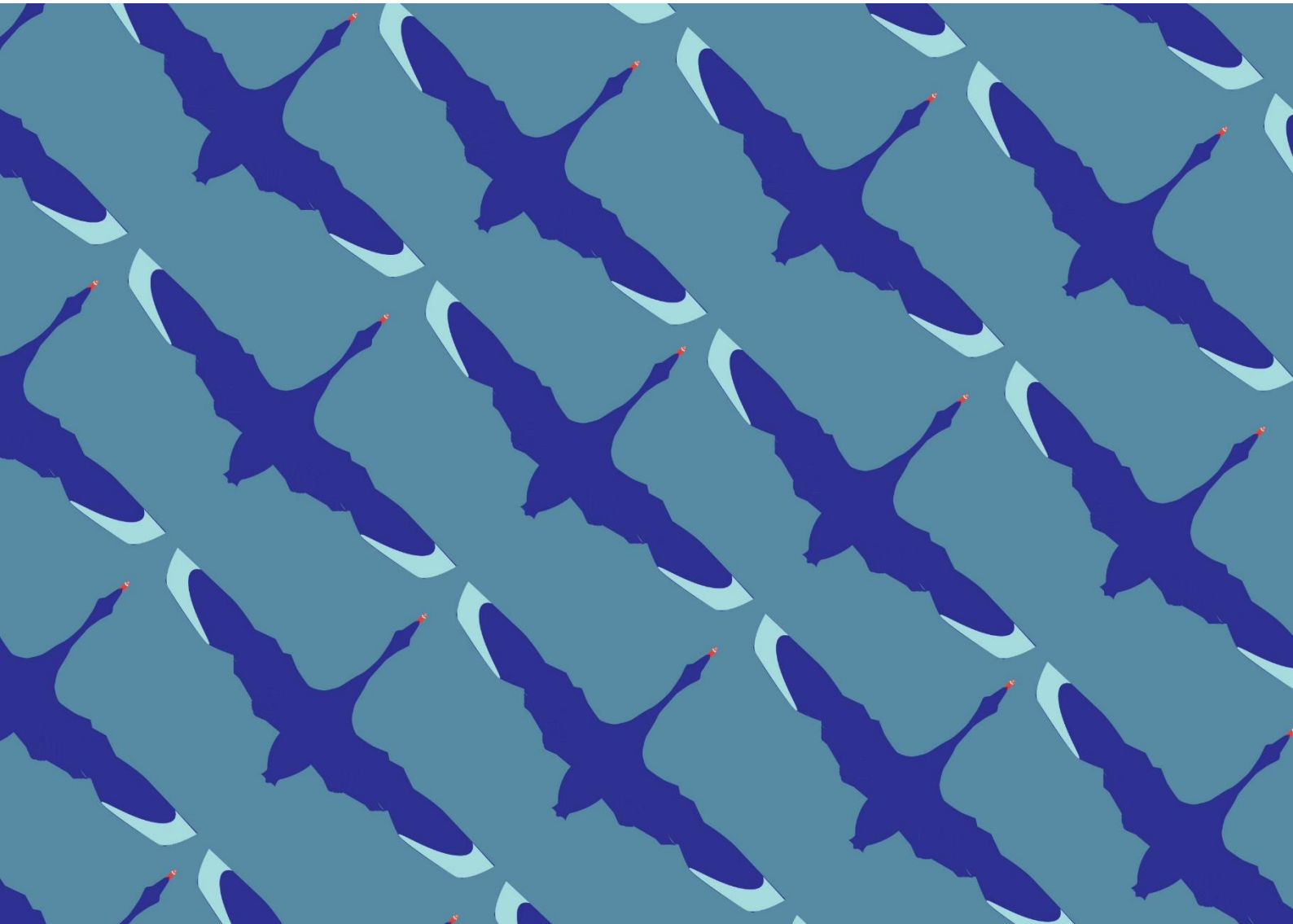


# HANDBOOK

## 2022



# Casino High School



# Welcome to Casino High School

There are many new students enrolling at Casino High School in any one year. Whether they are entering Year 7 and commencing their high school life or changing schools after relocating to Casino, it is important to us that they feel welcomed.

An important way in which we can do this is to ensure that students and parents have access to basic information on “how things work” in our school.

Our school has a Positive Behaviour for Learning Program. With this program we have identified four school values – Be Respectful, Be Inclusive, Be Safe and Put in Effort. We expect all students to conduct themselves appropriately at school and follow these school rules.

Important people to assist you when you enrol at Casino High School are your Year Advisor and your Deputy Principal.

This booklet is designed to assist your transition into our school to be effective and enjoyable.



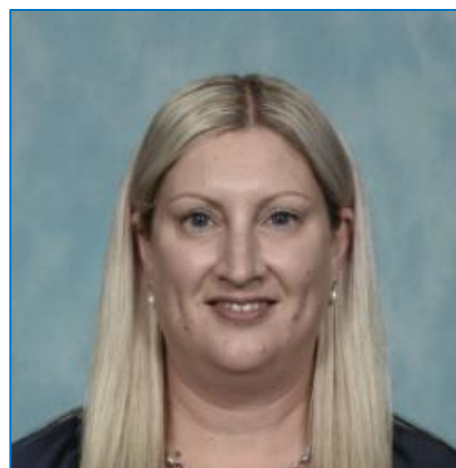
Mr Moar  
Principal



Mr Moar  
Principal



Miss Kearney  
Deputy Principal  
Years 7, 9 & 11



Miss Bennett  
Deputy Principal  
Years 8, 10 & 12

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Term Dates 2022	
Term 1	Friday 28 January to Friday 8 April
Term 2	Tuesday 26 April to Friday 1 July
Term 3	Monday 18 July to Friday 23 September
Term 4	Monday 10 October to Tuesday 20 December

### 2022 Commencement Dates

Staff Development Days (Staff only) Friday 28 and Monday 31 January 2022  
 Years 7, 11 and 12 Tuesday 1 February 2022  
 All Students Wednesday 2 February 2022

### Enrolment Procedures

Enrolment applications are available on the school's website, to apply online your child must be a NSW resident, an Australian or New Zealand citizen or permanent resident and be living in the local enrolment area of the school for which you are submitting an application.

The designated intake areas are determined by the Department of Education and many NSW Government schools have specific local enrolment areas. The Administration office staff can advise you if you are within our zone. Supporting documentation to verify the student is living in the Casino High School zone will be required, these documents can include rental documents, rates notice and other forms of documentation.

