



PARENT INFORMATION BOOKLET 2024



The background of the page is a photograph of Warnbro Community High School. In the foreground, there is a well-maintained garden with various plants, including tall, spiky green plants and smaller, rounded green bushes. A brick wall runs along the edge of the garden. In the middle ground, a black metal fence is visible. Behind the fence, the school building is partially visible, featuring a mix of brick and light-colored panels. The sky is bright and clear.

This Parent Information Booklet is designed to give you ready access to important information and contacts that you may find useful as you plan an enrolment at Warnbro Community High School.

Our school is committed to making a positive difference to the lives of young people and we work alongside parents and families to support our students through the final years of their compulsory schooling. We offer a wide range of programs and pathways for students including specialist programs in the Arts and Adventure Recreation, we also offer a learning enrichment program (LEAP) in years 7-10.

We all look forward to meeting you.

**Ms Debra Bright
Principal**

Contact Us...

Street Address: 2 Swallowtail Parade, Warnbro WA 6169

Telephone: 08 9528 9400

Website: www.warnbro.wa.edu.au

Email: warnbro.chs@education.wa.edu.au

Principal: Mrs Debra Bright

Welcome

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Monday to Friday	
8:26am	Warning Bell
8:30 – 9:34am	Session 1
9:34 – 10:38am	Session 2
10:38 – 11:03am	Recess
11:03 – 12:07pm	Session 3
12:07 – 1:11pm	Session 4
1:11 – 1:36pm	Lunch
1:36 – 2:40pm	Session 5
2:40pm	School Finish

ATTENDANCE
MATTERS

COMMUNICATING WITH STAFF

Warnbro Community High School is a large school with over a thousand staff and students. We know as a Parent/ Carer that you may wish to communicate with staff in a timely manner, and we will always endeavour to transfer you to a designated staff member according to it's nature and priority.

If you would like to speak to a staff member, please contact us on 9528 9400 -

- To avoid disappointment, it is beneficial that you organise an appointment with a staff member to visit and meet to discuss the issue. Staff are likely to be unavailable if you arrive without an appointment.
- We have designated staff for particular issues. For example, the Principal will not necessarily be the first point of contact.
- When visiting WCHS, you must always come to Administration to Sign In before going into school grounds. This is a security measure and you will be asked about the nature of your visit and who your appointment is with.
- At the start of 2020, the Department of Education enforced a strict 'Off and Locked Away All Day' Policy on mobile phones, we ask that you DO NOT contact your child on their personal mobile and to contact the school.
- It is not always possible to speak with a specific staff member right away, but Administration and Student Services will always forward your request to the appropriate staff member, who will contact you at their earliest convenience.

For attendance and absentee issues:

- Phone Student Services on 9528 9424 before 9:00am.
- Submit absentee note through Compass.
- Email: Warnbro.chs.absentees@education.wa.edu.au.

Please include your child's full name, the date and reason for absence.

If it is a prolonged absence please contact the Attendance officer by phoning 9528 9445.

For concerns relating to your child's academic progress and in class issues:

- Contact class teacher in first instance – 9528 9400.
- Ongoing concerns contact Head of Learning Area.

For concerns about Social, Emotional, Mental Health and General Behaviour:

- Contact the Student Services Manager – 9528 9400.

Please ensure that your email address, home address and contact numbers are all up to date for communication purposes.

PARENT COMMUNICATION

School Reports	Reports are emailed home at the end of Term 2 and Term 4.
Parent Teacher Nights	There are two parent teacher nights a year. There will be an online booking for teacher appointments, you will receive information on booking closer to the date.
School Bulletin	The school bulletin is uploaded to our website, Facebook page and Connect school space twice per term.
School Facebook	Please like Warnbro Community High School on Facebook for news and updates.
Website	The school website includes information, publications and links to policies and procedures. www.warnbro.wa.edu.au .
Connect School Space	We use Connect to keep you updated with important information going on within the school.
Connect Classrooms	Connect is an integrated online environment for use by staff, it gives our teachers a tool to deliver content and information to students via an online classroom
Compass	Compass allows you to see up-to-date information about your child's attendance, where you can also enter an explanation or if they are going to be late, you will be able to see your child's timetable and receive messages from the school.

ACADEMIC PROGRESS CONCERNS

- Use the student diary or communicate via phone/email or Connect with the teacher.
- Discuss your issues first with the classroom teacher and then the Head of Learning Area either via email or on 9528 9400.
- The Year Coordinator can help to facilitate communication between parties and organise progress checks from teachers.



PARENT COMMUNICATION

PARENT COMMUNICATION

Warnbro Community High School utilises two platforms for parent communication:

- Connect
- Compass

Overleaf you will find information regarding how to login in to each application.

The purpose of the applications is outlined below:

CONNECT

Connect is the classroom facing platform. In this platform you will be able to access the following:

- Curriculum messaging from classroom teachers
- Academic results
- Assessment uploads
- Subject learning resources
- Assessment due dates



COMPASS

Compass is the outward facing platform where whole school and cohort messaging takes place including:

- Attendance messaging: daily attendance
- Attendance messaging: follow up of unexplained absences
- School calendar
- Classroom teacher messaging: positive acknowledgements; teacher concerns, late attendance to class
- Pastoral care team messaging: good standing, school policy
- OLNA/NAPLAN information
- Excursion information
- Bookings for events
- Timetables

The logo for the Compass platform, featuring a white circular icon with a stylized 'C' inside, followed by the word 'Compass' in a white, sans-serif font, all set against a blue rectangular background.

Get started with Compass



Compass is a web-based system, which allows you to access up-to-date and meaningful information about our school and your child's progress.

- Monitor your child's attendance, and enter an explanation for absence or lateness
- Communicate with your child's teachers, and update your family contact details
- View your child's timetable and the school calendar
- Monitor your child's homework and assessment tasks
- Download and view your child's academic reports
- Book parent-teacher conferences
- Pay and provide consent for events and school fees

Our school will advise parents when each of these features becomes available for parent use.



