



Student and Parent/Carer
HANDBOOK 2024

Respect | Responsibility | Personal Best

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School Contacts

Senior Executive

Mr Matthew Boake	Principal	
Mrs Kim Costa	Deputy Principal	Years 7 and 10
Mr Ben Glachan	Deputy Principal	Years 8 and 11
Mr Andrew Collins	Deputy Principal	Years 9 and 12
Mrs Rebecca Turner	Deputy Principal	Inclusive Education

Year Advisers 2024

Year 7	Miss Holly Buchanan	PDHPE Staffroom
Year 8	Mr Mark Finlayson	Inclusive Education Staffroom
Year 9	Mr Todd Buxton	PDHPE Staffroom
Year 10	Mrs Jessica Mackinnon	CAPA Staffroom
Year 11	Mr Sean Glachan	PDHPE Staffroom
Year 12	Mr Samson Underwood	LaST Staffroom

Head Teachers 2024

Aboriginal Education Officer	Miss Maddy Matthews Turner (Rel.)
Aboriginal Education, Learning Pathways	Mrs Jessica Sanchez
Administration	Mr Matthew Pascoe
Careers Adviser	Mr Steve Robertson
Core Faculty	Mr David Moore
Creative and Performing Arts	Mrs Julia Harvey-Trappel
English	Mr Luke McCulloch
Human Society and Its Environment (HSIE)	Mr Nathan Te Rangi (Rel.)
Inclusive Education	Mrs David Conway
Mathematics	Mr Daniel Jonovski
Personal Development, Health and Physical Education (PDHPE)	Mrs Lisa Ricketts Mr Luke Sharpe
Science	Mr Frank Mesina
Sports Organisers	Ms Holly Buchanan / Mr Luke Sharpe
Student Support Officer	Mr John Dykes
Student Growth	Ms Alana Folkes
Teaching and Learning	Mr Samson Underwood/Ms Sam McGree
Technical and Applied Sciences	Mr Ben Drelincourt (Rel.)
Vocational Education and Training	Ms Helene Jacobs
Wellbeing	Mrs Erin Manu

Who to Contact

It is important for parents/carers to have open communication with Gorokan High School and we encourage contacting us in case any issues arise.

- **The first person to contact is the student's Year Adviser.**

EXECUTIVE / TEACHER RESPONSIBILITIES:

Position	Responsibility
Year Adviser	Wellbeing of all students within their year group
Head Teacher Wellbeing	Works closely with Year Advisers, School Counsellors, Deputy Principals and Principal to nurture student wellbeing
Faculty Head Teacher	Looks after their subject area, curriculum issues and class placement for Years 8 to 12
Careers Adviser	Subject selections, work experience and TAFE/University enquiries
Deputy Principal	Discipline issues, serious behaviour concerns, student wellbeing, safety and security concerns
Principal	Whole school – staff, students and community

Where to get help

Awards	Classroom Teacher, Year Adviser
Change of address/contact details	Front office
Computer Password	Mr Griffiths (TSO) and Library
Early Leavers Pass	Year Adviser or Deputy Principal
Illness or Injury	Front Office
Late to School	Student Kiosk in the front office
Learning Support	Head Teacher Student Growth
Library Card	Student ID Card
Lost Property	Wellbeing Hub and Front Office
Opal Card	https://transportnsw.info/tickets-opal/ticket-eligibility-concessions/school-student-travel
Parent Portal	Front Office
Peer Conflict	Classroom Teacher, Year Adviser, Head Teacher Wellbeing
School and Subject Contributions	Front Office
School Counsellor	Contact the Front Office or Head Teacher Wellbeing to make an appointment
Sport	Ms Holly Buchanan and Mr Luke Sharpe
Toilet Pass	Classroom Teacher
Uniform	Uniform Shop and Head Teacher Wellbeing

Important Dates

Dates are correct at the time of printing.

For all up-to-date school events, excursions and important dates please see **Our School Calendar** on our website at:

 gorokan-h.schools.nsw.gov.au/school-calendar


Term Dates for Students

		Students commence	Term concludes
TERM 1	Years 7, 11, 12	Thursday 1 February 2024	Friday 12 April 2024
	Years 8, 9, 10	Friday 2 February 2024	
TERM 2		Tuesday 30 April 2024	Friday 5 July 2024
TERM 3		Tuesday 23 July 2024	Friday 27 September 2024
TERM 4		Monday 14 October 2024	Thursday 19 December 2024

School Events

School Photos	All students: Wednesday 7 February 2024 Catch-up day: Thursday 8 February 2024
Expo Night	Term 2 Week 5
Showcase	Term 2 Week 5
Parent / Teacher Night	Term 3 Week 2
Swimming Carnival	14 February 2024
Athletics Carnival	2 April 2024
Cross Country	TBA

Exams and Selective Class Applications

NAPLAN: National Assessment Program – Literacy and Numeracy Annual assessment for students in Years 3, 5, 7, 9		13 – 25 March 2024
International Competitions REACH	Science Digital Technologies English Mathematics Writing	TBA
Year 12 Trial HSC Exams		Term 3 – Week 3 and 4
Year 11 Preliminary Exams		Term 3 – Week 9 and 10
Year 7 to 10 Exams		Term 4 – Week 4 to 6
Applications for Selective Class Placement – Years 8 to 10 Visit our website for full details or page 37 for an overview.  https://gorokan-h.schools.nsw.gov.au/learning-at-our-school/gats.html		Late-June to late-July 2024

School Contributions

- Invoices for General and Subject Contributions will be emailed to parents/carers in Term 1.
- Payments can be made **ONLINE** via School Bytes which is accessible by Gorokan High School's website or email link. **CASH** or **EFTPOS** payments can be made in person at the school office.
- Part payments are accepted.
- If full amount cannot be paid in Term 1, please pay a deposit and make regular payments until finalised.
- If students have changed courses, please take the invoice to the office for necessary adjustments to be made.

Junior Students Years 7 to 10

- **Resource Levy \$10.**
- **Contribution for mandatory subjects in Year 7 and Year 8** provides consumable resources for Technology (known as D&T) in Years 7–8 and Visual Art in Year 8, Parents are asked for a contribution towards the cost of providing the best opportunities for students.
- **Elective subject contributions** to cover the cost of the resources used by students to fulfil The NSW Education Standards Authority (NESA) requirements in the subjects students have chosen to study in Years 9 and 10.
- **Student Assistance** is available to families on very low incomes. This assistance can be requested to cover subject contributions or uniform. Forms are available from the Front Office.

Senior Students Years 11 & 12

- **Elective subject contributions** to cover the cost of the resources used by students to fulfil The NSW Education Standards Authority (NESA) requirements in the subjects students have chosen to study in Years 11 and 12.
- **Generally, senior students are not eligible for Student Assistance.** Students under 16 and ineligible for Centrelink can see the Head Teacher Wellbeing about possible assistance.
- **Students receiving Centrelink payments** should be directing these payments to cover education costs. These payments are to support students at school by providing funds to cover the costs involved.

Inclusive Education: General and Subject Contributions

Year 7 to 12	
Mandatory Technology	\$60
Class Skills Technology	\$30
School Contribution	\$10
Senior Life Skill Subjects (each)	\$10

Inclusive Education students only pay elective contributions if they have mainstream electives on their timetable.

Junior School (Years 7 to 10): General and Subject Contributions

Year 7 Subject Materials Contribution	
Mandatory Technology	\$40
Music	\$5
School Contribution	\$10
Year 8 Subject Materials Contribution	
Mandatory Technology	\$40
School Contribution	\$10
Visual Arts	\$30
Year 9 Subject Materials Contribution	
Applications Design	\$10
Document Photography	\$40
Music Theatre	\$20
Child Studies	\$45
Fashion/Access & Beauty (FAB)	\$65
Food Technology	\$65
Industrial Technology -Engineering	\$65
Industrial Technology -Timber	\$60
Industrial Technology -Furniture	\$60
Japanese	\$10
Marine & Aquaculture Technology	\$20
Modern Arts (Visual Arts)	\$30
Music	\$20
Outdoor Pursuits + Elective Costs	\$110
Pastry Chef (D&T)	\$65
Photography & Digital Media	\$40
Physical Activity & Sports Study GIRLS	\$15
Physical Activity & Sports Study PASS	\$15
School Contribution	\$10
Visual Arts	\$30

Year 10 Subject Materials Contribution	
Aboriginal Studies	\$15
Applications Design	\$10
Child Studies	\$45
Documentary Photography	\$40
Drama – Behind the Scenes	\$20
Fashion/Access & Beauty (FAB)	\$65
Food Technology	\$65
Industrial Technology – Engineering	\$60
Industrial Technology – Timber	\$60
Industrial Technology – Furniture	\$60
Industrial Technology – Metals	\$60
Information Software Technology	\$10
Marine & Aquaculture Technology	\$20
Music Production	\$20
Outdoor Pursuits + Elective Costs	\$110
Pastry Chef (D&T)	\$65
Photography & Digital Media	\$40
Physical Activity & Sports Study GIRLS – plus occasional venue costs	\$15
Physical Activity & Sports Study PASS – plus occasional venue costs	\$15
Psychology	\$10
School Contribution	\$10
STEM	\$50

Senior (Year 11 and 12): General and Subject Contributions

English		Technical and Applied Studies	
Standard English	\$10	Engineering Studies	\$10
Advanced English	\$10	Exploring Early Childhood	\$40
Extension English	\$10	Industrial Technology – Automotive	\$65
English Life Skills	\$10	Industrial Technology – Timber	\$65
English Studies	\$10	Industrial Technology – Furniture	\$65
Mathematics		Industrial Technology – Metals	\$65
Mathematics Standard	\$10	Information Processes & Technology	\$10
Mathematics Standard 1	\$10	Software Design & Technology	\$10
Mathematics Standard 2	\$10	Society & Culture	\$20
Mathematics Advanced	\$10	Design and Technology	\$40
Mathematics Extension 1	\$10	Food Technology	\$65
Mathematics Extension 2	\$10	Vocational Education and Training (VET)	
Science		Business Services (Office Admin)	\$35
Biology	\$15	Construction ²	\$80
Chemistry	\$15	Entertainment Industries ²	\$50
Physics (includes Experiment Fest)	\$35	Hospitality Kitchen Operations ^{1 3}	\$120
Investigating Scientifically	\$15	Hospitality Food & Beverage ¹	\$120
Marine Studies	\$15	Hospitality Specialisation – Ext ¹	\$120
Earth & Environmental Studies	\$15	VET fees include Course Notes.	
Human Society and its Environment		¹ Additional uniform cost at market prices.	
Aboriginal Studies	\$10	² A compulsory White Card is required for Construction and Entertainment (\$100).	
Ancient History	\$10	³ Toolbox hire is included in Hospitality fee.	
Modern History	\$10	Retail Operations	\$45
Business Studies	\$10	Sport & Recreation + additional costs	\$120
Legal Studies	\$10	Trade Training (TTC)	
Economics	\$10	TTC fees includes Uniform.	
Geography	\$10	Course is compressed to one year.	
PDHPE		Subjects include Manufacturing, Engineering, Construction, Kitchen Operations or Primary Industries.	
Personal Development, Health and Physical Education	\$15	\$300	
Sport, Lifestyle and Recreation	\$15		
Sport, Lifestyle and Recreation Rugby League	\$15		
Community and Family Studies plus some venue costs	\$15		
Creative and Performing Arts		Senior Life Skills	
Drama	\$20	Each subject undertaken	\$10
Music	\$20		
Photography, Video & Digital Media	\$40		
Visual Art	\$40		
LOTE			
Japanese	\$10		

Book Requirements

- Year 6-7 Transition students will be provided with a book pack which includes what they need to start Year 7 at Gorokan High School.
- All other students will be advised by their classroom teacher what is required for subject specific materials.

