



# Ulladulla High School



Vice Captain: Claire Ridley, Captains Harrison Treweeke, Ellie Fitzpatrick, Vice Captain Emily Upsall

## Student Handbook 2024

*World Class Global Learners*

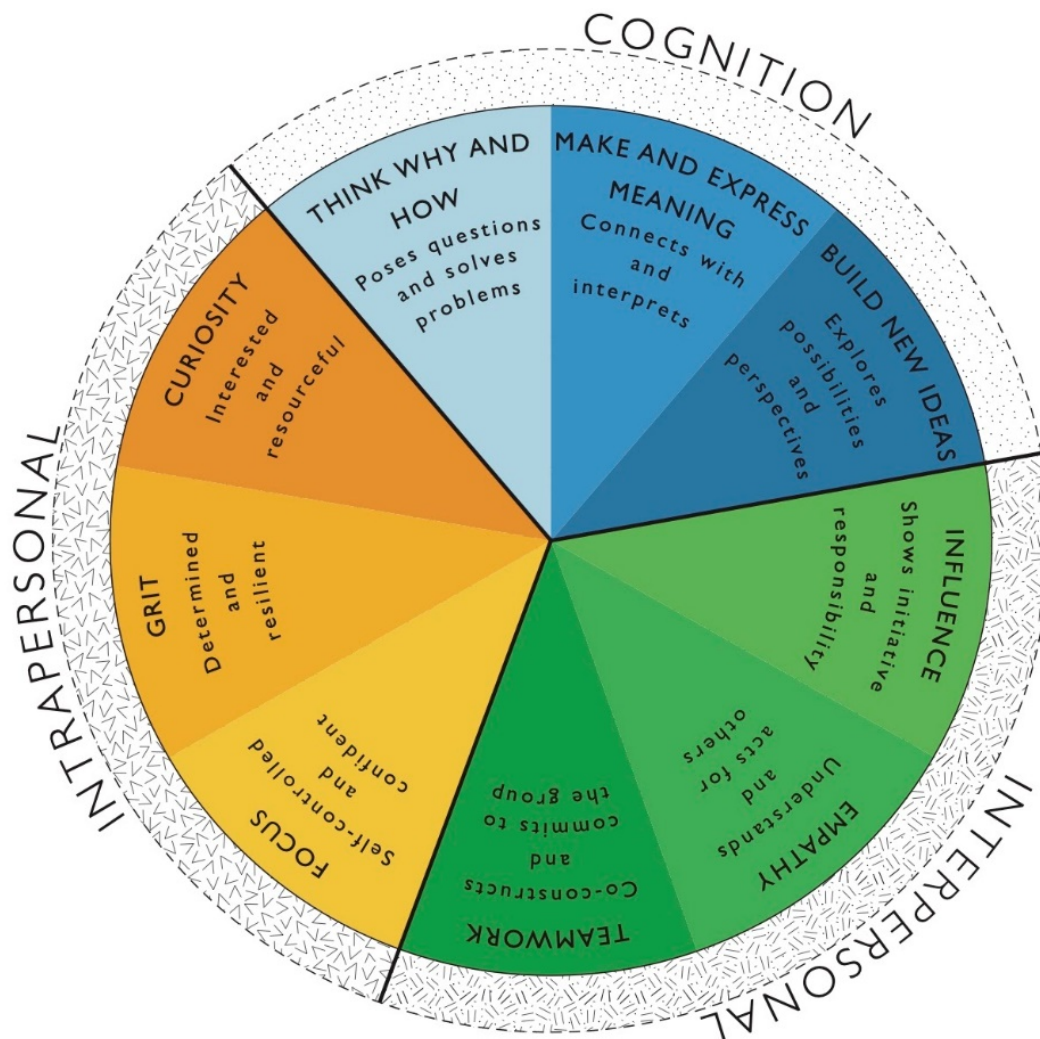


# Ulladulla High School

## Our Vision

A World Class School that provides an outstanding education, with a focus on equity, in which ALL students build the best version of themselves through their own agency as learners and personalised educational pathways to become creative, mindful, entrepreneurial, and innovative young people who build the dispositions of learning through the 4 Cs (creativity, collaboration, communication, critical reflection).

And where outstanding teachers are collaborative leaders in learning enabling the dispositions of learning. The school promotes and supports self-regulation, explicit quality feedback and the celebration of excellence for ALL students.



# Welcome To Ulladulla High School

The Ulladulla school community welcomes you and your family to our world class school. It is our moral purpose to work alongside our students in partnership with parents, carers, and teachers to ensure that our students reach their full potential in all aspects of their school life, graduating as resourceful, entrepreneurial and mindful young adults.

Ulladulla High School is an outstanding NSW Public school that delivers an innovative and vibrant curriculum to ensure all our students are prepared for the changing world and all that brings. Our Motto "Strive for the Summit" exemplifies the school's strong commitment to provide opportunities for all students to develop their passions and abilities to be highly successful young people. We strive for innovations in teaching through collaborative curriculum projects across all years. We work successfully alongside our partner primary schools to provide a learning continuum through academic excellence, collaborative practices across schools and innovative contemporary learning platforms to provide the connections to enhance and foster outstanding young people of the Milton Ulladulla Area to be 'world class' learners.

We recognise that our school is only one stop in a student's lifelong learning journey. We are honoured that you have chosen our school as a significant part of that journey.

Ulladulla High School offers immense opportunities in academic, vocational, leadership, cultural and sporting arenas. With a proud tradition of excellence in all areas, the challenge is to find balance and to focus your energies. Students have successfully attained apprenticeships and traineeships, scholarships for tertiary education and representation at local, state, national and international levels in sporting, cultural and academic pursuits. Ulladulla High will offer you opportunities to grow, to be nurtured and to develop – it is the responsibility of every student to take all the opportunities presented and choose to participate in the full life this school has to offer.

Over the years our school has undergone a major building project funded by both Federal and State Governments. With outstanding facilities, including a Movement Studio for Dance, Drama and the creative expression, a Fitness Lab with a fully equipped gym area and studio. This compliments our new Multipurpose Centre in St Vincent Street, Construction Shed and a range of outstanding learning and administrative facilities. We have a range of innovative learning spaces called Satellite rooms, where teachers innovate and engage new ways of learning. Recently, we have partnered with the Department of Education to build a modern and sophisticated industry standard hospitality kitchen. Our school has continued to embrace learning in the online space. All our classrooms have Main Learning Displays (MLDs) which enable the connection of the latest devices. Teachers are experts in the use of innovative and engaging learning platforms to enhance learning and engage students in the learning journey. Our school has embraced learning through a strong BYOD policy, and we encourage learning which is connected, collaborative and contemporary. Technology tools are used in the classroom and at home. The focus on safe, informed use of devices is ongoing. All our parents can access their child's information through the Parent Sentral Portal and it is encouraged for families to access. (<https://ulladulla-h.schools.nsw.gov.au>). You can also follow us on Facebook and Twitter and Instagram.

This booklet provides information about the school and some key people in the school who will work with you along your learning journey. Your first point of contact for curriculum matters will be your classroom teachers supported by Faculty Head Teachers. The Head Teachers - Teaching and Learning are running specialised programs to improve learning outcomes for all our students. If the reason for contact is more general in nature, your Year Advisor may be able

to help. The Year Advisors are supported by the Head Teacher Student Wellbeing, Assistant Year Advisors, and the school counselling network. The Careers Advisor provides additional work transition and careers pathway guidance. Five Deputy Principals work across the school in a wide range of areas but focus on wellbeing, curriculum, and organisational energies on particular year groups. These people are all identified in the booklet. Parents, as well as students, are welcome to seek support or contact these specialist personnel. If you need help or support in any way, then be sure we know about it. We can't help if we don't know.

Ulladulla High School is a great school which will provide you with every opportunity to achieve your dreams. Take control of your time at Ulladulla High School. Always give your best, then you too will achieve "Beyond the Summit". I look forward to meeting you and watching you reach your full potential.

Mrs Denise Lofts  
Principal

## World Class Global Learners

A World Class School that provides an outstanding education, with a focus on equity, in which ALL students build the best version of themselves through their own agency as learners and personalised educational pathways to become creative, mindful, entrepreneurial, and innovative young people who build the dispositions of learning through the 4 Cs (creativity, collaboration, communication, critical reflection). And where outstanding teachers are collaborative leaders in learning enabling the dispositions of learning. The school promotes and supports self-regulation, explicit quality feedback and the celebration of excellence for ALL students.

At UHS we **build and support the capacity of teachers to facilitate and build 'Agency' (students and teachers) for deep learning (Anderson & Jefferson 2017)** .

• ***Student Growth and attainment  
(Build students future skills from the inside out.  
Heart and Mind)***

**Purpose:** To equip students with skills for the future (creativity, collaboration, communication, critical reflection): From the Inside Out- HEART AND MIND. Through a focus on the dispositions of learning and learning Coherence Makers, the school leverages explicit teaching, supported by the school strategic professional learning focus on student agency through the 4 Cs, enhanced teacher efficacy, Co teaching, and the disposition wheel.



- ***Our Teachers are World Class Collaborative Leaders in Learning***

**Purpose:** To build a culture of collaborative commitment in teaching where staff actively reflect on learning outcomes together and maintain high expectations of excellence in student learning, teaching and assessment. 'Collaborative Expertise' about teaching and learning is the core of day-to-day school business.