If unable to access the online application process, enrolment applications are available at the School Administration office.

### Visiting the School

In the interest of student and staff safety, it is a legal requirement that all visitors to the school sign in at the Administration Office. This will be done electronically using a QR code. Visitors will be given a visitor's label to wear whilst on site and are also required to sign out on departure.

### Transport

Free Travel Pass - the cost of travel on bus lines is paid by the Government provided the students live outside the 2.0 kilometres radius from the school. **All new enrolments that travel by bus** should complete the online application form at [transportnsw.info/school-students](https://transportnsw.info/school-students).

A Private Vehicle Conveyance (PVC) Subsidy is available for eligible school students where there is no public transport available for all or part of the journey of more than 1.6km. The PVC Subsidy is paid based on the distance between their home and the nearest transport pick up point or school. The Subsidy may also be available on medical grounds. Apply online at [transport.nsw.gov.au/schooldrive](https://transport.nsw.gov.au/schooldrive)

Rail Concession passes are available to students (over 16 years of age) from the Student Services Counter.

### Parking on the Grounds

When attending a meeting, parents and carers are asked to follow the internal signage with regard to parking.

Parents and carers are asked not to enter the grounds whilst delivering or collecting students unless there is an emergency or special reason that has been approved by the school. Parking is



limited and the congestion caused by parents/carers entering and leaving the grounds at the beginning and end of the school day is a safety hazard for students and staff.

## **Parent/Teacher Meetings**

Meetings are held for parents/carers to consult with class teachers after the Half Yearly Assessments to discuss your students' progress.

Various important meetings are held throughout the year, these include information evenings for course selections, motivational speakers and literacy. We encourage all parents/carers to attend these meetings and information nights.

## **Concerns**

If you are concerned about your students' progress or wish to pass on information that may assist in your student's learning, parents are encouraged to contact the teacher concerned or the students Year Advisor by phoning the school to arrange a meeting or request a return phone call.

Other staff members who may assist parents are the Learning and Support Team, Aboriginal Education Officer, School Counsellor, Supervisor of Female Students, Head Teacher of a subject area or a Deputy Principal. All of which may be contacted via the school office.

## **Supervision Before and After School**

On arrival at school in the morning, students are expected to move directly to the quadrangle area. There is no supervision in the school before 8:30 am in the morning or after bus supervision at the end of day. Please do not send students to school before 8:30 am.

## **Late Arrivals and Early Leavers**

Students who arrive late to school must sign in at the Student Services Counter on arrival with a note of explanation from a parent/carer.

Students are only permitted to leave school before the end of the school day if they have a note signed by their parent/carer. This note must be presented at the Student Services Counter before school begins at the start of the day. Students who have permission to leave the school must have their early leavers slip from the office with them when leaving the school grounds. Please refrain from calling during school hours to sign your student out.

All notes should be written by a parent/carer and clearly stating the students name, year, parents name, contact details and explanation for absence. There are special conditions covering the rights and responsibilities of senior students. These are given to Year 11 and 12 students in a separate Policy Statement.

## **Attendance**

All New South Wales students must complete Year 10 or equivalent. After Year 10, and up until they reach 17 years of age, there are a range of flexible options for students to complete their schooling.

Punctuality and regular attendance are essential for satisfactory progress. Written explanations for all absences should be handed in at the Student Services Counter within seven school days of an absence. If a note or text is not received the absence will remain "unexplained" on the student's record. This can affect any Centrelink payments as per Department of Education attendance guidelines. The Department of Education Home School Liaison Officer (HSLO) regularly monitors the attendance of all students.

Parents and Carers of students who are marked absent at roll call will receive a message via SMS if a mobile number is available.

## Lesson Times and Punctuality

Students are required to arrive on time and attend all timetabled lessons with the necessary equipment. If a student misplaces their timetable a new one can be obtained from their Year Advisor.

## Sick and Injured Students

Students when sick during class time will be sent by their class teacher with a lanyard from their Class Teacher to see either Mrs Wall, Girls Supervisor or Mr Moar, Boys' Supervisor, who will then arrange admission to sick bay.

Office staff will make the student comfortable, assess the situation, provide any necessary first aid and contact the parents and carers. If the student becomes injured or ill during Breaks 1 or 2, the student should report to the teacher on duty who will send the student to the office with a lanyard. In the case of serious injury an ambulance will be called and first aid provided by a member of staff with a First Aid Certificate until the ambulance arrives.

## Lunch Passes

Lunch passes will only be issued to students who live in the close vicinity of Casino High School. Passes will not be issued to students who live on the town side of the railway line. Students wishing to go home for lunch **must apply** for a lunch pass from the Deputy Principal and the pass is only valid for the student's home address. The application is to be signed by the parent or carer and returned to the Deputy Principal, who will process the pass. Students going home for lunch must return to school before the end of Break 1. Constant lateness will result in the cancellation of the lunch pass.

## Subject Requirements and Personal Property

Year 7 Book Packs and calculators are available for purchase from the Uniform Shop. A booklist for Years' 8 to 10 is displayed on the Casino High School Website. The School Canteen has a limited supply of pens and exercise books for purchase.

Upon arrival at school, bikes and scooters should be locked to provide adequate security. Helmets must be worn when riding to and from school, and remain the responsibility of the rider whilst at school. Skateboards are not an acceptable means of transport and should not be brought to school.

## Homework

It is expected that students devote some time each night to written homework or revision of the day's work. Satisfactory progress requires frequent revision of class work in high school. Students should plan their next day, have all required books/materials for each lesson and homework, essays, assignments etc. completed and handed in on time.

## School Library

The library is open and available each day for all students. We encourage students to use the library space for personal research and school projects. The School Librarian, Mr Bell, is only too happy to help students find resources to assist students with personal interest reading or school projects.

Library loans are for two weeks and there is a limit of three books on loan at any one time. If students have more than two overdue books, they will need to speak to the Librarian or Library Assistant before taking out further loans.

Laptops can be booked for Break 1, there is a one person per laptop policy. Students doing school work will receive preference on laptops. Misuse of laptops will result in the loss of laptop privileges, including a lockdown of the student's internet access. Loading games onto laptops from flash drives is prohibited. No games are to be played on the library laptops unless they have been approved first by the School Librarian.



