

Yass High School



INFORMATION BOOK 2020

2020 School Terms

Term 1 – Tuesday 28th January to Thursday 9th April

Tuesday 28th January: Staff Development Day (pupil free)

Wednesday 29th January: Years 7, 11 and 12 return to school and

all new enrolments need to come to school from 9.00am to 11.00am

Thursday 30th January: Years 8, 9 and 10 return to school

Term 2 – Monday 27th April to Friday 3rd July

Monday 27th April: Staff Development Day (pupil free)

Tuesday 28th April: Students return to school

Term 3 – Monday 20th July to Friday 25th September

Monday 20th July: Staff Development Day (pupil free)

Tuesday 21st July: Students return to school

Term 4 - Monday 12th October to Friday 18th December

Thursday 17th and Friday 18th December: Staff Development Days (pupil free)

Lesson Times

Time	Mon, Tue, Thur, Fri	Time	Wed
9.00am - 9.20am	Roll Call	9.00am - 10.00am	Period 1
9.20am - 10.20am	Period 1	10.00am - 11.00am	Period 2 Wed B – Assembly
10.20am -11.20am	Period 2	11.00am - 11.40am	Break 1
11.20am - 12.00pm	Break 1	11.40am - 12.40pm	Period 3
12.00pm - 1.00pm	Period 3	12.40pm - 1.40pm	Period 4
1.00pm - 2.00pm	Period 4	1.40pm - 2.00pm	Break 2
2.00pm - 2.20pm	Break 2	2.05pm - 3.20pm	Sport
2.20pm - 3.20pm	Period 5		



Welcome

Welcome to Yass High School! We are an inclusive, comprehensive and growing high school in a rural community close to the national capital. We have a proud record of providing an extensive range of academic, cultural, creative and performing arts, sporting, agricultural and technological opportunities for local students for over 50 years. Students benefit from a trade skills training facility, a modern Science/STEM facility, open plan learning environments and strong ties with the community.

The school values are Respect, Responsibility, Safety and Learning. These values have been agreed upon by students, parents and staff and form the basis for student wellbeing, backed by strong welfare and support structures and a culture of caring. Our Learning Support Team ensures individual students receive any required learning adjustments necessary to achieve success.

Yass High School is a member of two learning communities ensuring staff are well equipped for teaching and learning across the Kindergarten to Year 12 continuum. The Binit Binit learning community consists of 6 partner primary schools and is committed to providing the best possible education for all students with a focus on middle school and gifted and talented programs, creative and performing arts opportunities and Aboriginal education. The Southern Tablelands Community of schools focuses on HSC excellence, sharing resources, and providing quality professional learning for staff.

Our school is supported by a strong P&C team which operates the canteen and uniform shop. Students demonstrate their pride in their school by wearing the school uniform appropriately.

We welcome you to Yass High School and look forward to developing our learning partnership with you.

Linda Langton
Principal

Contents

Key contacts	6
--------------------	---

Daily Organisation

Punctuality and preparedness	7
Periods	7
Attendance.....	7
Home School Liaison Officer	7
Absences	7
Supervision	7

Communication

How we communicate with parents and students	8
Contacting the school	8
Contacting students	8
Channels of communication.....	9
Parent Portal	9
Parent/Teacher Interviews	9

Student Wellbeing

School Values	10
Welfare Officers	11
Year Advisers.....	11
Student Leadership.....	12
First Aid.....	12
Medicines.....	12
Non-Prescribed Medication.....	12
Insurance	12
Uniform	13
Uniform Shop	14
Welfare and Discipline	15

Administration

Voluntary Contributions and Course Fees	16
Musical Instrument Hire	16
Student Assistance	16
Private Vehicle Conveyance Subsidy	16
Money/Permission notes.....	16
Valuables at School	17
Electronic Devices	17
Energy and Soft drinks.....	17
Parents & Citizen Association.....	17
Lost Property.....	17
School Photos.....	17
Laptops – Bring Your Own Device (BYOD)	18
Use of the Internet	18
Privacy Act.....	18
Use of vehicles at school	18

Student Recognition

Award Scheme.....	19
-------------------	----

Curriculum and Assessment

Curriculum requirements.....	20
Stage 4 (Years 7 and 8)	20
Stage 5 (Years 9 and 10).....	20
Stage 6 (Years 11 and 12).....	20
Assessments and Reports	21
Assessment Policies	21
Multicategorical (MC) Class	21

Programs

Careers Program	22
Extension opportunities.....	22
Music program	23
Rural Fire Service volunteer training.....	23
School Based Apprenticeships and Traineeships (SBATS)	23
School to Work Program	23
Special Religious Education (Scripture).....	23
Sport Program.....	24
Vocational Educational Training (VET)	25

Clubs

Art Club.....	26
Chess Club	26
Show Team.....	26
STEM Club.....	26
Technology Club	26
Vocal Ensemble	26
Other lunchtime clubs and activities	26

Facilities

Community Trade Skills Centre	27
Library and Information Resource Centre	27
Farm.....	27
Lockers	27
Canteen	27

Your key contacts at Yass High School

Principal

Deputy Principal – Years 7,9,11

Deputy Principal – Years 8,10,12

Business Manager

Administration Manager

Faculty Head Teachers

English

Mathematics

Science/Agriculture

HSIE/Language (LOTE)/Library/Careers

CAPA - Visual Arts/Music/Drama

TAS - Industrial Arts/VET/Food Technology/Textiles

PDHPE

Multi-categorical Classes

Welfare

Year Advisers

Year 12

Year 11

Year 10

Year 9

Year 8

Year 7

Curriculum Co-ordinators

Stage 6 (Year 11 & 12)

Stage 5 (Year 9 & 10)

Stage 4 (Year 7 & 8)

