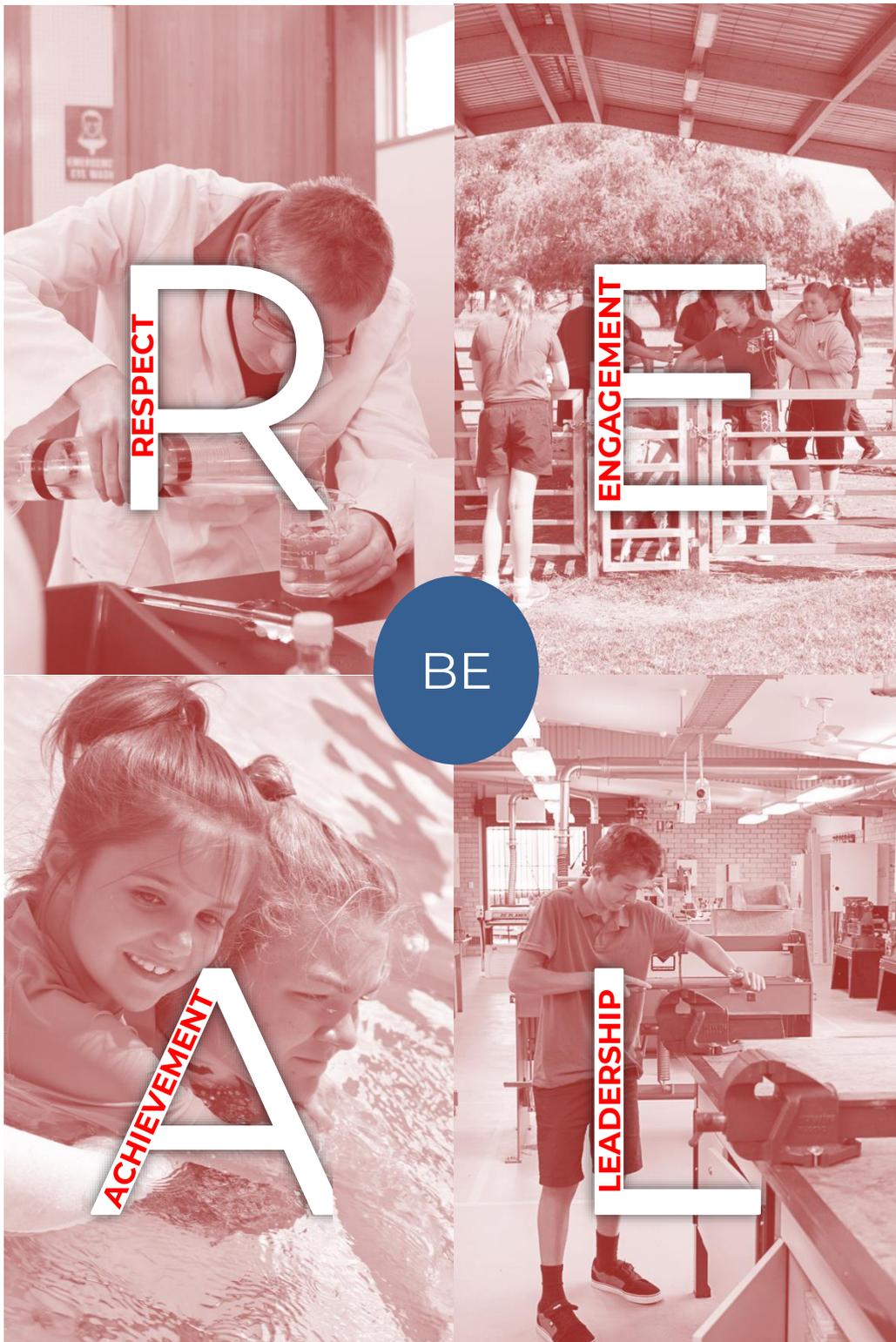
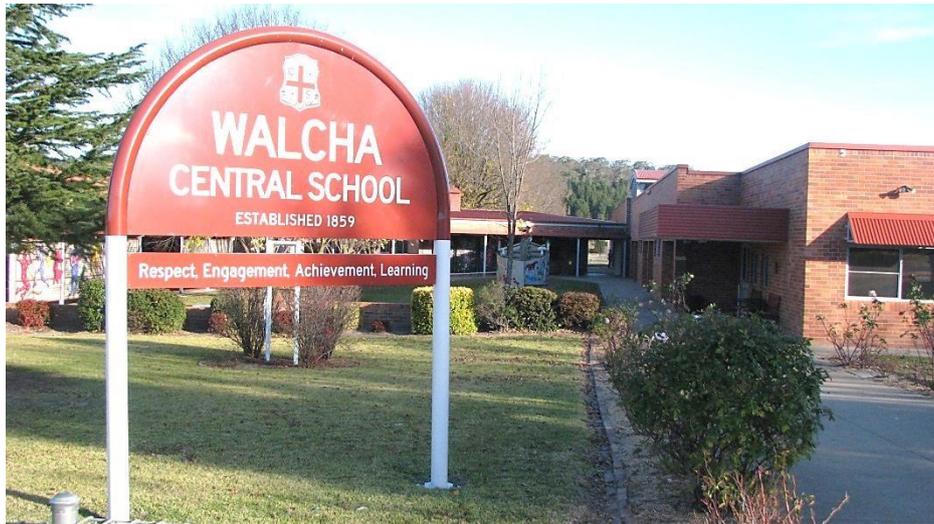




WALCHA CENTRAL SCHOOL

Parent and Student Information Booklet





INTRODUCTION

It is my pleasure to welcome you to Walcha Central School.

At our school, children and young people are at the centre of all our decision-making. Our purpose is to prepare young people for rewarding lives as engaged citizens in a complex and dynamic society. This means our teachers nurture, guide, inspire and challenge students – to find the joy in learning, to creatively build their skills and understanding, and to make sense of their world.

As a student you can expect to be working in an environment where respect, engagement, achievement and leadership are the core values.

You will have the opportunity to build life-long friendships, have genuine support to build resilience and make positive and healthy decisions for yourself.

Walcha Central School is fortunate to have strong and productive partnerships with our wider community, central to many learning activities which enhance the values and citizenship of students.

I encourage you to take advantage of the unique opportunities and experiences that Walcha Central School has to offer and to enjoy your own creative learning journey.

Amanda Cooper
Principal

EXECUTIVE STAFF

Principal	Mrs Amanda Cooper
Relieving Deputy Principal (Years K-12)	Mr Ben Ussher
Assistant Principal, Instructional Leader	Mrs Brenda Watkins
Assistant Principal (Years K-2)	Mrs Jodie McAlister
Assistant Principal (Years 3-6)	Mr Adam Hall
Head Teacher: Teaching and Learning, Stage 6 coordinator	Mrs Emma Ireland
Head Teacher: Curriculum and Sport, Stage 5 coordinator	Mrs Bonnie Brown
Head Teacher: Secondary Studies, Stage 4 coordinator	Mrs Bina Armstrong

SECONDARY ADVISERS

Year 7 adviser	Mr Michael Heazlett
Year 8 adviser	Mrs Bina Armstrong
Year 9 adviser	Ms Michelle Bruton
Year 10 adviser	Mrs Bonnie Brown
Year 11 adviser	Mrs Samantha Bayley
Year 12 adviser	Mr Tony Bozza

K-6 CLASS TEACHERS

K/1S	Mrs Leanne Swain
1B	Miss Kat Granger
2M	Mrs Jodie McAlister
3R	Miss Sophie Rossiter
4W	Miss Bianca Wood
5W	Mr Adam Hall
6M	Mrs Jess McDonald

KEEPING IN TOUCH

Website

The school website walcha-c.schools.nsw.gov.au is the first stop for much of the information our parents and the community could need regarding our school. It contains information about our school and is updated regularly. Newsletters, photos, school information and permission notes can also be viewed on our website and downloaded as needed.



