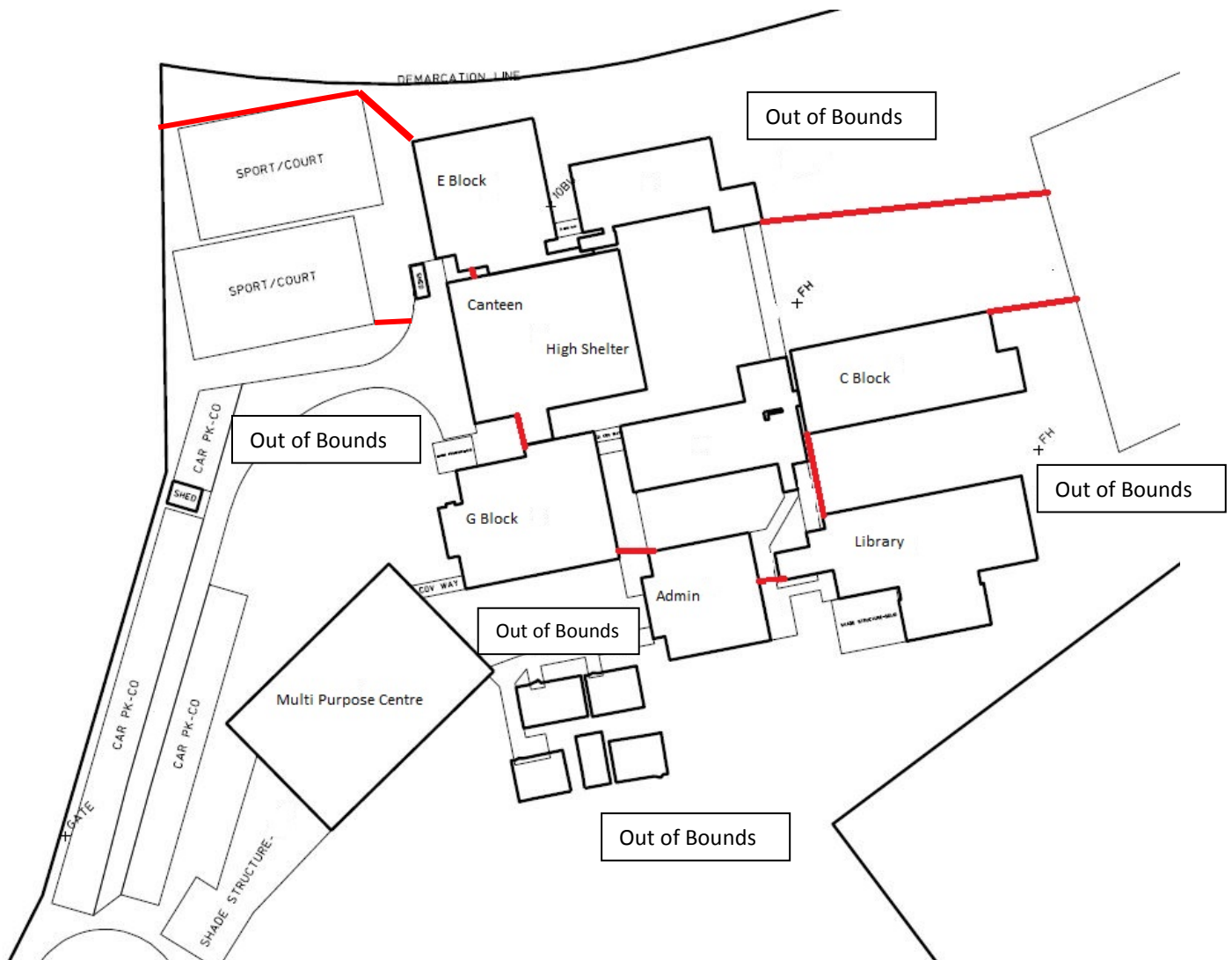
- No sitting, bags or eating on the oval - playing area only.
- Passive area is located above the wall and existing seats
- No rough games (i.e. tackle)
- Students are to wear shoes

Bottom Oval

- No sitting, bags or eating on the oval - playing area only.
- No rough games (i.e. tackle)
- Students are to wear shoes

Wet Weather

- Students are not to be in classroom foyer areas
- No active play of any type
- Ensure students leave enough room on stairs and corridors to allow student movement



All upper levels are out of bounds during all break times

TRANSPORT

Students must be on their best behaviour whilst travelling to and from school. Their own reputation, student's safety and the school's great reputation are all at stake. School rules apply officially from the time students leave home until they return home at the end of the day. **OPAL CARDS MUST BE CARRIED AND PRODUCED WHEN REQUESTED.**

Buses

Hunter Valley Buses services our school and we enjoy an excellent working partnership with the company. Conduct on the buses is expected to be of the highest standard. On arrival at school, all students travelling by bus must enter school grounds immediately. In the afternoon, students will report to their bus area.