VET Co-ordinator

Year 6 Transition Co-ordinator

Sport

School Sport

Representative Sport

Welfare

Deputy Principal - Years 7,9,11

Deputy Principal - Years 8, 10, 12

Head Teacher Welfare

Year Adviser

Careers Adviser

School Counsellor

Learning and Support

Financial

Uniform

Enrolment/Transfer

Student Representative Council

Anti-Racism/Wellbeing

Aboriginal Programs

Lost Property

Clothing Pool

Technical Support

Concerns about

Staff

Students

Subjects

Linda Langton

Andrew Facer

Ruth Riach

Angela Parker

Janet Carswell

Scott Grose

John Duncan

Tracy Randall

Brendan Roberts

supervised by Ruth Riach

Joanne Southwell

James Harding

To be appointed

Bronwyn Ward

Teresa Baines

Sanae Panton/Fiona Wykes

Ian Munn

Ree Nicholson

Scott Anderson

Amy Watson

Fiona Wykes

Kira Churchland

Andrew Facer/Ruth Riach

Joanne Southwell

Sharon Kemp

Craig Barrett

Tracey Bills

Andrew Facer

Ruth Riach

Bronwyn Ward

See above for relevant year

Fiona Wykes

To be advised

Kate Vale

Angela Parker/Janet Carswell

Ruth Riach & Year Advisers

Linda Langton

Tracey Bills

Tracey Bills

Kate Vale

Duplicating room staff

Front Office Staff

Andrew Facer

Principal

Deputy Principal/s

Head Teacher

Daily Organisation

Punctuality and preparedness

- Our school's complex organisation is aimed at providing students with the best educational experiences available and is dependent on all involved being on time and fully prepared for every day and every lesson so that learning time is not wasted. Punctuality and preparedness are themselves important and essential life skills.

Periods

- A normal school day has 5 one hour periods with a whole school assembly each fortnight.
- Formal assemblies will be held period 2 on alternate Wednesdays.

Attendance

- Good attendance is essential for success at school. Research links poor attendance with poor academic and social outcomes. Missing school makes it harder to keep in touch and fully benefit from belonging to your school community. Please contact the school if you know your child will be away.
- Attendance is marked online each lesson.
- All parents will be contacted via SMS if their child is absent at the beginning of the day if they supply a mobile phone number.

Legal Attendance Requirements

- Students are to be at school every day it is open unless illness or serious, unavoidable events prevent their attendance.
- Students can only miss school to attend work if it is an organised work placement.
- A minimum 85% attendance rate in each year of study is essential for the award of a Record of School Achievement or a Higher School Certificate.
- A written or verbal explanation from parents is required for all absences including missing a lesson, a part or whole of a day.

Home School Liaison Officer

- Where there are ongoing or prolonged unexplained absences and the student is under 17 years of age, the school will refer the student to the Learning and Engagement Officer at Queanbeyan Office. The student may then be referred to the Home School Liaison Officer who will contact the parents/carers.
- A return to school program may then be implemented in unison with the school.

Absences

- Explanatory notes are to be handed to the library staff in advance of or on return from an absence. If preferred, parents can ring the school and dial 6 with their explanation.
- For part absences, leave or appointments - a note should be handed to the library staff before school and a leave pass will be issued.
- Students with an assessable task due on that day must contact the school (see the Assessment Policy for each year).

Supervision

- Supervision is provided from 8.35am to 4.00pm
- Students travelling on buses are expected to remain at school on arrival and until departure of their bus at the end of the school day.

How we communicate with parents and students

Open communication between the school, home and the community is our ideal at Yass High School. All school community members are urged to use appropriate communication channels to keep each other informed of matters related to students and learning. *Lack of time* is often an issue in keeping communication channels open on a busy school day so patience is sometimes necessary. The other inhibiting factor to good communication is *rumour and gossip*: if what you hear sounds odd please contact the school for clarification. There may be instances where you are unhappy with an aspect of the school management. In keeping with the spirit of open communication, we ask you to contact the school for clarification or discussion rather than airing concerns on social media.

Contacting the school

- All contact with the school should be through the Front Office.
- Communication is enhanced by contacting the relevant person. A list of 'key contacts' is provided on page 6 of this book.
- The Deputy Principals assist the Principal in leading and managing the school. The Principal and Deputy Principals form the senior executive in the school. The Deputy Principal is responsible for the day-to-day organisation of the school and for the welfare of all students and staff. The Deputy Principals, along with the Principal responsible, for overseeing the teaching and learning programs and professional learning in the school.
- The Principal is responsible for all areas of educational leadership. This includes the education and welfare of all students, all educational programs, learning outcomes, the management of staff and staff welfare development, financial management of the school, the management of the school property and developing partnerships between the school and the school community.
- Head Teachers are an integral part of the school leadership team and their role is to support the Principal and Deputy Principals in leading and managing the school. They are accountable to the Principal for the provision of leadership in their specific curriculum area including educational programs, learning outcomes, student welfare, staff welfare, development and management, school and community partnerships and other areas as delegated by the Principal. Some Head Teachers have other specific responsibilities related to school administration and student welfare. For progress reports please contact the relevant Year Adviser.
- The Year Adviser, who works closely with the school's welfare team and classroom teachers, is often the first person a parent should approach to discuss any problems or issues about a child. They provide relevant information to staff at meetings.
- For serious welfare concerns, please make an appointment to see the Counsellor. The School Counsellor assists teachers by strengthening the school's student welfare provisions and provide counselling and psychological assessment of students with specific needs. Their work with teachers in the classroom is designed to improve student learning outcomes. Matters discussed with the counsellor are confidential between the student and the counsellor.

Contacting Students

- Messages will be conveyed if it is of an urgent or serious nature. Please restrict requests made of the office staff.
- A Student Emergency card is required for each student. We ask you to provide the front office with updated information during the year if your circumstances change.