- ***Our Classrooms are Real World CONNECTED***

**Purpose:** To connect learners to the real world (Local, national, and global contexts) to build their own agency as learners through coherence makers (collaboration, communication, creativity and critical reflection) that enhance students' disposition for learning in a REAL WORLD CLASSROOM

## School strategic directions 2021-2024



**Purpose:**

Purpose: To equip students with skills for the future: **From the Inside Out – HEART AND MIND**

Ways of thinking, Ways of working, Tools for working and Living in the world. (Enveloping the 6 global competencies – Character, citizenship, collaboration, communication, creativity and critical thinking).



**Purpose:**

**Purpose:** To build a culture of collaborative commitment in teaching where staff actively reflect on learning outcomes together and maintain high expectations of excellence in student learning and teaching. 'Collaborative Expertise' about teaching and learning is the core of day to day school business.



**Purpose:**

**Purpose:** To connect learners through personalised experiences at school and within local, national and global context to enhance a culture of 'collective mindfulness' to *contemplate, collaborate, innovate and create ways that enhances their learning in a REAL WORLD CLASSROOM.*

# Curriculum

Students in Years 7 and 8 study a mandatory curriculum in the eight Key Learning Areas of: English, Mathematics, Science, Creative Arts, Human Society and Its Environment, Technological and Applied Studies, Languages Other Than English and Personal Development, Health and Physical Education. In Year 9 students choose to specialise by selecting elective subjects from some of these areas.

## Stage 4 Learning

Students enter Year 7 within a learning and welfare framework of Stage 4. The aim of Stage 4 Learning is to settle new students in a safe, caring and stable learning environment. Typically students in upper primary have one core teacher who teaches all the main subject areas. In high school the number of teachers increases dramatically. To bridge the transition to high school in Year 7, the core KLA subjects of English, HSIE, Mathematics and Science see one teacher leading learning in English/HSIE and another teacher in Maths/Science. Each class also has a homeroom. Alongside this, Stage 4 teachers work very closely together to model best practice teaching and learning in a caring environment. Year 7 students also undertake elective subjects where students move around the school and learn from other teachers and in specialised learning environments.

## Year 8 Program

In Stage 4, classes are organised upon identified needs and abilities into strategic clusters of students within each class. Prior to entry into Stage 4 the majority of students sit the ACER General Ability Test. This test, along with teacher professional judgement, is used as one method to place students into classes. High Potential Students are identified through this process and clustered with other similar ability students. Teachers differentiate their lesson content and teaching strategies according to student identified needs. This approach has been carefully developed and is focussed on ensuring all students (particularly High Potential students) reach their potential.

## English

This exciting subject is compulsory for all students. Students will be given experiences in reading, writing, listening, speaking, literature and the media. Students will be involved in wide reading programs and various activities including public speaking, debating, drama, storybook writing, media studies, filming with the school video cameras, computer publishing, library research, group work, role play and much more.

One of the English Department's high priorities is to identify and offer extension programs for gifted and talented children. Schemes are also in place to assist children who have learning difficulties in this subject involving assistance from support teachers.

## Mathematics

All students going into Year 7 will experience a common course. The course consists of strands in Number, Geometry, Measurement, Statistics and Algebra.

Students will find the Problem Solving, which runs through the other five strands, an interesting challenge as students work in groups to answer interesting puzzles. Students are arranged into ability groups in later years.

At Ulladulla High School students are also given the opportunity to participate in various competitions (Australian Mathematic Competition, Maths Challenge etc), as well as extension classes.

The aim of the Mathematics Faculty of Ulladulla High School is to see that students achieve their potential in the challenging and rewarding study of Mathematics in the modern world.

## **Science**

Science provides an empirical way of answering interesting and important questions about the biological, physical and technological world. Scientific knowledge is contestable and is revised, refined and extended as new evidence arises or existing evidence is re-conceptualised. The study of Science is a collaborative, creative endeavour and has led to a dynamic body of knowledge organised as an interrelated set of models, theories, laws, systems, structures and interactions. It is through this body of knowledge that science provides explanations for a variety of phenomena and enables sense to be made of the natural world.

## **Human Society and its Environment**

In this subject you will experience units of study in both History and Geography.

Enter the world of the ancient past and learn about Ancient Rome and find out how historians unlock the secrets of the past using forensic science and written records.

Have fun making artefacts (you'll find out what these are), perform role plays and do virtual site studies. You'll learn about our Aboriginal Heritage and European exploration of the New World and better appreciate the importance of learning about the past to help solve the challenges of the present and the future.

Students will embark on a detailed study of global geographic issues in Year 8 whilst in Year 7 basic geographic concepts and special environments are examined. Throughout both years research and personal experiences are used to examine the diversity of our world.

Local, class based excursions will form part of this course.

## **Languages – French, Japanese and Indonesian**

Students are introduced to French, Japanese and Indonesian through the use of games, videos, tape recordings, role plays, computer work and magazines in Year 7. In this way students will learn to speak, read and write about their everyday interests. Students will also enjoy learning about the French, Japanese and Indonesian cultures and be able to compare them to their own.

Students have the opportunity to further their study of Languages by selecting Language electives in Years 9-12.

## **Music**

The Core Music Course has been programmed with an emphasis on practical music.

Year 7 concentrates on introducing the students to the keyboard and Year 8 the guitar. By involving the students with instrumental music they also develop aural and theoretical skills. Also they learn the discipline of practice and working with other students in groups or individually.

The aim is to provide a basic competence on a musical instrument so by the end of Year 8 the



student could elect music to develop these skills further. The range of performing media available for specialising would be keyboard, guitar, electric bars, drums, vocals, flute, saxophone or brass.

Students can also be involved in extra-curricular music activities and attend concerts.

Students have the opportunity to further their study of Music by selecting Music electives in Years 9-12.

## **Visual Arts**

The compulsory Visual Arts course is an exciting hands-on course that explores a diverse range of techniques and media. Specialist Visual Arts teachers engage students in a variety of experiences of the Visual Arts, such as painting, drawing, ceramics, computer generated images, photography and sculpture.

The Themes we explore during the course range from 'People and Relationships' to 'Other Living Things' from the students own world. Students also study the practices of Art Criticism and Art History to enhance their own practice of Art making.

Students have the opportunity to further their study of Visual Arts by selecting electives in Years 9-12.

## **Technology**

Technology is an interesting and stimulating course, which allows students to design and make a variety of products. Students will work with a large variety of materials such as a food, wood, metal, textile materials.

An important part of the Technology course is using the tools of technology in a real world way. They will use them to design and produce plans and sketches, books, word processing documents, spreadsheets and databases.

Students will be working in the school's Wood and Metal workshops, the Food Labs, Textile and Design Labs, Computer Labs and our well-equipped Agricultural area.

Students have the opportunity to further their study of Technology by selecting Technology electives in Years 9-12.

## **Personal Development, Health and Physical Education**

We aim to develop in each student the knowledge, skills and attitudes needed to understand, value and lead healthy fulfilling lifestyles.

The PD/H/PE program is an important element of the overall school curriculum because it promotes quality of life, self-esteem and social wellbeing. The program is committed to developing movement skills and fitness.

### **Among the topics covered are the following:**

Dance	Aquatics	Athletics
Safety	Gymnastics	Team Games
Individual Games	Physical Fitness	Family Life
Relationships	First Aid	AIDS
Drugs	Sexuality	Disease
Growth & Development		

Students are encouraged to participate in the Swimming, Cross Country and Athletics Carnivals, which are held each year. Students are also encouraged to play in the State wide Knockout Competitions in which the school enters teams in many different sports.

### **Special Religious Education**

Scripture is a timetabled period for Year 7, 8 and 9 students. There are two options for SRE at UHS. Christian delivered by a fully qualified teacher that is employed by the combined Christian Churches in our community to teach a curriculum that represents beliefs shared by the Catholic and Protestant churches in a way that is relevant in today's teenagers. Buddhism is provided by Manjuri Buddhist Centre Milton, the classes will follow the guidance of the Buddhist Council of NSW. Details of the curriculums are available from the school website. Parents/caregivers who conscientiously object on religious grounds can apply for their children to be exempt from attending Scripture classes. Students who have chosen Non-Scripture will be accommodated in a classroom with an allocated teacher.

### **Careers**

A key function of secondary schools is to prepare students to transition successfully toward a future career path. This involves providing curriculum opportunities to build students' general capabilities, support students' interests and aspirations, and support them to make informed decisions about their subject choices and pathways. Students are more engaged in education and highly motivated about their future when they have a clear understanding of themselves and how they might live and work when they leave school. High quality career education and guidance is an essential part of schooling in preparing young Australians for their future. UHS Careers website - <http://www.uhscareers.com.au>

### **Wellbeing**

Our Wellbeing program focuses on the Hearts and Minds of our students. Our students are the heart of our school community. We have dedicated learning time within the curriculum to work on programs that are relevant to the year group. Each year group has a Year Advisor who develops programs for the whole year group and works with individual students to get the most out of their High School Education. Our Head Teacher Wellbeing, is another contact point for students, also running whole school programs to put in place programs that will support students to be their best. Our school has a School Counsellor available every day to support students managing issues beyond the classroom. Our Student Support Officer and Youth Outreach Worker are also available to support students to develop healthy social lives within our school community.

### **Electives**

For more information on electives and courses in Years 9 to 12 see school website.

**GET UP | DRESS UP | TURN UP | *never* GIVE UP**

EDUCATION  
IS THE MOST  
POWERFUL  
TOOL THAT YOU  
CAN USE TO  
CHANGE  
THE WORLD.