Students are permitted to do school work or leisure reading during Break 2. Laptops are not permitted for leisure during Break 2 however, if a laptop is required permission from the Librarian or Library Assistant is necessary. Students are encouraged to enjoy the outdoors or find a place to read, relax or chat quietly.

Prior to class, students must line up outside the library and wait for their teacher before entering. School bags are left in the allocated area in the foyer. Valuables can be brought into class if needed.

In addition to the school rules, it is expected that students will follow the three basic Library rules:

- students will have regard for other students studying and keep noise to a respectable level.
- treat the library resources with care.
- return all the library resources to their correct location.

## **Newsletter**

The School Newsletter is published three times per term and distributed to parents and carers via email. A printed copy is also available upon request. The newsletter is an important tool to inform students, parents and carers about current happenings and achievements of our students in the school. Copies of the newsletter are also available at the Front Office.

A school bulletin is published every other week and emailed to parents. A copy is also available on school website - [www.casino-h.schools.nsw.edu.au](http://www.casino-h.schools.nsw.edu.au)

## **Socials**

School Socials are held each term, commencing at 6pm and finishing at 9pm. These events typically have a theme and are fully supervised, with students not permitted to leave the venue during the social. Parents are required to make arrangements for their child to travel home at the end of the event.

Tickets are on sale at school from the SRC students during Breaks 1 and 2 and must be purchased prior to the social. Students on a discipline level cannot attend socials nor students who have a history of poor behaviour at past socials.

## **Assemblies and Awards**

Whole school Assemblies take place each week where essential information is provided to students and Positive Behaviour for Learning (PBL) is also reinforced. Faculty Achievement Awards are presented to students for their outstanding efforts in class.

Each Semester Formal Academic Assemblies are held for each year group. The Principals, Year Advisor and Academic Excellence awards are presented to students.

Additionally there are also annual Assemblies including the Year 12 Formal Assembly, Sports Award Assembly, ANZAC and SRC Assemblies.

All major assemblies take place in the "The Len Walsh Hall". Parents and carers are invited to attend together with dignitaries and sponsoring business houses.

## **Public Speaking and Debating**

All students have the opportunity to participate in class public speaking competitions with year finalists competing for the 'Gunthorpe Shield' at the regional Lions Club meeting. There are also numerous opportunities to participate in interschool debating competitions.

## **Student Representative Council**

The Student Representative Council (SRC) comprises of elected representatives from each year group that meet regularly to discuss, plan and actively follow up on student related issues.

The SRC fosters responsible student advocacy, leadership and community participation across a range of situations. Their opinion is sought on matters regarding the school environment, student wellbeing and issues raised by students regarding the performance of the school

Being a member of the SRC provides students the opportunity to show leadership and have a say in the running of the school

### **Staff Development Days**

Staff Development Days enable staff to participate in a range of activities aimed at the overall development of the school. These could include the School Management Plan, setting goals and objectives, curriculum changes, student welfare programs and leadership training etc. Parental involvement in these days is welcomed, when the program is relevant.

### **Parents and Citizens Association**

Our Parents and Citizen's Association (P&C) is made up of parents and carers, teachers and community members. The P&C meets regularly to contribute to decision-making, developing policies, improvement plans and to provide assistance and support to the school. Meetings are held on the last Thursday of each month at 5 pm. We welcome parents and carers of new and current students to come along and join the Association. The meeting dates are advertised via the School Newsletter.



Mrs Karen Armstrong  
P&C President

### **Parent Portal**

Casino High School has undertaken an initiative to provide parents and carers with discreet information about their student's progress via access through the Parent Portal. An access key is sent to the parent email address that is registered with the school for each student. To register for access to the Parent Portal the address is <http://web1.casino-h.schools.nsw.edu.au/portal/register>. Login with your registered email address to create a username and password. Once registered continued access is available via <https://web1.casino-h.schools.nsw.edu.au/portal> for parents and carers to observe and manage their student's enrolment at Casino High School.

### **Key Learning Areas**

The NSW School Curriculum is organised into key areas of learning as required by the Education Reform Act, 1990. There are eight secondary school Key Learning Areas.

Teachers provide students with many educational opportunities which help them to learn in more than one Key Learning Area (KLA) at the same time.

The secondary school KLAs are:

- English
- Mathematics
- Science
- Human Society and its Environment
- Languages other than English
- Technological and Applied Studies
- Creative and Performing Arts
- Personal Development, Health and Physical Education

This is to comply with the syllabuses for the Australian Curriculum. For more details, contact either of the Deputy Principals.

## Current Courses of Study Offered

Year 7	Year 8	Year 9 & 10	Years 11 & 12
<b>Mandatory Subjects</b>	<b>Mandatory Subjects</b>	<b>Mandatory Subjects</b>	English Advanced
English	English	English	English Standard
Mathematics	Mathematics	Mathematics	English Studies
Science	PDHPE	Science	Mathematics
History and Geography: - Aboriginal Studies	Science	PDHPE	Mathematics Standard
Music	History and Geography: - Aboriginal Studies	History and Geography	Chemistry
Visual Arts	Technology	<b>Elective Subjects:</b>	Biology
Technology	Japanese	Commerce	Physics
PDHPE	<b>Elective Subjects:</b>	Aboriginal Studies	Legal Studies
Library and Information Literacy	Agriculture	Agriculture	Business Studies
	Visual Arts	Child Studies	Aboriginal Studies
	Food Technology	Drama	Ancient History
	Textiles Technology	Food Technology	Modern History
	Industrial Technology Metal	Industrial Technology Metal	Society and Culture
	Industrial Technology Timber	Industrial Technology Timber	Industrial Technology Timber
	Music	Textiles Technology	Agriculture
	Games and First Aid	Visual Arts	Visual Arts
	Photography	Music	PDHPE
		Electronics	Exploring Early Childhood
		Information Software and Technology	Work Studies
		Talented Athletes Program	Sport, Lifestyle & Recreation
			<b>VET Courses:</b>
			Construction
			Hospitality
			Metals and Engineering
			Primary Industries
			Retail Services

## **VET and School**

Vocational Education Courses are available for senior students wanting to study an industry-based pathway as part of the Higher School Certificate. Students can attain a qualification that prepares them for the workforce.

Vocational courses are growing rapidly and are offered both by Casino High School and TAFE NSW. Many of these courses offer students dual accreditation in VET and the HSC.