Items sold separately at the front office:

FOOD TECHNOLOGY:

Apron:	\$12.00
Cap:	\$8.00

MATHEMATICS:

Calculator:	\$22.00
Excel Revision and Exam Workbook (optional):	\$20.00

SCHOOL TIES (Senior Students):

Tie (optional)	\$21.00
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Workbook Requirements

To be prepared for work and showing that students are responsible for their own learning, the following list of requirements are compulsory.

- Have workbook in class for every lesson.
- Write name and subject on the front of each workbook.
- Have a pen and writing equipment for every lesson.
- Write neatly and refrain from scribbling graffiti on the workbook.
- Underline headings and rule a margin where appropriate.
- Glue in all work sheets, when instructed.
- Complete all spelling activities, as directed by the teacher.
- Answer questions in complete sentences.
- Use correct punctuation.
- If absent from school, catch up on your book work.

Positive Behaviour for Learning (PBL)

What is PBL?

PBL is a consistent school-wide system of support that helps define, teach and support appropriate positive student behaviours. PBL has been proven through academic research to be a highly effective system that creates an effective learning environment across a whole-school environment. The goal of PBL is the improvement of academic outcomes through the creation of a quality learning environment.

PBL at Gorokan High School

At Gorokan High School the journey begins with our **Core Values of Respect, Responsibility and Personal Best**. These values serve as the foundation for our expectations of both staff and students.

Signage in all areas of the school show students what these Core Values look like. The signs act as tools for students to contemplate their behaviour, emphasising reflection rather than simply reminding them to behave positively.

Each fortnight students are taught explicit lessons based on our Core Values with a focus on positive behaviour in a particular school setting. See our **PBL Matrix** on pages 10–11 for all settings.

PBL 3 Tier Rewards System

To reinforce positive school culture and student behaviour in all school settings, students are rewarded and acknowledged for their positive behaviour with the Gorokan High Schools **GORO GOLD** ticket system.

- **TIER 1:**
Students are recognised and rewarded by teachers for their **positive behaviour** in any school setting with a **GORO GOLD**.

Students collect their GORO GOLDS to swap for a **prize of their choice** at recess on a Monday, Wednesday or Friday in the front office.
- **TIER 2:**
GORO GOLDS are retained from Tier 1 and placed into student's year group boxes to be part of a fortnightly **PBL Draw** at the PBL Assembly on Thursday mornings.

Two prize winners are drawn from each Year Group.
- **TIER 3:**
Students who have earned 100 GORO GOLDS or POSITIVE MENTIONS are eligible to attend the **End of Semester Rewards Excursion**.

PBL Matrix – Core Values

	ALL SETTINGS	Assembly	Canteen	Office	Bus Bay	Cyber Space	Stairs & Corridors
RESPECT	Best Manners Consider Others	Active Listening	Best Manners	Waiting Patiently	Waiting Patiently	Positive Talk	Hands to Yourself
RESPONSIBILITY	Own Your Actions Keep it Clean	Be in Line	Right Place, Right Time	Right Place, Right Time	Be in Line	Right Place, Right Time	Move Safely
PERSONAL BEST	Feel Safe Be Safe Wear School Uniform	Celebrate Success Be Proud	Make Healthy Choices	Be a Positive Role Model	Arrive on time	Celebrate Success	Arrive on Time

Toilets	Art Quad	English Quad	Oval	Basket Ball Courts	Cola	Library
Keep it Clean	Positive Talk	Fair Play	Fair Play	Fair Play	Fair Play	Keep it Clean
Right Place, Right Time	Use Your Pass	Right Game, Right Place	Right Game, Right Place	Right Game, Right Place	Right Game, Right Place	Right Place Right Volume
Wash your Hands	Involve Everyone	Involve Everyone	Have Fun Be Active	Have Fun Be Active	Have Fun Be Active	Be a Positive Role Model

Core Rules

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

In NSW, public school 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.


Student Rights and Responsibilities at School

Students have the **RIGHTS** to ...

- be treated with fairness and respect
- feel safe
- work without interference or disruption from other students
- achieve a Higher School Certificate as prescribed by the NSW Education Standards Authority (NESA).

Students have the **RESPONSIBILITY** to ...

- follow the **Behaviour Code for Students**

 <https://education.nsw.gov.au/public-schools/going-to-a-public-school/translated-documents/behaviour-code-for-students>

- ensure the safety of their personal belongings
- act in a safe manner at all times.

Attendance

For the **School Attendance Policy** please visit the NSW Department of Education website:

 <https://education.nsw.gov.au/policy-library/policies/pd-2005-0259>

What are my legal responsibilities?

Education in NSW is compulsory for all children between the ages of six years and below the minimum school leaving age.

The Education Act 1990 requires that parents ensure their children of compulsory school age are enrolled at, and regularly attend school, or are registered with NESA, Teaching and Educational Standards for home-schooling.

Once enrolled, children are required to attend school each day it is open for students.

Department of Education – Compulsory School Attendance:

IMPORTANT INFORMATION FOR PARENTS

https://education.nsw.gov.au/content/dam/main-education/en/home/student-wellbeing/attendance-matters---resources-for-schools/Compulsory_school_attendance_parents_QAupdate_2022.pdf

Student Absences

If a student is absent for the day, parents/carers will be sent an **Absent Notification** by SMS or email.

A **response explaining** why the student is absent is required **by return SMS/email or contact the school office on 4393 7000** within 7 days. A signed note from the parent/carer can be handed in to the front office.

- If a student is **SICK FOR MORE THAN 2 DAYS** a Medical Certificate is required.
- Family holidays should be taken in school holidays. If a student is **AWAY MORE THAN 5 DAYS** an *Application for extended leave – travel form* is to be completed by parents/carers and approved by the principal. Please contact the school office to request the form.

My child won't go to school. What should I do?

Parent/carers should contact the Head Teacher Wellbeing as soon as possible to discuss the issue and ask for help.

Strategies to help improve attendance may include a referral to the school's learning and support team or connecting with appropriate support networks.

Head Teacher Wellbeing may seek further support from the Home School Liaison Program to develop an Attendance Improvement Plan.

Important Points to Remember

1. Students need to be at **school every day**.
2. If students are sick **contact the school explaining their absence**.
3. A **medical certificate** is required **after 2 days away** from school.
4. If a student is on **holidays during a school term for more than 5 days**, an application for extended leave needs to be completed and approved by the Principal.
5. School is **compulsory until 17 years of age**. Students wishing to leave school before the age of 17 years must have permission from the Department of Education. Parents/carers must make this application to the Deputy Principal

Days missed = years lost



A day here and there doesn't seem like much, but...


When your child misses just...	they miss weeks per year	and years over their school life
1 day per fortnight 	= 4 weeks	= Over 1 year missed
1 day per week 	= 8 weeks	= Over 2.5 years missed

education.nsw.gov.au

Minutes lost = days lost per year

A couple of minutes here and there doesn't seem like much, but...

When your child misses just...	they miss days per year
5 mins per day 	= 3 days
30 mins per day 	= 18 days



Patterns of lateness can have a serious impact on your child's education.

education.nsw.gov.au

Mobile Phone Policy

Gorokan High School understands the ease and efficiency that sending SMS and text messages brings to daily life. During the school day, students are required to have their phones off and away in bags.

If parent/carers need to contact students **URGENTLY**, please contact the school on 4393 7000.

 **Department of Education – Student Use of Mobile Phones in School**
<https://education.nsw.gov.au/policy-library/policies/pd-2023-0480>

OFF & AWAY Mobile Phone Policy

Gorokan High School's 'OFF & AWAY' mobile phone policy is as easy as 1, 2, 3:



Non-compliance of the Policy

1. If a student turns their phone on or it is visible at school anytime between 8:20am and 2:30pm (1:45pm on Thursdays), they will be required to hand their phone to the Deputy Principal for the remainder of the day. Collection is after the last bell.
2. If a student is a repeat offender of the 'Off and Away' Policy, parents/carers will be required to come to the school to collect the phone.
3. The student's phone will be suspended from the school site.

Digital Devices and Online Services for Students

Under the NSW Government's phone policy and its implementation in schools, digital devices such as laptops, tablets, wearable technology (Smartwatches, headphones, AirPods and earbuds) and other devices that store, receive, process and share information are closely monitored within DoE schools. As such, wearable smart technology is to be switched to airplane mode. Other devices will require an exemption supported by a specialist medical professional and processed through the Wellbeing Hub.

 **Department of Education – Digital Devices and Online Services for Students**
<https://education.nsw.gov.au/policy-library/policies/pd-2020-0471>

Bell Times

Monday – Tuesday – Wednesday – Friday		Thursday Sport	
ROLL CALL	8:20 am – 8:30 am	ROLL CALL	8:20 am – 8:30 am
PERIOD 1	8:30 am – 9:30 am	PBL ASSEMBLY	8:30 am – 8:50 am
PERIOD 2	9:30 am – 10:30 am	PERIOD 1	8:50 am – 9:40 am
RECESS	10:30 am – 11:00 am	PERIOD 2	9:40 am – 10:30 am
PERIOD 3	11:00 am – 12:00 pm	RECESS	10:30 am – 11:00 am
PERIOD 4	12:00 pm – 1:00 pm	PERIOD 3	11:00 am – 11:50 am
LUNCH	1:00 pm – 1:30 pm	LUNCH	11:50 am – 12:20 pm
PERIOD 5	1:30 pm – 2:30 pm	SPORT	12:20 pm – 1:45 pm

Weekly Year Group Assemblies

Year 7 – Monday every week – 8:20am

Year 8 – Monday, Wednesday and Friday every week – 8:20am

Year 9 – Tuesday every week – 8:20am

Year 10 – Friday Week B – 8:20am

Year 11 & 12 – Thursday fortnightly from start of PBL lesson – 8:30am

School Uniform Policy

The uniform policy has been endorsed by the School Council, Gorokan High School's Parents and Citizens (P&C).