Yass High School Student Emergency Contact Information		
Student Information		
SURNAME.....	Given Name.....	D.O.B.....
Address.....		
Name of parent/carer to contact 1st		
.....	Relationship to student
..... (m/h/w) (m/h/w) (m/h/w)
Name of parent/carer to contact 2nd		
.....	Relationship to student
..... (m/h/w) (m/h/w) (m/h/w)
Additional contacts if parents are unavailable		
<small>Please nominate two people over the age of 18 years who may be contacted in the event of an emergency if the school is unable to contact the parents/carers. Ideally each contact should be someone who lives in the neighbourhood of the school. Please ensure that you have discussed with these people their willingness to be emergency contacts.</small>		
Name of contact 1st preference		
.....	Relationship to student
..... (m/h/w) (m/h/w) (m/h/w)
Name of contact 2nd preference		
.....	Relationship to student
..... (m/h/w) (m/h/w) (m/h/w)
<small>Office use: ERN updated:</small>		

Channels of Communication

- We have a very informative website www.yass-h.school.nsw.edu.au and social media accounts <http://twitter.com/YassHighSchool>.
- A regular bulletin (InTouch) containing news of student achievement and the forthcoming calendar is emailed home and to each student. A paper copy can be requested by contacting the school office.
- It is recommended that students purchase a diary to record homework and assist them in organising their day.
- Parents may request a profile of their child's work (progress report) at any time through the relevant Year Adviser.
- Warnings about incomplete assignments and students at risk are provided with a teacher phone call home and in writing.

Parent Portal

- The parent portal gives access to student information and services, including parent/teacher interviews and upcoming events. It also provides the ability to keep the school updated with your current information. Log on to the Internet and register for access to our Parent Portal at: <http://web1.yass-h.schools.nsw.edu.au/portal/register>

You must use a valid email address to create your username. Once successfully registered you will be prompted to enter your username (email address) and the password you created. To see information from the school and to link to your enrolled children, enter the access key provided on the email from the school. If you have not received an email, please check that you have supplied the correct details to the school.

- The URL for continued access to the portal is: <http://web1.yass-h.schools.nsw.edu.au/portal>
Should you experience difficulties please do not hesitate to contact the school for assistance or access online help on the school website at <http://www.yass-h.schools.nsw.edu.au>

Parent Teacher Interviews

- Parent/Teacher evenings are held twice a year to allow discussion on your child's progress.
- There is an on-line booking system for interviews.



Student Wellbeing

School Values

Yass High School is a Positive Behaviour for Success school (PBS) we value Respect, Responsibility, Safety and Learning. Positive behaviour expectations based on these values are taught to students during fortnightly lessons.

Some of these expectations are:

Respect

- wear school uniform and appropriate clothing each day and at all school functions
- speak politely to staff, students and visitors
- listen to others
- be tolerant of all
- follow teachers' directions

Responsibility

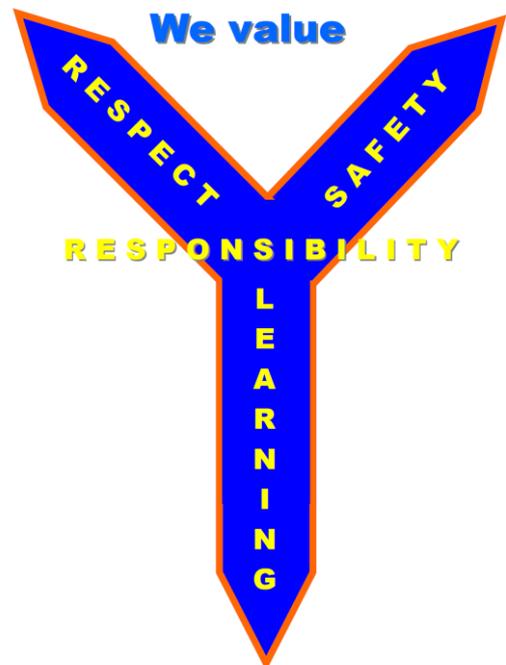
- move quickly and quietly between classes
- keep the school clean
- look after your own property
- use correct sign-out procedures
- treat animals with care at school and on excursions

Safety

- hands off others and their property
- leave dangerous items at home
- we are a Drug Free Zone
- stay in bounds
- walk in the quad and corridors

Learning

- attend all classes
- arrive on time to school and class
- bring all necessary equipment
- complete set work in class and at home
- phones, MP3 players and iPods are 'Off and Away' at school unless teachers give permission for them to be used as learning tools.



Welfare Officers

- The school has a district counsellor based at the school, attending five days a fortnight
- Each year group has a Year Adviser
- Each year group has a designated Dupty Principal
- An Anti-Racism Contact Officer also assists in the welfare process

Year Advisers

- The Transition Co-ordinator and Year 7 Adviser at Yass High School organise the transition from primary school. The Year Adviser works with the same year group from Year 7 through to Year 12.
- Year Advisers:
 - ♦ establish and maintain an efficient and caring network, rapport and environment
 - ♦ establish communications with staff and parents
 - ♦ monitor specific needs of students
 - ♦ are available for student/teacher/parent interviews and support to complete student profile information
 - ♦ compile “Student Profile Reports” when requested
 - ♦ develop management and leadership skills within the group



Teresa Baines
Year 12



Sanae Pantou
Year 11



Fiona Wykes
Year 11



Ian Munn
Year 10



Ree Nicholson
Year 9



Scott Anderson
Year 8



Amy Watson
Year 7

Student Leadership

- Students at Yass High School are given many opportunities to develop their leadership skills. The Student Representative Council (SRC) is the principle leadership body for students.
- The role of the SRC is to represent the voice of the students. The student representatives organise school events, fundraise for elected charities and generally help with supporting the school values both within the school and community.
- The School Captains, Vice Captains and Prefects are active members of the SRC, and also participate in many community activities that promote leadership and pride in Yass High School.

First Aid

- The clinic is located in the Administration area adjacent to the Front Office.
- All students needing medical attention should report to the clinic with a note from their classroom teacher.
- The clinic is only for immediate first aid or sudden illness that occurs at school.
- Parents will be contacted upon student request or if the student needs more than one lesson in the clinic.
- In the event of an emergency, parents/carers will be contacted as soon as possible, However, if necessary, the child will be transported straight to hospital.



Medicines

- Prescription medicines listed under the Poisons Act such as amphetamines for ADHD must be lodged with the Front Office staff and are stored in a locked cabinet.
- The doctors prescribed instruction of dosage of medication must also be lodged at the office.
- Staff are not responsible for supervising correct dosage.