Facebook

Our school Facebook page facebook.com/walchacentralschool/ contains information about our school and showcases school successes. It also has a 'what's coming up' entry which is updated regularly. It is important that conversations and comments made on the school Facebook are civil and polite. For that reason, a policy surrounding rules of engagement has been designed as a code of conduct when contributing to the conversation. These rules of engagement can be found on the Facebook page.

Newsletters

Newsletters are published twice a term and are emailed home as well as published on our school website. Copies can also be collected from the school administration building.

Newsletters keep you informed of what is happening at school and celebrate the achievements of our students and staff.

Assemblies

Assemblies are held to showcase performances, celebrate achievement and recognise special occasions, approximately once a term, with details of these being advertised on the school website. Parents are welcome to attend these assemblies.

Reporting

Students K-10 have formal written reports at the end of Semester 1 and Semester 2. Students in Stage 6 receive reports in Terms 2 and 3 as well as an interim report at the end of Term 4. At any time in the school year a parent may request a progress report for their child from the deputy principal.

Be REAL Reports

In Week 8 of Terms 1-3, and Week 6 in Term 4, every student from Kindergarten to Year 12 is given a score based on the Be REAL rubric for each area of their schooling.

Parent-Teacher Evenings

Parent-teacher information evenings provide a way of being involved and helping students to succeed. They are a great opportunity to start or continue ongoing conversations with your child's teachers - check our website and Facebook site for dates and times.

Parent Enquiry Procedures

At our school we acknowledge there are times parents have concerns about their child's education. Issues or concerns that you as parents have regarding your child's education are most effectively dealt with if you follow these guidelines:

1. Make an appointment to talk to the teacher or year adviser.
2. If you consider that the issue you raised is still unresolved, you need to state this to the teacher at the conclusion of the meeting and make an appointment with the appropriate executive member i.e. the head teacher or deputy principal.
3. If you are dissatisfied with the outcome of the above meeting please phone or write to make an appointment to see the principal.

Updating Student and Family Information

At the beginning of each school year, information currently held on our school database is mailed home for you to check/update and return. Areas of high importance are emergency contacts and changes to health conditions. If circumstances change throughout the year please contact the front office to update details so that our information is current.

Yarn Up

This is a once-a-term informal gathering for our indigenous parents and community representatives. It provides the opportunity to discuss future events in a relaxed atmosphere.

Parent & Citizens Association

The Walcha Central School Parents and Citizens (P&C) Association is the focal point for parent involvement at the school and provides a place for parents to discuss and debate matters of interest relating to the school and community. P&C activities foster opportunities for parents and carers, students and staff to interact, building a feeling of respect and a stronger, safer school community.

The P&C holds regular meetings throughout the school year. All parents and carers are welcome to attend, hear about what is happening around the school, propose ideas and participate. Meetings are held twice a term, on the 4th and 9th Wednesday of each school term, at 6pm in the school library.

The P&C has representatives on the Uniform Committee, the Canteen Committee, and various other groups within the school. It's a practical way to get involved in your child's education. At each meeting the principal reports on the activities occurring in the school and opportunities are available to ask questions about the school.

Membership entitles you to attend meetings, receive the minutes, vote and to be insured while assisting at P&C events. It is easy to become a member. Place \$1 in an envelope with your name and contact details (Attn: P&C) and leave at the front office, or bring it along to the next meeting.

The P&C operates the school canteen which provides nutritious, low cost food for students and staff each day, and contributes significant funds to the school budget. The canteen needs parents and friends to get involved. Please consider putting your name down for the roster each term.



If you require any further information on the P&C or its activities:

- send an email to the secretary, Ruth France:
walchacentralschool@pandcaffiliate.org.au
- enquire at the school office
- look under the P&C tab on the school website: walcha-c.schools.nsw.gov.au, or
- come along to a meeting.

P&C members look forward to meeting you.

SCHOOL ROUTINES

Attendance

Attending school every day makes learning easier for your child and helps them build and maintain friendships with other children. If students miss the basic skills in the early years they may struggle later on. Regular attendance at school can build habits that may help your child to succeed in later life. Exemplary attendance is rewarded at Walcha Central School and consistent absence is reported to authorities.

Pupils should not arrive at school before 8:40am as there are no teachers on duty before this time. K-6 students arriving after 9am and Year 7-12 students arriving after 8:50am must sign in at the front office to receive a late pass and all students need to have a note from a parent explaining their late arrival.

Students will be supervised after school until all buses have departed. Should a student need to re-enter the school after this time, they are to report to the front office for assistance.

Leaving School During the Day

Pupils may only leave the school during the day with special permission. A parental note is required before this permission will be given. K-6 students must be collected by a parent and be signed out at the front office. Students in Years 7-12 should submit notes to the deputy principal for signing before 8:50am on the day concerned if possible, or at recess or lunch if the deputy principal is unavailable in the morning. When signing out at the front office the signed note must be given to the front office staff. Students must sign out at the office every time they leave the school and sign in upon re-entry, if they return. This is a workplace health and safety (WHS) requirement. Students will be issued with a pass which they should keep on their person in case asked to produce it by the police. Students who do not take all these steps and leave school without permission will be deemed to be truanting.

Full Day Absences

Parents should contact the school early (office staff are at school from 8:30am) on the day of an absence to inform the office that their child is absent. If this is not done, parents will be phoned. The school must be notified of the reason for the child's absence within 7 days as after this time records cannot be adjusted.

Exemptions

Parents may apply for an exemption from attendance at school for exceptional circumstances, employment in the entertainment industry or to participate in elite sporting events or elite arts programs encouraged or endorsed by the Department of Education.

Family holidays are no longer an accepted category for exemption from school; instead extended leave can be applied for at the discretion of the principal.

Exemption forms can be collected from the office or downloaded from the website.

Home School Liaison Officers have been specially trained to help you with your child's school attendance. They work with schools to encourage all students to attend school regularly.

Homework

In K-6, homework is any task assigned by teachers intended for students to carry out during non-school hours. It is designed to meet specific learning goals and complement teaching programs. Experiences and activities completed at home may help a student's learning. Please note that the NSW Department of Education homework policy states that homework is not compulsory.

In general, students are not expected to complete formal homework in Kindergarten. Students may be given books to read at home, as appropriate.

In Years 1 and 2 some formal homework may be set. For example, students might be asked to read and write, learn words for spelling and complete some mathematical activities.

Homework in Years 3-6 may be varied, and students may be expected to work more independently. Students could be encouraged to read and practise mathematical concepts learnt at school. Other homework may also be set across areas of the curriculum.

Secondary homework is set in all subjects and the following suggested weekly time allocations should serve as a guide and are to be considered in relation to the student's abilities and needs:

Years 7 & 8	60 minutes x 4 nights per week
Years 9 & 10	90 minutes x 4 nights per week
Years 11 & 12	2 to 3 hours per week- night with 4 hours at the weekend, increasing significantly as the HSC approaches

Health Care at School

If your child has a medical condition or allergy it is vital that you inform the school so we can collaborate with you to put in place a health care plan to manage the condition at school. The school must be informed by parents in ALL cases when students bring medication to school. Attention to a student's medical needs is part of the school's duty of care.