1. Download the app

Download the [Compass app](#) from Google Play or the App Store™ on a compatible phone or tablet. Then enter your school name and select it from the results. Enter your login details provided by your school to finish set up.

App Store is a service mark of Apple Inc, registered in the U.S. and other countries.



2. Access the Compass Parent guide

Visit compass.education/guide to access our online parent guide with step-by-step instructions on how to use Compass and the Compass app.

For any support inquiries, like password resetting, visit compass.education/parent-support

CONNECT

Connect is a secure online environment developed by the Department of Education for staff, students and parents in public schools. It is a teaching, learning, collaboration and communication space. It will give our teachers a tool to deliver content to the students via an online classroom. This means your children will be able to share with you what they are learning about, submit assignments and discuss issues together online anywhere, anytime. For you, Connect provides easy access to information relevant to your child's classes and learning such as assessments, teacher feedback and attendance data.

Schools can use Connect to keep you updated with important information. Things like:

- Class Details
- Classroom learning activities
- Notifications from individual teachers
- Work children have completed
- Assessments and Marks

The Connect Now app can be downloaded from the [Apple App Store](#) or [Google Play](#).

If you have recently changed your email address, please let us know by phoning **9528 9400** or emailing warnbro.chs@education.wa.edu.au so we can update your details.

How do I find out more?

- Check out the short video clip on Connect at <http://www.warnbro.wa.edu.au/connect/>
- Download the Connect flyers for you and your child from Connect.

Please ensure the school has your up-to-date EMAIL address so the school has it on record for any communication required.



STUDENT SERVICES TEAM

Student Services Managers

Lead the Student Services team and are responsible for their specific cohorts and creating a positive school culture. They liaise with school members, families and community to manage issues of wellbeing, attendance, behaviour and educational outcomes to ensure success for all students.

Learning Support Coordinator

Their key focus is to ensure that students are supported in their learning through a tiered model of service delivery. Manages the Education Assistants. They liaise with teachers, key staff, families and the wider community to support students.

Student Support Officers

Work closely with their cohorts Student Services Manager to support our students; through individual support, group interventions, liaison with families and community agencies and creates inclusive safe spaces for our students.

Year Coordinators

They play a key part in creating a positive school culture their year group. Year Coordinators work with their cohorts to reinforce the school's Always behaviours and manage good standing.

Attendance Officer

The Attendance Officer tracks and monitors attendance across all year groups. Working with students, families and staff to improve attendance and engagement.

School Psychologist

Responsible for individual student support, assessments and development of individual and classroom support plans. They involve community and interagency levels with referrals and accessing community support as well as creating critical response plans and professional development of school staff.

Community Health Nurse

Promotes health and well-being for students, staff and families and provides health education and prevention services within the school as well as the wider community. Liaises with students, families and allied services around health concerns and develops management and emergency plans for student health issues.

Defence School Mentor

The Defence Force Mentor provides support to secondary students of Australian Defence Force (ADF) members and their families, particularly during their transition into and out of a school on posting or during parental absences due to deployment, exercises or courses.

Aboriginal Indigenous Education Officer

Our AIEO is committed to focusing on improving the educational achievements and outcomes for all Aboriginal and Torres Strait Islander students, and providing support for families and teachers.

Student Wellbeing Officer

Provides support to students that is strengths-based and solution focused. Provides individual support and group interventions. Knowledge of and linkages to community-based support services and programs, and identification of referral pathways for young people.

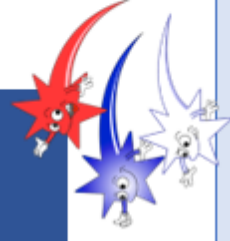
Triage Officer

Responsible for managing the school's Triage process - taking calls, prioritising calls, monitoring responses and data. Point of contact for staff and students in the Triage office.

School Officers

School Officers manage attendance, provide administrative support and are the first point of contact for students and parents in Student Services.

WCBS PBS Expected Behaviours Matrix



OUR 5 ALWAYS BEHAVIOURS

Follow fair and reasonable instructions from all staff

Wear full school uniform

Be punctual and prepared

Use polite language, tone and voice

Have phone / device and headphones off and locked away all day

HOW WE SHOW THE 5 ALWAYS BEHAVIOURS AT WCBS IN OUR

	Be Respectful	Be Responsible	Be Your Best
CLASSROOMS	<ul style="list-style-type: none"> We let others learn. We use appropriate and respectful language in all classrooms. We are active listeners. We treat resources and equipment with care 	<ul style="list-style-type: none"> We are punctual to all classes We eat during break times We follow technology policies We remain in timetabled classes unless you have a red pass given to you by your teacher 	<ul style="list-style-type: none"> We move to class on first siren We remain on task We complete tasks on time We are prepared and bring all necessary equipment and resources
SCHOOL COMMUNITY	<ul style="list-style-type: none"> We build positive relationships We treat others how we would like to be treated We respect all school property including technology We are respectful of classes and learning around us 	<ul style="list-style-type: none"> We keep our school a smoke and vape free zone We make responsible choices and think before we act We keep hands, feet and objects to yourself We dispose of rubbish in bins 	<ul style="list-style-type: none"> We use toilets for intended purposes during recess and lunch We report any damage of property We stay within appropriate areas We report inappropriate behaviours – bullying/ violence We are upstanders
WIDER COMMUNITY	<ul style="list-style-type: none"> We are kind and considerate to community members We use community facilities with consideration We are inclusive 	<ul style="list-style-type: none"> We are road safe by using crosswalks and traffic lights We are a responsible community members 	<ul style="list-style-type: none"> We are positive about our school We represent our school with pride We encourage others to be their best

ATTENDANCE

Students are expected to be on site at 8:15am to allow time to get to their first period for 8:30am. All students are expected to attend school regularly and attend their classes on time. Timeliness is important as the beginning of each lesson is important for their learning. Being on time demonstrates respectfulness and shows the development of skills required in the workplace.