— NELSON MANDELA



**OUR STUDENTS ARE PERSISTENT**



# Staff Directory

## Principal

Mrs Denise Lofts

## Deputy Principal 7,10

Mr Gerard O'Keeffe

## Deputy Principal 8,11

Mrs Anita Barry

## Deputy Principal 9,12

Ms Elise Waser

## Deputy Principal Inclusion

Mrs Jacki Morgan

## Deputy Principal

Mr Vaughn Littlejohns

## Head Teachers

Administration

Mr Liam Hackett

English

Mr Michael Ramsden (Rel)

Mathematics

Ms Lauren Day (Rel)

Science

Dr Samantha Kneeshaw (Rel)

HSIE

Mr Ben Barry

TAS Industrial Arts/Home Ec

Ms Jacqueline Meacham (Rel)

Physical Education

Mr Chris Pearson

Creative and Performing Arts

Mr Bradley Hart

Languages

Mrs Sarah Hunt

Support Unit

Mrs Elysha Watene

Student Wellbeing

Ms Sharon Bunyan (Rel)

Teaching and Learning

Mrs Carly-Jane Ommundsen

Teaching and Learning

Mr Chris Armati (Rel)

Teaching and Learning

Mrs Sarah Hunt

## Year Advisors

## Assistants

Year 7 Advisors

Ms Hayley Johnstone

Mr Robert Barrett

Year 8 Advisors

Mr Darren Stephen

Mr Drew Hicks

Year 9 Advisors

Mrs Toni Williams

Mr Matt Duncan

Year 10 Advisors

Ms Rebecca Evans

Mr Dane Mastronardi

Year 11 Advisors

Mrs Sue Smith

Ms Sharon McCutcheon

Year 12 Advisors

Mr Jon Youens

Mrs Julia Brooks

**Careers Advisor/Transition Officer** Mrs Karyn Ingold, Mrs Alice Gough

**Counsellors** Ms Justine Berghouse, Ms Emma Parsons, Ms Amy Corkill

**Counsellor Support** Jon Youens

**Librarian** Mrs Sharyn Wheatley **Student Representative Council** Mr Yousif Aziz

**Student Environment Council** Mrs Sam Clarke **Anti-Racism Contact** Mr Yousif Aziz

**English****Mr Michael Ramsden (Rel)**

Mrs Suzy Taplin  
Mr Mark Rafidi  
Mrs Eliza McCabe  
Ms Sharon McCutcheon  
Ms Amanda Lopes

Mr Jon Youens  
Ms Annette Brooks  
Mr Jason Wilson  
Mrs Lily Dale  
Mr Chris Armati  
Mrs Sarah Ford

**Mathematics****Ms Lauren Day (Rel)**

Ms Kathy Hall  
Mr Drew Hicks  
Mr Luke Sullivan  
Mr Lewis Tait  
Mr George Betsis

Mr Rajan Pavlovic  
Ms Lauren Johnson  
Ms Sue Smith  
Mr Jose Gonzalez  
Mr Martin Ommundsen

**Science/Agriculture****Dr Samantha Kneeshaw (Rel)**

Ms Carolyn Carden  
Mr Darren Stephen  
Ms Ros Hackett  
Mr Peter Gell  
Mrs Stacey Dubois

Mrs Kylie Robinson  
Ms Meg Dunnett  
Ms Judith Ford  
Ms Heidi Hewitson  
Ms Kate Buchan  
Mr Gerard O'Keeffe

**HSIE****Mr Ben Barry**

Mr Yousif Aziz  
Ms Anne Vogelnest  
Ms Sarah Hunt  
Mrs Suanne Knight  
Ms Lilian Kaushal  
Mr Hamish Richardson  
Mrs Alena Curtis  
Ms Sharon Bunyan

Mrs Mel Clare  
Mrs Carly-Jane Ommundsen  
Mrs Katie Greenacre  
Ms Shane Davies  
Mr Frank Dale  
Mrs Anita Barry  
Ms Emily Wilford  
Ms Georgia Lowe

**TAS****Ms Jacqueline Meacham(Rel)**

Mr Matt Macdonell  
Ms Alexis Smith  
Mr Andre Garin  
Ms Paige Pressler  
Mrs Amanda Stewart

Mr Liam Hackett  
Ms Simone Murray  
Mr John Hayes  
Ms Emily Pacey  
Mr Vaughn Littlejohns  
Mr Stephen McCrorey

<b>Languages</b>	<b>Mrs Sarah Hunt</b>	Mrs Tracey Smith
	Ms Louise Morgan	Mr Jon Youens
<b>Learning Support</b>	Mr Chris Armati	Mrs Tracey Sinden
	Mrs Tracey Smith	
<b>EAL/D Support</b>	Ms Amanda Lopes	
<b>Aurora Co-ordinator</b>	Mrs Kylie Robinson	
<b>VET Co-ordinator</b>	Mrs Shane Davies	
<b>VET</b>	Mr Chris Burton	Mr John Hayes
	Mr Liam Hackett	Mr Matt Skinner
	Ms Shane Davies	Ms Jacqueline Meacham
<b>PD/H/PE</b>	<b>Mr Chris Pearson</b>	Ms Toni Williams
	Mrs Julia Brooks	Ms Lucy Rothquel
	Mr Matthew Duncan	Ms Rachael Dower
	Ms Elise Waser	Mrs Tracey Sinden
	Ms Yvette Scipione	Ms Caitlin Cockburn
<b>Milumba Support Unit</b>	<b>Mrs Elysha Watene</b>	
	Mrs Jenny Munday	Ms Giulietta Barnett
	Mr Dane Mastronardi	Ms Megan Boonaerts
	Mrs Cathy Peters-Power	Mr Stuart McDonell
	Ms Hayley Johnstone	Ms Friederike Mergel
	Ms Natasha Mooney	Mr Aaron Terechovs
	Ms Carly Watson	Ms Nicolee Johnston
	Ms Kristy Delia	Ms Lynette Emery
	Mr Robert Barrett	
<b>Creative and Performing Arts</b>	<b>Mr Bradley Hart</b>	Ms Caitlin McGrath
	Mr Matt Skinner	Ms Rebecca Evans
	Ms Victoria Jauncey	Mrs Davida Penny
	Mrs Amanda Grady	Mr Michael Malmo
	Mr Joshua Barkwith	Ms Leah Newman
<b>SRE/(Scripture)</b>	<b>Christian</b> – Mrs Sarah-Jayne Knight	<b>Buddhism</b> – Ms Jacky Howarth
<b>Student Support Officer's</b>	Mr Emile Dupont-Louis, Mr Matthew Berry	



**School Business Manager****Mrs Leanne Colley****Administration Staff**

Mrs Tracey Smith  
Ms Jennifer Loft  
Mrs Carol Sawyer  
Mrs Janet Andriske  
Mrs Julianne Croker  
Mrs Anne Malone  
Ms Shelley Young  
Mrs Kyla Hargreaves

Mrs Cara Brennan  
Mrs Diane Flynn  
Mrs Tracey Lenton  
Mrs Jenny Leighton  
Mrs Rebecca Fowler  
Mrs Jamie Morgan  
Mrs Jenny Jones

**Technical Support Officer****Site Manager****Communications Officer**

Mr Jamie Woods  
Mrs Ange Edwards  
Mrs Rebecca Fowler

**School Learning Support  
Officers**

Mr Greg Todeschini  
Mr Chris Sinden  
Mr John Field  
Ms Anita Radford  
Ms Jacqueline Gallagher  
Ms Stacey Hurley  
Mrs Leanne McLaren  
Mrs Elissa Skinner  
Mrs Larissa Behn  
Mr Terry Malone  
Ms Emma Powell  
Mrs Melissa Colusso

Ms Carol Tudor-Jones  
Ms Sandra Paton  
Mrs Beatrice Punnett  
Mr Matthew Williams  
Mrs Tracy Luker  
Ms Shannon Bradley  
Ms Yvonne Phelan  
Mrs Natalie Findley  
Mr Andrew Raiss  
Mr Craig O'Donovan  
Ms Tracey Barnes  
Ms Danielle Meylan

**First Nations Co-ordinator****Elder in Residence****Aboriginal Education Officer****First Nations Student Mentors****Science Assistants****Home Economics Assistant****General Assistant****Farm Assistant****Canteen Manager**


Ms Sharon Bunyan  
Mrs Nellie Mooney  
Ms Erica East  
Mr Ben Barry  
Mrs Jodie Butler  
Mrs Lissa Bingham  
Mr Timothy Hewitt  
Mr Darren Edwards  
Mrs Amy Whiteman

Ms Michelle McBride  
Ms A Gough  
Mrs Kyla Hargreaves  
Mrs Jenny Leighton  
Mr Rob Graham

# School Routines

The school timetable is organised on a ten day cycle of four sessions per day. Djamaru begins at 8:50am. Students who arrive late are to sign in at student services. If a student does not have a note, a message will be forwarded via SMS to a parent's mobile.

## Session Times

UHS Structure of the Day	
	
<b>8:45</b>	<i>Warning Bell</i>
<b>8:50 - 9:10</b>	<b>Djamaru</b>
<b>9:10 - 10:20</b>	<b>Session 1</b>
<b>10:20 - 10:35</b>	<i>Recess</i>
<b>10:35 - 11:45</b>	<b>Session 2</b>
<b>11:45 - 12:15</b>	<i>Lunch 1</i>
<b>12:15 - 1:25</b>	<b>Session 3</b>
<b>1:25 - 1:40</b>	<i>Lunch 2</i>
<b>1:40 - 2:50</b>	<b>Session 4</b>

Bells are rung at the start of each day, end of recess, end of lunch and end of each session.