## **Higher School Certificate**

The Higher School Certificate is the responsibility of the NSW Education Standards Authority (NESA).

The Higher School Certificate awarded to school and students who satisfactorily complete the required program of studies for Years 11 and 12. Results are based on school assessments and external examinations.

For further information, contact either of the Deputy Principals or the NSW Education Standards Authority [www.educationstandards.nsw.edu.au](http://www.educationstandards.nsw.edu.au)

## **Assessment of Studies**

### **Years 7 to 10**

A School Report is sent to parents to indicate student progress and achievement at the end of Semester 1 and Semester 2.

Semester Reports contain a series of grades and marks indicating the progress of students in achieving the outcomes prescribed by the NSW Education Standards Authority for that particular subject.

In each subject, students are advised on how particular outcomes will be assessed and how this will contribute to their achieving at a satisfactory level in the course.

When students fail to complete assessment tasks on time or to a satisfactory standard, parents will be notified.

### **Years 11 and 12**

School Reports following half yearly and yearly examinations are based on examination and assessment task results. The HSC assessment ranking is outlined in the HSC Assessment Policy issued to Year 11 students at the beginning of Term 4.

## **Sport and Physical Education**

Students in Years 7-10 are required by the DoE to participate for a minimum of 150 minutes of planned moderate activity with some vigorous physical activity across the school week.

To meet minimum requirements, students in Years 7-10 are required participate in both the mandatory Weekly Sport Program and timetabled Physical Education lessons.

Sport and PDHPE play an important role in developing lifelong positive attitudes toward physical activity; building effective communication skills through working with others in team-based activities and enhancing fitness and self-confidence.

Weekly Sport begins at 1.45pm on Wednesday, where students are provided a diverse selection of sporting activities utilising both school-based facilities and venues situated within the Casino community. To enable equal access for all, sports are provided at a minimal weekly cost or at no cost to students.

If a student is unable to attend Sport, a note with a valid reason (signed and dated by a parent/carer) must be presented to the Weekly Sports Coordinator for authorisation before 9.00am on Wednesday.

## **Excursions**

A variety of excursions and sporting trips are organised by the school during the year. Students taking part must be in full school uniform or approved suitable attire and return their signed permission notes no later than the day before the excursion.

## **Special Religious Education**

Students in Year 7 and Year 8 can access 1 period per timetable rotation of Special Religious Education. These lessons are delivered by a specialist teacher who works part time in the school.

## **Contributions**

### **Voluntary School Contribution**

The Voluntary School Contribution provides additional funds which enable our school to purchase items and equipment, teaching materials and books which support the teaching and learning of our students.

The school sends out invoices quarterly and we encourage parents to support the school through this contribution.

### **Subject Contribution**

Subject Contributions specifically cover the cost of consumable items used in elective subjects enabling students to participate in quality practical learning experiences.

### **Student Assistance**

Parents/Carers who cannot pay for subject contributions because of financial hardship may apply for student assistance. Student assistance can also be applied for to help with the costs of uniforms, excursions and extracurricular activities.

If you require assistance, please contact the administration office or speak to the Principal directly. All student assistance applications remain confidential.

General School Contributions 2022			
Years 7, 8, 9 and 10	\$ 75.00	Years 11 and 12	\$ 90.00
<i>Contributions may be paid in instalments</i>			
Year 7 Subject Contributions		Year 8 Subject Contributions	
Music	\$ 15.00	Technology (Semesters 1 & 2 all students)	\$ 60.00
Technology	\$ 60.00	Electives - per term	
Visual Arts	\$ 30.00	Agriculture	\$ 5.00
Total	\$ 105.00	Food Technology	\$ 25.00
		Games Skills / First Aid	\$ 15.00
		Industrial Technology - Metal	\$ 20.00
		Industrial Technology - Timber	\$ 20.00
		Music	\$ 15.00
		Textiles Technology	\$ 12.00
		Visual Arts (clay & underglaze included)	\$ 20.00
		Photography and Digital Media	\$ 18.00
Year 9 Subject Contributions		Year 10 Subject Contributions	
Agriculture	\$ 12.00	Agriculture	\$ 12.00
Child Studies	\$ 10.00	Child Studies	\$ 10.00
Food Technology	\$ 80.00	Drama	\$ 20.00
Industrial Tech. Graphics	\$ 40.00	Food Technology	\$ 80.00
Industrial Tech. Metal + project costs	\$ 60.00	Industrial Tech. Metal + project costs	\$ 60.00
Industrial Tech. Timber + project costs	\$ 60.00	Industrial Tech. Timber + project costs	\$ 60.00
Music	\$ 20.00	Music	\$ 20.00
Visual Arts	\$ 35.00	Textile Technology + project costs	\$ 30.00
Drama	\$ 20.00	Visual Arts (clay & underglaze included)	\$ 35.00
Textiles Technology + project costs	\$ 30.00	Talented Athletes Program	\$ 20.00
Talented Athletes Program	\$ 20.00		
Year 11 Subject Contributions		Year 12 Subject Contributions	
Agriculture	\$ 40.00	Agriculture	\$ 55.00
Building and Construction	\$ 60.00	Building and Construction	\$ 60.00
Drama	\$ 20.00	Drama	\$ 20.00
Hospitality	\$ 90.00	Hospitality	\$ 90.00
plus uniform hire and buttons	\$ 15.00	plus uniform hire and buttons	\$ 15.00
Industrial Tech. Timber + project costs	\$ 60.00	Industrial Tech. Timber + project costs	\$ 60.00
Metals and Engineering	\$ 80.00	Metals and Engineering	\$ 80.00
Music	\$ 20.00	Music	\$ 20.00
Primary Industries	\$ 40.00	Primary Industries	\$ 40.00
Sport, Lifestyle and Recreation	\$ 10.00	Sport, Lifestyle and Recreation	\$ 10.00
Visual Arts	\$ 45.00	Visual Arts	\$ 45.00
LEAP			
School contributions all years	\$ 75.00	LEAP Creative programs - per term	\$ 20.00
Band Instrument hire			
Full year	\$ 60.00	Per term	\$ 20.00
Text books and library books			
Text books are issued on loan to all students according to subject requirements. Damaged or lost books must be paid for. To cover substantial non return of text and library books we ask parents and students to ensure that books are returned.			
Student Assistance Scheme			
The Student Assistance Scheme program supports students who genuinely need assistance with the purchase of school uniforms and/or payment of subject contributions. An application form can be obtained from the administration office. All applications are dealt with individually and confidentially.			