Email and SMS are our preferred methods for attendance and absentee issues:

Email: warnbro.chs.absentees@education.wa.edu.au

SMS: 0437 058 675

All absences and late arrivals to school are required to have a signed letter or explanation from a parent or guardian. Missed time in class accumulates to having significant impact on student learning. The Department of Education states that any student whose attendance is below 90% will be considered at risk of not achieving. Parents will receive letters from the school if their child is considered at risk due to attendance.

When making plans for 2024 please note that vacations during school time are not acceptable absences, and will affect your child's attendance % and therefore their Advanced Standing. This may mean your child is unable to attend non-curriculum events such as reward days, sports carnival, interschool activities etc. Continued lateness to school without explanation may result in a loss of Good Standing.

Monitoring of Attendance

For any explained absences please contact the school - either by phone, text, email, on our website or by writing on the absentee letter. Any discrepancies or queries about the information in the absentee letters/emails needs to be addressed either by phone, email or by writing on the absentee letter and returning it to the school.

Why should my child attend school on a regular basis?

- From day one, attending school can prevent experiences with learning difficulties.
- Regular attendance ensures that learning across all areas can occur without any gaps in knowledge.
- Regular attendance assists students in building friendships, as well as social and communication skills and improves self-esteem.

What can the school help with?

We can check individual students attendance and view any problems or progress on a weekly basis. We can give you strategies to help your child attend school regularly.

WCHS CURRICULUM STRUCTURE

At Warnbro Community High School, students from Year 7 to Year 12 are provided with excellent educational opportunities and are supported by dedicated teachers and support staff.

Year 7 and 8

All Students in Yr 7 and 8 have the following sessions each week

- 4 x English
- 4 x HASS (Humanities and Social Sciences)
- 4 x Mathematics
- 4 x Science
- 2 x Physical Education
- 2 x Health Sessions
- 2 x Arts Learning Area option – context changes each semester*
- 2 x Technology Learning Area option – context changes each semester *
- 1 x Muster Session

*Specialist Program students will have instead of Arts / Technology options

CASP – 4x Creative Arts Specialist Program Sessions

ADREC – 4 x Adventure Recreation Program Session

Year 9 and 10

All Students in Yr 9 and 10 have the following sessions each week

- 4 x English
- 4 x HASS (Humanities and Social Sciences)
- 4 x Mathematics
- 4 x Science
- 1 x Physical Education
- 1 x Health Sessions
- 2 x Arts Learning Area option – Students choose these options*
- 2 x Technology Learning Area option – Students choose these options*
- 2 x Arts or Technology option
- 1 x Careers Session

***Specialist Program students will have instead of Arts /Technology options**

CASP – 4x Creative Arts Specialist Program Sessions

ADREC – 4 x Adventure Recreation Program Session

Year 11 and 12

Year 11 students go through a rigorous Course Counselling process during Year 10 to choose their courses for the following year.

There are 3 pathways

ATAR – choose 6 courses (minimum 4 ATAR courses)

General - choose 6 course

Industry Links - At school 3 days a week completing 4 courses and 2 days a week at TAFE/ Work Placement.

PROGRAMS AT WCHS



CREATIVE ARTS SPECIALIST PROGRAM (CASP)

The Creative Arts Specialist Program (CASP) is designed to enable students to create, make, learn and share a wide range of arts experiences. CASP staff and students work alongside each other to create a school based creative arts environment that develops an understanding and respect for a range of cultural practices

The Creative Arts Specialist Program will enhance students understanding of art forms and how they are constructed for different audiences, allowing for the demonstration of higher levels and a direct contribution to the surrounding local and wider community, further embedding The Arts as an area of academic enrichment and cultural engagement at Warnbro Community High School.



ADVENTURE RECREATION

The Adventure Recreation program takes advantage of the unique environments that surround Warnbro CHS such as the Shoalwater Marine Park and the Darling Range. Expeditions also take place across WA including the Margaret River Region and Albany Region.

Students participate in activities such as abseiling, snorkelling, rock climbing, sea kayaking, surfing, and mountain biking. They are taught environmental principles such as 'leave no trace' ethics, risk management and ecological sustainability. Each class completes two outdoor expeditions each year.

The program aims to enhance the personal development, leadership and self-esteem of our students while fostering environmental awareness.

LEAP

Warnbro Community High School values excellence and is committed to providing academic enrichment opportunities for aspiring and talented students through our Learning Enrichment Achievement Program (LEAP).

The LEAP Program sees selected students in Years 7 through to Year 10 working with specialist teachers in the subject areas of Maths, English, Science, and HaSS to develop deeper understandings and ways of thinking about grade level curriculum content. Students in the LEAP Program will be offered the opportunity to engage in a variety of extra-curricular opportunities that nurture their understanding of the real-world applications of curriculum content.

SMARTRIDER INFORMATION

Parents/Carers should be aware that students will require a Student SmartRider to access concession travel on Transperth bus, rail and ferry services and Transwa country road and Country rail services. The Student SmartRider card will be incorporated with the student's library card whilst attending Warnbro Community High School.

In order to issue the cards in the first instance the Public Transport Authority requires that parents/carers give their permission for schools to provide student details to the Public Transport Authority, for the purposes of registering the student concession travel and to enable the Student Smart Rider to be produced. Only students, who provide parent/carer permission for the release of these details, will be issued with a card through their school. The information that will be released is the student name, date of birth, address and Curriculum Council or student number.

The Public Transport Authority must comply with the privacy requirements for the public sector and as such will only be using the information provided by the school for the issue of the Smart Rider concession card.

To ensure your student is issued with a SmartRider card the appropriate section of the enrolment form needs to be completed. If this section is not completed your child's student Information will not be released to the Public Transport Authority.

If you do not wish your child to be issued with a Student SmartRider through this process, but your child still requires a Student SmartRider concessions card, then you will need to go to a Transperth Information Office and apply for one. You will need to provide proof that your child is enrolled at a school and pay a card fee of \$5.00 for the purchase of the card if you wish to apply for a Student SmartRider in this way.

CANTEEN

Warnbro Community High Schools canteen is managed by Kingston Kitchen. They are a family owned and operated canteen provider, committed to delivering fresh, tasty and healthy food at an affordable price. Kingston have partnered with Spriggy Schools making it easy for students to pre order items on their app or order at the canteen before class.