Non-Prescribed Medication

- The school is prohibited from providing aspirins or other medicines without parental permission.
- Parents/Carers or emergency contact person will be contacted on a student needs basis. It will then be up to parents/carers to either collect their student from school or give permission for medications, to be given at that time.

Insurance

- There is no general insurance for accidents at school.



Uniform

- The NSW Department of Education Behaviour Code for students states that students are expected to comply with the school's uniform policy.
- The uniform code is developed by a committee representative of all stake-holders in line with Departmental Policy. In 2018 a review of the uniform was conducted, a new uniform has been made available from 2019 with a 2 year transition period where students may wear the "old" uniform until individual items require replacement with the new uniform.
- Students are expected to abide by the policy during school hours, while travelling to and from school and when engaged in school activities outside the school.
- In certain practical or specialised areas, general safety and WHS rules must be applied to clothing and footwear and followed at all times. **Covered leather shoes are required in such areas as science labs, kitchens, and when working in woodwork and metalwork rooms.** Breaches of WHS footwear requirement will result in the student being prevented from participating in the practical aspects of the lesson and alternate work will be provided
- Our school believes the following are the benefits derived from the wearing of school uniform.
 - ♦ Forms a sense of community, improves school tone and atmosphere and helps develop a sense of pride in the school.
 - ♦ Assists with student identification and safety.
 - ♦ Stops the anxiety associated with "what do I wear" each day as it reduces competition amongst students and removes pressure on families to provide "fashionable" items for daily wear.
 - ♦ Promotes equality among students.
 - ♦ Maintains the high public and community regard for the school and its students.
 - ♦ Prepares students for expectations in general dress and uniform for work and post school life.
- On sports day (Wednesday) students may wear approved school sport uniform and representative tops. On other days students' are expected to change into the sport uniform for PE lessons, and back into school uniform at the end of this lesson.
- Full uniform, including correct footwear, is a condition of participation in representative activities and excursions.
- If for any reason uniform cannot be worn, a note is required to be given to the roll call teacher.
- Students who consistently wear school uniform will be acknowledged on their school report.
- A clothing pool operates and assistance can be provided in cases of hardship.

Note: Jeans, tights, leggings or active wear are NOT acceptable uniform items

Footwear

Covered leather shoes

Entry to laboratories, kitchens and workshops is conditional on covered leather shoes being worn.



Uniform Shop

The P&C Association runs the uniform shop and aims to assist our school in two ways.

- Firstly to ensure our children are well dressed, in quality uniform, at a reasonable cost to our YHS families.
- The second is to fundraise to provide financial assistance for programs and resources for the school.

Your support of the Uniform Shop assists us in these aims, and wearing correct uniform helps our students develop a feeling of community, and a sense of pride in their school.



PRICE LIST

Polo shirts	\$30.00	Sports shirts	\$30.00
Button shirts	\$30.00	Boys microfibre shorts	\$20.00
Cargo shorts	\$25.00	Boys pants	\$35.00
Tracksuit pants	\$40.00	Girls microfibre shorts	\$20.00
Sports skort	\$30.00	Pleated skirts	\$35.00
Girls tailored pants	\$40.00	Hoodie jumper	\$40.00
V-neck pullover	\$40.00		



How to order

The Yass High School Uniform Shop is open each Tuesday 8.30 to 9.30am, and each Thursday 3.00 to 4.00pm.

You can also order online at www.school24.net.au (school registration ID is 2516 7963)

yhsuniformshop@gmail.com



Welfare and Discipline

It is expected that students display our school values whether they are in the classroom, on excursion or in the community.

We believe

- ♦ students have the right to be safe and happy at school
 - ♦ a teacher must be able to teach at all times
 - ♦ no student has the right to stop others from learning
 - ♦ students are responsible for their own actions and must accept the consequences that follow from those actions
-
- Poor behaviour choices are addressed in the first instance with classroom teacher support. Students who continue to not demonstrate school values are supported through the Student Management System of yellow, orange and red levels. A red level is a warning of suspension. If student behaviour does not improve, a suspension may be imposed.
 - Students who are struggling with their academic or social behaviour are identified and supported.
 - The Learning and Support team works to ensure that all students follow an appropriate pattern of study, that learning needs of students are accommodated and that learning experiences and tasks are modified in line with identified needs.
 - Our Welfare Network includes:
 - ♦ Head Teacher Welfare - supervises Year Advisers; liaises with Head Teacher Support and Learning Support Teacher; manages the Supported Learning Centre (SLC);
 - ♦ Head Teacher Support - manages students in MC (multi-categorical) classes;
 - ♦ School Counsellor (available two days per week) supports students with school and personal issues;
 - ♦ Learning and Support Teacher - supports students with a range of learning needs by creating Individual Learning Plans for students and working with teachers to modify/adjust learning.
 - ♦ Year Advisers - maintain regular contact with their year group to monitor and manage student wellbeing.
 - Bullying is not tolerated at Yass High School. Students who do not respect this are told that their behaviour is unacceptable and hurtful and has to stop. If it continues, parents are informed and students must work through a series of lessons to learn appropriate ways to treat others. A whole school understanding of what bullying means, its consequences and effects and the importance of speaking up is developed through Positive Behaviours for success Lessons (PBS). Please see policy on our website.
 - Teachers trained in anti-discrimination and anti-racism protocols oversee the development of positive behaviour in these areas.
 - Students, parents and staff are encouraged to raise issues of concern regarding any aspect of the school with a teacher or the principal.
 - Yass High School has developed a Code of Communication based on the NSW Department of Education's School Community Charter, supported by our strong P&C group, which describes expectations for mutually respectful communication between the school and the community.
 - At all times, the policies and procedures of the NSW Department of Education are followed and implemented.