When a child requires regular prescribed medication, the following procedures apply:

- parent completes a 'Request for Support at School of a Student's Health Condition' form and provides detailed advice from the student's doctor
- A member of the school executive will then meet with parents to arrange an appropriate plan for meeting the requirements of the request.

When a child requires medication on a short-term basis, for example antibiotics, the medication must be in the original container with the prescription information on it. Students are to bring the medication and a note from parents/caregivers giving permission for school staff to administer the medication. All medication is to be handed in to the front office.

School Based Adolescent Vaccination Program

Each year NSW Health offers the vaccines recommended by the National Health and Medical Research Council (NHMRC) for adolescents as part of the school-based program. Walcha Central School participates in this program and will distribute information to parents when the schedule becomes available.

Sick Bay

Students need to let their classroom teacher know if they are unwell and they will be given a note to take to the front office, where parents will be contacted to pick them up.

If a student is unwell at home, please do not send them to school.

Students should not phone parents directly to pick them up but come to sick bay where they can be cared for until they can be collected.

Keeping your child at home until they have recovered or received appropriate treatment for an infectious illness is the best way to help them get better faster.
It's also the best way to prevent the spread of illness and infection to others.

I NEED TO STAY HOME FROM SCHOOL IF.....

					
I have a temperature of 38.5°C or higher	I have been vomiting due to illness within the past 24 hours	I have had diarrhoea due to illness within the past 24 hours	I have live head lice present	I have sudden onset of fever, runny nose, sore throat, cough, and/or muscles aches and headaches	My eye feels scratchy, is red and/or has a discharge from the eye, unless a doctor has diagnosed a non-infectious cause

I AM READY TO COME BACK WHEN.....

temperature returns to normal	vomiting has stopped for at least 24 hours	diarrhoea has stopped (wait 24 hours for young children)	treated with appropriate head lice treatment and no live lice are present	influenza symptoms have disappeared and child is feeling well	the symptoms have disappeared and there is no discharge from the eye
-------------------------------	--	--	---	---	--

Uniform

Walcha Central School is a uniform school. The wearing of school uniform is an important way of showing that a student belongs to our learning community.

When a student belongs to the school, he or she respects the school community and works with it. Experience tells us that when students comply with the school regarding uniform they also comply with their teachers and classmates and tend to achieve more at school.

Please refer to the procedures outlined in the uniform brochure. It is a safety requirement to wear enclosed leather shoes in practical classes.



SCHOOL SERVICES

Aboriginal Education Officer (AEO)

Our Aboriginal Education Officer works each day at Walcha Central School supporting indigenous students and their families.

Learning and Support Team

Students with special learning needs are integrated into mainstream classes at Walcha Central School and support staff may be employed to improve and support their learning.

The Learning Support Team works in collaboration with students, families, teachers, school counsellor and external service providers to ensure every student has equal access to the curriculum and all aspects of school life. Individual student adjustments and plans assist the classroom teacher to best cater for students with additional learning needs. Withdrawal programs are also offered to targeted students. These programs cover literacy, numeracy and wellbeing, for example, Quicksmart-Numeracy, Seasons for Growth and Secret Agent Society.

School Counsellor

Walcha Central School provides a School Counselling Service two days per week, on Thursdays and Fridays. This service is available for students from Kindergarten to Year 12.

The service provides:

- individual counselling sessions for students in need of social and emotional support
- guidance for students and their parents or carers, when external services are required for more comprehensive follow up
- assessment for the identification of learning and behavioural difficulties.

Secondary school aged students can refer themselves and appointments can be made via the office, a teacher or directly with the counsellor. Students can also be referred by parents, carers and teachers. Parents wishing to refer their child can speak to the class teacher, year adviser or directly with the counsellor. All primary-aged children require parent or carer permission.

Youth Support Officer

The youth support officer is based in 'Home Zone', a space where students can go and talk to someone if they have something on their mind. The youth support officer works with the chaplain and wellbeing team to support the needs of students and identify initiatives for students such as the Youth Advisory Committee, Youth Week Forum and other community-focused programs.



Chaplain

The school chaplain is responsible for assisting the school community to provide pastoral care and general social and emotional comfort to all students, irrespective of their faith or beliefs.

The school chaplain's responsibilities include:

- working as part of the school wellbeing team to plan for and deliver student resilience and wellbeing services
- providing students, their families and staff with support and or appropriate referrals in difficult situations, such as times of grief or when students are facing personal or emotional challenges.
- organising one-on-one or group sessions with students, parents, staff and other members of the school community as requested and required by the school community.
- running breakfast club
- delivering programs such as Seasons for Growth.

Student Assistance

Confidential enquiries about assistance with purchasing uniforms, school equipment, payment of elective fees and excursion costs should be directed to the school administrative manager.

Scripture

A feature of the public education system in NSW is the opportunity to provide time in class for education in ethics, faith and morality from a religious or non-religious perspective. Two options are available for K-6 at Walcha Central School. Students either attend scripture lessons (a combined group arrangement taught by authorised members of the local community) which occur weekly in class, or are provided with alternate meaningful activities supervised by school staff in the allocated time set aside for religious education.

Options are discussed at enrolment and parents may notify the school in writing at any time if they wish to change their decision.

Back to School Requirements

Each year a list of back-to-school requirements is compiled, in consultation with teachers, to enable parents to equip students with the correct equipment needed for classes. Walcha Newsagency kindly compiles a price list to go with this information for ease of purchase. These lists are provided on enrolment for new students and are also given to current students prior to them entering the next scholastic year.

Breakfast Club

Breakfast Club operates from the canteen every Monday, Wednesday and Friday morning from 8.30am. The canteen, school chaplain and community volunteers provide basic breakfast fare, free to all K-12 students.



Canteen

Walcha Central School P&C operates a healthy canteen that is open every day for students and staff. The canteen follows the guidelines of the NSW Healthy School Canteen Strategy and promotes healthy choices based on The Australian Dietary Guidelines. The canteen menu incorporates specials and meal deals which vary seasonally. Profits are used to provide resources which benefit all K-12 students.

Volunteers enable our canteen to operate and are welcomed and valued enormously. You can contact the canteen on ☎ 6777 2777 for any enquiries or to volunteer your time.

Students are encouraged to place a recess or lunch order to ensure their choice is available: write your child's name, class name, recess and/or lunch order on a paper bag and enclose payment. K-6 students place their order in the box in the K-6 playground each morning – orders will be delivered to classrooms.

Year 7-12 students should place their orders in the box outside the canteen each morning – orders will be ready for collection at the canteen at recess and lunch.

Online ordering is also available via QuickCliq as outlined below. For more information visit our school website. Online canteen orders must be placed before 8:30am on the day the order is required.

A simple way to order online



Visit our website to
sign up and register
www.quickcliq.com.au



Add credit to your online
wallet to use when required
No more money in envelopes!



Pay and place your order,
it is that quick and easy
Food orders, uniforms & more

KEEPING OUR STUDENTS SAFE

Visitors to the School

As part of our commitment to Workplace Health and Safety, visitors to the school (including parents and guardians) are required to come to the front office in the administration building. Visitors can then make their arrangements and/or appointments. Visitors are required to sign the visitor's book if they are venturing further into the school. In addition to child safety, it is also a requirement in case of fire or accidents when the school may need to be evacuated.