Facilities will include cash, EFTPOS and in line with the schools policy EFTPOS by card only during school and not via phone stored card.

You're welcome to follow Kingston Kitchen on Facebook for special events and pop up food specials.



SCHOOL POLICIES

MOBILE PHONE POLICY

For the purposes of this policy, 'mobile phone' includes iPads, tablets, smart watches and associated listening accessories, such as, but not limited to, headphones and ear buds.

The Department of Education does not permit student use of 'mobile phones' in public schools unless for medical or special circumstances as outlined in the policy.

It is important to note that it is not a requirement at Warnbro CHS for students to have a mobile phone or other personal electronic devices at school except in the case where students have to monitor a health condition as part of a school approved documented health care plan.

Warnbro CHS recognises that an increasing number of parents/carers who for safety, security and/or emergency purposes wish to provide their children with 'mobile phones'. This policy details the conditions under which 'mobile phones' are permitted at Warnbro CHS.

This policy supports the school to provide a safe, nurturing and productive learning environment for students reducing the potential for learning distractions. It also seeks to protect the privacy of staff and students, improve social connections at school and improve the health and wellbeing of students.

Students will not be permitted to have 'mobile phones' or similar devices at school and if a student is seen with a 'mobile phone' or similar device during any part of the school day, the device will be confiscated. Failure to comply with the school rules surrounding 'mobile phones' and other devices may result in disciplinary action in accordance with the Department's Student Behaviour Policy and Student Behaviour Procedures.

WCHS takes no responsibility for lost, stolen or damaged 'mobile phones' or other devices.

Conditions of Use

- The use of 'mobile phones' for all students will be banned from the time they arrive at school to the conclusion of the school day. This includes before school and at break times (off and locked away all day).
- Students who bring their '**mobile phones**' /device to school are required to switch off, and hand their phone into the designated phone drop in area in student services. The student owner of the phone will be recorded, and the phones securely stored until collected from student services by the student at the conclusion of the school day.

Exemptions and Communication

Exemptions to this policy include where a student requires a '**mobile phones**':

- to monitor a health condition as part of a school approved documented health care plan in which case the student will be issued with a purple pass as part of their Health Care Plan.
- Smart watches must be in 'aeroplane mode' so phone calls and messages cannot be sent or received during the school day. Smart watches do not need to be stored in student services.
- While at Warnbro WCHS, students are the responsibility of the school. All communication between parents and students, during school hours, should occur via the school's Administration or Student Services. Students will always be permitted to use a WCHS phone for important matters.

Breaches of this Policy

- Students who breach this policy will have their 'mobile phone' confiscated and held at Administration.
- **First offence:** The confiscated item will be logged and stored at Administration, the parent/carer will be informed, and the 'mobile phone'/device can be collected by the student after the end of the school day.
- **Second Offence and Subsequent Offences:** If a student breaches the WCHS Student '**mobile phones**' In School Policy for a second time, the phone will be confiscated and held at Administration. Parent/carer will be informed and requested to collect the 'mobile phone' from the school at their earliest convenience.
- Students will lose their Good Standing status.
- In the case of repeated inappropriate '**mobile phone**' use by a student, the principal may direct the withdrawing of the student's '**mobile phones**' from the school for a determined period or permanently.
- Further disciplinary action, in accordance with Warnbro CHS Student Behaviour Policy and Procedures may be a result of repeated breaches and or depending on the circumstances of the breach.

NOTE: At any time, a student's refusal to follow a staff member's request to hand their 'mobile phone'/device to the staff member will be treated as a serious breach of the school's behaviour code. Sanctions will include loss of Good Standing and detention or may involve suspension from school.

Breaches of this policy will be managed in accordance with the WCHS School Behaviour Management Policy and Procedures.

Mobile Phone Flow Chart

Warnbro Community High School – Student Mobile Phone Policy

OFF & LOCKED AWAY ALL DAY

For the purposes of this policy; “mobile phone” includes iPads, tablets, smart watches and associated listening devices, such as, but not limited to, headphones and earbuds
Smart watches must be on aeroplane mode

Student leaves phone at home

Student checks in “mobile phone” at Student Services drop windows prior to the first bell (8.26am)

Student Owner recorded and “mobile phone” securely locked away, ticket given and they collect after 2.40 at drop window in Student Services

Student has “mobile phone” out in class
Student becoming defiant

Student has Mobile Device out at recess or lunch

Teacher calls Triage as Student is not following fair and reasonable instructions to check in phone, phone collected and checked in at Admin with Associate Principal

Duty Teacher calls Triage as Student is not following fair and reasonable instructions to check in phone, Triage may attend / SS will use CCTV to identify and phone checked into Admin with Associate Principal

First Offence

Phone will need to be collected at end of day from Associate Principal
Name logged and entered onto SIS as a behavioural issue
Parent / Guardian informed
Email re 1st offence sent

Second Offence

Phone will need to be collected from Associate Principal by Parent / Guardian
Name logged and entered onto SIS as a behavioural issue. Students will lose Good Standing
Associate calls parent / guardian
Email re 2nd offence sent

Third Offence

Associate will contact parent / guardian re offence.
Name logged and entered onto SIS as a behavioural issue – Intention to suspend
Meeting with Principal set re phone policy.
Phone will need to be collected by parent

Repeated

Inappropriate Use

Phone will need to be collected by parent / guardian
The Principal may direct the withdrawing of a student’s mobile phones from school for a determined period or permanently. Further disciplinary action may result.
Interview required with Principal

Exemptions to the policy includes where a student requires a mobile device

- Monitor a health condition as part of a school approved health care plan developed through Case Management Process with SSM

Students will have a PURPLE MOBILE PASS

Good Standing Policy

Warnbro Community High School seeks to create and maintain a positive learning environment for all students. Our expectation for each student is that they will maintain a consistent focus on their educational outcomes and positively contribute to our school community. At Warnbro we have 3 behaviour expectations and we expect our students to be committed members of our school community and adhere to them. **They are: Be Responsible, Be Respectful, Be Your Best.**