## Absences

If, for any reason students are absent from school for part of a day or days, then parents/carers are legally bound to provide a reason acceptable to the Principal for the absence in writing on the student's return to school. This note is to be handed to the student's Djamaru teacher. If students are absent for any reason an SMS text is sent home requesting a reason. Unsatisfactory attendance is referred to the Home School Liaison Officer. Long periods of leave (e.g. for holidays) should be notified to the school as soon as possible. Students with planned absences of 10 days or more should see Student Services for an application for extended leave.

## Absence Notes

All notes concerning attendance matters (e.g. absence from school, lateness, early departure) should be written entirely by the parent or guardian and be signed by the same person. Notes must clearly show the following information:

- Date
- Student's FULL name (first name and surname) and year group
- Exact dates/times for which leave is requested
- Reason for leave

Absence notes should be handed to the Djamaru teacher the day after the student returns. More information is available on the school website.

## **After school procedure**

**High School** students who go to the primary school after school.

High School students are **not** to be on Ulladulla Public School grounds before 3:15pm. Students are to wait at the High School, until it is time to go down to Ulladulla Public School.

## **After school tuition - Our Study Centre and Our Aboriginal Homework Centre**

UHS conducts an after school tuition program staffed by teachers to support students in their learning. Days and times to be announced early 2024 for all students. Our Aboriginal Homework Centre will be open on Tuesday afternoons. Please contact the school office for more details.

## **Assemblies**

Year group assemblies are held one morning per fortnight in the Multi Purpose Centre.

## **Attendance**

Regular attendance at school is essential to assist students to maximise their potential. Schools, in partnership with parents, are responsible for promoting the regular attendance of students. All students who are enrolled at school, regardless of their age, are expected to attend that school whenever instruction is provided.

Legislation, which came into effect from January 2010, requires students under the age of 17 to obtain the minimum leaving requirement of the Record of School Achievement and attend school full time. Satisfactory attendance and participation in learning is a requirement for the award of a ROSA, Preliminary Certificate and the Higher School Certificate.

Students need to be at school by 8:45am and remain until they are dismissed at 2:50pm.

### **Attendance: Late Arrivals**

Students arriving late for school must sign in with the School Administration Staff in Student Services. For any student arriving late without a note, an SMS notification will go out to Parent/Carer. Year 12 students with timetabled study periods at the start of the day must arrive and sign in at Student Services.

### **Attendance: Leaving School Grounds**

Written requests to leave the school grounds during the school day must be brought to Student Services before school. Year 12 students with timetabled study periods at the end of the day must sign out at Student Services.

Lessons should only be missed for important reasons (e.g. an unavoidable medical appointment). Sports sessions should not be regarded as the best time to make appointments. Sport is compulsory in all government schools.

Under NO circumstances is a student to leave the school grounds without a Leave Pass.

## Banned Equipment

Students are NOT permitted to bring the following items to school: textas, liquid paper, expensive jewellery, dangerous items such as pen knives or cigarette lighters. Items including cigarettes, drugs, alcohol, fireworks and weapons are banned at all times.

In addition, **aerosol sprays** such as deodorant are banned from school due to health problems experienced by Asthmatics and Allergy sufferers, directly and indirectly, from the residual spray in the environment.

## Basic Equipment

All students are expected to be prepared for lessons with basic equipment, such as pens, pencils, ruler, calculator, coloured pencils, books and appropriate apparel for practical lessons. Packing your bag the night before can be a big help. Students should bring Notebooks, and computers fully charged to school every day.

***All required equipment is available in our Year 7 Book Pack on sale at the UHS Office.***

## Bus Travellers

There are free buses serving students who live a distance greater than a 2.9 kilometres walk from the school.

### Ulladulla Bus Lines

Kioloa, Bawley Point  
Tabourie Lake  
Burrill Lake  
Mollymook-Narrawallee  
Milton Township

### Kellam Bus Lines

Lake Conjola  
Woodstock Rd and  
Croobyar Rd  
Fishermans Paradise  
Manyana/Bendalong

### Shoalbus

Sussex Inlet  
Wandandian  
Bewong

All bus applications are made online at [https://apps.transport.nsw.gov.au/ssts/applyNow#/.](https://apps.transport.nsw.gov.au/ssts/applyNow#/) Students 16 years and over must apply themselves. If you don't have internet access call 131 500 for assistance. In a shared parenting situation where travel is needed to two addresses, make sure the school has both addresses on file and a separate application needs to be made for each address. Some families will be eligible for a Private Vehicle Conveyance (PVC) subsidy if they are not close to public transport and need to drive a student to the bus stop or school. Apply online and see full terms and conditions at [transport.nsw.gov.au/pvc](https://transport.nsw.gov.au/pvc).

Pupils travelling on these buses must make it their business not to be delayed when school finishes each afternoon. The bus bays are set up in South Street and all bus students will enter and leave the school through the South Street Entrance.

## Buses: Conduct

School students travelling on the free school buses are under the control of the bus company. All students are required to behave in a sensible manner whilst travelling, sit quietly, not play games or disturb others. Any student not conforming and thus distracting the driver is endangering others' lives and may have their pass cancelled and have consequences as per the school's welfare and discipline policy.

## BYOD (Bring Your Own Device)

1. Students are encouraged to bring a device and are able to connect to the DEC wireless (this is 5 ghz only - **2.4 ghz is not supported**, the current technology for wifi cards is AC, if you have a 2.4ghz laptop then you may also purchase a USB dual band wireless network adaptor) and use the device in their class.
2. The term “device’ refers to any personal mobile electronic device with the capacity to connect to the department’s Wi-Fi network. The use of devices at school is governed by school developed guidelines, processes and procedures. To assist your student with learning we recommend the purchase of a laptop style of device.
3. The department will provide filtered internet access through the schools wireless network at no cost to students enrolled in NSW Public Schools at DEC sites. A ‘BYOD Student Agreement’ signed by parent/carer and the student is to be completed prior to connection, this is included in the enrolment pack. Should you choose to allow your student to have access to data via their mobile phone, the school is unable to provide any internet security.
4. Students are responsible for the care and maintenance of their devices including data protection and battery charging.
5. The DEC and Ulladulla High School will not accept any liability for the theft, damage or loss of any student’s device.
6. Students who bring their own devices onto school sites do so at their own risk, no hardware or technical support will be provided for devices.
7. Software – the DEC provide students with free licences for necessary software, parents do not need to purchase software such as Office etc. Technical support will be available for instruction on how to download and install this DEC provided software only.
8. Students and their parents/carers must complete a signed BYOD Agreement prior to connecting to the department’s Wi-Fi network.
9. Where the school has reasonable grounds to suspect that a device contains data which breaches the BYOD Agreement, they may confiscate the device for the purpose of confirming the existence of the material. Depending on the nature of the material involved, further action may be taken including referral to the Police. School disciplinary action may also be appropriate.
10. Use of BYOD devices in lessons is determined by the classroom teacher.
11. Students are required to follow all teacher instructions regarding the use of BYOD devices. Further information on BYOD is available on the Ulladulla High School website.
12. Families who are experiencing financial difficulty can apply for a loan device through the student assistance scheme. It is important the students and their families understand that loan devices are under similar conditions to loan of other school equipment in terms of responsibility for loss or breakage and sit underneath BYOD policy (points 1-10) above. Devices and chargers are to be returned if no longer required, or when the student no longer attends Ulladulla High School.
13. If for some reason a student has forgotten their laptop for the day, a day loan device is available for their use. Students are to come to the library before school and using their library card borrow the device for the day. The device is then to be returned before the end of the day.
14. Refer to the Mobile Device Policy on the school website for protocols in the use of mobile devices.



## Mobile Phone (Personal Devices) Procedures 2024

These procedures promote the learning, safety and wellbeing of students and the management of any risk of harm and distraction from the use of digital technology accessed via a mobile phone, smart watch, or other personal electronic device. Thank you to those who completed the 2022 survey, informing us about your wishes for the future of learning at UHS (Ulladulla High School). Based on consultation among students, staff and the school community, Ulladulla High School has made the decision to go **mobile phone free for students at the commencement of Term 1, 2023.**

### The Procedures

For the purposes of these procedures, 'mobile phones and other personal electronic devices' includes smart watches and all other electronic devices (including iPods and other branded tablets), as well as their associated listening accessories – such as, but not limited to, headphones, ear pods and ear buds. These procedures are outlined to manage student use of these devices at Ulladulla High School.

In NSW public schools secondary school principals, in consultation with their communities, have discretion to make decisions about restricting or permitting student use of digital devices and online services in all school-related settings, including at recess, lunch and during class. Digital devices and online services are an important part of everyday life, shaping the way children and young people learn, communicate, work and play. Learning environments, at school and at home, should support students to develop technological, social, and emotional competencies. This support should maximise the benefits and minimise the risks of digital environments and prepare students for life beyond school.

### The aim of this policy is to provide:

- a safe environment to learn without inappropriate mobile phone use or distractions.
- greater opportunities for social interaction and physical activity during recess and lunchtimes.

### Rationale

While mobile phones and other such devices have significant advantages for use in the broader community their use in schools is highly problematic. In schools, mobile phones are significant distractors to learning and contribute to a student's cognitive load. They can also pose a significant risk to the safety and wellbeing of students through unfiltered/unsupervised access to the internet and social networking platforms. The use of technology is important, but the risks and benefits need to be managed. A summary of research used to inform this policy can be found at the end of this document.



## Use of mobile phones or other personal electronic devices

Students will have their device immediately confiscated and further disciplinary action will follow if:

- They are using their device in class (excluding laptops) or in the playground without permission.
- The device is used to bully, intimidate, or otherwise harass other people through any voice call, text message, photographic, video, or other data transfer system available on the device.
- Students use digital devices to disrupt the learning environment or interfere with the operation of the school.
- Students use devices to record images, video, or sound without permission.
- The device has been used to contravene the law.