Students are to obey the instructions of the bus driver and staff on bus duty at all times. Misconduct will result in consequences and bus passes and travel privileges being withdrawn by the bus company and the Ministry of Transport.

Bus passes are provided to transport students to and from school only. This does not allow students to deviate their journey, by stopping at alternate locations.

Buses – Opal Cards and Supervision

Opal Cards may only be used when travelling to and from school on a set bus. They cannot be used for sport buses or excursions. ***All students travelling by bus must follow the Code of Conduct for Bus Travel and have their Opal Card with them every day.***

Students are expected to remain in the Bus Bay of an afternoon to ensure students safely embark the buses. Students are expected to have their Opal Cards and line up in single file to enter the buses.

Car Travel

Due to the congestion at the main entrance to the school, it is requested that students who arrive and depart by car are dropped off at the entrance on Oakland Street and walk up the path provided. Parking is available in all streets surrounding the school. Please do not utilise the bus bay or TAFE carpark, for the safety of all students.

Bikes, Scooters and Skateboards

Bikes, scooters and skateboards are a great way for young people to keep active. Young people should always use the shared pedestrian or bike paths if they are available. It is the law to wear a helmet when riding a bike and you should insist on their use. Bikes are to be stored in the appropriate racks, skateboards and scooters are to be left in the Deputy Principal's office. At no times are they to be ridden around the school.

SPORT

Sport is conducted for Years 7-10 on Thursday afternoons and sport choices are made at the end of each term. Sport and Physical Education form an integral part of the school curriculum. All students are required to participate. If students are unable to participate due to illness or injury, permission is granted for them to attend the supervised Non-sport venue at school. Students are to present a note from their parents/carers to the Sports Organiser. Permission to be absent from sport will only be granted in cases of sickness and emergencies.

HOMWORK POLICY

What is homework?

Homework is tasks assigned by teachers to students to be completed at a time you are not in class. This can be set work to be completed at home or revision work completed in class. Homework is not only limited to work from school, but students assisting with home duties or working with adults, building a sense of belonging within the family structure and accepting responsibility for your role in the family.

Why give students homework?

- Homework develops self-discipline, good work habits, responsibility.
- Homework's vital link between school and home allows parents to become involved in their child's education.
- Homework extends effective learning time.

Types of homework

- Practice – review and reinforce classroom learning.
- Preparation – for the next class.
- Extension – apply skills to new situations.
- Creativity – integrate several skill/knowledge areas.
- Personal reading – we all need to practice our reading skills to build knowledge and vocabulary.

TIME MANAGEMENT TIPS

Control Yourself!

We only have 24 hours in a day, so time management is all about focussing on how we can get the most out of ourselves with the 24 hours we're given.

Manage "Time Wasters"

Do you spend too much time talking on Facebook, texting or talking on the phone, daydreaming, net surfing, watching TV, or forgetting things? Set yourself a strict time limit so these activities don't prevent you from accomplishing the important tasks.

Make a daily "To Do" list and prioritise ruthlessly

List tasks according to their priority. Use categories such as:

Things I MUST do...

Things I SHOULD do...

Things I COULD do...

It is a good idea to do this at the start of each day so that you use your day more efficiently. Break tasks up into 15min, 30min or 1 hour time lots to give a sense of deadline to tasks. Every time that you complete a task, tick it off and reward yourself.

USE A DIARY!!!

It is easy to forget what homework or assignment is due, when work is on, or when upcoming social events demand attendance. It is a good idea to actively use your diary every day to note down all these commitments so you are better organised and prepared.

EMERGENCY PROCEDURES

Evacuation

Continuous ringing of bell



- Leave bags in your classroom, do not pack up.
- Do not panic, do not run.
- Follow teacher to designated exit.
- Sit with your roll call on the Lower Grounds field.

Lockdown

Intermittent ringing of bell



- Sit on the floor under your desk. Stay calm.
- The teacher will lock doors, close windows, draw blinds and turn off equipment.
- The roll will be marked.
- No one is allowed out of room until all clear is given.

In the event a lockdown is signalled during break time, move quickly and safely to your next timetabled lesson.

All clear

Assembly bells. I.e. Three short bells.



- Collect bag from room and got to Roll Call line in Quad.

Front cover artworks created by
Emily Griffith, Tayla Collins, Hayley Shearer, Year 8 Visual Arts