Good Standing is an acknowledgement of a student's engagement in learning, attendance and good behaviour. All students commence the year with their Good Standing. Students maintain their good standing status by attending school at least 90% of the time and consistently demonstrating desirable behaviours and attitudes that reflect our 3Bs. Where a student loses their good standing within the school community, they have an opportunity to participate in a fair, unbiased and voluntary process to address the target behaviours and regain their good standing status. Good standing is required to participate in extra-curricular activities, including representing the school at sporting and non-sporting events, holding a position as a Student Leader, attending year group events such as the Year 12 Ball and applying for inclusion in specialist programs. ***In 2024 we have two levels of Positive Student Standing:***

ADVANCED STANDING - Advanced Standing is a status awarded to students who deserve to be recognised for their commitment to their education. Students earn their advanced standing when they have:

- An attendance rate above 95%
- A clean behaviour record for the period
- No breaches of the school Uniform or Electronics policies
- Punctuality with attendance and submission of work

We view the students who have Advanced Standing as role models within our school community.

GOOD STANDING - All students commence with and retain good standing while exhibiting behaviors that align with the school's values and beliefs as articulated in the school's behaviour plan. Students with Good Standing:

- Have an attendance rate above 90%. Where there are extenuating circumstances for attendance below 90%, satisfactory evidence has been provided.
- Have minimal breaches of the school Uniform, Behaviour and Electronics policies that demonstrate students have learned from any minor transgressions
- Are punctual, prepared and active participants in their learning.

LOSS OF GOOD STANDING

This occurs when student behaviour does not align with our expectations. Students may have their good standing removed immediately following a serious breach such as:

- Being suspended
- Engaging in ongoing bullying behaviours
- Making physical contact with the intention to harm another student or staff member
- Videoing a fight in the grounds of the school or off-site where there is reasonable nexus between the incident and the school, with the intention of publishing on social media.

Students may also have their good standing removed following identification of ongoing attendance, behavioural or engagement concerns, and where they do not meet the criteria for holding good standing.

RE-INSTANTMENT OF GOOD STANDING

WCHS has implemented a restorative and educative process to re-establish positive standing in the school community. Students who lose their good standing can follow up with their Year Coordinator to actively seek its re-instatement. They will achieve this by being supported to learn the expected behaviours, address any barriers, and will then be monitored for a period of two weeks at the end of which Good Standing will be re-instated if they have been successful in meeting expectations. This is a voluntary process which demonstrates a student's willingness to improve their performance and contribute to the positive learning environment for all students.



Bullying Policy

At Warnbro CHS, our moral purpose is to make a positive difference to the lives of young people. We have a vision that our school community will work together to create a vibrant and nurturing environment where students have a strong self-belief in achieving success now and in the future.

Warnbro CHS students are encouraged to be respectful, be responsible and be their best. Our expectations are that students manage conflict responsibly, are kind and considerate of others, and report bullying to staff in a timely manner so that it may be dealt with effectively.

Warnbro CHS does not tolerate bullying, violence, harassment or discrimination. Everyone in our school community has a responsibility to prevent bullying behaviors and uphold others' rights to feel safe and be treated with respect at all times.

The information within this document supports the Guidelines for Prevention and Managing Bullying and the Behaviour Management in Schools Policy from the Western Australian Department of Education.

What is Bullying?

Bullying is defined as "repeated verbal, physical and/or social behaviour that causes physical and/or psychological harm". Bullying can involve an individual or a group misusing their power over one or more persons who feel unable to stop it from happening.

Bullying can happen in person or online and can be obvious (overt) or hidden (covert).

What is NOT Bullying?

Single incidents and conflict or fights between equals, whether in person or online, are not defined as bullying, however these conflicts still do need to be addressed and resolved.

Other behaviors that do not constitute bullying include:

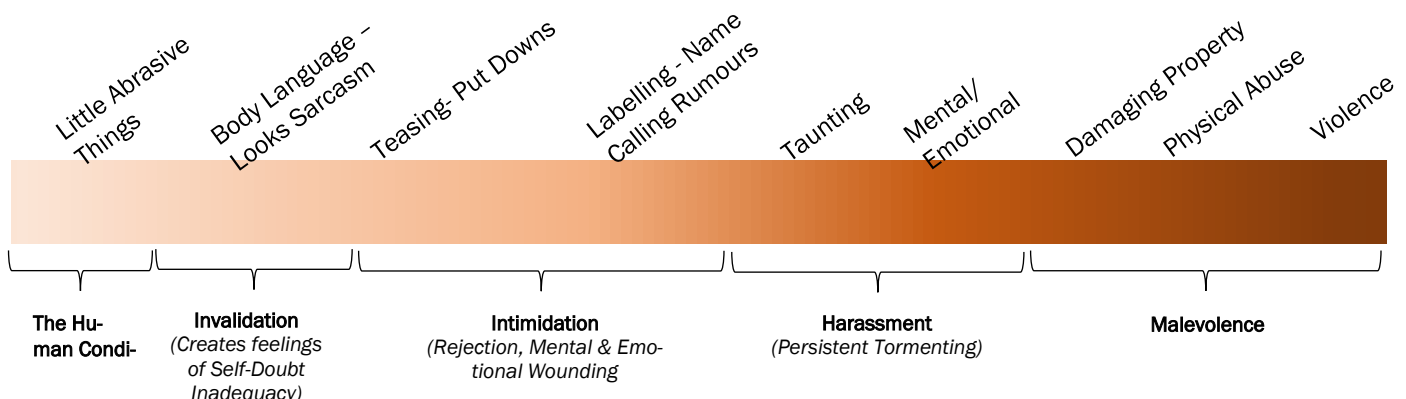
- Not liking someone or a single act of social rejection.
- One-off acts of meanness or spite.
- Isolated incidents of aggression, intimidation or violence.

These issues may mean that a person lacks appropriate inter-personal skills. Additional support may be required for these matters by the Year Coordinator and Student Services team.