## Student Expectations

- Students may not use mobile phones and other personal electronic devices while on school grounds at any time. 'School grounds' extends to school excursions, sports carnivals, and other events at the school or off site where an approved school activity takes place, unless otherwise advised.
- Mobile phones are to be **'off and away all day'** from the time students enter school grounds in the morning until they are in the designated bus line area or have left school grounds at the end of the day. This includes before school and at break times.
- Students must switch their smart watch to 'aeroplane mode' for the duration of the school day.
- BYOD or school issued laptops are NOT part of the ban, however, these devices are **not to be accessed before school or during break time in the playground**. Students who wish to use laptops at these times must do so in the library or a classroom under the supervision of a teacher. Teachers may also request or allow students to use listening accessories with their laptops as required for learning activities.
- Students will place their mobile phone or electronic device into the **Phone Breach Envelope** (Appendix 3) immediately if asked by a teacher or member of staff if instructed. The envelope will be delivered by the student to the Deputy Principal, who will enter the phone on the Daily Phone Register and securely store the device in an Admin safe. Failure to follow the discipline code will incur more severe consequences, including Formal Caution to Suspend, or a Suspension, for persistent failure to follow school procedures and the Schools Behaviour and Discipline Procedures.
- Students must take full responsibility for any mobile phone or similar device brought to school. The school or staff will not be responsible for their loss, theft, or damage. Students who bring their devices to school, do so at their own risk.
- **Purchasing at the canteen** -Students will be required to use a card/cash to pay for purchases at the canteen. Students and parents are encouraged to use Flexi Schools to pre – order prior to coming to school. Phones are not to be used for purchases.

## Exceptions/Accommodations

A small number of exceptions/exemptions will be made. These exemptions will only be available for:

- **Managing a Health Condition**

Health related exemptions can be sought by parents/carers by contacting the principal and completing the Mobile Phone Exemption Application (Appendix 4). In the case of a health condition, a letter from a medical professional stating when and how the mobile phone is to be used will be required. The Deputy Principal will work alongside parents and complete the Phone Exemption Plan. For example, the Plan may outline a process by which students check their phones as required in consultation with the Deputy Principal. Families of students in which they require exemption will be referred to the Phone Exemption Flow Chart (Appendix 4).

## Parent or Caregiver expectations

In accordance with the procedures parents/carers will:

- Contact the school Front Office to pass on messages rather than contacting a student directly on their device (for acceptable reasons only, students will be permitted to use a phone in the front office to contact their parents/carers under the supervision of the Deputy Principal).
- Understand that the school takes no responsibility for loss or damage to phones or personal electronic devices.
- Work collaboratively with the school and help reinforce Ulladulla High School's Use of Mobile Phone (Personal Devices) Procedures with their child/ren.

## Consequences

- If requested by a teacher or staff member, students will immediately place their mobile phone or electronic device into the **Phone Breach Envelope** (Appendix 3). The envelope will be delivered by the student to the Deputy Principal, who will enter the phone on the Daily Phone Register and securely store the device in an Admin safe.
- Consequences will be applied according to the school's Behaviour and Discipline policy. These include but, are not limited to:
- Confiscation of the device until the end of the day.
- Confiscation of the device until such time as their parent or caregiver can attend school to collect the device.
- Issuing of a Formal Caution to Suspend, or a Suspension, for persistent failure to follow the procedures of this policy and the School's Behaviour and Discipline Policy.
- Withdrawal of a student privilege to bring their phone to school.

## It is appropriate to confiscate devices from students when:

- Students have failed to meet the school's expectations relating to appropriate use of mobile phones or other personal electronic devices.

- Have and use phones in contrary to this policy.
- It is necessary to examine the device as there are reasonable grounds to suspect inappropriate material may be on the device. Senior Executive will be involved in such incidents.
- In cases where students have bullied, threatened, or harassed other students or staff via a device or where the device has been used to film, take photographs, or display inappropriate material.

## Discipline and Student Behaviour Management

1. **In class**, any students with a phone/device out of their bag will be required to place the device in a UHS Phone envelope, clearly marked with the student's details and phone condition. The teacher will record on Sentral Phone Breach. The envelope will be delivered by the student to the Deputy Principal, who will enter the phone on the Daily Phone Register and securely store the device in an Admin safe. The student will be given a Deputy Principal pass marked with the time and will return to class. In the first instance, the phone will be returned to the student by a Deputy Principal at the end of the school day.
2. **In the playground** any student with a phone/device out of their bag will be instructed to place their phone in a UHS Phone Breach Envelope. The student will deliver the envelope to the Deputy Principal, who will enter the phone on the Daily Phone Register and securely store the device in an Admin safe. In the first instance, the phone will be returned to the student by a Deputy Principal at the end of the day. (Teacher records incident on Sentral – Mobile Phone Breach).
3. **Students who fail to cooperate with the above process** will be referred immediately to the Head Teacher faculty or Head Teacher on duty. The envelope will be delivered by the student to the Deputy Principal, who will enter the phone on the Daily Phone Register and securely store the device in an Admin safe, who records on the UHS Phone Register and places the device in an Admin safe. The Deputy Principal will contact the parent/carer and the student will be referred to the Behaviour and Discipline Procedures. The Deputy Principal will organise for collection of the device pick up with parent (Parent/Student by arrangement with DP). A mobile phone breach will be recorded on Sentral by the Teacher. In addition, due to the continued behaviour, a Negative Incident is created by the Deputy Principal (Continued Disobedience- failure to follow instructions) and the Phone Breach is referred by the teacher to Deputy – HT adds additional actions.
4. **Students who fail to follow Head Teacher instructions** will be referred immediately to the Deputy Principal. The Deputy Principal will confiscate the phone and contact the parent/carer to organise for collection of the device. Persistent failure to follow instructions and follow reasonable requests, will be referred to the Deputy Principal. Consequences may include Formal Caution to Suspend, or a Suspension for persistent failure to meet the procedures of this policy and the School's Behaviour and Discipline Policy.
5. **Students with multiple mobile phone breaches** or device misuse entries will be referred to the Deputy Principal and the Year Group Crew. An improvement plan will be formulated, in partnership with parents/carers. This may include consequences, such as a Formal Caution to Suspend, or a Suspension for persistent failure to meet the procedures of this policy and the School's Behaviour and Discipline Policy.

## **Canteen:**

The Canteen at the High School is the main source of fundraising for the High School. In order for the Canteen to function successfully, the voluntary help of the parents/carers of the school children is essential.

All parents/carers are asked to consider the benefits to Ulladulla High School providing the necessary help one day per month, or a morning or afternoon. Those attending find it a very pleasant day - morning tea and lunch are provided. If there is any help you can give us in the canteen, either by assistance at the counter or by helping prepare food for the students, please volunteer.

Please contact Ulladulla High School on ph: 4455 1799. if you are able to assist for any length of time.

## **Canteen: Ordering Lunches**

Students can order lunch online. Go to [www.flexischools.com.au](http://www.flexischools.com.au) and select the 'Register' button and enter your email address to receive instructions on how to register. For more information please contact Flexischools on Ph 1300 361 769, OR go to the website for more information. The downloadable app also assists parents with this system.

Students can write a lunch order (bags and pencils are provided) before school at the canteen windows to ensure that they are able to purchase what they wish. Some foods are only available this way. A special window at the canteen is reserved at lunchtime for the collection of lunch orders. This is much faster than joining the normal queues.

Canteen Price List - <https://tinyurl.com/mr3jj6ky> We encourage parents to access the online order system.

## **Careers Service**

Ulladulla High is fortunate to have the services of a full-time Careers Adviser. All students have career orientation lessons and have the opportunity to make individual appointments for appropriate career advice. Careers News is included in the school newsletter each week, and on the UHS Careers website – <https://www.uhscareers.com.au>

Over their school life, students will have access to:

- Work experience
- Individual career advice
- Study help
- Careers excursions
- Career markets
- Guest speakers from many business and training organisations

## **Counsellor Service**

The School Counsellors, Ms Justine Berghouse, Ms Emma Parsons and Ms Amy Corkill and Counsellor Support Jon Youens are available throughout the week. Any student seeking assistance may contact the Counsellor in C Block and any parent/guardian seeking advice or an appointment should phone the school on ph:4455 1799.

## Five Fair Rules

Students and staff have developed these 5 rules for classroom conduct which support the school community's values of **RESPECTFUL RESPONSIBLE LEARNING**.

- ✓ Come prepared
- ✓ Stay on task
- ✓ Follow instructions
- ✓ Speak politely
- ✓ Do your best

## Gifted and Talented Program

Ulladulla High School continues to recognise the needs of its Gifted and Talented students by offering extension courses and giving talented students the opportunity to participate in a wide variety of extra-curricular activities.

## Illness or Accident at School

Parents are asked to keep sick children at home to avoid the infection of other children.

Students who become sick at school should report to a teacher who will send them to the Sick Bay in the Administration Block. Every attempt will be made to contact the parents/carers. Students are asked not to directly contact parents. Please ensure that the school has a contact phone number in case of emergency.

If parents/carers cannot be contacted, or where immediate action is necessary, then the ambulance will be called. For families without ambulance coverage, the school is covered for the cost of ambulance services.

Paracetamol will not be issued to students. If parents would like their student to have access to paracetamol they will be required to have the student bring it to school themselves.