<https://gorokan-h.schools.nsw.gov.au/about-our-school/uniform.html>

Wearing school uniform is an important aspect of Gorokan High School's expectations of students. Complying with uniform regulations reinforces our Core Values – **Respect, Responsibility** and **Personal Best**.

Wearing uniform is important because:

- It helps to ensure the safety of students inside and outside the school.
- It allows easy identification of students especially when the school has intruders or visitors or when students are on excursions.
- It gives the school an identity in the community.
- It generates pride in the school and an identity with the school.
- It tells the community and employers in particular a lot about a student's attitude to school, their willingness to follow regulations and procedures, their respect for authority and their character.

Uniform Procedures

Each morning students out of uniform without a pass have their names recorded by their teacher when rolls are marked.

Detentions will be given for **failing to follow procedures, NOT for being out of uniform**.

Compliance with school uniform appears in School Reports for all students.

Practical Subjects

Practical subjects have strict uniform requirements. This is a safety issue and students may be excluded from practical lessons if they do not conform. The teachers of these subjects will specify requirements which may include aprons, hair nets and chef caps.

All students must wear fully enclosed black leather lace up school shoes for foot safety.

Gorokan High School Uniform

BOYS		GIRLS	
JUNIOR	SENIOR	JUNIOR	SENIOR
<ul style="list-style-type: none"> Light blue button through collared shirt; Light blue polo shirt; or GHS sports shirt. 	<ul style="list-style-type: none"> White button through collared shirt; or White polo shirt. 	<ul style="list-style-type: none"> Light blue button through collared blouse; Light blue polo shirt; or GHS sports shirt. 	<ul style="list-style-type: none"> White button through collared blouse; or White polo shirt.
<ul style="list-style-type: none"> Navy shorts Navy long pants or GHS sports shorts 	<ul style="list-style-type: none"> Navy shorts; Navy long pants; or GHS sports shorts. 	<ul style="list-style-type: none"> Navy fabric pleated skirt; Navy long shorts; Navy ¾ pants; Navy long pants; or GHS sports shorts. 	<ul style="list-style-type: none"> Checked, pleated skirt; Navy long shorts; Navy long pants; or GHS sports shorts.
<ul style="list-style-type: none"> Navy jumper; or Navy jacket. 	<ul style="list-style-type: none"> Red jumper; or Red jacket. 	<ul style="list-style-type: none"> Navy jumper; or Navy jacket. 	<ul style="list-style-type: none"> Red jumper; or Red jacket.
<p>SCHOOL TRACK PANTS</p> <ul style="list-style-type: none"> Only the school track pants or plain navy track pants are to be worn. No other type will be accepted. School track pants are available through the school uniform shop. 			
<p>SHOES</p> <ul style="list-style-type: none"> Fully enclosed, leather, low heel, lace-up or velcro, black shoes. White socks. 			
<p>PE AND SPORT UNIFORM</p> <ul style="list-style-type: none"> Red and blue sports shirt. Black shorts or GHS sport shorts. 			

IMPORTANT:

- Short shorts/skirts, tights, jeans and leggings are NOT ALLOWED.
- No BLACK clothing is permitted – only NAVY, plain and unbranded.
- School representative shirts can be worn each day if students are wearing the correct GHS sports or navy shorts only.

School Uniform Shop

For all uniform ordering and enquiries:

GOSFORD TAILORING

Coordinator: Leanne

Phone: 0450 568 211

Email: info@gtschool.com.au

Website:  gtschool.com.au

On School Premises

Opening hours:

7:30am – 8:30am

Tuesdays and Thursdays

January school holiday opening hours will be advised during Term 4 and be available on our website.

Online Ordering

- Go to Gosford Tailoring website and search for Gorokan High School.
- A SMS will be sent when the order is ready for collection.
- Orders will be delivered to the office after 8.30am on Tuesdays and Thursdays.

Sizing

Sizing charts are available on the Gosford Tailoring website. If sizes are incorrect, Gosford Tailoring will exchange. Please contact Leanne, Uniform Coordinator via email with details of items that need exchanging.

School Uniform Exchange Program

If a student arrives at school without the correct uniform they will be given a school uniform for the day.

Gorokan High School understands from time to time students will be unable to attend in full school uniform.

The Uniform Exchange is not a negative consequence, it's a way of ensuring students feel connected to the school, proud of their uniform and continue to feel a part of the school community.

The process is as follows:

- Within roll call students who are out of uniform will be directed to the uniform exchange room.
- The student will be expected to exchange their “out of uniform” item for a school uniform.
- This will be recorded within our Sentral system and parents/carers will be notified.
- At the end of the school day students will collect their item and return the school uniform.
- The school uniform item will be washed and ironed ready for the next exchange.

Wellbeing and Discipline Policy



DoE Policy: Student Behaviour

<https://education.nsw.gov.au/policy-library/policies/pd-2006-0316>

The implementation of the Gorokan High School Student Wellbeing and Discipline Policy enables students to become responsible for their attitudes and behaviour. It involves the development of self-discipline and the ability to distinguish right from wrong. A discipline policy is fair when it is based on sound principles of student management, is fully understood by all students, and is consistently and reasonably managed. Students learn most effectively in a secure, ordered and well-disciplined environment in which both staff and students take pride in achievement. A well-disciplined environment provides a system of relationships, rules, rewards and re-directions designed to promote effective learning.

Home, school and the community interact to establish acceptable standards of student behaviour. They have a joint responsibility to influence students to accept and observe these standards. This Policy reflects the expectations of the local community and the wider society. Cultural differences are considered and discipline practices have been selected and implemented in ways that do not discriminate on any basis, including gender or cultural background.

The Policy of Gorokan High School is in keeping with the School Vision and Beliefs – Respect, Responsibility and Personal Best.

Aims

Through the Student Wellbeing and Discipline Program Gorokan High School aims to assist students to develop:

- An awareness of personal and social responsibility for their actions and decisions.
- The desire to succeed to their personal best in each area of school life.
- A sense of personal dignity and self-reliance.
- A coherent set of values to guide behaviour.
- Satisfying and stable relationships and a caring attitude towards others.
- An ability to communicate effectively.
- An appreciation of cultural identity and membership of the wider community.
- A sense of enjoyment and satisfaction from learning.

Beliefs

We believe:

- That everyone can learn and that hard work pays off.
- That everyone should have the opportunity to learn both individually and cooperatively.
- That we develop literate, numerate, creative students who accept responsibility for their own learning.
- In the recognition of achievement and the celebration of learning.
- That we are committed to our own learning and to improving our school.
- In cooperation, caring for and supporting each other, and treating everyone (including teachers, other school staff and helpers) with courtesy and respect including care for property belonging to themselves, the school and others.
- That everyone has the right to be happy, safe and treated with dignity.
- That everyone should behave safely, considerately and responsibly, including when travelling to and from school.
- In seeking ways to continually improve and be responsive to change.
- That our school should be clean and attractive and people should be appropriately dressed.
- That we should work in a stimulating learning environment.

School Rules

School rules apply for all activities organised by the school, including those outside the school and for travel to and from school. They also apply in the general community if they involve relationships that have developed as a result of being part of the school community.

- No harassment or name calling.
- Listen when required, answer when asked for.
- Follow teacher instructions.
- Enter classrooms at the direction of your teacher.
- Work to the best of your ability
- Make sure you have the correct equipment for the lesson.
- The use of electronic equipment (mobile phones, iPods, etc) is restricted to the Department of Education and Gorokan High School's Mobile Phone Policy and Digital Devices and Online Services for Students.
- Treat your property, school property and other students property with respect.
- Move around the school with consideration for others.
- Follow safety directions in the classroom.
- Resolve conflict without violence.

Student Behaviour Records

Whole school student behaviour and application records are maintained on Sentral software, and are referred to as the student's 'profile'.

Staff will maintain records of behaviour and application by students in their class. When a pattern of disobedience or poor behaviour develops, the teacher will place the student on Level 1 (Classroom Teacher Level), and record this process on Sentral. It is the responsibility of each staff member to ensure that students are aware of, and follow, the detailed processes for formal Level system monitoring. Continued misbehaviour will involve the Behaviour Team/Head Teacher of the subject who will place the student on Level 2.

The Deputy Principals maintain records of student behaviour. While most records are maintained on Sentral, each Deputy Principal may also maintain a file for each student in their area of responsibility containing detailed documentation of interviews, suspensions, statements and investigations of incidents.

Expectations of Classroom Management and Discipline

It is the responsibility of the classroom teacher to manage the classroom environment and all behaviours within it. The classroom teacher is responsible for the development and implementation of a range of discipline strategies in the classroom to pre-empt and respond to student behaviour. The expectation is that classroom teachers will have developed, implemented and documented a variety of strategies prior to the involvement of the Head Teacher/Behaviour Team in the majority of classroom related behavioural issues.

The exception is when an incident is deemed to be of a serious nature or student behaviour poses a safety risk to staff or students. 'GOOD DISCIPLINE' depends on a number of factors, far too many and complex to discuss in detail here. However teachers must consider:

- designing a classroom system that will produce desired behaviour in terms of learning and order;
- classroom management practices;
- thorough lesson preparation;
- lessons that promote student engagement;
- lesson follow-up through meaningful, regular and prompt assessment and evaluation;
- the maintenance of accurate records; and
- the image that they project to their students as a worthy, caring person who is a role model in learning.

Classroom Teachers are responsible for:

- Developing and implementing a range of appropriate discipline and classroom management strategies for individual students and whole class management to deal with and modify inappropriate behaviour;
- Making students accountable for inappropriate behaviour in their classrooms through consistent follow up and application of consequences;
- Moving a student onto Level 1 (Classroom Teacher monitoring);
- Documentation of classroom behaviour through monitoring process and Sentral entries;
- Parental contact regarding classroom behaviour (in consultation with or support of the Head Teacher as required);
- Referral to the Head Teacher when a range of strategies have been implemented unsuccessfully resulting in a student failing Level 1, or where misbehaviour is serious or poses a safety risk;
- Following DoE and school policy regarding student wellbeing and discipline.


Wellbeing Team and Year Advisers are responsible for:

- Monitoring of individual year groups and support of individual students;
- Liaison with staff regarding student wellbeing and needs;
- Point of contact with parents;
- Active involvement in the Learning Support and Wellbeing Teams.