The Spectrum of Bullying

Unchecked bullying has the potential to get increasingly worse. At Warnbro CHS we believe it is important to address the early stages of bullying to decrease the likelihood of escalation.



Bullying Policy

Roles students may play in bullying

Students may play different roles in bullying behaviour in different circumstances including:

- As the person being bullied.
- As the person bullying someone else.
- A bystander to bullying behaviour – someone who sees or knows someone is being bullied.

Bystanders can also play several different roles:

- Students who assist the student doing the bullying and actively joins in bullying.
- Students who just watch; encouraging bullying by giving silent approval.
- Students who know about bullying but are passive and do nothing about it.
- Students who defend or support the student who is being bullied by intervening, getting teacher support or comforting them.

The actions of a 'supportive' bystander can prevent and reduce an incident and help a student recover from bullying. At Warnbro CHS we expect bystanders to get teacher support and help others impacted by bullying.

How does Warnbro CHS deter bullying?

Australian and international research was used to develop proactive strategies to prevent and reduce the impact of bullying at Warnbro Community High School. These strategies constitute a multifaceted whole-school approach to bullying prevention and include the following:

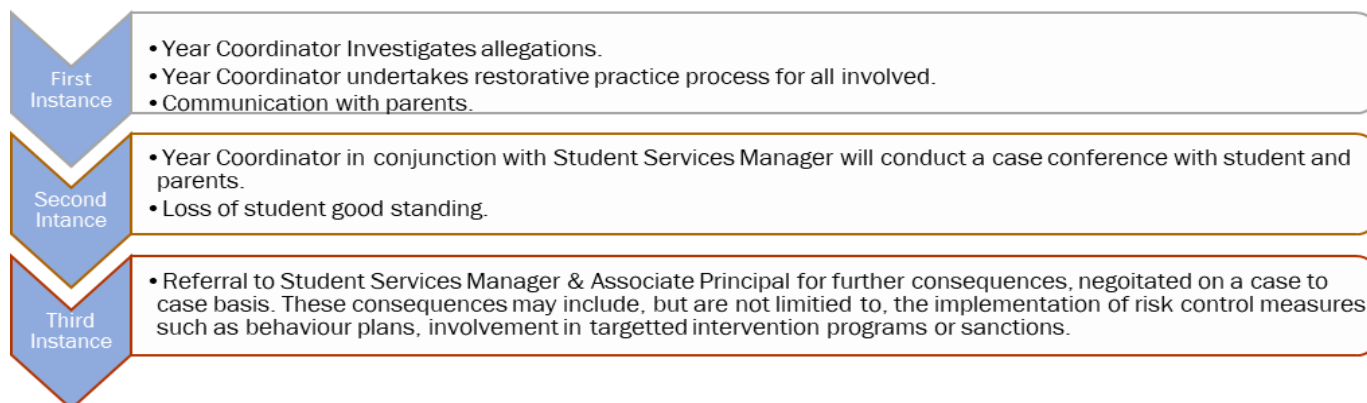
- Whole-school detailed policy to address bullying.
- Effective PBS expectations and a positive school environment which promotes safety, consistency and responsibility.
- Consistent classroom practices and processes to increase teacher understanding and competencies in effective classroom management. Emphasis on effective behaviour management methods which are consistently applied, non-hostile and non-punitive, including the use of restorative practices.
- Increased student awareness of bullying prevention in the school community through:
 - Bullying prevention sessions with students during transition.
 - Year Group and whole-school initiatives.
- Utilisation of teaching and learning programs to develop student's communication, social skills, empathy, assertiveness and resilience through curriculum, evidence-based SEL programs and targeted intervention programs
- Adequate supervision of students during recess and lunch
- Upskilling students and staff in conflict resolution and/or restorative practice strategies.
- Promotion of positive bystander behavior through education and acknowledgement of pro-social behaviors.

Warnbro CHS is committed to providing a safe and positive high school experience. In order to achieve this, the school will continue to review and evaluate the policy and procedures on an annual basis. If there are any recommendations for improving the schools Bullying Prevention Policy, we invite you to send your ideas to the Student Services Manager.

Bullying Policy

Consequences for the Bullying Behaviour

Warnbro Community High School has developed consequences for bullying and bystander behaviors. - *All instances and follow up will be documented and filed in student's central file.*



What to do if you are a student who is being bullied or know that bullying is taking place:

- As soon as possible, get teacher or Student Services support so they can help address the problem [especially if threats have been made].

Remember it is always okay to talk about bullying.

- Collect, fill and hand in a Bullying Incident Report Form at Student Services
- Talk to someone at home or someone you trust about what is happening.
 - They can contact Student Services to inform them of the bullying for follow up
 - If you do not feel comfortable speaking to parent, staff or peer, the Kids Helpline can be contacted on 1800 55 1800 to provide you further support and guidance.
- Make your own commitment to upholding others' rights to feel safe at all times.
- If you are involved in a bullying situation, take actions likes those listed above. Listen to the student being bullied and offer them support to seek help.
- If the bullying is occurring online or via text message, record or screen capture the bullying. Speak with a staff member or guardian immediately, especially if threats are made. Visit the e-Safety Commissioner website for further ideas and support, or contact the police if there is an immediate threat to a person's safety.

What to do if you become aware that your child or another student is being bullied:

- Listen to the young person, offer support and contact the Year Coordinator immediately. This ensures the situation is addressed quickly and appropriately.
- Refrain from encouraging retaliation, as this can lead to an escalation towards violence. Research shows that students who become emotionally distressed and aggressive in response to bullying can be further targeted as "provocative victims".
- Parents/guardians who want to support their young person are encouraged to access:
- <http://bullyingnoway.gov.au> and for parents/guardians who are concerned about online safety are encouraged to access: <https://www.esafety.gov.au>.

Encourage your child to uphold the expectations of Warnbro CHS and be a supportive and respectful member of the school community.

