General

Condell Park High School's No Contact Policy

Roles and Responsibilities

Message from the Principal

Student Code of Behaviour

Respect, Equity, Safety and Positivity (RESP)

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Message from the Principal

Welcome to Condell Park High School.

We are proud of our learning environment and look forward to embracing new members into our community. Our school is a place where you can seize opportunities to develop into a successful student and lifelong learner. The student handbook serves as a go-to guide for questions and queries about who, what, where, when and why in relation to school operations.

At CPHS, we recognise that success requires discipline. Each rule and process exists specifically for the benefit of the individual as well as the overall group. As we open our gates to you and invite you to call CPHS your home, we expect that by joining us, you commit to, respect and uphold the requirements outlined in this induction pack.

We encourage all students and their families to maintain strong communication with the school in order for us to achieve the best learning outcomes at all times.
**Roles and Responsibilities**

**Principal – Ms Susie Mobayed**
Responsible for the organisation, management, supervision and efficiency of the school. Parents and students who wish to discuss issues with the Principal can make appointments through the Front Office.

**Deputy Principals – Ms Zena Dabaja and Mr Jon Harding**
Responsible for the efficient operation of school operation and the general supervision of staff and pupils. They assist the Principal in the development of teaching programs and curriculum planning. They address and resolve matters relating to school discipline and the welfare of the students. Parents and students who wish to discuss issues with one of the Deputy Principals can make appointments through the Front Office.

**HT Admin – Mr Adam Wilson**
Assists the Principal, Deputy Principals and HT Welfare in ensuring the welfare and safety of students through the monitoring of attendance and the implementation of whole school welfare programs.

**HT Welfare – Ms Rebecca Vandergraaf**
Assists the Principal, Deputy Principals and HT Admin in ensuring the welfare and safety of students through the monitoring of attendance and the implementation of whole school welfare programs.
Year Advisers

Responsible for the personal welfare of students including checks on academic progress, attendance, behaviour and contacting parents/carers in relation to these matters. Students are encouraged to approach the Year Adviser in relation to any issues. Parents/carers are also encouraged to make appointments to obtain a full report on the progress, conduct and adjustment of their child from the Year Adviser.

Year 7 – Ms Gebara
Year 8 – Ms Estephan

Year 9 – Mr Stephan
Year 10 – Ms Morris

Year 11 – Ms Chahine
Year 12 – Ms Eldahr

Sports Coordinator – Mr Kieren Frappell
Organises all timetabled sport for Years 7-11.

Community Liaison Officers – Ms Antoinette Balamoan, Mrs Siunipa Fifita, Mrs Howaida George and Mrs Hanna Jabado
Are available to respond to concerns and queries of parents/carers who do not feel confident about who to contact in the school. Currently our CLOs can translate for Arabic and Tongan speakers.

Learning Assistance Support Teachers
Assist those students experiencing difficulties in the key learning areas from Years 7 - 10. Information obtained from primary school record cards, discussions with Year 6 teachers and information supplied by parents/carers act as indicators in identifying “educationally at risk students”. Condell Park High School supports facilitating integration of students into mainstream learning experiences. Thereafter, assistance and support are given on a withdrawal and team teaching basis. Withdrawal teaching involves withdrawing students from class for short periods for intensive learning. Team teaching involves collaborative consultation with class teachers so as to provide appropriate programs for the students. The support teacher also regularly monitors the student's class and homework and maintains contact with parents/carers if there is an area of concern.
School Counsellor – Ms Andrea Scerri and Mr James Watkins
Are available to support students who may be experiencing some personal difficulties. They also deal with problems referred by the Principal or members of staff. Parents/carers and students may arrange interviews with the School Counsellor by appointment. Deputy Principals and Year Advisers may also refer students to the Counsellor according to identified needs.