## Year Advisors

Year Advisors are assigned at the commencement of Year 7 and continue with that year group throughout their high school years. They assist other staff in maintaining student wellbeing and support the learning of students in their year group. They attend welfare meetings and play a vital role in the welfare network.

Students are encouraged to discuss any concerns they may have with their Year Advisor who will endeavour to provide the appropriate guidance.



Year 7  
Miss Maslen



Year 8  
Miss Goode



Year 9  
Mr McFarlane



Year 10  
Mrs Armbruster



Year 11  
Mr Carter



Year 12  
Ms Binge

## Careers Advisor

The Careers Advisor organises structured career plans for Years 10, 11 and 12. This can include work experience, work-ready programs and school-based traineeships and apprenticeships.

The Careers Advisor is available to discuss career pathways and information with all students. This can include career counselling, entry to tertiary institutions such as TAFE and universities, scholarship applications, subject selection, resumes, interview preparation, transition plans and referrals to external agencies.



Mrs Weir

## Aboriginal Education Officer

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



Mrs Lambeth

## Counsellor Service

The school counselling service contributes to our students' wellbeing by providing specialised psychological assessments and counselling and intervention services. In addition the school counselling service contributes to student learning and wellbeing outcomes through membership of school based learning and support teams. Access to the school counselling service is gained by:

- self-referral from students
- referral from parents/carers
- referral through the school's Learning and Support Team and
- Principal referral

School based referrals go through the schools Wellbeing and/or Learning and Support Team. Parents and carers are informed of these referrals and are required to give permission for the referral to proceed.

## Supervisor of Female Students

The Supervisor of female students takes an interest in the overall wellbeing of female students. Any female student who feels sick or needs support in any way may approach the supervisor for assistance at any time.

Mrs Wall also coordinates the National School Based Immunisation Program.



Mrs Wall



Health

North Coast Public Health

Covering both Mid North Coast & Northern NSW Local Health Districts

# Year 7 Vaccinations

## Free vaccines, for all Year 7 students

Dear Parent/Guardian

Teams of specially trained registered nurses will be visiting your child's school during Year 7 to offer free vaccinations against serious vaccine preventable diseases.

### Vaccines include:

1. **Human Papillomavirus (HPV)**  
Vaccine (2 doses)
2. **Diphtheria-Tetanus-Pertussis (dTpa)**  
Vaccine (1 dose)

**These vaccines are only provided free whilst your child is in Year 7.**

### What do you need to do?

- ✓ Read Year 7 Vaccination Information Kit which will be sent to you at the start of the school year
- ✓ Complete & sign the Consent Form (make sure you sign it)
- ✓ Return the signed Consent Form to your child to take to school
- ✓ Discuss the importance of vaccinations with your child
- ✓ Ensure your child has breakfast on the morning of vaccination



### More questions?

**Please contact North Coast Public Health Unit on 02 6620 7503 or visit**

[www.health.nsw.gov.au/immunisation](http://www.health.nsw.gov.au/immunisation) for further information and translated copies of the Year 7 Vaccination Information Kit

## Learning and Support Team

Our Learning and Support Team is a whole school planning and support mechanism. It is formed with the purpose of addressing the learning and support needs of individual and groups of students through the co-ordination, development, implementation, monitoring and evaluation of educational and welfare programs.

A prime function of our Learning and Support Team is to ensure that the needs of all students are met. This is achieved through the team facilitating collaborative planning between teachers, support staff, parents and students. The Learning and Support Team have a scheduled weekly meeting.

The following members are a part of our Learning and Support Team:

- Head Teacher Welfare (co-ordinator)
- School Counsellor
- Senior Executive
- Learning and Support Teacher (LaST)
- Head Teacher Support
- Student Support Officer
- Aboriginal Education Officer
- Wellbeing and Health In-Reach Nurse (WHIN)

### Student Support Officer

Student support officers (SSOs) work in schools to enhance the wellbeing and learning outcomes of students. At Casino High School our SSO has a master's in Social Work and has extensive experience working with young people to improve their wellbeing and mental health.

SSOs work closely with the School Counselling service and Learning and Support Team supporting the implementation of the school's whole-of-school approach to wellbeing, helping students develop social and emotional skills through targeted strengths-based programs and strategies that build resilience, coping skills and positive relationships. They also have a pivotal role in working collaboratively with external and other government agencies in their support of students and their families.



Mrs Swan

### Wellbeing and Health In-Reach Nurse (WHIN)

Wellbeing Nurses are employed by NSW Health and co-located in schools. The Wellbeing Nurse works closely with the School Counsellor Service, Student Support Officer and Learning and Support Team. The WHIN works closely with local health and social services to support students and their families on a wide range of health and wellbeing issues. Issues may include mental health, social and behavioural support, physical health, and peer or family relationships.



Mr Marriott

## Casino High School PBL Values

	Respectful	Inclusive	Safe	Effort
All Settings	<ul style="list-style-type: none"> <li>Follow staff instructions</li> <li>Use school talk</li> <li>Value all property</li> <li>Use manners</li> <li>Listen politely</li> </ul>	<ul style="list-style-type: none"> <li>Be kind</li> <li>Be tolerant</li> <li>Accept others</li> <li>Be fair</li> <li>Be patient</li> </ul>	<ul style="list-style-type: none"> <li>Right place, right time</li> <li>Stay in bounds</li> <li>Keep hands and feet to self</li> <li>Use equipment appropriately and for its purpose</li> </ul>	<ul style="list-style-type: none"> <li>Put rubbish in bin</li> <li>Out of class, need a pass</li> <li>Wear school uniform</li> <li>Listen to announcements</li> </ul>
Playground Settings	<ul style="list-style-type: none"> <li>Be aware of others around you</li> </ul>	<ul style="list-style-type: none"> <li>Show sportsmanship</li> </ul>	<ul style="list-style-type: none"> <li>Non-contact sports</li> <li>Be sun safe</li> </ul>	<ul style="list-style-type: none"> <li>Follow game expectations</li> </ul>
Transition Settings	<ul style="list-style-type: none"> <li>Go quietly to class at the first bell</li> <li>Keep hands and feet to self</li> <li>Walk on the left</li> </ul>	<ul style="list-style-type: none"> <li>Share the space</li> <li>Be patient</li> </ul>	<ul style="list-style-type: none"> <li>Line up against the wall</li> <li>Walk</li> <li>Remain on school grounds</li> </ul>	<ul style="list-style-type: none"> <li>Phones away</li> <li>Return to class promptly</li> </ul>
School Class Rooms School Events	<ul style="list-style-type: none"> <li>Phone and earphones off and out of sight</li> <li>Hoodies off</li> <li>Knock on door before entering</li> <li>Respect other peoples space and privacy</li> </ul>	<ul style="list-style-type: none"> <li>Allow others to learn</li> <li>Be helpful to peers and staff</li> <li>Encourage your peers</li> <li>Welcome visitors</li> </ul>	<ul style="list-style-type: none"> <li>Enter spaces in an orderly manner</li> <li>Keep doorways clear</li> <li>Use designated pathways for all venues</li> </ul>	<ul style="list-style-type: none"> <li>Be on time</li> <li>Be a learner</li> <li>Bring correct equipment</li> <li>Stay in designated areas</li> </ul>