Head Teachers are responsible for:

- Supporting their staff in developing a range of appropriate discipline strategies for both individual students and whole class management, including professional learning and dialogue;
- Supporting staff in applying discipline strategies at a Head Teacher level after initial strategies have been implemented but are unsuccessful at the class teacher level;
- Ensuring the accountability of classroom teachers in dealing with their own classroom discipline;
- Ensuring that parental contact occurs by either the classroom teacher or the Head Teacher in ongoing discipline issues or serious discipline issues;
- Moving a student onto Level 2 (Head Teacher → monitoring);
- Supporting and helping staff as a matter of priority in cases of serious behavioural issues;
- Referring students to the Year Deputy in cases of continued misbehaviour resulting in students Failing Level 2;
- Referring students directly to the Senior Executive in cases of serious behavioural issues and incidents of violence, possession or use of weapons, illegal substances;
- Ensuring appropriate documentation is developed and retained (level cards, Sentral referrals etc), and checking all documentation prior to moving a student through the Level system;
- Following DoE and School Policy regarding student wellbeing and discipline.
- Referring students to the Learning and Support Team.

Serious Matters – Suspension

 **NSW Department of Education**
How we support and manage student behaviour in NSW public schools
Kindergarten to Year 12

<https://education.nsw.gov.au/content/dam/main-education/policy-library/related-documents/pd-2006-0316-procedureeasyread.pdf>

 **NSW Department of Education**
Suspension Factsheet

<https://education.nsw.gov.au/public-schools/going-to-a-public-school/translated-documents/suspension-factsheet>

In accordance with the Suspension and Expulsion Procedures of the Department of Education, serious actions such as violence, possession of prohibited weapons or knives, possession, use or supply of suspected illegal substances will result in immediate suspension and police contact.

Other actions of continued disobedience, aggressive behaviour related to the school, persistent misbehaviour or use of an implement as a weapon or threatening to use a weapon may also result in suspension. Duration will be up to four or twenty days depending on the nature of the offence and previous suspension record.

The resolution of all suspensions includes a formal meeting or phone call with parents/carers, student and school personnel, and will occur prior to student return to school. Whether the suspension is resolved through a formal meeting or phone call is dependent upon the circumstances and availability of parents. In serious circumstances a formal meeting is generally required and in the case of a long suspension a counsellor meeting will also be necessary prior to resolution.

Detention, class and playground exclusion, restitution and formal level monitoring are sanctions the school may impose as part of student discipline.

Wellbeing and Discipline Level System Overview

		Behaviour	Follow up	
INCREASINGLY UNACCEPTABLE BEHAVIOUR	ENTRY	LEVEL 0	At the start of each year every student will begin at Level 0.	Return to Level 0 from higher level once student completes all expectations.
		LEVEL 1 CLASSROOM TEACHER (CT) LEVEL	Repeated unsatisfactory classroom behaviour on a low level basis; or a significant single incident.	<ul style="list-style-type: none"> Behaviour dealt with at a faculty level with consequences. Level 1 Monitoring Card (with CT) for one cycle or a minimum of five lessons. CT to communicate with parents via letter/email/phone call.
		LEVEL 2 HEAD TEACHER/ BEHAVIOUR TEAM (HT) LEVEL	<ul style="list-style-type: none"> Repeated unsatisfactory behaviours within the classroom, playground and sport. Failure to follow GHS Core Values – Respect, Responsibility & Personal Best Ongoing truancy/leaving the school grounds without permission. Repeated failure to hand in Level Card, bring card to class or school. Lost card – repeat L2 from the beginning. 	<ul style="list-style-type: none"> Behaviour dealt with by faculty HT and/or Behaviour Team Student placed on Level 2 Monitoring Card Behaviour Team monitor Level 2 Card for one cycle or a minimum of five lessons. Detention room for first 15 minutes of lunch (no detention Thursday) x4 Phone call home by the HT/Behaviour Team.
		LEVEL 3 BEHAVIOUR TEAM/ DEPUTY (DP) LEVEL	<ul style="list-style-type: none"> Consistent demonstration of unsatisfactory behaviour across the school eg Continued Disobedience Failure to follow GHS Core Values – Respect, Responsibility & Personal Best. Repeated failure to hand in Level Card, bring card to class or school. Unsafe behaviours impacting on peers/staff/environment-classroom, playground, sport/excursions etc. 	<ul style="list-style-type: none"> Behaviour team track and monitor. DP to contact home. Level 3 Monitoring Card for 5 days. Detention room for first 15 minutes of lunch (no detention Thursday) Move to Formal Suspension Caution if behaviour continues. Cannot represent the school in any form eg excursion/sport.

		Behaviour	Follow up
		MONITORING CARDS	FORMAL SUSPENSION CAUTION
PURPLE TRUANCY CARD	<ul style="list-style-type: none"> • Students are referred to the Truancy team for “whole period” truancy. • Consistent truancy student will be placed on Level 2. • Student to move through discipline system if truancy continues. 		<ul style="list-style-type: none"> • CT contact parents and refer the student to the Truancy team. • The Truancy team will monitor the student attendance for 5 days. • Truancy Team to contact Behaviour Team if student continues to truant class. • Contact home made by Truancy/Behaviour team.
PINK CARD Senior Improvement Program	<p>Placement on an Improvement Program will occur as a result of:</p> <ul style="list-style-type: none"> • A failure to fulfil the senior contract conditions. • A failure to satisfy NESA, RoSA or HSC requirements: <ol style="list-style-type: none"> a) followed the course developed or endorsed by the Board; and b) achieved some or all of the course outcomes; and c) applied themselves with diligence and sustained effort to the set tasks and experiences provided in the course by the school. <p>PLUS</p> <ul style="list-style-type: none"> • Misbehaviour/discipline issues that result in placement on a behaviour level. • N Award warnings. • Unsatisfactory attendance – below 85% (without acceptable justification). • Truancy from lessons/school including study periods. 		<ul style="list-style-type: none"> • Student will be interviewed by Deputy. • Academic plan and learning support’s put in place to support student. • Meeting with family to discuss concerns and negotiate plan. • Two-week plan to reach successful outcome. • Review meeting to be held with student and family.

Anti-bullying Plan

Bullying behaviour has three key features. It involves the intentional misuse of power in a relationship. It is ongoing and repeated, and it involves behaviours that can cause harm. The NSW Department of Education requires all NSW public schools to have an Anti-bullying Plan which details the strategies implemented to reduce student bullying behaviours.

Resources

The NSW Anti-bullying website provides evidence-based resources and information for schools, parents and carers, and students. Schools are encouraged to visit the website to support whole-school prevention, early intervention and response approaches and strategies for student bullying behaviour.

Anti Bullying Website

<https://education.nsw.gov.au/student-wellbeing/attendance-behaviour-and-engagement/anti-bullying>

Gorokan High School's commitment

Our school rejects all forms of bullying behaviours, including online (or cyber) bullying by maintaining a commitment to providing a safe, inclusive and respectful learning community that promotes student wellbeing. Executive staff are committed to establishing evidence-based approaches and strategies that promote a positive climate where bullying is less likely to occur.

School culture and inclusion

All members of the school community are active participants in building a welcoming school culture that values diversity and fosters positive relationships. A key component of a supportive school culture is building respectful relationships and an ethos that bullying is not accepted, in both online and offline environments. School staff will actively respond to student bullying behaviour.

Our school engages in the following practices to promote a positive school culture.

- **Student assemblies**

Student bullying and expectations about student behaviour will be discussed and information presented to promote a positive school culture where bullying is not accepted.

Communication topics

Term 1 to 4: Whole school assemblies – reminders about the rules and behaviour around bullying; strategies to be an up stander; support networks available

Monthly: Year group assemblies – discussions on support networks available at Gorokan High school

Term 3: Wellbeing Week

Term 3: E-Safety lessons delivered to Year 7 and 8 students (The Internet and the Law)

- **Staff communication and professional learning**
Staff will be supported with professional learning that provides evidence-based ways to encourage and teach positive social and emotional wellbeing and discourage, prevent, identify, and respond effectively to student bullying behaviour.

Communication topics and Professional learning
Term 1 to 2: Professional Learning days — Workshops and discussions delivered — Resources handed out
Term 1 to 4: Resources sent via email — Anti-bullying plan; Staff procedures for responding to bullying — ongoing
Ongoing: Use of Sentral to address wellbeing meetings, peer issues, support for staff

- **New and casual staff**
New and casual staff will be informed about our school’s approaches and strategies to prevent and respond to student bullying behaviour in the following ways.
 - Staff are provided with information via staff induction processes, staff meetings and communication channels regarding our school approach to record, respond and support students who are involved in bullying behaviours via SENTRAL
 - Information is provided in the Staff Handbook which is given to staff when they enter on duty at the school

- An executive staff member also speaks to new and casual staff when they enter on duty at the school referring them to the Staff Handbook
- How to refer students for mediation and how to assist students needing support via the HUB, HT Wellbeing.
- HT Wellbeing gives casual staff induction relating to wellbeing concerns, appropriate reporting and useful websites to implement strategies in the classroom to support students concerns around bullying.

Partnerships with families and community

Effective schools have high levels of parental and community involvement. This involvement is strongly related to improved student learning, attendance and behaviour.

Our school proactively builds collaborative relationships with families and communities to create a shared understanding of how to support student learning, safety and wellbeing.

- **Website**
Our school website has information to support families help their children to regulate their emotions, behaviour and develop socially. Information is provided to assist if children have been involved in bullying behaviour (as the person engaging in bullying behaviour, as the person being bullied or as the person witnessing the bullying behaviour).



Gorokan High School Wellbeing Hub

<https://gorokan-h.schools.nsw.gov.au/wellbeing-hub.html>

- **Communication with parents**

Our school will provide information to parents to help promote a positive school culture where bullying is not acceptable and to increase parent’s understanding of how our school addresses all forms of bullying behaviour.

Communication

Term 1: Parent forum for Year 7/8 outline support networks for anti-bullying

Ongoing: School website, Facebook and Newsletter – NDA resources and links to support networks and education

Term 3: Handouts sent to parents whose children are participating in the E-Safety lessons in order to assist their child at home

Term 4: P&C communication *How we have responded to Bullying at GHS* delivered to P&C

Support for wellbeing and positive behaviours

Our school’s practices support student wellbeing and positive behaviour approaches that align with our school community’s needs.

Social and emotional skills related to personal safety, resilience, help-seeking and protective behaviours are explicitly taught across the curriculum in Personal Development, Health and Physical Education (PDHPE).

Examples of other ways our school will embed student wellbeing and positive behaviour approaches and strategies in practices include the following.

Gorokan High School facilitates a number of positive and engaging programs that reflect the social and emotional skills needed in developing resilient and productive members within the school. Our aim is to develop the students by giving them a range of life skills needed to assist them in being an up-stander instead of a bystander. We want to develop the confidence of our students and allow them to have confidence while recognising the value of diversity and the importance of respect and acceptable through teaching and learning programs.