School Administrative Support Staff
Are available to provide parents/carers and students with general information on school activities. Appointments to see the Principal and Deputies should be made through the Front Office. Enquiries about leave passes, bus and train passes, payment of monies and lost property should be directed to the Front Office.
Student Code of Behaviour

All students in NSW government schools are expected to:

- Attend every school day, unless they are legally excused, and be in class on time and prepared to learn.
- Maintain a neat appearance, including adhering to the requirements of the school’s uniform or dress code policy.
- Behave safely, considerately and responsibly, including when travelling to and from school.
- Show respect at all times for teachers, other school staff and helpers, including following class rules, speaking courteously and cooperating with instructions and learning activities.
- Treat one another with dignity and respect.
- Care for property belonging to themselves, the school and others.

Behaviour that infringes on the safety of others, such as harassment, bullying and illegal or anti-social behaviour of any kind, will not be tolerated.
Respect, Equity, Safety and Positivity (RESP)

RESP is a set of values that we as a school community are promoting in our daily teaching and learning and can be seen in signage around the school, school assemblies, merit system, parent/carer interviews and all communication that encourages a healthy, productive teaching and learning environment.

To further reinforce our RESP values, effective behavioural support is implemented consistently through a merit system and the values are clearly emphasised at all levels of interventions.

Under this system, students received RESP Tokens from their teachers in recognition of upholding school values. Students were then acknowledged at weekly school assemblies and were invited to attend an end of term barbecue held by the principal for their commitment to RESP.

<table>
<thead>
<tr>
<th>RESPECT</th>
<th>EQUITY</th>
<th>SAFETY</th>
<th>POSITIVITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>By wearing the full school uniform;</td>
<td>By including others in games, activities and conversations;</td>
<td>By keeping your hands to yourself;</td>
<td>By using positive language;</td>
</tr>
<tr>
<td>By showing respect to other people, for property and the environment;</td>
<td>By sharing space and resources;</td>
<td>By being punctual at school and class;</td>
<td>By encouraging others to follow the rules;</td>
</tr>
<tr>
<td>By being focused and cooperative;</td>
<td>By working to the best of your ability and allowing others to do the same;</td>
<td>By following instructions;</td>
<td>By being supportive and helpful; and</td>
</tr>
<tr>
<td>By using respectful language; and</td>
<td>By maintaining a positive learning environment, free from disruptions; and</td>
<td>Bringing the right equipment; and</td>
<td>By being sensitive and concerned about others.</td>
</tr>
<tr>
<td>By maintaining a quiet and peaceful environment.</td>
<td></td>
<td>Behaving safely and appropriately at all times.</td>
<td></td>
</tr>
</tbody>
</table>
Condell Park High School’s No Contact Policy

The school’s Welfare and Discipline policy articulates the shared values of Respect, Equity, Safety and Positivity as the foundation for all interactions within our school community.

The No Contact policy simply states:

All students are to keep their hands to themselves. This is regardless of intention and personal perspective regarding the nature of the physical contact.

Refraining from physical contact with other students supports the values associated with the Respect, Safety, Equity and Positivity of our RESP behaviours.

In order to comply with the No Contact policy, students must:

- Keep their hands to themselves at all times.
- Refrain from pushing, hitting, kicking or any other physical contact that constitutes an act of violence and/or aggression.
- Refrain from hugging, stroking/caressing or kissing other students.
- Refrain from holding or shaking hands (shaking hands/hugging is permitted in formal, ceremonial contexts).

By maintaining the personal space of each individual, the following is ensured:

1. Avoiding and preventing the development of violent exchanges, resulting in potential injury and consequent suspension.
2. Safer and more conscious movement around the school grounds including stairwells, corridors, classrooms and playgrounds.
3. A safer environment that focuses on the business of learning is further encouraged and secured.
4. Equity in the nature of student exchanges is fostered. Students who lack assertiveness will not be faced with the discomfort of their personal space being challenged. It reduces the risk of sexual harassment. It reduces opportunities for exclusion through the selective visible expressions of affection for some students in preference of others.
5. A reduction in the exchange of bacteria and contagious illnesses, promoting sound hygiene practices when combined with regular and effective hand washing.
6. Positive communication is promoted with a reliance on language that ‘builds up’ the confidence of others rather than ‘puts down’.
**General Information**

**Assembly**

A whole school Assembly occurs each Tuesday after Period 2. Students at school at the time an Assembly is held or have a lesson during the period before an Assembly must attend the Assembly. All students are to move to the designated assembly area immediately and sit in their Roll Call classes. Students must pay attention to each speaker and no eating is permitted during Assembly. If for any reason an Assembly is postponed or cancelled, notification will be given. At all Year Meetings, quadrangle or formal assemblies, behaviour must reflect the importance of the occasion.