## **PBL - Positive Behaviours for Learning**

Casino High School is in the early stages of re-launching PBL. Our four core values are:

<b>R</b>	Be Respectful
<b>I</b>	Be Inclusive
<b>S</b>	Be Safe
<b>E</b>	Put in Effort

## **PARENTS/CARERS RESPONSIBILITIES**

Casino High School is committed to working with parents in the development of socially acceptable behaviour by students to ensure a positive learning environment. This behaviour will allow students to develop the learning skills required for success in life.

Parents are responsible for ensuring their children attend school. They share in the responsibility of shaping their children's understanding and attitudes about acceptable behaviour.

This policy aims to help each student to do well at school and to become self-disciplined and self-directed learners.

Parents are expected to support the school in the application of this Discipline Policy.

The Policy is consistent with the "Core Rules for Students in NSW Government Schools". See Memorandum DN/06/00154 within this policy.

## **Anti-Racism**

Racism and racist behaviour are not tolerated in NSW public schools. Everyone in a NSW government school – students, staff, parents, carers and community members – is expected to treat others fairly and with respect, and to behave in ways which do not promote racism in the school community.

If your child is experiencing racial discrimination at school, you should encourage them to report it to a teacher or the school's Anti-Racism Contact Officer, or you may report it on your child's behalf.

If you have experienced racism at school, you may make a complaint to the school. The Anti-Racism Contact Officer may provide you with assistance if you need it. The Anti-Racism Contact Officer is Mr Glenn Fryer (Head Teacher– PDHPE).

## **Excursions via Car Travel**

Transporting students in cars to excursions may only occur under the following conditions:

- Parents must be advised and approve of the travel arrangements made.
- Written permission from the parent or caregiver of the student being transported is obtained.
- The number of passengers in the vehicle does not exceed the number of seatbelts
- Current driver's licence and car registration details are sighted by the school prior to giving permission for students to be transported in the vehicle.
- The driver must be licensed to drive that particular vehicle.
- A letter from the senior student driver's parents/carers acknowledging that the student will be driving the vehicle and only carrying passengers as outlined.
- A letter from a student's parent or carer acknowledging that their student will be travelling with the identified senior student driver.
- All parents, caregivers or volunteers who transport students in cars must complete a Working with Children Check and/or a Declaration for volunteers and contractors prior to the excursion.

Any enquiries regarding these procedures must be directed to the relevant Deputy Principal.

## **Student Safety/Movement within School**

- Students:
  - must use the Queensland Road Pedestrian Crossing and follow the directions of the



Crossing Supervisor.

- who ride bikes must walk their bikes across the pedestrian crossing and within school grounds.
  - who are bus travellers are to move directly on to the school grounds in the morning. They are to remain in the assigned bus area in the afternoon, which is within the school grounds immediately behind the shelter shed.
  - are not to use the roadway in the school grounds except when crossing to the playing fields.
  - on arrival at school are to move directly to the quadrangle/canteen area.
  - who travel by bus are not permitted to get off the bus down town unless a parent has given consent to the driver.
  - are to move quietly around the school buildings and keep to the left when passing on walkways and stairs.
  - must use pathways where provided.
  - entering or leaving the grounds are to do so by the exit points provided. Private property is not to be crossed.
- Student parking is adjacent to the golf course fence line on the school grounds. Students who drive unsafely will not be allowed to enter the school grounds with their vehicle.

## Building and Grounds

- Students must be aware of and avoid “out of bounds” areas. Students must observe areas allocated to particular year groups.
- Students are not to enter buildings including verandah areas and stairwells before and after school or at break times except:
  - the Library
  - to go to the Office
  - to report to a Teacher
  - for activities with the express approval of a teacher
- No student may enter a staffroom, except at the invitation of a teacher.
- Students may use the ground floor verandas only if it is raining and only in approved areas.
- Students are not to engage in running or playing games in the canteen area or on the lawn between buildings or close to the buildings.
- The only ball game that can be played on the quadrangle is handball.
- Touch football is not to be played on the basketball courts.
- Touch football or soccer may be played on the soccer field.
- Students are not permitted to play tackle football.
- Students are not to sit on the embankment adjacent to the Service Roadway due to traffic and safety concerns.
- Any ball which goes onto a walkway cover or roof **must not** be retrieved by a student. The student should go to the Office where the General Assistant can be contacted.
- Areas under Rooms 20/21 and the science lawn are sitting areas only.
- Students are asked to cooperate in keeping the grounds tidy.



## School Uniform

The school community has nominated Casino High School to be a uniform school. To support this, parents liaised with teacher and students to develop an agreed uniform.

### Uniform is Important for a Number of Reasons

**Student Safety** - We must be able to easily and quickly identify whether a child is a student, visitor or potential intruder. Students in school uniform can be quickly identified. The uniform also allows students to be easily identified in the wider community. The uniform also meets the requirements of occupational health and safety.

**Pride in our School** - We like to instil a sense of pride and belonging in our students for their school. Wearing the school uniform is one way we encourage that, and student's feel included in our school community and promote positive community perception.

**Cost** - It is well established that wearing a school uniform is more affordable than wearing street brand name clothing. The uniform is made of easy-care and easy-wear fabric.

### Uniform Shop

The Uniform Shop at Casino High School is open Tuesday's from 10:30 am to 2:30 pm and Friday's 8:30 am to 12:30 pm. Credit Card facilities and lay-bys are most welcome.