PROGRAMS:

- UniSteps (Year 7 - 12)
- eSafety (Year 7 - 8)
- Breakfast Club
- Mind Over Matter (Year 7-10)
- Top Blokes (Inclusive Education)
- Rage (Year 7-10)
- Footy Focus (Year 7-10)
- Shine (Year 7 - 10)
- Peer Support and Peer Mediation (Year 9 and 10)
- Creating Chances (Year 7 - 10)
- Perfect Presence (Year 7 - 10)
- Senior Retreat (Year 11)
- Aspiring Leaders Program (Year 10)
- Youth Police Programs (Fit for Life, Cybersafety)
- SMASHED performance (Year 9)
- Individual Mentoring (Year 7-10)
- Senior Mentoring Program (Year 11 and 12 with identified staff)
- Wellbeing Days (Year 7-12)
- Wellbeing Week (Year 7-12)

Anti-Smoking and Drugs in School Policy

 <https://education.nsw.gov.au/policy-library/policies/pd-2002-0040>

Tobacco and e-cigarettes:

Smoking of tobacco and e-cigarettes* on school premises, including school buildings, gardens, sports fields and car parks, **is prohibited**. This includes students, employees, visitors and other people who use school premises, including community groups. In the case of cross-sectoral sites (for example, joint school/TAFE sites), a decision regarding the extent of 'school premises' will need to be made in the local context.

Principals manage incidents involving tobacco and e-cigarettes consistent with the school's student wellbeing and discipline policies and **Suspension and Expulsion of School Students — Procedures**.

 **Suspension and Expulsion of School Students — Procedures.**

<https://education.nsw.gov.au/student-wellbeing/attendance-behaviour-and-engagement/behaviour-support-toolkit/support-for-parents>

It is the responsibility of students not to smoke within the school boundaries. Students smoking create a negative and unwanted public image for the school. But the main rationale behind the policy is the recognition that smoking is a health hazard.

Students identified as smoking or being in the presence of smokers will be placed on Level 2 and will work with the Student Support Officer on a number of health and wellbeing strategies.

Continued behaviour and disregard to the Anti-Smoking Policy will result in students being placed on our Tiered Behaviour Support Processes and may be suspended for Continued Disobedience from school and be required to engage with the "Positive Choices" program to assist positive health and wellbeing choices.

 **What you need to know about vaping**

<https://education.nsw.gov.au/parents-and-carers/wellbeing/health-and-safety/what-you-need-to-know-about-vaping>

* **Electronic cigarettes**, also known as e-cigarettes, are battery-operated devices that heat a liquid to produce a vapour that users inhale. Using an e-cigarette is also called vaping.

Homework Guidelines

What is homework?

Research tells us that different students work at different rates, so at Gorokan High School we work on setting homework with this in mind. We are encouraging students to set work for themselves, as they move through the year levels and become more independent in their learning.

Generally, there are three types of homework:

- (a) set by the teacher,
- (b) longer term assignment work and;
- (c) where students set their own tasks.

A balance of these is desirable.

- Certain courses or combinations of subjects also require extra work at home due to increased formal assessment requirements.
- Certain periods of the term also require extra work to be completed at home in order for students to be successful (e.g. exams, assignment deadlines etc).
- Many subjects require rehearsal or practice to be undertaken at home in addition to theory aspects of the course (eg. music practice, drama practice).
- Some subjects require preparation to be undertaken at home to ensure that students are ready for learning in class (e.g. bringing correct PPE and PPC-Personal Protective Equipment and/or Clothing for classes such as Technology

Mandatory, all practical TAS (Technology and Applied Studies) classes, VET classes, Science and PE. This may include items such as: Leather shoes; aprons; specialised clothing for safety, hygiene and comfort, etc. It is important that students plan and be prepared for learning.

Responsibilities

TEACHERS

Teachers help students establish a routine of regular, independent study by:

- communicating the purpose, benefits and expectations of all homework;
- provide timely and useful feedback;
- supporting organisational and time-management skills.

STUDENTS

Students take responsibility for their own learning by:

- accepting responsibility for the completion of homework tasks within set time frames;
- following up on comments made by teachers and seeking help when difficulties arise;
- organising time to manage home obligations, participation in physical activity and sports, recreational and cultural activities and part-time employment.

PARENTS

Parents and caregivers help their children by:

- helping them to complete tasks by discussing key questions or directing them to resources;
- encouraging them to organise their time and take responsibility for their learning;
- contacting the relevant teacher to discuss any concerns about the nature of homework and their child's approach to the homework.

Recommendations

Please access the free tutorials via the SmartLab website and/or liaise with the students classroom teacher regarding targeted content.



SmartLab

<https://www.mysmartlab.com.au/>

Learning Support (LSC)

Learning support is overseen by the Head Teacher Teaching and Learning at Gorokan High School. Learning Support Teacher's and School Learning Support Officer's make up the Learning Support Team.

A variety of methods can be used to identify students who need learning support. Parent inquiries, teacher identification, School Counsellor assessments, LaST assessments, diagnostic tests, and referrals from outside agencies may all be used in this case.

Students with disabilities and additional learning needs are well supported by the LSC. There is a high degree of individualisation when it comes to accessing additional support. Individualised case management, small group intervention in literacy and numeracy, in-class support, or assessment support may be offered to students.

Parents/carers are encouraged to contact the front office if you think your child has a need for additional support or if your child needs assistance, please speak to the classroom teacher, year adviser or Head Teacher Teaching and Learning.

In addition to individualised support, we also offer:

- **Learning Centre Study Support**
Open for students Tuesday to Friday at lunch who need assistance with assessments.
- **Maths Centre**
Available for all students after school on Tuesdays.
- **Support Senior Study – Years 11 and 12**
Available for senior students after school on Wednesdays in the Library.

Aboriginal Education Programs



Department of Education, Aboriginal Education

<https://education.nsw.gov.au/policy-library/policies/pd-2008-0385>

Aboriginal Education at GHS

Our Aboriginal Education Office sits at the heart of Gorokan High School.

Our team of Aboriginal Education Officers and teachers ensure that all students have the opportunity to connect to culture and build meaningful relationships with our community.

Students are able to participate in Aboriginal Art, Dance and Didge. Additionally, we support connection to culture through a variety of excursions including the Boy's "Going Bush" trip and the weekly Ngura Program.

At Gorokan High School we continue to excel in bridging the gap of education by delivering tutoring programs and in-class support and look forward to guiding further our student's cultural journey, dreams and aspirations.

Programs are run to support our students with their culture and identity, as well as maintaining high expectations and getting ready for the future.

Programs include:

- **Local Aboriginal Culture (LAC)**
– Years 7 and 8
- **Contemporary Aboriginal Dance**
– Years 7 to 12
- **Didge Group**
– Year 7, 8, 9 and 10
- **Sista Speak**
– Years 9 and 10
- **Dhinewan Mentoring**
– Year 8
- **Dream Builders**
– Years 9 and 10
- **ABCN Mentoring**
– Years, 9, 10 and 11
- **Pirru Thangkuray**
– Years 9 and 10
- **NRL School To Work**
– Years 11 and 12
- **Ngura**
– Years 7, 8, 9 and 10

For more information on each program, please visit Gorokan High School's website:



Aboriginal Education

<https://gorokan-h.schools.nsw.gov.au/learning-at-our-school/aboriginal-education.html>

Inclusive Education

This section has information specific to our Inclusive Education – Support Classes.

Gorokan High School's Inclusive Education Faculty strives to create the best possible environment for all students and staff by:

- Providing effective communication between staff, parents, students and community
- Maintaining a positive and inclusive learning environment
- Providing an emotional and educational supportive place

Values/Commitments

- To provide an environment where all students are known, valued and cared for.
- To collaborate with parents/carers and service providers to enhance student outcomes.
- To effectively communicate between staff, parents, students and community
- To provide a positive, engaging and open learning environment for all.
- To encourage all students to be active members of the school community.

Roles and Responsibility

At Gorokan High School we acknowledge that our role is to:

- Develop the whole student through access and participation in meaningful activities.
- Support students to build social confidence and personal resilience.

- Partner with parents and carers to provide students with appropriate transition outcomes.
- Facilitate student achievement and build lifelong learners.

Each member of our school community plays an important role in assisting our students to develop the life skills to live a positive, productive and meaningful life after school.

CLASSROOM TEACHERS:

Each student will have a core classroom teacher. The role of our core teachers is to collaborate and plan in partnership with students, parents/carers and service providers. Our core teachers are parents and carers main point of contact while their child is at Gorokan High School. Core teachers are responsible for the following:

- Coordinate a minimum of two Personalised Learning Support Plan Meetings with parents and other stakeholders.
- Coordinate, transition, integration and NDIS providers for student success and growth.
- Develop behaviour management plans to support student engagement.
- Provide parents/carers with regular and ongoing feedback of their child's progress.

- Liaise between classroom relief teachers, Deputy Principal Support, parents, relevant case managers, service providers and disability agencies.
- Report on student learning achievement in accordance with Gorokan High School's Reporting policy.

PARENTS/CARERS/CASEWORKERS:

Parents/ carers and other stakeholders are an integral part of every child's education. We ask that parents are partners in their child's education and engage in the following ways:


- Attend two formal meetings per year to discuss your child's educational needs and aspirations.
- Support teachers in the development of personalised learning support plans by completing relevant documentation when required.
- Engage with service agencies where appropriate to support your child's growth.
- Support staff and encourage your child to follow the PBL values of Respect, Responsibility and Personal Best while they are enrolled at Gorokan High School.

STUDENTS:

Our primary goal is to support students to grow into being active participant in the broader community. We support our students to have the opportunity to experience a wide range of engaging activities to enhance their sense of belonging.

We ask that our students do the following while at Gorokan High School:

- Comply with the **NSW Department of Education Attendance Policy**

 <https://education.nsw.gov.au/policy-library/policies/pd-2005-0259>

- Comply with Gorokan High School Wellbeing and Discipline Policy
- Participate in class activities and assessment to the best of their ability
- Participate in integration with mainstream subjects where appropriate.

Inclusive Education Curriculum

Students enrolled in Inclusive Education classes are entitled to the opportunity to progress through the NSW Curriculum. Students can participate in the NSW Curriculum with adjustments or through a Life Skills pattern of study. The pattern of study is determined through the collaborative planning and will be discussed during meeting with your core teacher.

Students can participate in a mixed pattern of study based on their current learning needs. For example, students could participate in Life Skills English, Math and Science, while adjusted curriculum in PDHPE, Creative Arts and HSIE. Classroom teachers, in consultation with parents determine the most appropriate pattern of study.