## Lost Property

Students are advised to safeguard their personal property at all times. All books, equipment and items of clothing should have the student's name clearly displayed to assist in the return of any lost items. Enquiries about lost property should be made at Student Services.

## Anti-bullying

Cyberbullying is an intentional, repeated behaviour by an individual or group to cause distress or undue pressure to others using technology. Cyberbullying includes all communications that seek to threaten, humiliate, intimidate, control or put another person or persons down. Cyberbullying is part of the school's anti-bullying policy and must be reported immediately.

## Classroom Protocols

Mobile Devices and Notebooks are for educational use. Non-educational use of devices in the classroom may lead to consequences under the school's Fair Discipline Code including warning, parent contact, formal caution, possible loss of take-home permission, possible removal of the notebook. Email, SMS, watching alternate content, camera use, playing games and downloading music are examples of activities that should only take place if part of the lesson. E-contact with friends in other classes, family members and friends off site is not

appropriate during lessons. Sharing class work using technology such as Bluetooth may be deemed cheating unless an approved part of the lesson. Cheating using technology is still cheating. Students are reminded that direct copying from the internet is plagiarism and may lead to zero being awarded for classwork, assessment and assignment tasks.

### Electronic Equipment (Gate to Gate)

Students must not use mobile phones and other personal electronic devices while on school grounds at any time. Mobile phones are to be **'off and away all day'** from the time students enter school grounds in the morning until they are in the designated bus line area or have left school grounds at the end of the day. This includes before school and break times. Students must switch their smart watch to 'aeroplane mode' for the duration of the school day.

BYOD or school issued laptops are not to be accessed before school or during break time in the playground. Students who wish to use laptops at these times must do so in the library or a classroom under the supervision of a teacher. (for more information see pages 18-21)

### Internet policy

Students should be aware that they have agreed to the Online Communication Services: Acceptable Usage Policy as part of their access to the internet at school. This also forms part of the Notebook User Charter.

Student attention is drawn to the sections on:

- acceptable usage
- access and security
- copyright
- password security
- privacy and confidentiality including personal privacy, sharing of other people's data and sending photos of others without their permission

Students are also reminded that what goes online stays online indefinitely and can be traced.

### Office Duties

All students in Years 7 and 8 are asked to do office duties for one half day in the school year. Office duties teach responsibility and are an opportunity to become familiar with the entire school. It also provides a service for parents/carers of all students to have urgent messages delivered during school time.

### Other Opportunities to Learn and Enjoy

The High School offers many opportunities outside the classroom as well to learn and enjoy school, such as:

External competitions eg Information Technology, Geography, Science NSW Premiers Student Volunteering Program Excursions-local, regional and international WorldSkills Aust. VET in School Competitions Science and Engineering Challenge	Outward Bound Aust. courses Annual Art and Technology Show Choir Drama days School bands Debating competitions
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The Student Representative Council The Student Environment Council The Southern Stars Spectacular Lions Club Youth of the Year Representative sporting teams Public speaking competitions	The Regional Ensemble Inter-High School visits Young Leaders Program Holiday Science Schools School Concert
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## Reports

School reports are issued twice per year, at the end of each semester. Additional to formal reports, Student/Parent/Teacher Conferences are held twice per year to enable parents and students to speak together face to face with their student's teachers. Parents may also contact the school at any time to arrange an appointment to see a teacher about their student's progress. Bookings for Student/Parent/Teacher Conferences and access to school reports will be available through the Sentral Parent Portal.

## School Captains

Each year the senior student body and staff elect two school captains and two vice-captains from the incoming Year 12 students to represent and lead the student body.

2024 School Captains	Ellie Fitzpatrick & Harrison Treweeke
2024 School Vice-Captains	Claire Ridley & Emily Upsall
2024 Prefects	Lucy Neaves-Jackson, Mackenzie Zammit, Avara Salter, Amarli Evans, Raphi Palmer-Humble, Elise Lochrin, Mia Garrahy, Florence Brown, Banjo Munday, Amelia Roklitzer

## School Contributions: General Contributions

The general contribution covers sports equipment, library books, examination papers, photocopies, reports, and a variety of administration materials used for teaching and learning.

The contribution is \$30.00 for students in Years 7-8, \$40.00 for students in Years 9-10 and \$50.00 for Years 11-12. Payment of this contribution includes \$10.00 student photocopy credit in the library. Students access this to print assignments and school work.

Payment significantly enhances the resources available for our students. Please contact your Year Advisor, Head Teacher Student Wellbeing or the Principal should you wish to discuss any difficulties, including exemptions and options of payment by instalments.

## School Contributions: Subject Materials Contributions

The subject materials contribution covers the costs of materials used and consumed. Most elective subjects and some compulsory subjects have a materials contribution cost.

In Years 7 and 8 these costs are currently for Design and Technology, Art and Music. Students are issued with a durable, large Visual Arts Diary and pencils when they pay this fee. Without this money it would be difficult to continue the high quality programs currently running in these areas and practical work would be severely restricted.

Should parents have difficulties making these payments they should contact the Year Advisor or Head Teacher Student Wellbeing to investigate payment by instalment or support from the Student Assistance Scheme where possible.

## School Website

The school's website can be found at <https://ulladulla-h.schools.nsw.gov.au/>. The website is divided into two sections. The public domain is a good way of keeping up to date with what is happening at UHS. It contains information about the school including upcoming events, policies and procedures, as well as copies of the Summit Times Weekly Newsletter. Payments for school fees and excursions can also be made from the homepage.

The private domain Sentral login can be accessed by students and parents using the student's DET login. This section is designed to assist students with their learning and support the work covered in class by providing access to activities such as research and assessment tasks, blogs and assignments. Parents are also encouraged to use the website via the Parent Portal to book appointment times for the Parent/Teacher/Student review meetings with the student's teacher conducted Terms 1 and 3. Student attendance and timetabling can also be accessed from here.

## iPhone, iPad, Android & Windows App – Email Subscriptions

Parents/Carers can now subscribe to receive newsletters, notes and year specific information via email and also access information and receive push alerts via our app.

We would encourage you to receive the news electronically. The advantages are:

- easy and direct reminders straight to your email account;
- simple to use mobile apps with alerts;
- your child can't forget or lose the newsletter;
- access to the newsletter if your child is absent from school;
- reduced photocopying and administration time costs to the school; and supporting our environmental initiatives.

Please note that any savings to the school is money that can be better used on classroom resources or for improving your child's school environment.

## Get school news via our app & receive instant alerts! Subscribe for email updates



Visit our website at

<https://ulladulla-h.schools.nsw.gov.au/>

Go to top menu, hover over "School Links and App"

Click School Apps, Scroll to UHS School App-Click here

Follow instructions

Under the "Subscribe" heading, **tick on the "Newsletters List" and the appropriate other lists**

Enter in your name and email address.

Click Subscribe

**IMPORTANT:** An email will be sent to your email address, you

MUST click the "Activate Now" inside this email that is sent to you.

## Learning Support

Ulladulla High School is well resourced to assist students with special needs. We have support classes for students with mild and moderate intellectual disabilities and classes to support students with emotional disabilities. We also have support teachers who assist students with learning difficulties and a Tutorial centre for students with behaviour and attendance issues.

Mrs Jackie Morgan is available to discuss additional assistance for students placed in support classes.

Mr Chris Armati is available to discuss learning support programs by appointment.

## Sport Houses

Students are divided equally into Sports Houses. Each house has an Aboriginal name and has a different colour.

➤ <i>Daringyan</i>	Green	Stingray
➤ <i>Guruwin</i>	Yellow	Shark
➤ <i>Gawura</i>	Blue	Whale
➤ <i>Bara</i>	Red	Sea Bream

## Staff Rooms

Teachers can be found in two large staffrooms, Budjan (bird) and Mara (fish) in Q block.

## Student Environment Council (SEC)

The Student Environment Council has responsibility for environmental issues both within and outside the school and gives students a voice.

Representatives come from Years 7-10 and are elected at the end of Term 2 for the following 12 months. The executive is elected within the students elected.

Some issues they have been involved in are Clean Up Australia Day, recycling at the school, removal of bottled water, Year 7 Environmental Day and Back2Basics Day.

## Student Representative Council (SRC)

The Student Representative Council invites students to have a voice in the running of the school. Representation on committees within the school, fundraising activities and involvement in leadership training courses are some examples of SRC activities.

Representatives are elected from each Year group at the end of Term 2 for the following 12 months. The executive is elected from students elected, who then can put themselves forward for Captaincy, which requires an interview by a Panel made up of the Principal, Deputy Principal, SRC advisor, Teacher and current Captains for final decision.

## Student Wellbeing

Student wellbeing is the concern of every member of staff. In addition some staff have opportunities to work more closely with students. These include the Head Teacher Student Wellbeing, Year Advisors, Year Advisor Assistants, Counsellors, Student Support Officer and Youth Outreach Worker. In addition, each Deputy Principal has responsibility for specific year groups.

Ulladulla High School has in place a carefully designed Merit Recognition, and Wellbeing and Discipline Policy. The onus is on the student to choose appropriate behaviour, which will gain positive rewards and consequences. Alternatively, a student who chooses to behave inappropriately will face consequences that may place them on a Level in the Levels System resulting in a loss of privileges through to isolation from class or suspension from school. This will depend on the degree of misbehaviour.

At all stages, teachers and counsellors work with the student to come back off a Level. Parents are always informed and involved in the process.

# **Celebration of excellence for ALL students.**

## **Merit Recognition Scheme**

**ALL students build the best version of  
themselves through their own agency  
as learners**

**ALL** students build the best version of themselves through their own agency as learners and personalised educational pathways to become creative, mindful, entrepreneurial, and innovative young people with future skills (creativity, collaboration, communication, critical reflection).