**Attendance**

- **Start of School Day**
  - 8.40am

- **End of School Day**
  - Monday and Wednesday 2.40pm
  - Tuesday 2.30pm
  - Thursday and Friday 3.00pm

Attendance is compulsory at all timetabled lessons and Roll Call. The roll is marked at Roll Call and every lesson. Truancies from class are reported and will be followed up. Parents/carers will be notified where truancy is a problem, and other steps taken. Students must get to class within 3-4 minutes of the bell. Students will be recorded as Partial Truancy Late if they arrive to class more than 4 minutes after the bell without a note. Any student out of class during lessons must have a note from the teacher (except for Year 11 and 12 study periods).

Students in Years 10, 11 and 12 with poor attendance will be issued with Course Warning Letters for not having satisfied requirements and for inability to meet course outcomes.

**Roll Call**

Roll Call begins at 9.28am on Monday and Wednesday and 9.32am on Tuesday, Thursday and Friday. A musical bell rings at these times for students to move to their designated room. Roll Call ends at 9.38am on Monday and Wednesday and 9.42am on Tuesday, Thursday and Friday. At each Roll Call the Daily Notices Sheet will be read out to students. Listen carefully as it contains important information for all students.

**Late Arrival**

When a student arrives at school after 8.40am, he/she must sign in at the Front Office to obtain a late pass. The student should have a note from the parent/carer giving an acceptable reason for the late arrival. If there is a problem with buses or trains, this will be taken into account. Teachers will not accept students to class without a pass. If students fail to report to the Front Office when late, they will be marked absent for the day. Persistent lateness to school will result in contact with the parent/carer.
Absence

If a student is absent from school, the parent/carer should provide an appropriate explanation at the earliest opportunity. This must be in the form of a letter to the school. The information provided should include the date, student’s name, Roll Call class, the days and dates the student was absent, the reasons for the absence and a parent signature. If the student is going to be absent from school for more than three days, parents/carers need to notify the school.

Early Leave

In cases of necessity, students may be granted permission to leave school before the end of the school day. A letter from the parent/carer is required and should show the date it is written, student’s name, Roll Call class, the time and date when the student wishes to leave, the reason for the request and the parent’s/carer’s signature. The mobile contact number of the parent/carer should also be provided on the note. This letter should be presented to a Deputy or HT Welfare before 8.40am. If permission is granted, the student will be issued with a leave pass and may leave the school grounds at the allocated time.

Students must not leave the school grounds without written permission from the Principal or a Deputy Principal (either at recess, lunch or in study periods).

Bullying

Condell Park High School has proactive and reactive ways of dealing with students who bully or harass others. Firstly, when bullying occurs it needs to be reported and both parents/carers and students are encouraged to contact the school. We can’t help if we don’t know. The school’s anti-bullying slogan is “STOP, HELP, TELL” emphasizing assertiveness, action and communication.

Secondly, we have a number of programs related to preventing bullying. Relationship and friendship dynamics is taught in PDHPE and in our explicit lessons upon inducting/orienting Year 7 into the school.

Calculators

Students use scientific calculators in their Mathematics classes and will need them for the remainder of their secondary studies. While it is not compulsory it is strongly recommended to buy through the school. The price is competitive due to our ability to buy in bulk. Should you wish not to take advantage of buying through the school, you are requested to verify the model required with the Head Teacher Mathematics to avoid purchasing the incorrect equipment.