Students in Years 7 – 10 participate in the following subjects as determined from the Collaborative Planning Meeting:

- English
- Mathematics
- Science
- Human Society and Its Environment (History and Geography)
- Personal Development, Health and Physical Education
- Creative and Performing Arts (Visual Art & Music)
- Mandatory Technology
- Language
- English Life Skills
- Mathematics Life Skills
- Science Life Skills
- Human Society and Its Environment Life Skills (History & Geography)
- Personal Development, Health and Physical Education Life Skills
- Creative and Performing Arts Life Skills (Visual Art & Music)
- Mandatory Technology Life Skills
- Language Life Skills

Note: Gorokan High School runs on a four-year curriculum cycle plan. Therefore, students may not complete all mandatory subjects as indicative of the mainstream school. Subjects taught on a four-year cycle include Language and Music. For example, Language is only taught once every four years (leap years). However, across the four-year cycle, all students will experience the NSW Curriculum as outlined by the NSW Educational Standards Authority.

Inclusive Education Curriculum – Stage 5

Students in Years 9 and 10 have an option of selecting subjects based on interests and needs. These subjects are determined through the Gorokan High School subject selection criteria. Students need to complete a 200-hour elective and 2 x 100-hour electives over year 9 – 10.

For students not able to participate in an integrated pattern of study, the Support Class at Gorokan High School will offer the following Life Skills subjects within their core class:

- Food Technology Life Skills (200 hours)
- Physical Activity and Sports Studies (100 hours)
- Visual Arts Life Skills (100 hours)

Inclusive Education Curriculum – Stage 6

Students in Year 11 and 12 are required to complete 12 units of subjects based on interest, needs and future choices post-school. Students and parents will be able to select subjects through the Gorokan High School subject selection criteria.

Students who are not attending mainstream classes will be able to achieve a Higher School Certificate with Life Skills outcomes in their class.

The following subjects are offered to students in their core class:

- English Life Skills (2 units)
- Mathematics Life Skills (2 units)
- Investigating Life Science Life Skills (2 units)

- Technology Life Skills (2 units)
- Human Society and Its Environment Life Skills (2 units)
- Personal Development, Health and Physical Education Life Skills (2 units)

Integration

Gorokan High School supports an inclusive learning environment. We encourage students to participate in Integration within some mainstream courses. The purpose of integration is to provide students with the opportunity to participate in subjects of interest, to enjoy the social aspects of school with age-related peers and to increase your child's ability to work with the wider community. Integration for students will occur following collaborative planning with parents/carers and students to determine the most appropriate pattern of study.

Reporting

Gorokan High School complies with the NSW Department of Education Reporting guidelines, NSW Educational Standards Authority requirements and Gorokan High Reporting Policy. We believe reporting academic achievement to parents and carers is an essential part of our role in providing quality education. Parents and carers will receive two reports throughout the school year. Semester one and Semester two reports will report on student achievement against a life-skills pattern of study or regular pattern of study.

National Disability Insurance Scheme

Students linked with The National Disability Insurance Scheme (NDIS) packages are encouraged to engage with service providers to support growth and development.

At Gorokan High School we support the service delivery by providing time and space for therapies to occur. Parents and carers wishing to access NDIS services for their child at school must contact the Deputy Principal Inclusive Education to discuss purpose of the intervention. These sessions must comply with the NSW Department of Education guidelines and must not:

- Overlap with services already provided by the school (eg Counselling services overlaps with School Counselling provisions and therefore will not be accepted).
- Divert students from essential education material or outcomes.
- Place undue demands on Teachers to accommodate service provisions.

The Gorokan High School preferred NDIS time allocation is Thursday 12:30 – 1:45 pm. During this time space can be made available and a staff member provided for supervision purposes. Times outside this allocated period need to be negotiated with the Deputy Principal Inclusive Education.

At the completion of sessions each service provider needs to complete a single page review for our records. This will assist staff to compliment therapy/ services and provide record of service provision. A copy of this review will be provided to the manager of the NDIS package (usually the parent/ carer or service provider).

Assisted School Travel Program

On enrolment, students can make an Assisted School Travel Program application. This service is provided for students within a supportive setting, who have exceptional circumstances which prevents parents/carers from transporting their child to school. The guidelines are strictly enforced by the Assisted School Travel Program and include:

- Enrolment in a Support Class Placement.
- Parents and/or carers have demonstrated their inability to provide or arrange travel for the child to and from school either fully or partially.
- Child has been assessed as being unable to travel independently.
- Child is enrolled in the closest appropriate school to their home.

Further details related to Assisted School Travel Program guidelines can be found at:

 education.nsw.gov.au/public-schools/astp

Sport

Students in Inclusive Education Years 8-10 participate in whole school Sport on Thursdays from 12:20 pm – 1:45 pm.

Late Arrivals

All late arrivals are let into school at the front office and are recorded as late by office staff.

A staff member will collect students who require assistance and escort them to class as required.


HPGE – High Performance & Gifted Education

Gorokan High Schools selective stream is part of the Department of Education’s offerings for high potential and gifted students, providing:


- specialist school settings that cater to their intellectual ability;
- classes with peers who have similar academic ability;
- an environment that supports their emotional wellbeing and social development.

Selective Stream Policy

Identifying high potential and gifted students for the selective stream at Gorokan High School, together with the curriculum implementation and its evaluation, follow the Department of Education’s **High Potential and Gifted Education Policy**:

 <https://education.nsw.gov.au/teaching-and-learning/high-potential-and-gifted-education/about-the-policy/high-potential-and-gifted-education-policy>


For more information about the policy and how parents can support their high potential and gifted child, visit:

 **Supporting Parents and Carers**
<https://education.nsw.gov.au/teaching-and-learning/high-potential-and-gifted-education/supporting-parents-and-carers>

Selective stream entry –Year 7

The Year 7 selective stream at Gorokan High School is an academic class in which entry is managed by the Selective High School Unit. Students wishing to gain entry into this class must submit an application when the student is in Year 5. This is managed by the Primary School.

For updated information, application procedures and due dates for Year 7 2025 visit:


 <https://education.nsw.gov.au/public-schools/selective-high-schools-and-opportunity-classes/year-7>

Selective stream entry – Years 8-10

All students have the opportunity to gain entry into the selective stream in Years 8 to Year 10 at Gorokan High School.

Applications are open between late June and late July each year for placement starting in Years 8 to 10 the following year.

Information and applications forms are available from:

 **Gorokan High School Website**
<https://gorokan-h.schools.nsw.gov.au/learning-at-our-school/gats.html>

If you would like further information, please contact Gorokan High School’s HPGE Application Team on 4393 7000.

The purpose of our School Library is to:

- provide resources that support and enhance the school's curriculum.
- promote literature appreciation and reading for pleasure.
- provide a stimulating and inviting environment, which encourages learning and a love of reading.
- provide materials that encompass all points of view, allowing users to make informed decisions & choices.

Library Hours

- 8:00am – 2:30pm each day
Thursdays 8:00 – 1:45pm
- Recess and lunch each day except for Lunch – Week B.
- The Library may be closed at times for exams or meetings. A sign will be placed at the Library entrance to inform students.

Borrowing

- **Year 7 – 10 students:**
2 fiction and 2 non-fiction books.
- **Year 11 – 12 students:**
6 fiction and 6 non-fiction books as well as specific subject textbooks that are required for course work.
- Library books can be borrowed for two weeks and be renewed as required.
- Textbook loans are for a Term or Year depending on the subject.

Returning

- Books can be returned between 8:00am and 2:30pm.
- Place books into the **return slot** located in the circulation desk.
- Return **Textbooks** to the library not the classroom teacher.

Overdue Books

- Students with overdue library books are unable to borrow more books. Textbooks can still be borrowed.
- Overdue notices are emailed fortnightly to student's DET email.
- Any issues with overdue books, see Ms Powell as soon as possible.

NOTE: If library or textbooks have been lost or damaged, payment for replacement can be made at the front office. Present payment receipt to the library to have lost/damaged book removed from student's Overdue Loans.

Printing and Photocopying

Printing for assignments is available in black/white and colour.

Printing and photocopying charges

Black and white: \$0.10 each
Colour: \$0.20 each

Timetables

- Student timetables can be reprinted by Library staff at recess and lunch for \$0.50.
- Students can also view their timetable during recess and lunch using Library computers.

Assignment Submissions for –Years 11 and 12

- Seniors need to submit assessment tasks in the Library on the due date PRIOR to 8:20am.
- Plastic sleeves and yellow submission forms are available in the senior study.
- If students have problems printing tasks, DON'T PANIC! Email the file to Ms Powell to print:
samantha.powell@det.nsw.edu.au

Supported Senior Study (SSS)

Wednesdays 2:30pm – 4:00pm

SSS is a place for quiet study in the Library with teacher supervision, access to computers and resources and light refreshments for attendees.

My School Library – Online

Students can browse and reserve books **ONLINE** from Gorokan High School Library via the **My School Library App** which is accessible on the Student Portal.

Wheelers ePlatform

GHS subscribes to the Wheelers ePlatform where students **can browse and borrow the collection to read or listen to audio books**. Once students are enrolled at GHS they will be able to download the **ePlatform app** on their own device, phone or laptop.

 www.eplatform.co/au/find-libraries/

1. SEARCH Gorokan High School
2. LOGIN using your Department of Education Username & Password.

World Book Online

Gorokan High School subscribes to World Book Online – a resource similar to the World Book Encyclopedia except digital. It is user friendly and suitable for all high school age groups.

The World Book Web includes several reference sites that feature:

- A vast collection of primary source documents, thousands of editor-selected websites, research tools including a timeline and citation builder, current magazine and newspaper selections.
- Students can create individual accounts to save their research for future use.

 <https://www.worldbookonline.com>

LOGIN: gorokanhs

PASSWORD: gorokanhs

TV4Education

TV4Ed is an educational streaming service that allows students to watch age-appropriate movies and TV programs.

Access is via a link on the **GHS Sentral Student and Parent Portal**.

Library Links

Central Coast Library Service:

 www.centralcoast.nsw.gov.au/libraries

State Library of NSW

 <https://www.sl.nsw.gov.au/>

Useful Information

| ABSENCES

Please phone 4393 7039 on the date of a student's absence or reply to our SMS messages.

If parents/carers are not receiving SMS messages please contact the school to update the contact details.

Every absence from school should be explained within 7 days of the absence.

See Attendance – Page 13

ABSENCE NOTES should:

- state the date, students full name and year group – printed clearly.
- have a full explanation of absence. If this was illness, nature of illness should be stated, etc.
- be signed by parent/carer.
- be handed in at the front office.

Notes are filed on Student Records and must be available for the Home-School Liaison Officer, if required.

LATE TO SCHOOL

If a student arrives late to school, they require a note from their parent/carer explaining why they are late. The student will need to report to the Office where a late slip will be issued.

If a student does not have a note, parents/carers will be contacted via SMS to follow up on the student's late arrival.

EARLY LEAVER

Students who have a special reason for leaving school early must present a note from their parent/carer before 8:20am.