Working with Children Check

Working with Children Check requirements exist for visitors and volunteers at the school. These requirements also extend to parents in some situations, including volunteers for the canteen or for classroom reading support. Please contact the front office for more information. You may be asked to complete a *Declaration for volunteers and non child related contractors* (available from the school office)- and show *photo ID*.

Transporting Students for Student Activities

Sometimes parents need to transport their children to an out-of-school event. If that happens, please provide the following documents to the front office, prior to the event.

- **If you are only transporting your own child:** a copy of your *driver's licence* and *car registration* papers
- **If you are also transporting other students:** a copy of your *driver's licence*, *car registration* and *comprehensive insurance* papers. You will also need a *Declaration for volunteers and non-child related contractors* (available from the school office) and show *photo ID*
- **If you are only transporting other families' children, with no other adult present:** a copy of your *driver's licence*, *car registration* and *comprehensive insurance* papers, as well as a *Working with Children Clearance*, *Declaration for child related work – Specified volunteer/child related contractor* (available from the school office) and show *photo ID*.

Permission to Publish

Walcha Central School and the NSW Department of Education (the Department) may publish information about your child for the purposes of sharing their experiences with other students, informing the school and broader community about school and student activities or recording student participation in noteworthy projects or community service.

This information may include your child's name, age, class and information collected at school such as photographs, sound and visual recordings of your child, your child's work and expressions of opinion such as in interactive media.

The communications in which your child's information may be published include but are not limited to:

- public websites of the Department including the school website, the Department's intranet (staff only), blogs and wikis
- Departmental publications including the school newsletter, annual school magazine and school report, promotional material published in print and electronically including on the Department websites
- official departmental and school social media accounts on networks such as the school's YouTube, Facebook and Twitter pages.

Parents should be aware that when information is published on public websites and social media channels it can be linked to by third parties and may be discoverable online for a number of years, if not permanently. Search engines may also cache or retain copies of published information.

Giving permission to publish, or not, is discussed as part of the enrolment process.

CURRICULUM

The Early Years – Investigative Learning in Kindergarten, Year 1 and Year 2

Investigative Learning is an exciting and dynamic approach that places the child at the centre of the curriculum and provides a rich range of personalised learning opportunities that are reflective of the child's age, stage of development and interests. It provides a learning environment that is an invitation to explore, experiment, investigate and discover that learning is fun, productive and achievable.

The experiences of the children and the explicit teaching that takes place during investigations are used as a springboard into the formal teaching of the day. These experiences have been planned intentionally by the teacher, building on the child's interests and connecting to the core curriculum.

Every day of investigations involves three or four focus children, a reporter and a photographer. Each investigation will begin and end with the teacher supporting and modelling with the children. These 20 minutes sessions are referred to as 'tuning in' and 'reflection' respectively. The actual hands-on active engagement (investigations) are approximately 45 minutes.



Investigative Learning provides teachers with opportunities to:

- nurture student passions and talents
- tailor learning to the individual
- foster curiosity and a love of learning
- deepen understanding to go beyond facts and content
- enable students to take ownership of their learning and to reach their learning goals.

Both students and teachers are very excited about and are thoroughly engaged in our 'Investigative Learning' practices.

The Middle Years

In Years 3-6, English and mathematics make up about 50% of the school week – this is equivalent to at least 12 hours each week. The other subjects are spread across the remaining time. The use of digital technologies is included in every stage of every subject.

For 1 period a week, students in Years 3-6 participate in FLEX activities which are based around interest and are about providing students with choice as well as a variety of experiences with multi-aged groups.

Our spacious and well-resourced K-12 campus ensures students make a smooth transition from Year 6 to Year 7. Students learn through a dynamic and responsive approach to curriculum centred on a future-focused model. Students are supported to pursue their interests and passions through elective subjects and a wide range of extra-curricular opportunities.

Learning programs in a combined Year 7 & 8 (Stage 4) class also aid transition and focus on the development of independent learning skills.



Students in Stage 4 are provided with the opportunity to experience the broad curriculum, developing expertise in the specialist subjects. Students will learn in year groups with some lessons undertaken in stage groups. There will be units of work which are theme based and will involve experiences across all subjects.

In Stage 5 (Years 9 and 10) the curriculum is divided into core, elective and Flex subjects. The core subjects are compulsory for all students and include mathematics, English, history (mandatory), geography (mandatory), PDHPE and Science. In mid Term 3, Years 8 and 9 students start the process of choosing their 3 elective subjects to study and Flex subjects are available for selection in Term 4.



In Years 7-10, all syllabuses address important contemporary themes and general capabilities as students prepare to live and work successfully in the 21st century. These include Australian Curriculum cross-curriculum priorities and general capabilities and other learning across the curriculum areas identified by NESA (National Education Standards Authority).

Flex

FLEX is an innovative project-based learning framework for students in Years 7-10 which aims to promote student engagement and to better prepare students for life through an emphasis on learning future-focused skills. Each year students will be able to complete a number of projects. In the FLEX time, students engage in learning across a range of key learning areas. Each course also has a focus on literacy, numeracy and technology to extend student learning. The teachers support students as they communicate their goals and their learning to their parents/carers using their learning portfolios.

The Senior Years

Choice and diversity characterise the senior (Year 11 and 12) curriculum at this school.

Walcha Central School uses a compressed curriculum model to deliver the HSC program. This allows completion of a Stage 6 Preliminary HSC and Stage 6 HSC course (including the HSC examination) in approximately one calendar year instead of two years.

Compressed curriculum delivery enables:

- greater breadth of curriculum offerings for the HSC program
- students to focus on fewer subjects at a time as they accumulate their HSC.

Students must follow the NESA requirements for Preliminary and Higher School Certificate (HSC) study to be able to qualify for the HSC with or without an Australian Tertiary Admission Rank (ATAR). English is the only compulsory course and students select, with guidance, from a broad range of Board Developed Courses (BDC), Vocational Education and Training (VET) courses or Board Endorsed Courses (BEC) to fulfil their individual requirements.

The process for subject selection begins in approximately Week 5 Term 2. Years 10 and 11 start choosing the subjects they would like to study in Stage 6. Year 10 students have a 1-1 parent/student conference with the careers advisor who can provide advice on subject choice. The careers advisor then follows up with these students 12 months later as they choose their subjects for the last year of their schooling. An information evening for the parents and students in Year 10 is held in Week 9 Term 2.



EXTRA-CURRICULAR ACTIVITIES

Library

Walcha Central School library is open Monday to Friday from 8:30am – 3:30pm. Each K-6 class has a library lesson once per week as a timetabled class. This lesson is taken by the teacher librarian and focuses on literacy and research skills. The library is supervised daily at lunchtime, except Wednesdays, allowing students to access books and computers.



Band

We are excited to announce the formation of the Walcha Central School Band which is open to all interested students from Years 3-10. Rehearsals and lessons are conducted by Mrs Adair and Mr Hall who both have extensive experience in a variety of band structures. Rehearsals and lessons are mainly group lessons which take place by negotiation and are either during recess and lunch breaks, before or after school, or during class time.



Students may use their own instruments, or they can hire instruments from the school according to the school's instrument hire policy.

The goal is for students to work within a team environment, supporting one another through learning music and to present items periodically at whole school and community events.

Choir

The school choir is open to interested students in Years 3-6. Rehearsals take place on Wednesday lunchtimes under the guidance of Mrs Adair and Mr Hall. Commitment to the choir requires regular attendance at rehearsals and willingness to attend performances both during school and, occasionally, outside of school hours.