Year 7 Camp

A two day camp for Year 7 is held in Term 1. The students will really enjoy this important team building experience, getting to know each other in a challenging and fun-filled environment under the care of expert staff. The cost will be approximately between $200-250 per student. Further information will follow in the new year.
Canteen

The canteen service operates throughout the year and is run by a private operator. It offers a variety of tasty and nutritious foods and beverages, and is following the ‘Healthy School Canteen Strategy’. The Canteen is open to students before school, at recess and lunch. Year 11 and 12 students can also use the Canteen during non-timetabled periods. Students are to buy for themselves only and stand in line (no pushing or queue-jumping).

Course Requirements

All class work, homework, assignments and assessment tasks must be completed. Students not meeting course requirements will repeat.

Students studying a Preliminary Course (Year 11) must satisfy all course requirements before being:

- Eligible for a Record of School Achievement (RoSA).
- Allowed to attempt the HSC in the same subject.

Students studying a HSC Course must satisfy all requirements prior to the award of a RoSA or HSC. All coursework, homework, assessment tasks must be completed.

Detention – After School

School Detention is held on Wednesday afternoons from 2.40pm to 3.30pm and on Thursday afternoons from 3.00pm to 4.00pm.

- Students can be placed on detention for serious offences.
- Students can only be placed on detention by the Principal and Deputy Principals.
- The student’s name and other relevant information are recorded in the Detention Register.
- A letter outlining the date of and reason for the detention is to be given to the student and an acknowledgment slip signed by parents/carers is to be returned to the person placing the student on detention. Alternatively, a phone call will be made to the parent/caregiver and the details recorded.
- Detention is to be supervised in the school Library by the rostered teaching staff.
- Students failing to attend detention without a satisfactory reason will have their detention doubled, in the first instance, and thereafter will be referred to the Deputy Principal.

Diary

A Student Diary will be provided to all students at the beginning of the year. It has been compiled by the school staff to cater to the needs of our students.

The diary is an important learning tool for students to record homework assignments and plan how they should be completed. The diary also promotes communication between the school and home. On each weekly planner page there is a comments section for teachers and parents/carers to write messages to each other regarding student learning issues. Your school diary must be brought to school each day.
Emergency Procedures

General evacuation of all the buildings will be signalled by 5 short bells or portable air horn in the case of power failure. Students are to follow the instructions of their teachers and line up in designated areas and then move to the back oval.

In the event of a Lock Down the bell will ring continuously for a total of five minutes.

Emergency procedures are practiced twice a year.

Fees

School fees or any payments can be paid by students before school, recess or lunch of any day. Receipts will be issued. Payment of learning charges and fees can be made by cash, cheque, money order or EFTPOS (no cash advances available). We also have credit card facility for transactions by Visa or MasterCard. For your convenience, credit card payment details over the phone can be given by calling the Front Office and receipts will be available for students to collect the following day.

Homework

The purpose of homework is learning. It assists students to build on what they have already learnt in the classroom, and prepares them for the next stage of learning. Homework is also useful for teachers, as it assists them to assess the progress of their students. Finally it is an important aspect of the school-home partnership, enabling support of students while they learn.

All students are encouraged to revise the day’s work at home each night, or engage in some reading activity. Formal homework might consist of:

- The completion of work set in class
- Remedial work to strengthen skills.
- Additional work to enhance skills.
- Home study booklets (Year 7 only).
- Assignments.
- Assessment tasks.

Condell Park High School runs a Homework Centre in the school library from the end of the school day on Wednesdays and Thursdays until 4.30pm. Students must attend regularly on their nominated days. All absences will need to be explained by a letter signed by the parent/carer. Your child may need to be collected from school after the class. As a participant of the Homework Centre, you will be expected to:

- Come prepared for learning with the appropriate equipment.
- Respect the Library as a resource and safe environment, where others are there to learn.
- Follow the teachers’ directions at all times.

The Homework Centre is supervised by a number of classroom teachers from a variety of Key Learning Areas.
The most valuable work a student can do at home is self-directed, organised study. This is a measure of progress towards independence as a learner.