Procedures for leaving school early including THURSDAY SPORTS DAY:

- All early leaving notes are to be given to Year Advisers 24 hours in advance.
- Notes **MUST** include student name, date, time of leaving, reason, method of travelling home and parent/carer signature.
- Passes will be provided to students.

| ABORIGINAL EDUCATION OFFICER (AEO)

Aboriginal Education Officers provide assistance to teachers, Aboriginal students and their families to support improved learning, welfare and well-being outcomes for Aboriginal students.

| ACCIDENTS

Must be reported immediately to the nearest teacher. The Deputy Principals or Principal must be notified. Any student who witnessed the accident may be required to fill in a report on the accident.

| AECG

Our local Aboriginal Education Consultant Group, Muru Bulbi AECG meet twice a term. Check our school calendar for meeting dates and venues.

| BEFORE SCHOOL STARTS

When students arrive at school in the morning they are required to move into school grounds and not loiter outside the gates, around the bus bay, Lake Haven Shopping Centre or any fast food outlets.

| BEHAVIOUR

Students are expected to comply with the School Code of Conduct. Bad language is not acceptable in a school situation, nor is spitting, pushing, shoving, fighting, fruit fights, smoking, stealing, etc will not be tolerated at any time.

See Wellbeing and Discipline – Page 19

| BIKES, SCOOTERS and SKATEBOARDS

On arrival at school, bikes, scooters and skateboards are to be taken directly to the bike racks and secured by the student's personal lock or placed in the scooter shed.

They are to remain in the area until 2:30pm (Thursdays after sport 1:45pm).

The bike racks and scooter shed are out of bounds throughout the day.

The riding of bikes, scooters and skateboards are strictly prohibited on school grounds due to pedestrian safety.

The school accepts no responsibility for these items on the school premises.

| BROKEN SCHOOL EQUIPMENT

Broken equipment is to be reported to the classroom teacher. Any equipment outside the classrooms that is considered dangerous for student use must be reported to a supervising teacher or the Deputy Principal.

| BUS TRAVEL

All students are expected to wait patiently for the bus in orderly lines. Upon boarding and exiting the bus, students are to tap their opal card. They are expected to remain in their seats and behave in an orderly and courteous manner.

Transport NSW – Student Code of Conduct when travelling

<https://transportnsw.info/student-code-conduct>

To apply for a new or lost School Opal Card or to update address details visit:

apps.transport.nsw.gov.au/ssts

| CANTEEN

The school canteen menu and ordering is available online. For full details and instructions on how to sign up to Flexi Schools, visit:

www.flexischools.com.au/parents

You can also follow the Gorokan High School Canteen Facebook Page:

[gorokanhighschoolcanteen](https://www.facebook.com/gorokanhighschoolcanteen)

or visit our school website:

gorokan-h.schools.nsw.gov.au/about-our-school/canteen.html

EFTPOS is available.

| CAREERS

The Careers Adviser will be at the Careers Office during lunch times to give students any help and advice they may need.

| CARPARK

The carpark is for staff use only. No student or parent/carer parking is permitted onsite.

For safety reasons the car park is **out of bounds** for all students.

Students are to be dropped off and picked up in Goobarabah Avenue or outside of school grounds.

| CLASSROOM ROUTINE

Students are expected to line up outside the classroom when the bell rings. Students are NOT to be in a classroom without a teacher.

| COMMON ROOM

The Staff Common Room is for the use of staff only. Students are not permitted to enter or use it as a thoroughfare to the Science rooms.

| COMMUNICATION

EMAIL

Gorokan High School communicates regularly via email. If you do not receive any emails from us, please contact the front office on 4393 7000 to confirm your email is correct or add a second email to the contact list.

WEEKLY SNAPSHOT

A weekly snapshot of upcoming dates and current events will be emailed on Fridays.

SEMESTER NEWSLETTER

Our newsletter will be emailed and uploaded to the GHS website after each Semester.

WEBSITE

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

EVENTS and NEWS pages.





NSW EDUCATION PARENT APP

Get EVENT and NEWS notifications direct to your phone.

Download the app to your iphone or android and search for Gorokan High School.



SOCIAL MEDIA

-  GorokanHS
-  Gorokanhighschool
-  Gorokan High School
-  GorokanHs

| CONFISCATED ITEMS

Confiscated items are to be collected from the teacher or deputy principal at the end of the day. **It is the student's responsibility to collect any items.**

| CORRIDORS

Students are to move quickly from one room to another when changing lessons. As much as possible, students are to keep to the left when moving around. **Corridors are out of bounds during recess and lunch** as they are not a play area.

| COUNSELLOR

Students can self-refer to see the School Counsellor at the Hub. A time will be arranged and the student will be sent for. Parents/carers can make an appointment by phoning the school.

| DETENTION

Students whose conduct is unsatisfactory during a lesson may be asked to report to a staff member for the first half of lunch.

| ELECTIVE CHOICES

Elective choices are made during Term 2 for Year 8 students. Elective classes operate in Years 9 and 10. Students should choose their elective classes carefully as changing electives is usually not possible.

| EMERGENCIES

If parents/carers wish to contact their child urgently, please phone the school on 4393 7000.

If parents/carers wish to collect their child from school before the end of the day, they must come to the main office and sign them out. The student will be sent for and asked to report to the main office along with their school bag.

| EMERGENCY PROCEDURES

LOCKDOWN – is a procedure used when there is an immediate threat to the school, e.g. intruders. Lockdown minimises access to the school and secures staff and students in rooms.

As part of this procedure everyone must remain in the room until the situation has been declared safe by an authorised person such as the Principal or Deputy. Students are to remain in classrooms. Outside groups move to school Hall or Library.

LOCKOUT – is a procedure which prevents unauthorised persons from entering the school and is commonly used when the threat is general or the incident is occurring off the school property. This procedure allows school activities to continue as normal during the outside disruption. Lockout sees the school perimeter secured and shut. Classes and school operations will function as normal as possible.

EMERGENCY EVACUATION – is the procedure for fire or any other occasion that requires the evacuation of students from buildings to a safe area.

Gorokan High School's safe area is the northern end of the Main Oval. All years will assemble on the main oval – Years 10, 11, 12 across the halfway line. Years 7, 8, 9 across Northern try line. Staff and students are to stay well clear of the main gas bottle located between canteen and car parks. All bags are left in classrooms.

| EMERGENCY SIGNALS

EVACUATION:

Repeated short blasts of a fast-rising sound.

LOCK DOWN:

Continuous slow rising sound.

LOCK OUT:

Announcement to staff rooms via email and internal pager. Administration staff to notify outside spaces, gym and old hall.

CRISIS OVER:

Indicated by Horn Sound.

ALL CLEAR:

Remain in location until an *All Clear* is given by the Safety Warden.

| ENERGY DRINKS

Energy drinks are not permitted on school grounds or while engaged in any school activity off site.

| EXCURSIONS

Permission notes will be emailed home via School Bytes. If emails are not received contact the Admin Office on 4393 7000 to confirm your email is correct.

| FLEXIBLE LEAVE – SENIORS

Senior students are required to attend all timetabled classes and school events, eg assemblies and sport carnivals. Attendance at after school classes is also mandatory.

Poor attendance could jeopardise the award of a RoSA or Higher School Certificate.

Attendance privileges will be explained to all students eligible for flexible timetabling arrangements. Students and parents/carers are required to sign Flexible Leave Contracts.

Seniors are to be in class or in the Library. They are **NOT** to be in the playground during study periods.

| LATE TO CLASS

If students are delayed by a teacher, they require a note from that teacher to take to the next class. This note should show student name, class, date, time and reason.

| LOST PROPERTY

Any **personal items** found are to be handed in to the Front Office.

If students have lost any property they can check with the front office if it has been handed in.

Any **lost uniforms** are in a container in the Wellbeing Hub.

| MEDICATION

Students who are required to take any form of medication during school hours **MUST** have a **Consent to Dispense Medicines form** and a **Medical History form** to be completed by the parent/carer.

Medication must be supplied in the original prescribed container and not be expired.

Gorokan High School will not supply unprescribed medication including Panadol and Nurofen.

| MUSIC ROOMS

Music rooms are out of bounds unless students have a pass from the CAPA Faculty which shows they have been given special permission for specific rehearsals.

| NATIONAL TESTS

- NAPLAN – National Assessment Program Literacy and Numeracy for students in Years 7 and 9 in May.
- VALID – Essential Secondary Science Assessment given to Year 8 students in November.

| PARENT PORTAL

SENTRAL

Sentral Parent/Student portal provides information about student attendance etc. Please contact the Admin Office 4393 7000 for access instructions.

SCHOOL BYTES

School Bytes portal provides access to Excursion/Incursion permission notes and payments.

To setup your portal access:

 <https://portal.schoolbytes.education/>

| PARENT/TEACHER EVENING

Parent/Teacher evening is held in Term 3 and provides an opportunity for parents/carers to meet with teachers to discuss student progress and view work being done in the subject area.

Online bookings via Sentral Portal will be emailed prior to the event.

| PARENT INTERVIEWS

Interviews with Principal, Deputy Principals, Head Teachers, Year Advisers or Class Teachers may be arranged by contacting the Front Office on 4393 7000 for an appointment.

| PARENTS AND CITIZENS ASSOCIATION

Gorokan High School P&C meets twice a term, usually Weeks 3 and 8, on a Wednesday at 6.00pm in the Admin Office. All parents/carers are welcome to attend these meetings.

To contact the P&C please email: gorokanhighschool@pandcaffiliate.org.au

| PASSES

It is the student's responsibility to ask for a PASS for the following:

- Late entry to class
- Out of class during lesson time
- Toilet during class
- Leaving school early
- Being out of uniform
- Being in some playground areas

| PAYMENTS

Payments can be made **ONLINE** via School Bytes which is accessible by the school's website or email link.

CASH or EFTPOS payments can be made in person at the school office from 7:45am to 2:15pm.

Large amounts of money should not be carried by students at school. Money may be left with Administration Staff for safe keeping and collected at the end of the day.

| PHONE MESSAGES

Urgent messages from parents/carers will be sent to students by the Administration Staff.

| PDHPE

PDHPE is a compulsory part of the school curriculum for the RoSA (Record of School Achievement). If students are unable to take part in PE lessons, a note must be handed to the PE Staff with a Doctor's Certificate attached.

| PUNCTUALITY

All students are to be punctual to school and class. No student is to be in the toilets between lessons. Students are expected at the end of recess and lunch to move to their next class as soon as the bell sounds.

| REPORTS

Reports are emailed at the end of each semester. Please ensure your email is current.

| ROLL MARKING

Roll call is marked at 8:20am. Class rolls are marked in each lesson of the day.

| SCHOOL SERVICE

One of the aims of Gorokan High School is to teach students the ideal of service.

School service activities are rostered duties others voluntary.