Uniform prices are very reasonable and kept as low as possible to support the purchase of uniforms. The school also offers financial support through our "Student Assistance Scheme". If you wish to apply, please contact the school to obtain a form and return the completed form to the Uniform Shop. All applications are treated as confidential.

The Uniform Shop is run by the P&C Association with all profits are returned to the school to purchase equipment.

We would ask all parents to support the school by ensuring your student wears the uniform each day.

### Out of Uniform Procedure

Casino High School is a "uniform school" endorsed by the P&C. If for some reason your child's uniform is unavailable for the day, please send them to school dressed in clothing as close as possible to the school uniform with a note to explain why they are out of uniform. If your child has no uniform available for a prolonged period, please contact the school so suitable arrangements can be made.

If a student wears inappropriate clothing to school or continuously arrives at school out of uniform without a supporting note of explanation, they will be asked to change into a uniform loaned to the student for the day. The note should be shown to their classroom teacher during period 1. If any family is having difficulty in providing uniforms, then please contact the school so that we can arrange support to ensure that the student has access to appropriate uniform.

### **ALL students must wear covered footwear at all times.**

Important Note re footwear:

Work Health and Safety laws require all students working in a Technology practical classroom, Science labs and some CAPA classrooms to wear enclosed sturdy leather shoes. Students may not be able to participate in some activities in these practical classrooms if they are in canvas shoes.

## Uniform Requirements

School uniforms as shown below are supplied by the Uniform Shop located within school grounds

Junior School Uniform	Senior School Uniform
<ul style="list-style-type: none"> <li>Royal Blue Casino High School Logo Polo Shirt with navy side panels</li> <li>Black Casino High School Logo shorts</li> <li>Long black pants (denim and tights are not acceptable)</li> </ul>	<ul style="list-style-type: none"> <li>Blue Collared White Casino High School Logo Polo Shirt</li> <li>Black Casino High School Logo shorts</li> <li>Long black pants (denim or tights are not acceptable)</li> <li>White buttoned shirt and tie on formal occasions</li> </ul>
Junior Winter Uniform	Senior Winter Uniform
<ul style="list-style-type: none"> <li>Royal Blue Casino High School Logo Polo Shirt with navy side panels</li> <li>Black Casino High School Logo shorts</li> <li>Long black pants (denim and tights are not acceptable)</li> <li>Navy Casino High School Logo Jacket with 2 contrasting blue stripes on the sleeve</li> </ul>	<ul style="list-style-type: none"> <li>Blue Collared White Casino High School Logo Polo Shirt</li> <li>Black Casino High School Logo shorts</li> <li>Long black pants (denim or tights are not acceptable)</li> <li>White buttoned shirt and tie on formal occasions</li> <li>Navy Casino High School Logo Jacket with 2 contrasting blue stripes on the sleeve</li> <li>Year 11/12 designed Rugby Knit Jersey or Jacket</li> </ul>
Junior Sport Uniform	Senior Sport Uniform
<ul style="list-style-type: none"> <li>Royal Blue Casino High School Logo Polo Shirt</li> <li>Black Casino High School Logo shorts (tights are not acceptable)</li> </ul> <p><b>Special note - students are required to change for PE lessons and change back to regular school uniform for remaining lessons</b></p>	<ul style="list-style-type: none"> <li>Royal Blue Casino High School Logo Polo Shirt</li> <li>Black Casino High School Logo shorts (tights are not acceptable)</li> </ul>

### Please note the following items are not permitted:

- Blue jeans, shorts and skirts made of denim
- Crop tops, T-shirts with logos, design or advertisements (even if they are the correct colour)
- Board shorts, short shorts and skirts
- Tight leggings and training pants
- Thongs
- Long dangly earrings (studs and sleepers are acceptable)
- Excessive jewellery

P&C Uniform Shop price list	
<b>Junior School Uniform</b>	
Shirts - blue and navy polo with school logo	\$30.00
PDHPE and sport shirts - royal blue polo with white stripe in collar and school logo	\$30.00
Girls shorts - black stretch with a cuff	\$35.00
Zip up baseball jacket - navy with 2 contrasting blue stripes on the sleeve	\$38.00
<b>Senior - Year 11 and 12</b>	
Shirts - white polo with blue collar and school logo	\$30.00
Girls blouse - white blouse with school logo (limited stock)	\$30.00
Girls shorts - black stretch shorts with a cuff	\$35.00
Unisex shorts - black with school logo on side	\$25.00
Year 11 jumper is organised by their Year Advisor	
<b>Winter</b>	
Girls black slacks - stretch	\$35.00
Calculator	\$30.00
Year 7 Book Pack	\$35.00
LEAP Book Pack	\$15.00
LEAP Book Pack plus Visual Arts Diary	\$20.00

## Canteen

Whilst our canteen is self-serve, we still offer students the ability to place lunch orders. Orders are to be handed into the canteen before 9 am, but will be accepted during Break 1 in an emergency. Lunch orders are available for pickup from the service window. If you have any particular dietary needs (gluten free, lactose free etc), please advise the Canteen Supervisor Mrs Westbury either in person or call on 6662 2384.

Limited amounts of hot food will be available at Break 1, please place an order to ensure your purchase.

The Canteen also offers a limited stock of basic stationary needs, exercise books and pens.

**Please note - Prices in the Canteen are subject to change as manufacturers price-rises occur.**

Volunteers are always welcome whether it be full or part days or once per term. If you are able to help please telephone the Canteen Supervisor, Mrs Westbury on 6662 2384. All volunteers are provided with a complimentary free lunch.

Profits from the sales at the Canteen go back to the school through the P&C Association.

## Canteen Rules

- No bags allowed in the Self-Service Canteen.
- Students are to proceed in an orderly procession as directed by the teacher on duty. Any pushing or queue jumping will result in the student being directed to the end of the queue.
- No food or drinks are to be brought into the Self-Service Canteen.
- All food selected is to be placed on the counter and money made readily available to the cashier.
- Making your choices as you progress through the Canteen will assist students to be served in a minimum timeframe.
- Students are to order lunches before 9 am. If there is a problem with late buses, please see the Canteen Supervisor. Change photo



The canteen is run as a service to the school by the P & C Association. The canteen operates Monday to Friday, providing a variety of affordable meal, drink, and snack items complying with the NSW Healthy School Canteen Strategy. EFTPOS available and orders to be handed in at the canteen on arrival at school before 9 am. Gluten free options available upon request.