Administration

Voluntary Contributions and Course Fees

- Our school offers a diverse and relevant curriculum to all students. Parents are requested to pay a voluntary contribution of \$50 (Years 7-10), \$70 (Year 11 & 12) each year to purchase resources which enhance learning for all students.
- Although contributions are voluntary in accordance with departmental policy, it is vital that parents support the school through payment of this money as it provides a major part of the budget figure allocated to resourcing the educational program of our school.
- In addition to this contribution, costs for materials/activities exist in some courses. These courses usually have consumables or use equipment which are expensive to maintain and replace.
- Electives fees **must** be paid. Students who have not arranged payment by the end of week 3 each semester or negotiated a payment plan with the Administration Manager, will be offered a no-cost elective alternate. These payments for selected subjects are necessary as they cover goods and materials used by students.

Musical Instrument Hire

- A fee applies for all students who hire a Yass High School instrument. Fees paid to feeder primary schools will be credited to Year 7.
- All Band members are to pay a band fee to cover the cost of music, etc.

Student Assistance

- Government funded assistance is available on application through the office. Funds received enable us to provide some support for fees relief or uniform.

Private Vehicle Conveyance Subsidy

- Private Vehicle Conveyance (PVC) subsidy is available for eligible school students, who are residents of NSW, where there is no public transport for all or part of the journey and who reside more than 1.6 kms walking distance to the nearest bus pick-up point. PVC is paid on a daily basis for the single distance journey between home and school bus pick up point. PVC may also be available on medical or safety grounds (where the journey between home and the pick-up point is unsafe).
- Application forms are available online via the Dept of Transport. A new form is required by the Dept of Transport if your child is new at Yass High School.

Money/Permission Notes

- The office is staffed from 8.30am.
- Fees and other monies can be paid before school and during recess and lunch breaks.
- Cash should be placed in an envelope with the student's name and payment details and placed in the counter slot (envelopes are available from the Front Office).
- Payments can be made to the school via online payments for amounts owing for students, via a secure payment page hosted by Westpac. Payments can be made using either a Visa or MasterCard credit or debit card. The payment page is accessed from the front page of the schools website www.yass-h.school.nsw.edu.au by selecting 'make a payment'. Receipts are available from the Front Office at recess.

Valuables at School

- Personal valuables may be lodged with the Office for safe keeping.
- Phones, iPods and MP3 players are discouraged and should be 'Off and Away' during all lessons and assemblies or functions.
- No responsibility is taken if valuable items are lost or stolen at school.

Electronic Devices

- While mobile phones and other personal electronic devices may be brought to school, they must remain 'Off and Away' during lessons unless teachers give permission for them to be used as a learning tool.
- If devices are audible, visible or used in class without teacher permission the student can be asked to take them to the Front Office to be collected at the end of the day.
- Devices must not be used to bully, harass or distract others from learning.
- Repeated misuse of devices may lead to the phone being kept until parent/carer contact is made.



Energy and Soft drinks

- Students are not permitted to bring soft drinks or 'energy' drinks of any sort to school. Drinks such as Red Bull, V, Mother, etc are banned from YHS for health & wellbeing reasons.
- These items are also banned when students are representing the school during off-site activities such as excursions, sporting events and camps etc
- If students are found with these drinks they will be confiscated. Full cans will be returned at the end of the day.
- We ask that students bring water to drink as this is most beneficial to quench thirst.

Parents & Citizen Association

- Our P&C meets at 6.00pm at the school on the first Thursday of each month. This is an ideal way of establishing communications with the staff and other parents. New parent and community members are always welcome.

Lost Property

- Lost property is located in the duplicating room.
- Clothing and bags should be labelled with student's name.

School Photos

- School photograph day is during term 1.
- These photos are used by the school for identification purposes and the supply of Library cards.
- On school photograph day all students must be in full school uniform.

Laptops - Bring Your Own Device (BYOD)

- At Yass High School students have the opportunity to bring their own technology device, connect to the Department of Education (DOE) wireless network and download and use Microsoft and Adobe Software. It is important to check the specifications of the kind of devices that can participate in the BYOD program.
- Refer to the BYOD website at <http://YassHighBYOD.weebly.com> - follow the steps to connect.

Use of the Internet

- The aims of using electronic media include:
 - ♦ enhancing students' learning opportunities and outcomes
 - ♦ enhancing staff professional development through better links with professional bodies
 - ♦ assisting staff and students to develop better information and communication skills
 - ♦ enhancing the existing information facilities in classrooms, the school library and faculties
- No personal information will be provided to outside users through the Internet.
- The Internet is not to be used by students to distribute material which is harmful to individuals or the school as a whole.

Privacy Act

- Our employer, the NSW Department of Education, has advised schools that under the Privacy Act we are required to obtain parent/carer permission before photographs of students may be published. Student images will also be seen when they are participating in video conferences.
- This consent is found on the Student Enrolment application for all new enrolments, a letter seeking consent is sent home for others.
- Please contact the school if you wish to change this consent.

Use of vehicles at school

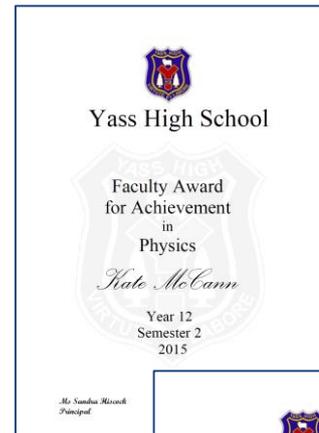
- Senior students may be given permission to drive to and from school.
- Students must complete a permission note, and indicate any passengers who they are transporting. Passengers must also complete a permission note. Permission cards will be issued and must be carried whenever students are in cars.
- This privilege may be removed from any student who drives dangerously or recklessly whilst on school grounds.
- Year 12 students may arrive at school after 9.00am and leave before 3.20pm when they do not have timetabled classes. Students who do not have a scheduled class period 5 may sign out at 2nd break. In order to allow students to use the flexible time system, parents must give their written permission.
- Students may **not** drive off the grounds and return during the school day.
- Students may **not** drive themselves or others on school excursions or to sporting events.