Cattle Club

Students from Years 7-12 who are interested in learning to show cattle, have the opportunity to represent Walcha Central School at local shows and events such as Wingham Beef Week, Scone Beef Bonanza and Northern Schools competitions. Cattle Club meets at designated recess and lunch breaks all year round with the frequency increased as competitions approach.



Merino Mob

Students in Years 5-12 who show an interest in the sheep and wool industry are given the opportunity to work with a particular sheep and participate in animal husbandry methods and care of that sheep. They meet at lunch time once a week and this may lead to the showing of sheep throughout the year.

Poultry Pack

Students in Years 5-12 who show an interest in the poultry industry are given the opportunity to work with a range of poultry and participate in animal husbandry methods and care of them. They meet at lunch time once a week and this may lead to the showing of poultry throughout the year. Students are also involved in egg production and marketing and the raising of young birds.



Scholastic Book Club

Twice a term, K-6 students will take home a brochure to purchase books from Scholastic Book Club. Items can be ordered and paid for online or forms and payment can be handed in at the library. There is no obligation to purchase from Scholastic Book Club. Walcha Central School accumulates reward points for all purchases from Scholastic Book Club which in turn are used to purchase resources for the library.

Board Games and Chess Club

The library is filled with books and everyone's favourite boardgames. Student library monitors hand out board games for all ages every Monday lunchtime. The selection includes favourites such as Connect 4, Dominoes, Uno, Snakes and Ladders and jigsaws for our younger students.



Lego Masters Club

Every Tuesday, students in Year K-2 can join in the Lego Masters club weekly challenge in the library during recess. High school Lego enthusiasts are on hand to help our younger builders try out different challenges each week. At lunchtime Years 3-12 then race against the clock to complete their Lego challenge.

Debating

The NSW Year 5 and 6 Debating Championship is a NSW Department of Education organised event. Students in Stage 3 at Walcha Central School participate in debating workshops and in-school training during Term 1. Debating teams are selected to participate in the NSW Year 5 and 6 Premiers Debating Competition which involves 4 debates against local schools during Term 2. If successful, teams compete in further rounds involving schools in different zones and districts with the NSW state championships in Term 4. In-school training occurs at a team-negotiated time. Selection for the North West Debating team occurs in Term 4 for NSW region championships in Term 4.

Multicultural Public Speaking Competition

The Multicultural Public Speaking Competition is a NSW Department of Education organised event. The topics for the speeches are published by the NSW Arts Unit, with a focus on humanities and wellbeing topics. Students in Years 3 – 6 compete in class speaking competitions to be eligible to compete in the school competition usually held in the early weeks of Term 2. Students are given 5 to 6 weeks to prepare their speeches, usually for homework. Towards the later part of Term 2, winners of the school competition present at the district level competition. If successful, candidates then compete at the NSW State Competition in Term 4. Year 3 and Year 4 speak for 3 minutes on their selected topic and Year 5 and Year 6 speak for 4 minutes on their selected topic.

Garden Club

Garden Club meets on Thursdays and is open to interested students in Years 3-6. Students tend to the vegetable patch and some of the flower beds in the K-6 playground. Activities include weeding, sowing seeds and seedlings and harvesting.



Art Club

Art Club operates on Wednesday and Friday lunchtimes for interested students in Years 7-12 who want to learn new skills, help with group projects, experiment with materials or work on their own projects.

Sport

Students at Walcha Central School have their sports lesson on Wednesday afternoons. Walcha Central School offers numerous opportunities to be actively involved in physical activity. Being involved helps students to develop skills in participation and fosters commitment and team spirit.

Each year, groups participate in sport where students develop skills and learn to play a variety of games on-site as well as at community facilities such as the tennis, squash, indoor hockey and lawn bowls venues and the local swimming pool. Our swimming, cross-country and athletics carnivals are K-12 events where students across all years encourage and assist each other to gather house points. Walcha Central School students regularly go on to achieve distinction at zone, regional and state levels of competition.

Students compete strongly in the NSW Primary Schools Sports Association (PSSA) and NSW Combined High Schools Sports Association (CHS) competitions which involve match play against other schools across the state.

Students in Years 7-12 can also be involved in an interschool sporting and cultural visit with Dorrigo High School. Students must be selected in at least two of the sports offered to be eligible to participate in the visit. This event works on a home-and-away cycle, alternating each year.



K-6 Incursions and Excursions

Throughout the year, K-6 students have the opportunity to participate in a variety of activities. These activities are designed to enhance the learning experience of the students.

In addition to in-school activities, teachers organise excursions to build knowledge and experiences relevant to the teaching and learning of Key Learning Areas (KLAs) within their classrooms. These excursions range from day trips to places such as Thalgarrah Environmental Education Centre and the Capitol Theatre, to the week-long Stage 3 excursion to Canberra, held every second year.

The cost of some of these activities is covered by the school or community donations while others incur a cost.



Years 7-12 Incursions and Excursions

Most excursions are organised on a rotational basis with Stage groups often going away on alternate years. In addition, smaller excursions run, when opportunity presents, to take class groups to subject-specific events such as galleries, exhibitions and shows.

Currently, the focus of the senior (Stage 6) excursion is Sydney, where students not only have the opportunity to visit locations relevant to their curriculum studies, but also to participate in activities that encourage self-confidence and the ability to navigate in a large city.

The focus of Stage 4 and 5 excursions is the development of interpersonal, self-reliance and peer support skills. The venue for these excursions changes according to need and availability. In 2021, the venue for the Stage 5 excursion is the Coffs Coast Adventure Centre, while Stage 4 visited Pindari Adventure Centre.

Students in 7-12 also have the opportunity to participate in visiting exhibitions and events. These may include science shows, sport coaching or educational visits. These events can be age or class-specific or include the whole school. Our Wellbeing Week activities are great examples of this.

As with K-6, the cost of some of these is covered by the school or community donations while others incur a cost.

STUDENT LEADERSHIP

The promotion of students as leaders is a priority of Walcha Central School.

Students of all ages are encouraged to accept leadership roles within small work groups, within the class and within the school.

The expectations for Year 12 and the elected student leadership, i.e. school captains, house captains and vice captains and the student parliament, are generally higher than those held for the general student body. They are expected to conduct themselves with dignity in order to be an example to the other students and an asset to the school.

Student Parliament

The Student Parliament represents the students of Walcha Central School in school decision making, voicing the concerns of the students and unifying the student body through social activities and community service opportunities.

The elected members promote and display positive behaviour within the school and wider community, attend regular Student Parliament meetings, and represent the student body on committees such as the local council Youth Advisory Committee, organise whole-school activities and represent Walcha Central School at community events.

It is a great avenue for students to develop leadership skills and to be involved in decisions that will improve the experience for all students at Walcha Central School and all students are encouraged to apply to take part in this great opportunity.

Student Leaders

Elections for K-6 and school captains are conducted during Term 3 each year in preparation for the following year. Students in Years 5 and 11 who have a good attendance record and apply themselves to their school work, are eligible to nominate for the positions.

School leaders are expected to conduct themselves with dignity in order to be an example to the other students and an asset to the school.

School captains have the annual opportunity to fly to Sydney, at the invitation of the Governor of NSW, to spend a day at Parliament House of NSW participating in the Secondary School Program for school captains.