Listed below are some of the avenues of service for the school community:

- Student Representative Council
- Office Duty
- Fund Raising Activities
- Library Monitor
- School Productions

| SICK BAY, FIRST AID and STUDENT ILLNESS

If a student is sick in the morning, please keep them home to recover.

An ill child is primarily the parent's responsibility. No student should be sent to school if the parent suspects that they are **not well** early in the morning.

Arrangements should be made by the parent for the care of their child.

Gorokan High School does not have any school medical services available, but staff members will do their best to assist students and make them comfortable if they are sick or injured.

SICK BAY

Students are not to take themselves into the Sick Bay. Unwell students must report to their class teacher who will send them to the main office with a note.

Parents/carers (emergency contacts if parents/carers are unavailable) will be contacted and asked to make arrangements for the student to be collected.

INJURIES/ILLNESS REQUIRING AN AMBULANCE

Students requiring transportation by Ambulance will be covered by The Department of Education IF families do not have private health insurance.

| SPORT

Thursday Sport – 12:20pm to 1:45pm

Sport is a compulsory subject for the award of a Record of School Achievement (RoSA). Students can select from a range of sports each term.

- If a student is sick or injured a non-sport room operates
- Students need to be punctual to Sport Buses
- The Sport organisers will explain responsibilities during sport sessions and students are expected to follow these instructions.

Students leaving from sport venue

If a student is participating in a sporting activity near home, permission to leave from the venue can be given via School Bytes Consent by selecting the appropriate tick box. This will enable a student to go directly home from sport, instead of returning to school after sport.

School Carnivals

School Carnivals are held for swimming, athletics and cross country running. The carnivals are compulsory school days and non-attendance requires students to supply the school with a note explaining their absence.

Gala Days and CHS Knockout Teams

Gala days (selected sports) and CHS knockout teams are selected throughout the year. Announcements for trials are posted on Sentral Daily Notices for students.

| STUDENT DRIVERS

There is no student parking available in school grounds. Students using private vehicle to drive themselves or other students to school activities such as sport and excursions at other venues are required to **submit a consent form for both the driver and any passengers.**

| STUDENT REPRESENTATIVE COUNCIL (SRC)

The SRC are students who have self-nominated for these positions after application to the Principal. If students are interested in becoming involved please see the SRC Co-ordinator or Year Adviser.

| TIMETABLES

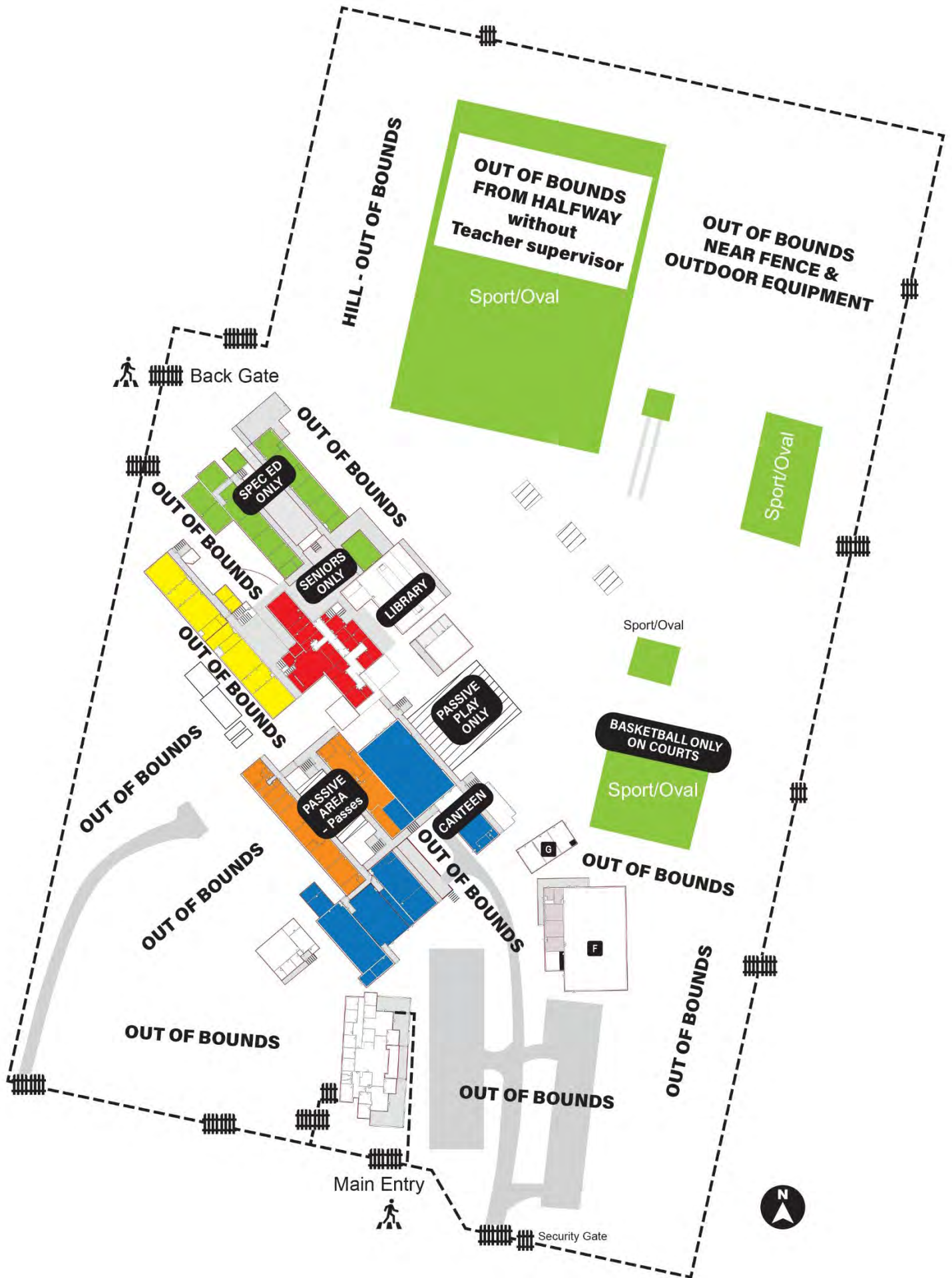
Students can look up their timetable at the Front Office (Student Kiosk) or Library during recess and lunch. Timetables can be reprinted in the Library.

| TOILETS

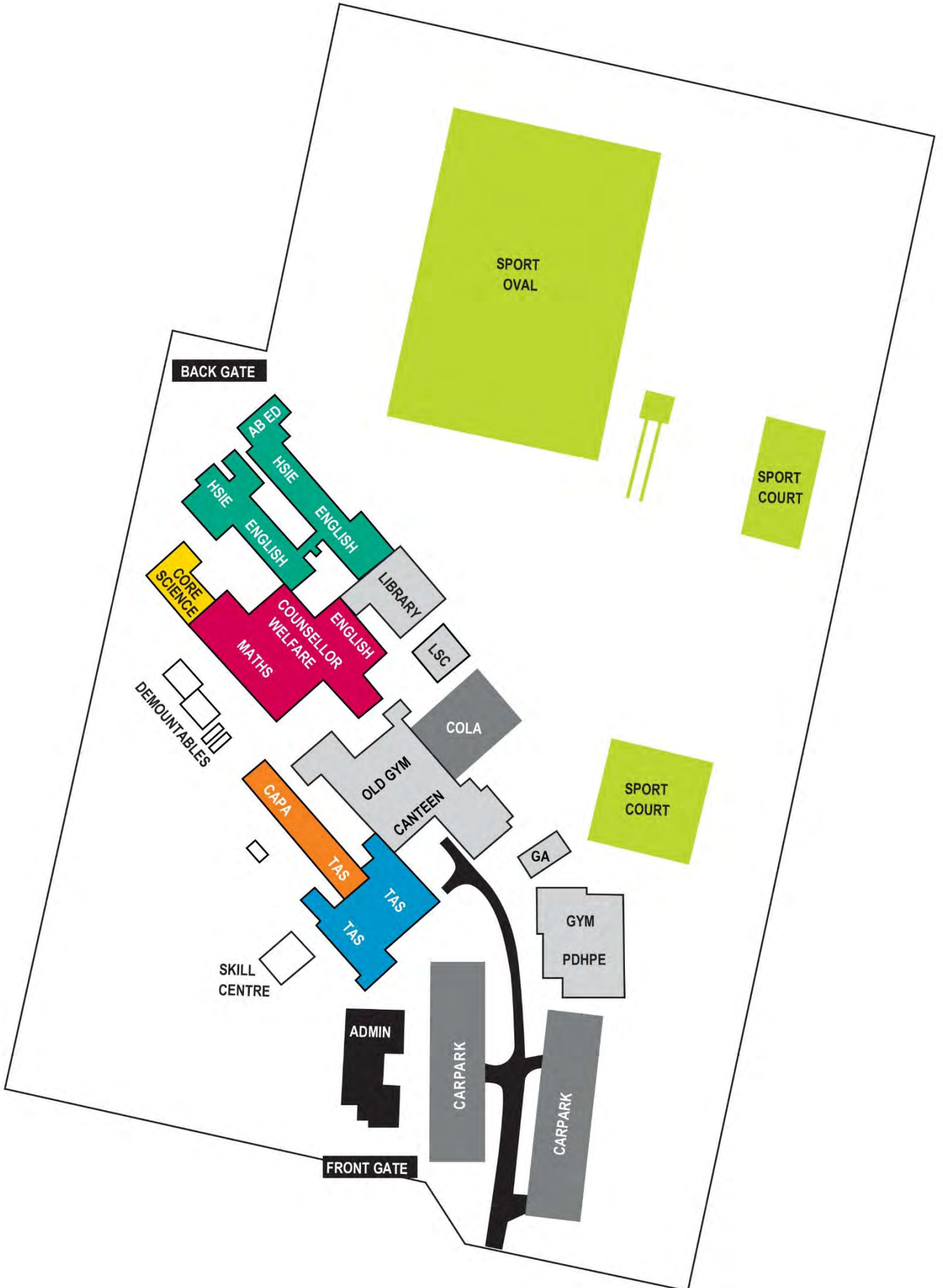
Students are reminded that toilets are not a gathering area. Any student wishing to use toilets outside of recess and lunch must **obtain a pass from their teacher.**

On many occasions there has been vandalism in the toilet areas. If a student witnesses any act of vandalism please report to Deputy Principal.

Out of bound areas



Gorokan High School Site Map





UPPER LEVEL





Gorokan High School

Goobarabah Avenue, Gorokan NSW 2263

P 02 4393 7000

E gorokan-h.school@det.nsw.edu.au

W gorokan-h.schools.nsw.gov.au

 [gorokanHS](https://www.facebook.com/gorokanHS)

 [gorokanhighschool](https://www.instagram.com/gorokanhighschool)