Technology/Internet Policy

Student Agreement

I understand that access to the Internet from Warnbro Community High School must be in support of educational research of learning, and I agree to the following:

- I will not intentionally access any news-groups, links, list servers, internet chat rooms, web pages or other areas of the Internet that would be considered offensive by generally accepted community standards because of pornographic, discriminatory, violent, illegal or other content.
- I am responsible for monitoring and rejecting materials, links, dialogues and Information accessed/received by me on the Internet.
- I will not use valuable Internet time playing games.
- I will be courteous and use appropriate language. I will not use obscene, harassing or abusive language and will report any cases of such language used against me or others to my teacher or the teacher librarian.
- I will follow Warnbro Community High School's "Code of Conduct" at all times.
- I will not intentionally breach copyright eg: I will not copy, post or distribute other people's material.

Plagiarism (copying) is unacceptable, therefore I will use any material in a correct manner in assignments, listing its source in a bibliography and clearly stating any directly quoted materials.

- I will not access, download or save software, games, music, graphics or videos without permission from my teacher.
- I will not access chat rooms or chat lines.
- I will not reveal personal information including names, addresses, credit card details and telephone numbers of myself or others.
- I will not damage computers, computer systems or networks and I will report any person abusing the system to the teacher in charge.
- I will follow the current sign-on procedures for access to the computer network. I agree to be responsible for my account and I will not divulge my password to anyone else.



Technology/Internet Policy

Email:

- The account **MUST** only be used by the person to whom it is issued.
- The account is provided for educational purposes and associates you with Warnbro Community High School. Accounts may not be used in a way that is inconsistent with Warnbro Community High School policies and philosophies.
- Only Warnbro designated email account to be used, with express permission of teacher in charge.
- I agree to adhere to the rule's set out in the Acceptable Usage Agreement each time I log on to online services
- I will ensure that all communication using online services is related to learning or school activities
- I will never knowingly allow others to use my personal online services account unless directed to by a teacher for the purposes of collaborative learning
- I will log off at the end of each session to ensure that nobody else can use my online services account

Be Aware – DO NOT ASSUME PRIVACY!

Warnbro Community High School reserves the right to monitor accounts to ensure smooth running of the system, perform maintenance and address any issues that arise. Every effort will be made to ensure privacy and security during this process. This may also include the monitoring of student activity in real time.

I agree that I WILL NOT do the following:

- Share my password or let others use my account.
- Reveal personal details of others or myself.
- Participate in any unauthorised, deliberate action which damages or disrupts a computing system or causes it to malfunction. This includes sending harassing, obscene and/or threatening emails or sending unauthorised electronic messages across the network.
- Use unauthorised storage devices such as CDs, USB or mass storage devices on the network.



Uniform Policy

Warnbro Community High School's uniform policy was developed by the School Board in consultation with students, their parents and staff of our school. The range of uniform pieces are varied enough for students to individualise their look, cater for WA's climate and accommodates Warnbro Community High School activities.

The Department's Dress Codes for Students Policy, states that all Public Schools are required to have a dress code and students are required to comply with the code, unless they have been granted an exemption. Exemptions and sanctions will be managed in accordance with the School Education

Regulations 2000 and requirements in the Dress Code for Student Procedures.

- The dress requirement applies at all times when attending school or school excursions,
- Students wearing the uniform outside of the school are expected to behave in a manner that promotes a positive school image,
- All uniform items can be purchased from the store, Hot Klobba in Port Kennedy,
- Appropriate footwear must be worn by all students.

Personal Presentation

It is important that students take pride in themselves, the school and the community.

- Uniform items are to be neat and clean,
- Uniform items are to be worn to size and design,
- We encourage students to be sun smart.

Aim

A school uniform reinforces in students a pride in their own appearance, instils recognition of themselves as an integral part of the school community and assists in developing pride in representing their school. Issues of equality, health and safety are factors that contribute to the establishment of the uniform.

At Warnbro Community High School, we aim to develop a strong sense of belonging and school pride. Our dress requirements help us to:

- *Enables teachers to quickly identify our own students from others,*
- *Encourages equity among students,*
- *Caters for all seasons,*
- *Assist in building school pride,*
- *Foster and enhance the public image of the school,*
- *Looks good and easy to care for.*

Uniform Policy

Uniform Management

All students, parents and staff have a role to play in uniform management.

Students

All students who attend Warnbro Community High School are required to wear full school uniform. The uniform enables students to be clearly identified as members of the school community and encourages a sense of positive identity. Students are required to wear their school uniform when travelling to and from school, on all excursions and when attending exams.

Parents

Are asked to support the school uniform policy and dress requirements by checking students at home and responding to school communications regarding uniform concerns. Where a student cannot comply with the dress requirements, a note is required from the parent/guardian.

Staff

All school staff share co-responsibility to encourage compliance with the school dress requirements.

Procedure for students without uniform:

- If students are having uniform difficulties, they need to see Student Services before school to have a discussion regarding this.
- If students arrive at class completely out of uniform without a note from Student Services, their Year Coordinator/ Manager will contact home and follow set procedures.
- Class teachers will mark students that have incorrect uniform on Academy.
- Year Coordinators will monitor uniform status and students may lose their Good Standing if they continue to not follow school uniform policy and procedure.

Uniform Can's

- ⇒ School Shirt or Polo
- ⇒ School Jacket (including Specialist and Leavers)
- ⇒ Navy blue or black shorts, skirts and pants
- ⇒ Navy blue or White long sleeved shirt/jumper **UNDER** the school shirt
- ⇒ Navy blue or black tights/leggings **UNDER** navy blue or black shorts or skirts
- ⇒ Enclosed sturdy shoes

Uniform Cant's

- ⇒ Hoodies
- ⇒ Items containing logos
- ⇒ Items with stripes
- ⇒ Tights/Leggings
- ⇒ Jeans
- ⇒ Bike Shorts
- ⇒ Ugg boots
- ⇒ Thongs or Sandals

SUPPORT AND ASSISTANCE

Parents who qualify can apply for the Secondary Assistance Scheme (SAS), which includes a \$115 Clothing Allowance and \$235 Education Program Allowance. Applications are available during Term 1 of each school year, see Accounts for an application.