Student Recognition

Award Scheme

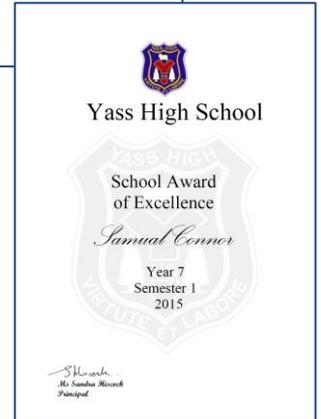
Faculty Award

- These awards are nominated by classroom teachers in recognition of an individual student's effort or achievement. Parents are encouraged to attend Celebration Assemblies where reports and awards are presented.
- They are distributed with reports at the end of each semester.



School Award of Excellence

- Students who receive a significant number of Faculty Awards are eligible for a School Award of Excellence.
- These awards are presented at Celebration Assemblies at the end of each semester.



Principal's Award of Excellence

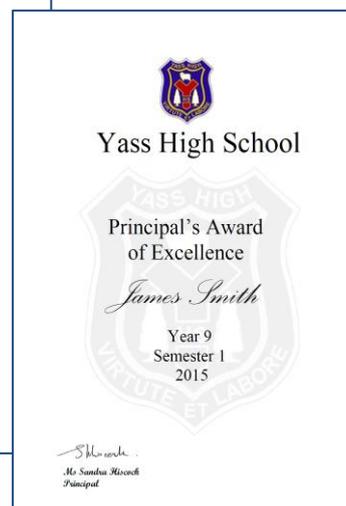
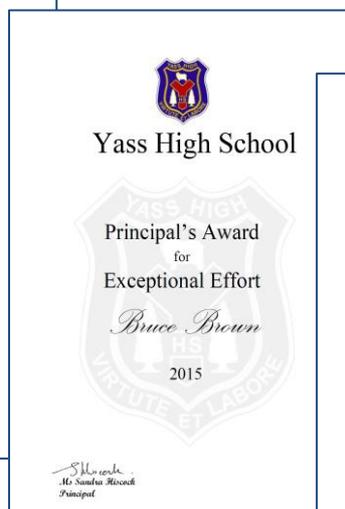
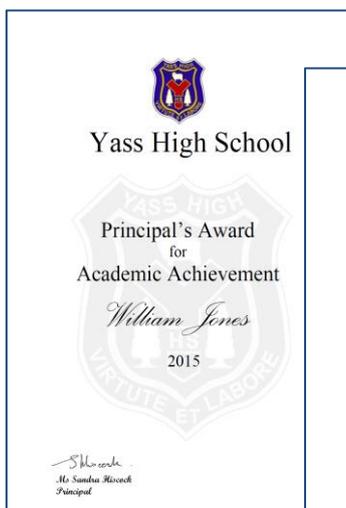
- The Principal selects a number of students from each year to receive the Principal's Award of Excellence.
- These awards are presented at Celebration Assemblies at the end of each semester.

Principal's Award for Academic Achievement

- The Principal selects at least one student from each year to receive the Principal's Award for Academic Achievement.
- These awards are presented at the end of year Presentation Evening.

Principal's Award for Exceptional Effort

- The Principal selects at least one student from each year in recognition of their positive effort, attitude and commitment to the values of Yass High School. These awards are presented at the end of year Presentation Evening.



Curriculum and Assessment

At Yass High School every effort is made to provide students with the best learning experiences possible within the current guidelines of the NSW Educational Standards Authority (NESA) and with the available facilities, staffing and resources, which are constantly being upgraded.

Curriculum requirements

- Each student must follow minimum requirements of study set out down by NESA. The school pattern reflects these requirements. Each enrolling student is given information about the curriculum for their year.
- A serious attempt at coursework, assessment tasks and exams is necessary for students to be deemed to have completed any course.
- Provision is made for students with extended illnesses. A medical certificate is required in these cases.
- Sport participation is mandatory for all years except Year 12.

Stage 4 (Years 7 and 8)

- Core subjects for Years 7-8 include English, Mathematics, Science, Australian History and Australian Geography.
- The following subjects are being offered as part of Technology Mandatory - Agricultural, Digital, Metal, Timber, Textile and Food Technology.
- Students must also complete mandatory NESA hours in PDHPE, Music, Art and Language-Indonesian.

Stage 5 (Years 9 and 10)

- Core subjects for Years 9 and 10 include English, Mathematics, Science, Australian History and Australian Geography and PDHPE.
- The following subjects are being offered and will be determined by student choices:
Agricultural Technology, Commerce, Drama, Food Technology, Industrial Technology Metal, Industrial Technology Timber, iSTEM, Music, Personal Development and Social Development – Community Studies, Photographic and Digital Media, Physical Activity and Sport Studies, Textiles Technology, Visual Arts and Visual Design.
- NESA requires at least one 200 hour elective. Yass High School offers two elective lines for 100 hour and 200 hour courses.

Stage 6 (Years 11 and 12)

- In Years 11 and 12 the only compulsory subject is English
- The following subjects are available:
English Advanced, English Extension, English Standard, English Studies (Non ATAR), Biology, Business Studies, Chemistry, Legal Studies, Mathematics, Mathematics Extension, Mathematics Standard 2 Pathway, Modern History, History Extension, Music 1, Personal Development, Health and Physical Education, Physics, Investigating Science, Textiles and Design, Visual Arts, Hospitality (VET), Metal and Engineering (VET), Primary Industries (VET), Mathematics Standard 1 Pathway, Sport, Lifestyle and Recreation Studies, Entertainment (VET), Society and Culture, Agriculture, Food Technology, Ancient History, Community and Family studies, Geography, Mathamatics Advanced, Construction (VET), Visual Design, Phototgraphy, Video and Digital Imaging
- Students study the equivalent of at least 12 units (six 2 unit subjects) in Year 11 and at least 10 units in Year 12.