The Merit Recognition Scheme encourages and celebrates students to build their own agency as articulated as the dispositions of learning. Through the Interpersonal, Intrapersonal and Cognitive Learning lens of the Disposition Wheel, students identify and leverage the aspects of learning to reinforcement of their understanding of learning and their individual ability to self – regulate, demonstrated in the Merit Recognition Scheme. The Merit Recognition Scheme enables students to aim towards short term as well as long term goals over the years they spend at school. The Merit Scheme recognises effort on a day-to-day basis as well as at a higher level of achievement.

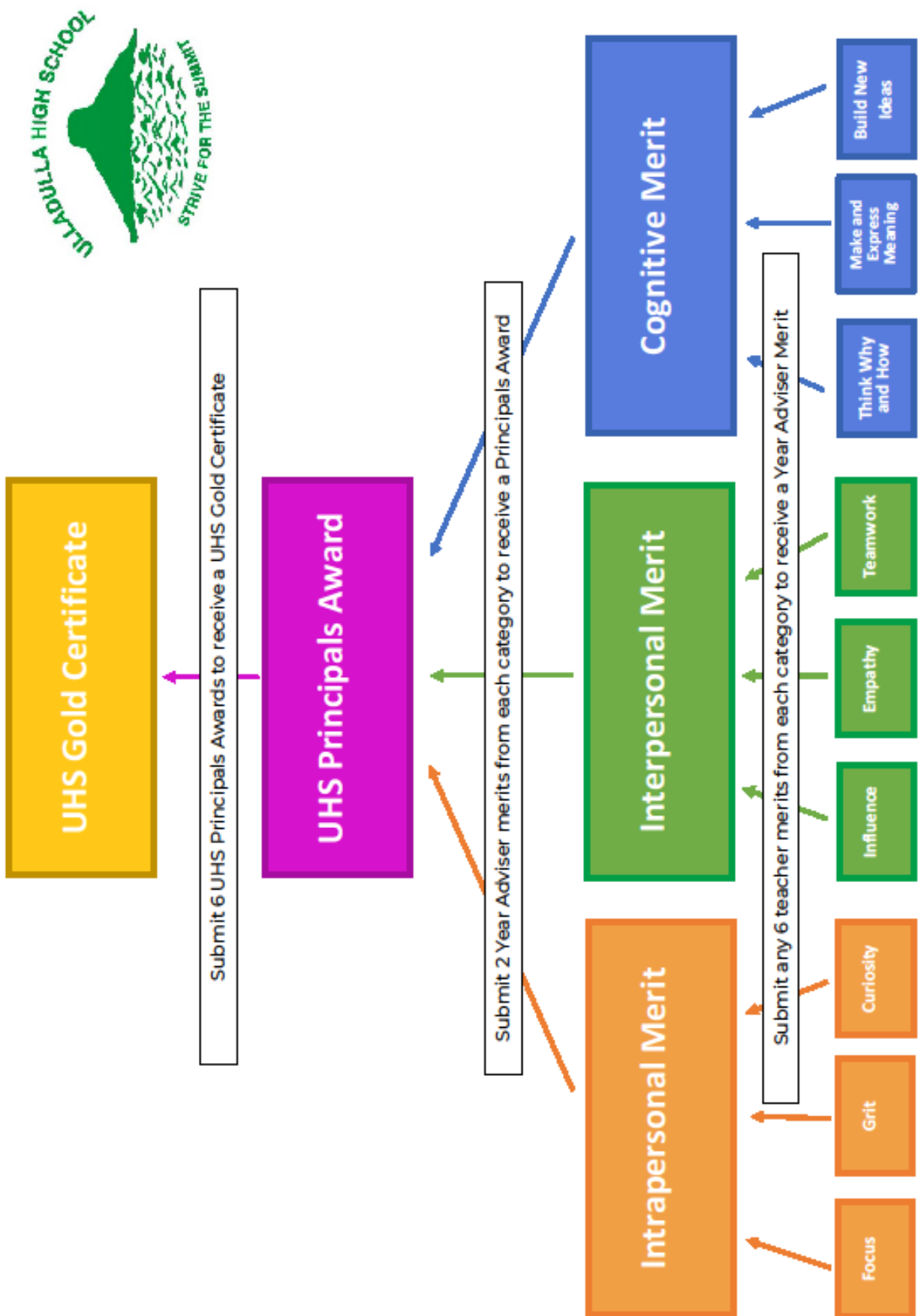
Teachers identify areas such as, during class time teachers will reward students who are working well in any of these areas by presenting them with a small merit card. These can be accumulated to qualify for higher levels of awards.

When students persevere and strive to do their best in a number of areas they can achieve the prestigious recognition of a Principal's Award at a special assembly to which family is invited, and the ultimate, UHS Gold Award, celebrated at Presentation Night. Every Principal's Award contributes to the House Shield for Principal's Awards.

Together with a student's School ROSA Preliminary ROSA Certificate, Higher School Certificate, references and other awards, Merit Awards will be a valuable component of resumes when students leave school. Below is a diagram that shows the progression from small class merits to the highest honour, the Gold Award.

**ALL** students build the best version of themselves through their own agency as learners and personalised educational pathways to become creative, mindful, entrepreneurial and innovative young people with future skills (creativity, collaboration, communication, critical reflection). And where outstanding teachers are collaborative leaders in learning enabling the dispositions of learning.

The school promotes and supports self-regulation, explicit quality feedback and the celebration of excellence for ALL students.



# Ulladulla High School Guide to Acceptable School Shoes

<p><b>ACCEPTABLE SCHOOL SHOES for boys</b></p>  	<p><b>Acceptable Boys Shoes</b></p> <ul style="list-style-type: none"> <li>• <b>ALL</b> Black <b>Hard</b> soled</li> <li>• All <u>Leather</u> or <u>Suede</u> Business or School Shoes</li> <li>• <b>ALL Black laces</b></li> <li>• Upper foot protection</li> <li>• Non-slip sole</li> </ul>
<p><b>UNACCEPTABLE SCHOOL SHOES</b></p>  	<p><b>Unacceptable Boys Shoes</b></p> <ul style="list-style-type: none"> <li>• Non Leather Black soft sole sport shoe</li> <li>• No Canvas</li> <li>• No Canvas Converse</li> <li>• No <b>WHITE</b> Markings</li> </ul>
<p><b>ACCEPTABLE SCHOOL SHOES for girls</b></p>  	<p><b>Acceptable Girls Shoes</b></p> <ul style="list-style-type: none"> <li>• <b>ALL</b> Black <b>Hard</b> soled <b>ALL</b> Leather School Shoes</li> <li>• Upper foot protection</li> <li>• Non-slip sole</li> <li>• Laced (preferred) or leather strap</li> <li>• <b>All black laces</b> in shoes</li> </ul>
<p><b>UNACCEPTABLE SCHOOL SHOES for girls</b></p>  	<p><b>Unacceptable Girls Shoes</b></p> <ul style="list-style-type: none"> <li>• Ballet flats, Rabens or Vans</li> <li>• Smooth sole with little grip</li> <li>• Heels not acceptable</li> <li>• Canvas not acceptable</li> </ul>
<p><b>ACCEPTABLE Sports Shoes</b></p>  	<p><b>Acceptable Sports Shoes</b></p> <ul style="list-style-type: none"> <li>• Lace up or Velcro</li> <li>• Covers whole top of foot</li> <li>• Provides arch support and sole protection</li> <li>• All leather and all black</li> </ul>
<p><b>UNACCEPTABLE Sport Shoes</b></p>  	<p><b>Unacceptable Sport Shoes</b></p> <ul style="list-style-type: none"> <li>• No slip-ons or dress shoes</li> <li>• No canvas shoes</li> <li>• No white on shoes</li> </ul>

*\*Students undertaking practical based subjects need to wear recommended All Leather or non-permeable shoes that protect their feet against drops and spills. \*To ensure the health, safety and wellbeing of students, those students not wearing appropriate footwear may be excluded from undertaking some practical activities where there is foreseeable risk (i.e. use of chemicals and substances etc)*



# School Uniform

All students in NSW Government Schools (Student Code of Conduct) are expected to maintain a neat appearance, including adhering to the requirements of the school's uniform or dress code. We encourage our students to dress as serious 'world class' global learners.

The wearing of school uniform is supported by the P & C and was decided on by a group of parents, staff and students. All items of school uniform except shoes are available **only** from the school uniform shop.

The P & C has established a uniform swap shop, open weekly where uniform items can be purchased for a gold coin donation. Families in need may complete an application for financial assistance, available at the school office in the Administration block. Any further enquiries should be made to the Head Teacher Student Wellbeing.

Students are encouraged to wear hats in the playground during summer months for protection from the sun.