STUDENT WELLBEING

School Merit System

The merit system aims to acknowledge students who show respect, engagement, achievement and leadership. The system: assists in the development of self-esteem of all students; encourages socially acceptable behavior; prepares students to become valuable members of our community; develops a school tone more conducive to learning; and encourages students to participate in all aspects of school life and to respect the rights of others. The awards are outlined below.



5 green awards

(any combination of the 2 types shown)

5 green awards should be collected, stapled together and put into the green box at the front office.

These are returned to students with a hole punched in them indicating that they've been processed.

Teachers may also give green awards electronically which are automatically counted.



At each PBL assembly teachers may also award Certificates of Recognition which are equivalent to green awards and are also automatically counted.

5 green awards = 1 bronze award 5 bronze awards = 1 silver award 3 silver awards = 1 gold award



Plus

- Be REAL average greater than or equal to 5.3
- Annual attendance greater than or equal to 95%
- Demonstrating an exemplary level of citizenship
- No suspensions

PLATINUM AWARD



Be REAL

6

Outstanding 😊

Students are consistently:

- ◆ Demonstrating and modelling core Be REAL values
- ◆ In the right place at the right time
- ◆ Bringing correct gear ready for learning
- ◆ Responsible for their own belongings
- ◆ Following teacher instructions
- ◆ Participating in discussions and activities
- ◆ Showing active listening
- ◆ On task and actively responding to teacher feedback
- ◆ Producing a high standard of work and regularly challenging themselves
- ◆ Completing all tasks provided
- ◆ Asking for help from teachers or other students when needed
- ◆ Using learning time effectively to be a proactive learner
- ◆ Independently taking initiative to help others
- ◆ Addressing teachers and students respectfully
- ◆ Displaying citizenship
- ◆ Honest
- ◆ Displaying a positive attitude to school
- ◆ Positively involved and invested in school programs
- ◆ Showing a high level of leadership skills
- ◆ In school uniform
- ◆ Keeping hands and feet to self

Be REAL

The core values of our school are respect, engagement, achievement and leadership.



The Be REAL report is designed to support students to be responsible, self-directed learners who grow to become confident and creative individuals that contribute actively to their community and society.

The rubric (see previous page) allows students to identify and reflect upon the areas that are representative of a student actively engaged in their future and the effort undertaken to get there. It allows you to support your child to develop strategies in identified areas to improve their levels of respect, engagement, achievement and leadership.

In Week 8 of Terms 1-3, and Week 6 in Term 4, every student from Kindergarten to Year 12 is given a score based on the rubric for each area of their schooling life. The rubric has been developed to underpin the 'Personal and Social Capability' continuum incorporated in the General Capabilities document by ACARA (acara.edu.au). This capability includes: recognising and regulating emotions; developing empathy for others and understanding relationships; establishing and building positive relationships; making responsible decisions; working effectively in teams; handling challenging situations constructively; and developing leadership skills.

Our award system celebrates students' efforts in these areas.

Students who have demonstrated the Be REAL qualities and are successfully achieving an average of 4.8 and above on their most recent report will participate in a celebratory event at the end of each term.

Wellbeing is a key focus in our school plan. We are developing our policies and processes to best meet the needs and growth of every student. Parent input is greatly appreciated and we encourage your feedback. The capabilities are also reflected in students' semester reports under 'Commitment to Learning'.

Should you wish to discuss your child's progress, opportunity will be provided through making an appointment with your child's teacher or year advisor.

Discipline

Achieving a high standard of discipline is integral to the continued successful operation of the school.

Being a Positive Behaviour for Learning (PBL) school, our core values (respect, engagement, achievement and leadership) provide a framework which promotes student empowerment and personal development. Our aim is to provide a stable, safe and happy environment in which students display self-discipline and a sustained application to learning.

The Walcha Central School community (staff, parents and students) will not tolerate illegal, anti-social or unacceptable behaviour within the school. Any such behaviour will be dealt with promptly to help maintain an environment conducive to effective learning.

Parents are encouraged to make an appointment to speak with the deputy principal to express any concerns of a discipline nature.

Behaviour Monitoring Books

K-6 and 7-12 monitoring books are designed to monitor the behaviour of students who are exhibiting levels of negative behaviour that are not appropriate for school, and to provide feedback to parents.

For K-6, the books start with a white communication book and the student, their teacher, a parent and an assistant principal negotiating the specific behaviour targets that the student is aiming to achieve.

Depending on the severity of the behavior, the student may progress through orange and red books, which have associated actions such as Formal Cautions, detentions and exclusion from attending events and excursions.

Session	😊	😐	☹️
Session 1	😊	😐	☹️
Session 2	😊	😐	☹️
RAGE	😊	😐	☹️
Session 3	😊	😐	☹️
Session 4	😊	😐	☹️
Session 5	😊	😐	☹️

For Years 7-12, students start with the orange monitoring book.

MONITORING DAY	1	2	3	4	5
ACHIEVEMENT LEVELS	0 - Not Achieved	1 - Partial Achievement	2 - Satisfactory Achievement		
PERIOD	SUBJECT	PERIOD	PERIOD	PERIOD	PERIOD
1					
2					
3					
4					
5					

Parents are required to sight and sign the relevant behavior book each day.

Students, K-12, may face suspension if they do not comply with the requirements of the red monitoring book.

While on an orange or red monitoring book, students are not permitted to attend socials, represent the school in any sport or any other way, and may not participate in any other external activity conducted by the school.

Walcha Central School uses a program called 'Sentral', in conjunction with the Department's programs, to track student incidents, both positive and negative. You may hear your child or your child's teacher refer to 'an entry in Sentral'. The Learning Support Team monitors Sentral entries regularly.

THE OTHER BITS

Buses

Once a student is enrolled at school, application for free school travel can be made. Apply online at: apps.transport.nsw.gov.au/ssts/#/howToApply

The school will then confirm that your details are correct and Transport NSW will email parents to confirm if the student is approved for free travel. The local bus company can then be contacted for pick up and drop off venues and times for bus travel.

The Oxley Explorer
☎02 6777 2436

Moona Bus Service
☎02 6777 8124

If you are experiencing difficulties applying online please call in at the front office for assistance.

Students are required to wait for their buses inside the school gates for safety reasons. Primary students will be released to move to their buses to board before the secondary students. Students who are walking home are permitted to leave the grounds at 3:10pm.

Reminder

Please remember that when the crossing flags are displayed cars **must** stop to allow children to cross the road safely.

For the safety of your child please pick up and drop off from the Angle Street entrance and avoid the bus pick up area.



Cash back on the school run



NSW Transport for NSW

School Drive Subsidy

If you live a long way from public transport and need to drive a student to a public transport pick up point or to school, you may be able to get financial assistance.

The School Drive Subsidy provides eligible parents and guardians twice-yearly payments to help cover some of the expenses of getting children to school.

To find out if you are eligible, and to apply online, visit: transport.nsw.gov.au/schooldrive

Can't get online?

Ask about the School Drive Subsidy at the front office, Walcha Central School, or call 131 500

Transport for NSW Student Concession Cards

Transport for NSW provides non-photo concession cards for senior secondary students over 16 years of age, and Proof of Age Cards for students under 16 years of age. These are ordered and distributed by the front office.

School Fees

School fees are set each year. The general contribution is a voluntary contribution, course contributions are not. Parents are strongly urged to pay all the fees as funds raised through voluntary contributions allow our school to offer the 'extras' which assist and enrich students' education.



The fees quoted here are 2021 fees and are subject to change.