### Sandwiches

Ham and Tomato	\$3.80
Ham and Salad	\$3.80
Cheese and Tomato	\$3.80
Ham and Cheese	\$3.80
Chicken	\$3.80
Chicken and Cheese	\$3.80
Chicken, Cheese and Tomato	\$3.80
Egg	\$3.80
Curried Egg	\$3.80
Egg and Lettuce	\$3.80
White, wholemeal & multigrain available	

### Rolls

Ham Salad	\$4.00
Chicken Salad	\$4.00
Salad - no meat	\$3.50
Wholemeal & white rolls available	

### Wraps

Salad - no meat	\$2.50
Chicken Salad - large	\$4.00
Chicken Salad and Chilli Sauce	\$3.60
Ham Salad	\$3.60

### Salads - containers

Egg Salad - small	\$3.00
Chicken Salad - small	\$3.50
BBQ Chicken Salad - large	\$4.00
Chilli Chicken Tender Salad - large	\$4.00
Classic Chicken Tender Salad - large	\$4.00
Ham Salad - large	\$3.60
Sushi (Monday) - small	\$3.00
Sushi (Monday) - large	\$4.20
Hommus, carrot sticks and jatz	\$2.00
Fruit Salad	\$2.00

### Hot Food

Hamburger	\$4.00
Chicken Burger	\$4.00
Cheeseburger	\$3.60
Beef and Gravy Roll - Tuesday	\$4.00
Nacho's - Wednesday	\$3.00
Burrito (Pork) - Thursday	\$5.00
Fried Rice - homemade	\$5.00
Quiche - homemade (no pastry)	\$3.00
Lasagna - homemade	\$4.00
Butter Chicken and Rice	\$5.00
Spaghetti Bolognese - homemade	\$5.00

### Hot Food

Cottage Pie - homemade	\$5.00
Kings' Plain Pie	\$4.00
Kings' Chicken Mornay Pie	\$4.50
Sausage Roll	\$3.00
Pizza Rounda	\$2.50
Chicken Goujons - 5 pieces	\$2.00
Chicken Crackles - 6 pieces	\$2.50
Wedges - 4 pieces	\$2.50
Pasta	\$3.00
Toastie - Ham and Cheese	\$3.00
Toastie - Chicken and Cheese	\$3.00

Pancakes	\$0.60
Jam Drops	\$0.50

### Drinks

Water 600ml	\$1.00
Water 1 litre	\$2.80
Water 1.5 litres	\$3.20
Schweppes Infused Mineral Water	\$3.50

### NORCO Flavoured Milk

FM Chocolate/Strawberry 300ml	\$2.70
FM Chocolate/Strawberry 500ml	\$3.70
REAL Chocolate/Strawberry 500ml	\$3.70
Plain Milk	\$2.20

### NIPPY'S Flavoured Milk

Chocolate/Coffee 500ml	\$3.70
Chocolate 375ml	\$3.00
Chocolate 250ml	\$2.00
UP & GO Chocolate/Vanilla 250ml	\$2.00
Juice Bomb 250ml	\$2.00
Slush Puppie - small	\$2.00
Sunraysia Juice 200ml	\$2.00
Poppers - five flavours	\$1.50

### Chips

Sea Salt 27g	\$1.00
Grain Waves 27g	\$1.00

### Ice Blocks

Chocolate/Sour Ice Mony	\$0.80
Frozen Fruit Stick	\$0.80
Vanilla Ice-cream Cup	\$1.00
Moosie Chocolate/Blue Moon	\$1.20
Juicy Tube Tropical	\$1.50



Education  
Public Schools

## EVERY DAY COUNTS...

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

When your child misses just...	That equals...	Which is...	And therefore, from Kindy to Year 12, that is...	This means that the best your child can achieve it...
1 day each fortnight	20 days per year	4 weeks per year	Nearly 1 ½ years of school	Equal to finishing Year 11
1 day a week	40 days per year	8 weeks per year	Over 2 ½ years of school	Equal to finishing Year 10
2 days a week	80 days per year	16 weeks per year	Over 5 years of school	Equal to finishing Year 7
3 days a week	120 days per year	24 weeks per year	Nearly 8 years of school	Equal to finishing Year 4

Give your child every  
chance to succeed...

Every Day Counts!



Education  
Public Schools

## EVERY MINUTE COUNTS...

When your child misses just...	That equals...	Which is...	And therefore, from Kindy to Year 12, that is...
10 minutes a day	50 minutes of learning each week	Nearly 1 ½ weeks per year	Nearly 1 ½ a year of school
20 minutes a day	1 hour & 40 minutes of learning each week	Nearly 2 ½ weeks per year	Nearly a year of school
½ hour a day	½ a day of learning each week	4 weeks a year	Nearly 1 ½ years of learning
1 hour a day	1 whole day of learning each week	8 weeks per year or nearly a term a year	Over 2 ½ years of learning

Your child's best learning time  
is at the beginning of the  
day...

Check the time &  
Don't Be Late!





## 2022 Bell Times

Monday		Tuesday		Wednesday		Thursday		Friday	
Roll Call	9:00-9:10	Roll Call	9:00-9:10	Roll Call	9:00-9:10	Roll Call	9:00-9:10	Roll Call	9:00-9:10
Period 1	9:10-10:10	Period 1	9:10-10:10	Assembly	9:10-9:35	Period 1	9:10-10:10	Period 1	9:10-10:10
Period 2	10:10-11:10	Period 2	10:10-11:10	Period 1	9:35-10:35	Period 2	10:10-11:10	Period 2	10:10-11:10
Break 1	11:10-11:45	Break 1	11:10-11:45	Break 1	10:35-11:10	Break 1	11:10-11:45	Break 1	11:10-11:45
Period 3	11:45-12:45	Period 3	11:45-12:45	Period 2	11:10-12:10	Period 3	11:45-12:45	Period 3	11:45-12:45
Period 4	12:45-13:45	Period 4	12:45-13:45	Period 3	12:10-13:10	Period 4	12:45-13:45	Period 4	12:45-13:45
Break 2	13:45-14:20	Break 2	13:45-14:20	Break 2	13:10-13:45	Break 2	13:45-14:20	Break 2	13:45-14:20
Period 5	14:20-15:20	Period 5	14:20-15:20	Sport	13:45-15:20	Period 5	14:20-15:20	Period	14:20-15:20