Assessments and Reports

- Junior assessment week is mid Term 2
- Year 11 exams are scheduled for mid Term 2
- Year 12 exam week is at the end of Term 1
- Reports are issued at the end of Term 2
- Parent Teacher Evenings are late Term 1 early Term 3
- The Trial HSC starts early Term 3
- Year 11 exams are at the end of Term 3
- Junior assessment week is mid Term 4
- Final reports are issued at the end of Term

All dates are subject to change if unforeseen circumstances arise.

Assessment Policies

- Assessments are based on a combination of class and whole course tasks with tests where relevant.
- Assessment policies for all years are published on the school's website.
- The due dates of upcoming assessment tasks for each year are available for viewing on the schools website.
- In Years 10, 11 & 12 assessment schedules are issued in line with the NSW Educational Standards Authority (NESA) requirements. It is essential that students and parents are familiar with these schedules.

Multicategorical (MC) Classes

- Yass High School has MC classes providing specialised teaching practices to accommodate the requirements of students with diverse needs.
- Yass High School is an inclusive setting. Students who attend MC classes study a variety of courses, including electives, in both MC class and mainstream environments.
- Students in MC classes may also participate in the full range of extra curricular activities.



Programs

Careers program

Yass High School has a full-time Careers Adviser who provides a range of services for students to assist them in their Career and Pathways planning including:

- Year 10 Careers Education
- Careers advice: available to meet with both parents and students
- Subject choice interviews, progress interviews, career planning interviews
- Yass High School Careers Expo/Market
- Work experience opportunities for all senior students on demand
- Guest speakers
- Excursions to Canberra Careers Expo, CIT Try a Trade, TAFE Taster Day, Uni of Wollongong Discovery Day, Uni of Canberra
- Resume preparation, selection criteria and interview preparation
- Assistance with applications for jobs, scholarships, early entry, accommodation, UAC, TAFE, CIT and private providers
- WHS White Card, Responsible Service of Alcohol (RSA) and Responsible Conduct of Gambling (RCG) Asbestos Awareness courses – liaise with TAFE and VET
- School Based Traineeships & Apprenticeships – school contact application to establish
- Defence Technical Scholarship applications
- Alternative programs
- Careers resources in the school library
- Student Pathways Survey
- Student Destination Survey
- Parent/student information evenings
- Transition team meetings
- Wellbeing team meetings
- EVET – applications Coordinator
- TVET – Coordinator
- SWVP – teacher

Extension opportunities

A range of opportunities is offered to develop gifted and talented students, including:

- ♦ State and National Mathematics, Computing, Science, Geography, HSIE and English competitions
- ♦ Public Speaking and Debating
- ♦ Band
- ♦ Elite Sports Program
- ♦ Environmental projects
- ♦ Students' Representative Council
- ♦ Rotary Exchange and RYPEN
- ♦ Visiting speakers
- ♦ Independent programs of study
- ♦ Internet: advanced access
- ♦ Scholarships: TransGrid, Defence Force, Yass District Education Foundation
- ♦ UC Outreach Program
- ♦ Learning Labs with University of Wollongong
- ♦ Science and Engineering Challenge
- ♦ Maths Olympiad

Music program

Bands

- Yass High School offers a comprehensive band program beginning with the Link Band for primary students.
- The Concert Band is made up of students from Years 7 to 12 and play for a variety of occasions including special assemblies, Presentation Evening, and Anzac Day commemorations.
- Concert Band rehearsals occur on Monday's during period one.

Rural Fire Service volunteer training

- This program allows students aged 15 and over who have a rural background to undertake practical and theoretical training that enables them to volunteer with the Rural Fire Service (RFS).
- At the end of the 10 week program students receive a certificate that gives them credit towards becoming a fully trained RFS volunteer.
- RFS volunteers and officials come into the school 1 day a week to conduct the training during sport time. Uniforms are provided for the students to wear during the training.



School Based Apprenticeships and Traineeships (SBAT)

School based apprenticeships, and traineeships combine practical work with structured learning and lead to a nationally recognised qualification. They provide apprentices with the necessary job experience to get the career they want. Apprenticeships are available in over 500 occupations in an increasing range of industries. Some apprenticeships can be started while still at school and form part of a student's Year 12 Certificate.

A School Based Apprenticeship/Traineeship (SBAT) involves the employment of a young person who is undertaking a traineeship part-time while still attending school or college and enrolled in a program leading to a senior certificate.

A Certificate II qualification requires a minimum of 8 hours (equivalent to one day) in the workplace and a minimum of 3 hours off the job training per week. A Certificate III qualification has a greater time and work commitment and may require further work and study after the completion of Year 12.

Interested students should contact the Careers Adviser.

School to Work Program

The 2020 School to Work program will be organised in conjunction with careers for years 10 and 11 students. It will focus on developing career exploration among the younger years to give them a foundation of the possibilities for employment after school life. It will aim to build experiences and networks within the school and local community to promote job pathways for our students.

Special Religious Education (SRE)

Year 7 students will have one SRE (Scripture) lesson each fortnight delivered by the Combines Churches of Yass. Parents will be asked to complete a permission for their child to attend/withdraw from the program. Students not attending will be supervised to read or complete class and assignment work.

Sport Program

- Yass High School offers a wide and varied range of sports for students to enjoy and excel at, including but not limited to:

Touch Football	Cross Country	Golf	Skate Park
Football (Soccer)	Netball	Cricket	Lawn Bowls
Rugby League	Basketball	Weights	Fire Cadets
Swimming	Gymnastics	Squash	Table Tennis
Athletics	Tennis	Yoga	

- Students who walk to sport outside of the school need to have a permission note from parents indicating they are allowed to walk to the various sporting venues. All groups are supervised.
- Notes covering the year will be given to students for parents/carers to complete and sign.
- Students will return to the school at the end of sport, by bus or on foot.
- Parents/Carers can write notes allowing their child to leave directly from an outside venue to their home.



Vocational Educational Training (VET)

- VET (Framework courses) are vocationally oriented courses designed to give students skills in a range of industries.
- Yass High School has the capacity to offer six framework courses authorised by the NSW Educational Standards Authority (NESA).