General contribution	Years K-6	\$35
	Years 7-12	\$50
Secondary sport*	Years 7-10	\$20
Subject contributions**		
<u>Year 7</u>		
Visual arts		\$25
Technology mandatory		\$45
<u>Year 8</u>		
Visual arts		\$25
Technology mandatory		\$45
<u>Years 9-10</u>		
Industrial technology – engineering, design and innovation		\$100
Visual arts		\$50
Textiles technology		\$50
Food technology		\$50
<u>Years 11-12</u>		
Hospitality		\$200
Visual arts		\$110
Construction		\$100
Metals and engineering		\$100
Design & Technology		\$100
Photography, Video and Digital Imaging		\$80
Primary industries		\$110

Fee statements are posted to parents twice per term, allowing payment by instalments if preferred.

* *Sport fees need to be paid to ensure students are able to participate.*

** *Subject contributions need to be paid in order for your child to take receipt of any of the products made or developed. Non-payment may result in your child not being able to participate in all activities (alternate course-based activities will be offered).*

Financial Assistance

If any parent is experiencing difficulty paying their child's school fees please call in at the front office to see the school administration manager to arrange a payment plan or to discuss if assistance is available.

School Support Program

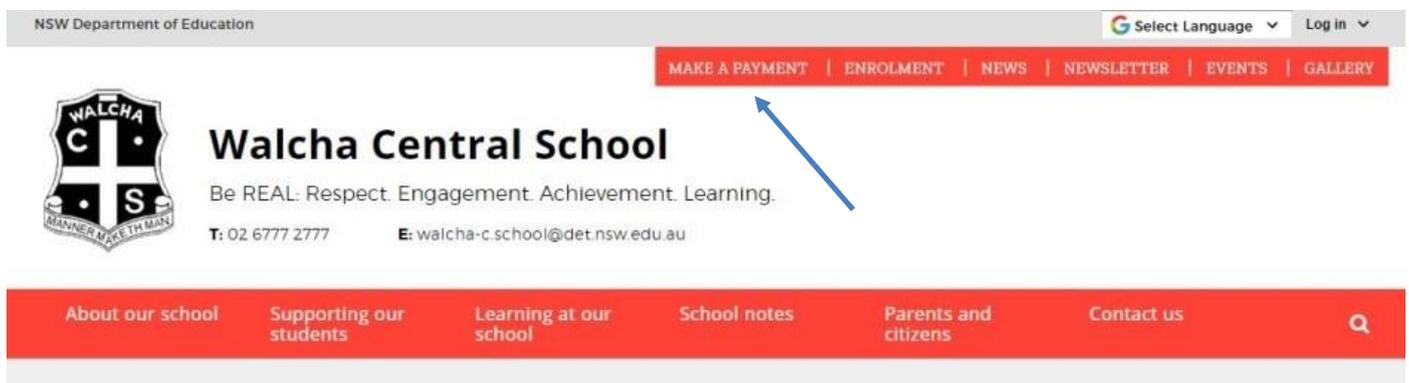
For many years, Walcha businesses, organisations and individuals have been generously supporting students at Walcha Central School. Some students will receive this support by way of a prize at presentation day or reduced excursion or activity costs, while others have the opportunity to apply for scholarships targeted at assisting with different aspects of school life.

At the beginning of Term 4, all students will receive a nomination form outlining the scholarship opportunities. We encourage all students to apply.

For successful students, the scholarship funds are held by the school. They can be transferred directly across to school-based expenses such as school fees and excursions (if scholarship conditions allow) or receipts can be presented for reimbursement.

Parent Online Payment (POP)

Payments for school fees and excursions can be made online by going to the Walcha Central School website: walcha-c.schools.nsw.gov.au
Select 'Make a Payment' from the top tab and follow the prompts.



The screenshot shows the top navigation bar of the Walcha Central School website. The bar is red and contains the following links: MAKE A PAYMENT, ENROLMENT, NEWS, NEWSLETTER, EVENTS, and GALLERY. A blue arrow points to the 'MAKE A PAYMENT' link. Below the navigation bar is the school's logo, which is a shield with a cross and the letters 'WALCHA', 'C', and 'S'. To the right of the logo is the school's name 'Walcha Central School' and the motto 'Be REAL: Respect. Engagement. Achievement. Learning.' Below the motto are the phone number 'T: 02 6777 2777' and the email address 'E: walcha-c.school@det.nsw.edu.au'. At the bottom of the screenshot is a red navigation bar with the following links: About our school, Supporting our students, Learning at our school, School notes, Parents and citizens, and Contact us. A search icon is located on the right side of this bar.

School Song

(Tune - "John Brown's Body")

We're students, teachers here together
sportsmen great and small;
We're here to do the best we can,
we'll not let standards fall;
For manner maketh man we say,
so here we loudly call
WALCHA CENTRAL leads them all.
W-A-L-C-H-A, WALCHA,
'tis for honour that we steer;
To strive for Walcha is the reason
why we're gathered here;
And W-A-L-C-H-A is the one
for which we loudly cheer
We cheer for the Red and White.

School Houses

Walcha Central school has 3 houses. House points are accumulated via the merit award system (1 bronze award equals 1 house point), sports carnivals, for representing the school, and for academic and cultural endeavours.

Green



Yellow



Blue



School Hours

No child should be at school before 8.40 am as there is no teacher supervision until 8.40am. Students will be supervised after school until all buses have departed. Should a student need to re-enter the school after this time, they are to report to the front office for assistance.

K-6

9.00am	-	school starts
10.50am-11:20am	-	recess
1:30pm-2:10pm	-	lunch break (except Wednesday – see below)
3.10pm	-	school finishes

Years 7-12

8:50am	-	school starts
10:50am-11:20am	-	recess
1:40pm-2:10pm	-	lunch break (except Wednesday – see below)
3:10pm	-	school finishes

Bell Times

MONDAY		WEDNESDAY		TUESDAY, THURSDAY, FRIDAY	
8:50	Period 1 (7-12)	8:50	Period 1 (7-12)	8:50	Period 1 (7-12)
9:00	Period 1 (K-6)	9:00	Period 1 (K-6)	9:00	Period 1 (K-6)
9:48	Period 2	9:50	Period 2	9:50	Period 2
10:46	Recess (30 min)	10:50	Recess (30 min)	10:50	Recess (30 min)
11:16	*PBL / Assembly	11:20	Period 3	11:20	RAGE
11:46	Period 3	12:20	Period 4	11:40	Period 3
12:44	Period 4	1:10	Lunch, eat in class (K-6)	12:40	Period 4
1:32	Lunch, eat in class (K-6)	1:20	Lunch (30 min)	1:30	Lunch, eat in class (K-6)
1:42	Lunch (30 min)	1:50	Sport	1:40	Lunch (30 min)
2:12	Period 5	2:12		2:10	Period 5
3:10	School Finishes				

*The timeslot is extended each Monday by 10 minutes to accommodate Positive Behaviour for Learning. The start and finish time for the day is not affected.