Note: The school retains some spare uniforms, which are available from Student Services.

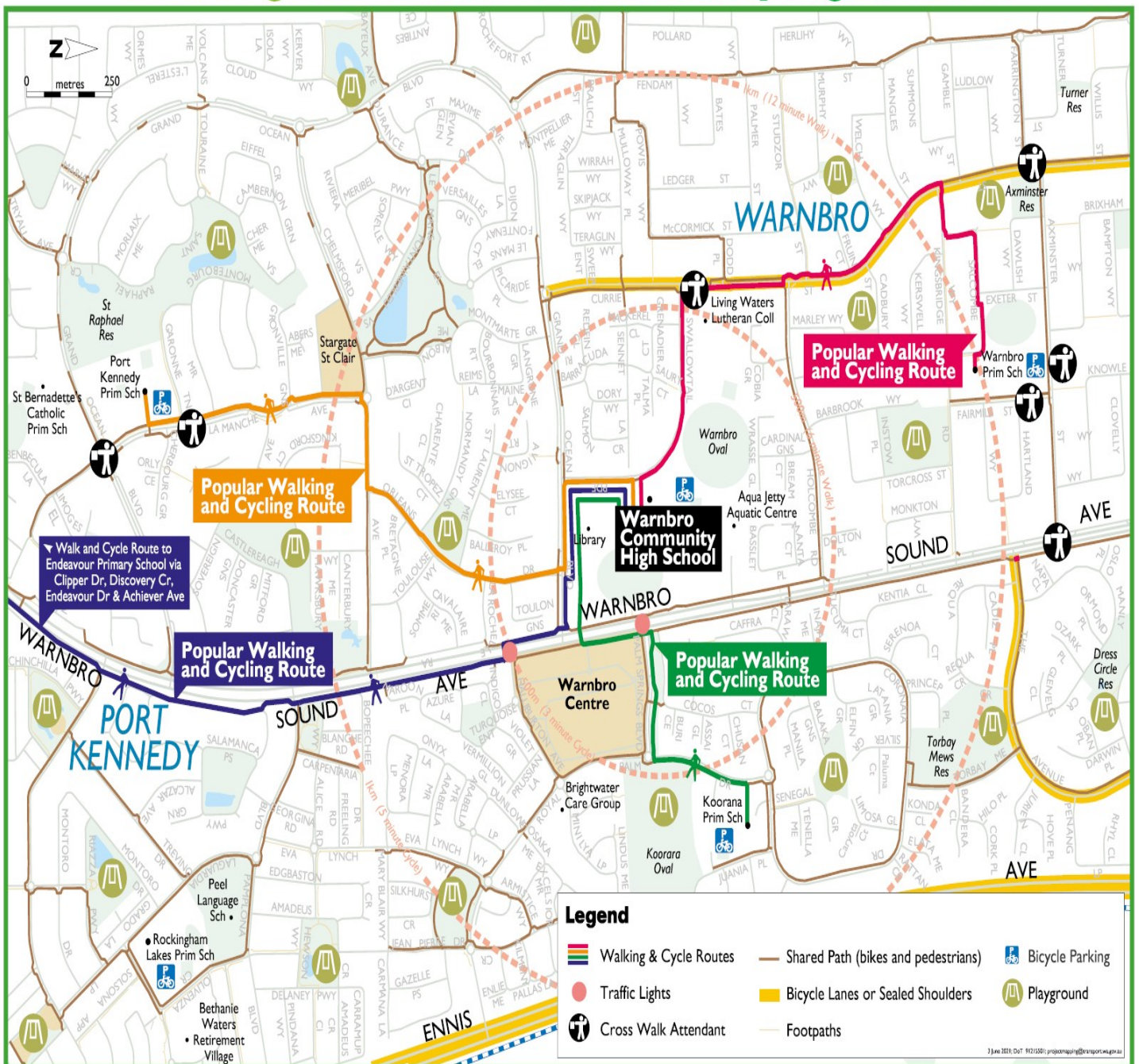
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Your Move

Your Move Schools is a community-focused program that support schools and students to use active and sustainable transport options to and from school. Your move offers teaching resources, access to funding and rewards to encourage the school community to use bikes, walking, public transport and scooters to school safely. Warnbro Community High School is a Your Move School and from time to time we ask the school community to complete surveys for feedback to improve these services.

This map below makes it easy to plan the best route to walk or ride to **Warnbro Community High School.**

How to get to Warnbro Community High School



Support Services

Emergency and consultation contacts for parent/guardian/student support and helpful numbers	Contact numbers
Urgent mental health telephone support for children and families (Under 18 years - 24 hours - 7 days)	1800 048 636
Crisis Care (24 Hour Service) (Free Call 1800 199 008)	(08) 9223 1111
Department for Child Protection (Free Call 1800 622 258)	(08) 9222 2555
Family Help Line (24 Hour Service) (Free Call 1800 643 000)	(08) 9223 1100
Gay and Lesbian Counselling Service	(08) 9420 7201
Kids Help Line (24 Hour Service)	1800 551 800
Lifeline (24/7 Crisis Support)	13 11 14
Mental Health Emergency Response Line (MHERL Metropolitan) (24hr/7)	1300 555 788
Mental Health Emergency Response Line (MHERL Peel) (24hr/7)	1800 676 822
Parenting WA Line (Free Call 1800 654 432)	(08) 6279 1200
Rural Link	1800 552 002
Local hospital	(08) 9599 4000
WA Police	131 444 or 000
Legal Aid	1300 650 579
State Emergency Services	1300 130 039
Alcohol and Drug Information Service (24 Hour Service)	1800 198 024
Poisons Hotline	131 126
Health Direct Australia	1800 022 222
Women's Domestic Violence Helpline	1800 007 339
Men's Domestic Violence Helpline	1800 000 599

Websites

www.headspace.org.au

www.reachout.com

www.sane.org

www.beyondblue.org.au

Telephone 000 for Emergencies

Under 16 years old, present to Perth Children's Hospital emergency department, 24 hours.

Over 16 years old, present to any local hospital emergency department, 24 hours.