These are:

- ♦ Agriculture
 - ♦ Construction
 - ♦ Entertainment
 - ♦ Hospitality
 - ♦ Kitchen operations
 - ♦ Metal and Engineering
- In these courses students work to develop the competencies, skills and knowledge described in each unit. To be assessed as competent, a student must demonstrate to a qualified assessor that they can effectively carry out the various tasks and combinations of tasks listed to the standard required in the appropriate industry. There is no mark awarded in competency-based assessment. Students are assessed as either 'competent' or 'not yet competent'.
 - Students achieve Australian Qualification Frameworks (AQF) at the end of their two years of study.
 - As part of their course, students are required to complete mandatory work placements, either in a block during school time, or through appropriate and recognised, part time employment.
 - Students wishing to obtain an Australian Tertiary Admissions Rank (ATAR) may choose to sit a written HSC examination in addition to obtaining their AQF qualification



Clubs

Art Club

Junior students who are keen on doing extra art activities meet in the Art room at lunch time once a week. This provides students with an opportunity to extend their skills and interests beyond the classroom curriculum.

Chess Club

The Chess Club meet once a fortnight at lunch time for social games and for selection to the Yass High School representative Chess Team, with the top four players invited to participate in the NSW Junior Chess League Country Schools Teams Competition, commencing in March each year.

Yass High is part of the State wide competition which has been running for nineteen years and has enjoyed the patronage of over 300 secondary schools in regional NSW.

The competition is run in a knock-out format with initial matches being scheduled between closest entered schools in the region to minimise travel. As teams progress through the competition, lengthy travel can be avoided by arranging to play over the internet.

Show Team

The show team is a program that has been running at Yass High School since 1988 and involves students preparing cattle, sheep and pigs for showing at local and royal shows. The school prepares animals from its own commercial herd as well as donated steers and stud stock from local and other breeders. The students learn many valuable personal skills in the team including interpersonal skills, public speaking, personal presentation, manual handling skills amongst many others.

Science, Technology, Engineering, Mathematics Club (STEM)

The school has a STEM Club which meets during lunch time. It is open to all students who have an interest in STEM outside the classroom and is free to join.

STEM Club provides a safe and enjoyable environment for students to gather and share their thoughts, opinions and passion for Mathematics and Science.

The STEM Club runs a number of activities driven by student interest in various areas of Mathematics and Science that include both extension of syllabus related material and topics of interest not covered by the current curriculum. These activities will expand their understanding of how maths affects and can predict behaviours in the world around them.

STEM Club activities are not limited to staying at school and discussing topics, we also enjoy occasional excursions where students can get a more hands on experience of Mathematics and Science in action.

Tech Club

Yass High School's Tech Club regularly sees more than thirty students each and every week. One lunch time per week, students are invited to join students from other grades in the computing lab. A range of activities is provided to support students with or without an interest in technology. This can include presentations, data analysis, computer architecture, coding and gaming. Local area networks are created on the spot to support multi-player gaming where available.

Vocal Ensemble

Vocal Ensemble offers opportunities for students to practise and perform together at school and Regional events. Rehearsals are during lunch and all students are welcome.

Other lunchtime clubs activities

Students can choose to participate in a range of activities at lunch time, run by training groups such as Social Justice, Drama Club, AUSLAN and English Club. The library is open and students may read, play board games, complete classwork or access games if computers are available.

Facilities

Our Learning Environment

The school includes a variety of learning spaces, from traditional class room to more open plan Integrated Learning Spaces.

The learning spaces offer flexibility which encourages self-directed learning and allows teachers to regularly and effectively practise innovative teaching techniques. An increase in collaborative learning areas supports problem, project and inquiry-based learning. There are also a range of spaces that support independent and social learning which encourage interaction, promote inclusivity and support 'community of learners' who are focused on achievement.

Community Trade Skills Centre

Yass High School has a Community Trade Skills Centre with industry-standard modern facilities and an award winning innovative design. This is a facility which benefits our students and the whole community.

Library and Information Resource Centre

- The Library is open between 8.30am and 3:20pm Monday to Friday.
- All students have access to the library, which provides opportunities for classes, small groups, or individuals to research, study, or to simply read for pleasure. There is also a selection of more traditional games such as Monopoly, Chess, Jenga and Uno for students to enjoy.
- Outside of class time, the library's resources and computers can be utilised before school and during lunch.
- Students can access the library catalogue online via the student portal, the school website or the library website (www.yasshslibrary.weebly.com).
- The school also offers supervised study outside school hours to senior students, particularly during their HSC year. Times will depend on student and teacher availability.

Farm

- The school has approximately 3ha of farm to be used as a teaching resource for Year 7-12 Agriculture and Years 11-12 Primary Industries (VET). Students carry out the majority of the farm work as part of their studies in agriculture so that the practical and theoretical aspects are integrated.
- A white Suffolk sheep stud, commercial beef cattle herd and free-range egg laying hens run in conjunction with pasture, cropping, horticulture and vegetable production.

Lockers

- Yass High School has lockers available for student use. The cost is of \$10 per year
- Students requiring a locker should see the Front Office staff.
- Parents and students must sign a locker agreement form. Locker agreement forms are available from the front office.
- Day lockers are available for student day use only. Keys are to be collected and returned to the Front Office daily.

Canteen

- Our canteen is open Monday-Friday during recess and lunch.
- The canteen also provides lunch orders and caters for various morning teas, meetings and special events held within the school.
- The canteen is a fundraiser for the P&C and is reliant on volunteers' support, to provide much needed funds for our school. Please phone 62261711 if you can help out in any way.
- If you wish to volunteer, please contact Ann Farmer, Canteen Supervisor, on the school number.



YASS HIGH SCHOOL

We value respect, responsibility, safety and learning.

Principal: Mrs Linda Langton

Deputy Principals: Andrew Facer and Mrs Ruth Riach

Grampian Street Yass (Locked Bag 1 Yass) NSW 2582

T: 02 6226 1711 F: 02 6226 3174 E: yass-h.school@det.nsw.edu.au W: www.yass-h.schools.nsw.edu.au