## The Uniform

### Boys

Either Trousers or Shorts	Unisex grey elastic waist with embroidered school logo. Grey 'chinos' trousers with embroidered school logo.
Junior Shirt Years 7 to 9	White polo shirt with bottle green/grey diamond pattern woven into the collar and sleeve cuff. School logo embroidered in green on the front of the shirt, or Plain white buttoned school shirt (short/long sleeve) with green school logo embroidered on the pocket.
Senior Shirt Years 10 to 12	White polo shirt with black/grey diamond pattern woven into the collar and sleeve cuff. School logo embroidered in black on the front shirt, or Plain white buttoned school shirt (short/long sleeve) with black school logo embroidered on the pocket.
Shoes	All black with leather uppers. (Refer to the pictures). No open shoes, sandals or thongs (WH&S requirement). No White on Shoes. No coloured laces.
Socks	White/Black or UHS Socks.
Jacket Years 7 to 9	Bottle green fleecy hood, zip jacket, school logo.
Jacket Years 10 to 12	Black hooded zip jacket with white school logo.
Jacket (optional) Years 7 to 12	Black water-resistant fabric with lining, with white embroidered school logo on the front.
Senior Jersey	As organised by Senior year group
	** No representative Jackets to be worn to school – students will be notified prior to competition days**

# Girls

Skirt	Made in school fabric with 2 inverted pleats in the front. Needs to be kept a respectful length.
Or Shorts	Long shorts in school fabric similar to skirt. (kept at a respectful length)
Or Trousers	Unisex grey elastic waist with embroidered school logo.
	Or black corporate pants with embroidered school logo.
Junior Shirt Years 7 to 9	White polo shirt with bottle green/grey diamond pattern woven into the collar and sleeve cuff. School logo embroidered in green on the front of the shirt, or Plain white buttoned school blouse (short/long sleeve) with green school logo embroidered on the pocket.
Senior Shirt Years 10 to 12	White polo shirt with black/grey diamond pattern woven into the collar and sleeve cuff. School logo embroidered in black on the front shirt, or Plain white buttoned school blouse (short/long sleeve) with black school logo embroidered on the pocket.
Or School Dress	School tartan dress at uniform shop.
Shoes	All black with leather uppers. (Refer to the Pictures). No open shoes, sandals or thongs or ballerina-style shoes (WH&S requirement). No White on Shoes. No coloured laces.
Socks	White/Black, or black/beige stockings in the colder months (no leggings)
Jacket Years 7 to 9	Bottle green fleecy material, with school logo in white. Or bottle green hood, zip jacket with white school logo.
Jacket Years 7 to 12	Bottle green knitted jumper with the school logo embroidered in white on the front.
Jacket Years 10 to 12	Senior black cardigan with school logo embroidered in black on the front. Or black hood zip jacket with white school logo.
Jacket (optional) Years 7 to 12	Black water-resistant fabric with lining, with white embroidered school logo on the front.
Senior Jersey	As organised by Senior year group.
	** No representative Jackets to be worn to school – students will be notified prior to competition days**

**All Students** A plain white and black long sleeve t-shirt, may be worn under the school shirt. The School tie is optional.

## Sport and Physical Education Uniform for Girls and Boys

<b>Shirt</b>	Bottle Green polo shirt with the word “Ulladulla” woven in white into collar and school logo embroidered in white on the front of the shirt.
<b>Shorts</b>	Bottle Green and Black.
<b>Shoes</b>	May wear same black joggers or a jogger with lace up/Velcro, covers the entire top of the foot, provides arch support and sole protection.
<b>Socks</b>	White/Black.
<b>Tracksuit</b>	Bottle Green, microfibre lined with cotton. These pants can be worn for sport and PE lessons.

### Please Note:

- Students change into sports uniform for PE.
- There may be special requirements for some sports.
- Students are encouraged to wear hats and sunglasses during summer.
- This uniform is worn by all sporting teams representing the school, except where specialist uniform is required.

- Some school teams will require particular items to be worn, such as football shorts and socks. These can also be purchased from the uniform shop,
- **No Representative jackets to be worn to school – students will be notified prior to competition.**

## Purchasing uniforms

All school uniform can be purchased only from the school, at the uniform shop which is located on the lower level below the Multi Purpose Centre. The Uniform Shop Manager is Mrs Evelyn McLeod.

**The Uniform Shop is open Monday through Thursday of the school term - 8:00am 11:00am.**

Other hours of opening e.g. during school holidays are published in the school newsletter and on the website.

The P & C Swap Shop's opening times are published in the school newsletter and on our webpage under 'Uniform Swap Shop'.

## Uniform Practice

- Uniform to be worn at all times for class and excursions unless specifically stated otherwise.
- Students that are not in full uniform will not be allowed to go on excursions and no refund will be issued if the student arrives not in full school uniform on the day of the excursion.
- Uniform to be worn during examination periods.
- Sports uniform to be worn for PE and sport lessons only. Students to change into regular uniform after PE lessons.

## Excellence in Uniform

- Good wearing of uniform is rewarded at Ulladulla High School. Students will receive "Looking Great" Merit Certificates, random uniform checks will receive rewards. SRC will present Year groups with winning "Looking like a Serious Student Awards".
- We encourage 'dressed to be world class global learners'.
- A letter will be emailed to parents congratulating their child on their excellent standard of uniform for those who maintain the uniform standard. Along with Sentral notification. The school will continue to reward those in full school uniform.

## Out of Uniform with Parental NOTE

- From time to time students may **not have** correct uniform. If **Out of Uniform** students MUST have a parental note – dated and signed, including name, and Year group.

## Out of Uniform – Without a Parent Explanation Note

- Students name will be recorded in SENTRAL by the Djamaru teacher through PXP attendance.
- Teachers data entry will be reviewed by the DP ensuring consistent application of the policy and procedures.

## At the end of each week students failing to follow, procedures

- Students will be followed up with by the DP of their Year Group at the end of the week if not following school procedures. The data recorded in SENTRAL of students who consistently do not wear correct uniform will be reviewed by the DP. If the student continues to not follow procedures further consequences will be put in place. Parents will be contacted.

### **Students who are on Tier 3 and Tier 4, procedures as per the Discipline Policy will apply**

- After ongoing support and parent consultation. Year 11-12 students will be sent home to change for not following correct school procedures if persistently out of Uniform.
- Parents will be notified and asked to meet with a Deputy Principal who will work with the parents around the wellbeing and aspiration of the student.
- Deputies will monitor those students who persistently do not follow procedures on uniform and will place on a Tier 1 for one week.
- Additional consequences will apply for students who continue to not follow school procedures.
- After ongoing support from the school and parents. Failure to attend detention will result in referral to the Discipline Policy procedures.

### **Financial Assistance**

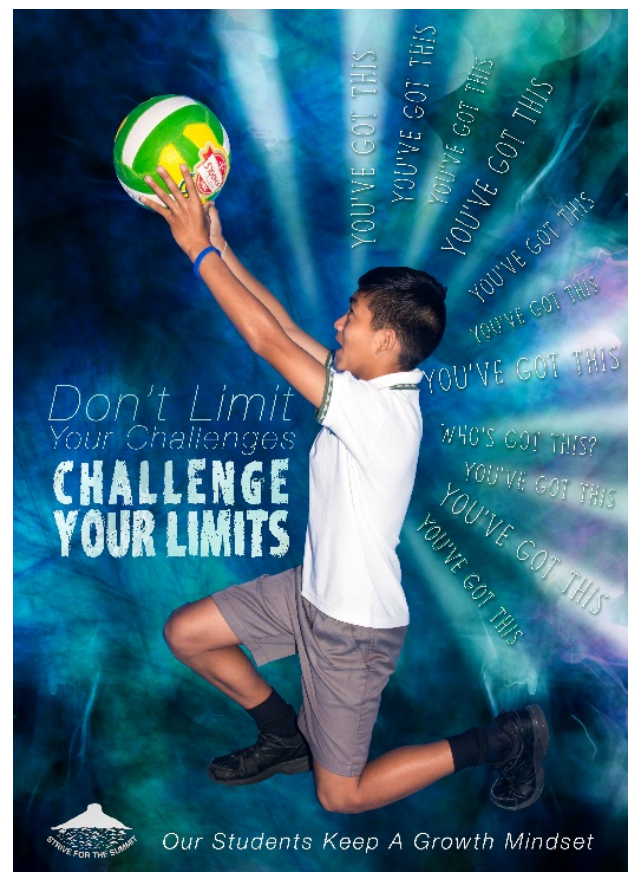
- Ask at Student Services, school office or see the Head Teacher Wellbeing, Principal or Deputy Principals for a student assistance application. If granted, parents may be given assistance to acquire a uniform.

### **Persistent Offenders**

- Students who persistently fail to wear the school uniform will be subject to the school discipline policy.

### **Conscientious Objectors**

- Parents who are unable to comply to the UHS School Uniform Policy should write to the principal outlining their reason for their child's inability to comply with the school uniform policy. The principal will consider each based on individual requests. Refer to the DoE Uniform Policy.



# Parent Involvement

Ulladulla High actively encourages parents to participate in the School Community and support their children.

A regular weekly newsletter, *The Summit Times*, is issued each Monday for the benefit of students, parents and carers. It is also posted on the school's website. [www.ulladulla-h.schools.nsw.gov.au](http://www.ulladulla-h.schools.nsw.gov.au), the school facebook page and the school app.

We urge you to join any of the following as your support is greatly appreciated.

P & C Association (see below)  
Special Events  
Information Nights  
Fundraising  
Principal's Merit Recognition Scheme

Parent/Teacher/Student Evenings  
Year 7 BBQ Night  
School Canteen  
Library Volunteer

## Parents and Citizens Association

The Parents and Citizens Association of the High School meets on the 2<sup>nd</sup> Monday of each month at 7pm in the library (entry via South Street main entrance). All parents and interested citizens are invited to attend such meetings and keep themselves involved with the school. Parents are invited to participate in major school decisions, sometimes at P & C meetings, and sometimes through representation on various school committees. The AGM is held in March each year.

## School Teams with parent membership

Uniform Team	Principal (or delegate) with P & C representative, one meeting per term, open to all parents.
Finance Team	P & C Treasurer, elected P & C representative, one meeting in Term 1, 2 and 3, more often in Term 4.
School Promotion Team	P & C Vice Presidents, meets as needed.







# School Map