TERM DATES 2022

FIRST TERM

First Day

Friday 28 January - staff only to attend
Monday 31 January 2022

Tuesday 1 February & individual assessment appointments for Kinder
Wednesday 2 February 2022 students

Tuesday 1 February 2022 First day for Years 1-12

Thursday 3 February 2022 First day for Kindergarten

Last Day

Friday 8 April 2022 students and staff

Friday 15 April 2022 Good Friday
Monday 18 April 2022 Easter Monday
Monday 25 April 2022 Anzac Day

SECOND TERM

First Day

Tuesday 26 April 2022 staff only
Wednesday 27 April 2022 all students

Monday 13 June 2022 Queen's Birthday

Last Day

Friday 1 July 2022 students and staff

THIRD TERM

First Day

Monday 18 July 2022 staff only
Tuesday 19 July 2022 all students

Last Day

Friday 23 September 2022 students and staff
Monday 3 October 2022 Labour Day

FOURTH TERM

First Day

Monday 10 October 2022 all students and staff

Last Day

Monday 19 December 2022 all students
Tuesday 20 December 2022 staff

NB: Please check school website www.walcha-c.schools.nsw.edu.au for calendar updates

Map of Walcha Central School

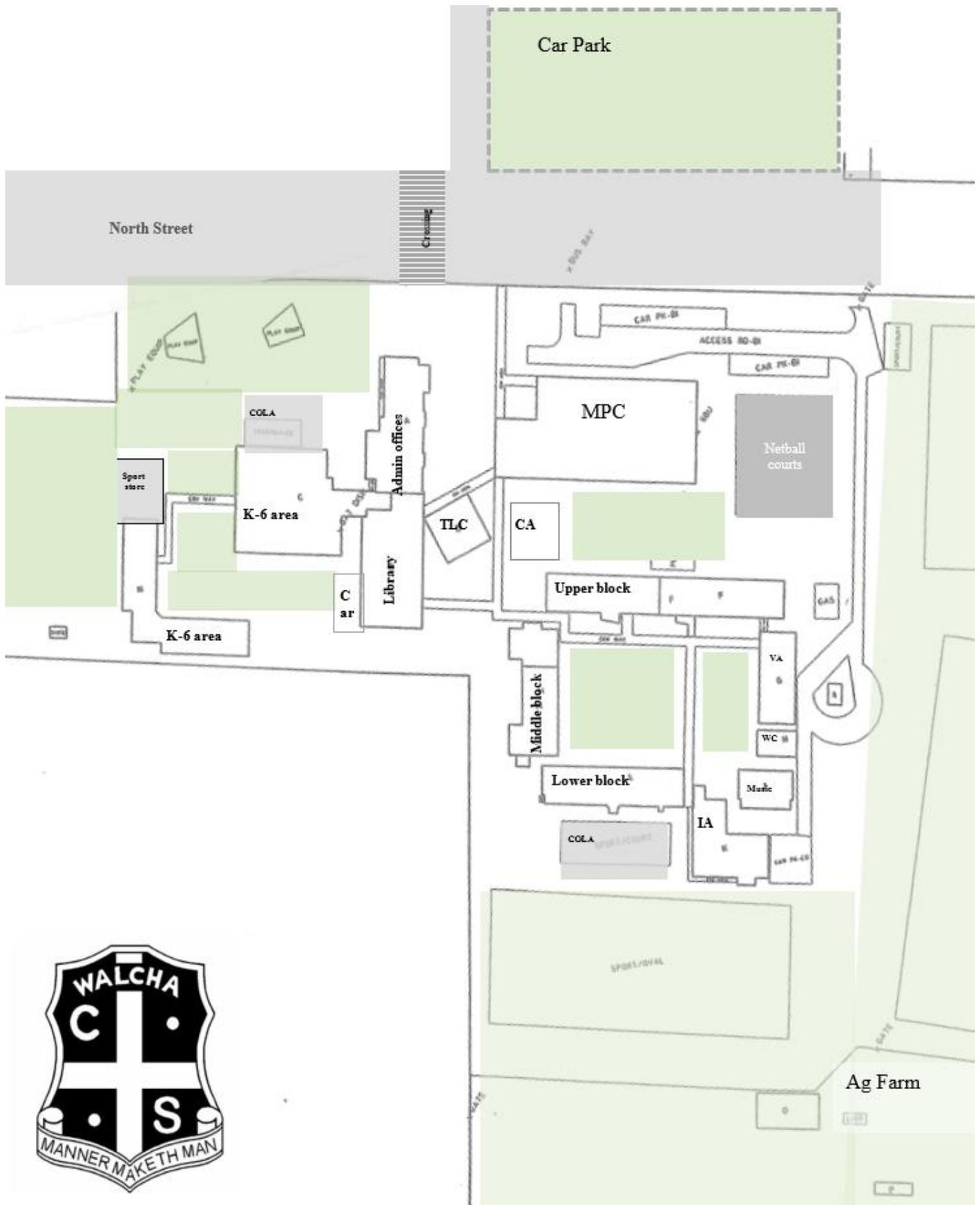


Table of Contents

WALCHA CENTRAL SCHOOL	1
INTRODUCTION.....	2
EXECUTIVE STAFF	3
SECONDARY ADVISERS.....	3
K-6 CLASS TEACHERS.....	3
KEEPING IN TOUCH	4
Website	4
Facebook	4
Newsletters	4
Assemblies	4
Reporting.....	4
Be REAL Reports.....	4
Parent–Teacher Evenings.....	4
Parent Enquiry Procedures	4
Updating Student and Family Information	5
Yarn Up.....	5
Parent & Citizens Association	5
SCHOOL ROUTINES.....	6
Attendance.....	6
Leaving School During the Day	6
Full Day Absences	6
Exemptions.....	6
Homework.....	7
Health Care at School.....	7
School Based Adolescent Vaccination Program.....	7
Sick Bay	8
Uniform	9
SCHOOL SERVICES	10
Aboriginal Education Officer (AEO).....	10
Learning and Support Team.....	10
School Counsellor.....	10
Youth Support Officer	10
Chaplain	11
Student Assistance	11
Scripture.....	11
Back to School Requirements	11
Breakfast Club	11

Canteen	12
KEEPING OUR STUDENTS SAFE	13
Visitors to the School	13
Working with Children Check.....	13
Transporting Students for Student Activities.....	13
Permission to Publish.....	13
CURRICULUM	14
The Early Years – Investigative Learning in Kindergarten, Year 1 and Year 2.....	14
The Middle Years	14
Flex.....	16
The Senior Years.....	16
EXTRA-CURRICULAR ACTIVITIES.....	17
Library	17
Band	17
Choir.....	17
Cattle Club.....	17
Merino Mob	17
Poultry Pack	17
Scholastic Book Club	18
Board Games and Chess Club	18
Lego Masters Club.....	18
Debating.....	18
Multicultural Public Speaking Competition	18
Garden Club	18
Art Club	18
Sport.....	19
K-6 Incursions and Excursions.....	20
Years 7-12 Incursions and Excursions	20
STUDENT LEADERSHIP	21
Student Parliament	21
Student Leaders	21
STUDENT WELLBEING	22
School Merit System	22
Be REAL	24
Discipline	24
Behaviour Monitoring Books	25
THE OTHER BITS	26
Buses	26

School Drive Subsidy	26
Transport for NSW Student Concession Cards	26
School Fees	27
Financial Assistance	27
School Support Program	28
Parent Online Payment (POP)	28
School Song	29
School Houses	29
School Hours	30
Bell Times	30
TERM DATES 2022.....	31
Map of Walcha Central School.....	32
Table of Contents	33

Respect
Achievement



Engagement
Leadership

For more information please contact the school office, ☎ 6777 2777

154E NORTH STREET, WALCHA, NSW, 2354 | T 6777 2777 | F 6777 1009
WALCHA-C.SCHOOLS.NSW.GOV.AU | WALCHA-C.SCHOOL@DET.NSW.EDU.AU