**Home Study Program**

It is advisable that students establish a home study program. Good study habits are essential for students to achieve worthwhile results. They also provide a sound start to the demands of the senior years. At least an hour per day five days a week is recommended for Year 7 students for study and homework. Closer to exams a study timetable should be organised and an extra half an hour per day for two weeks prior to major exams should be included.

**Leadership**

**Student Representative Council**
There are several ways to join the SRC. Students can be nominated by peers, their teachers or seek entry themselves. Announcements are also made at assembly at the beginning of the year to invite interested students to join. Regular SRC meetings are held in order to organise ensuing activities where students are delegated responsibilities. SRC members attend regular Inter-School meetings where they network and share ideas with SRC members from other schools. Additionally, SRC members run charity-related activities such as selling bandannas in order to raise money for Canteen. Overall, the SRC is an excellent opportunity for young people to develop their leadership and communication skills. It also provides students the opportunity to develop confidence in their organisational capabilities. The SRC is also an excellent foundation for young people who aim to lead the school as prefects or school captains once they reach senior level.

**School Captains and Vice Captains**
These students are the leaders of the student body at Condell Park High School. They are the chief student ambassadors of the school. As such they set and uphold standards for the students. All students should respect them and cooperate with them in their work.

Captains: Ayman Douar and Mary Welsh
Vice Captains: Vina Ta and David Ghabache

**Learning Support**

The Learning Support Faculty works collegially across the school with all other faculties to assist in the development of students with special learning needs. These needs can range from the Gifted and Talented, an English as a Second Language profile, Behavioural needs or those who require Learning Assistance. The Learning Support Faculty use their allocation to plan, program and team teach in order to individualise their approach towards targeted students.

**Library**

The CPHS Library is open for all students at recess and lunchtime (excluding Tuesday lunchtime and Friday recess). Each student is issued with an identification card for borrowing. Books are available for borrowing for two weeks. In Years 7 and 8, students may borrow up to two fiction and two non-fiction books. In Years 9 and 10, students may borrow up to four fiction and four non-fiction books. In Years 11 and 12, students may borrow up to six fiction and six non-fiction books. Books may be returned before school,
recess and lunchtime. Computers are also available for students to do school work only. Books lost, damaged or unreturned must be paid for. Library privileges may be withdrawn from any student if their behaviour is inappropriate.

Students have access to a printer in the Library. The cost for black and white printing is 10¢ per page and for colour $1.00 per page. Students can put money on their printing account at the Front Office.

**Lockers**

The school has a small number of lockers that will be available for hire by Year 7 students. The introduction of lockers is intended as a support for smaller students with heavy bags who might benefit from having a place to put books and equipment during the day. There are not enough lockers for all students, therefore they are hired to those who can establish a need for one. The cost to hire a locker for the year is $20.00 (this includes a $10.00 refundable key deposit). More information will be distributed about lockers at the beginning of the year.

**Lost Property**

All items including books, equipment and clothing which are brought to school should be clearly identified with the owner's name. Enquiries regarding lost property can be made at the Front Office.

**Mobile Phones/iPods/Electronic Equipment – Improper Use**

Mobile phones, iPods and other electronic equipment are banned objects and are not to be used during class time by students. The school takes no responsibility for their loss, damage or theft. They should not be taken into exams. A student is obliged to hand in their phone or other electronic equipment to the Front Office before the first bell of the day. If a student is found to be in possession of a phone or other electronic equipment during the school day it will be confiscated for a period of two weeks and only returned to the parent/carer.

**Newsletter**

The school newsletter is available on line via the school website. The newsletter contains reports by the Principal and Deputy Principals and other important information about school activities.

**Parents’ and Citizens’ Association**

Parents/carers and citizens are invited to join this association which meets once a term. These meetings are advertised in the school newsletter. By attending P&C meetings, parents/carers will get to know other parents/carers of our school community and will better understand the goals of the school. School policies and issues are discussed and reports on school activities are given. Parent/carer meetings are also held at the school every Wednesday. These are information sessions on various topics that may be of relevance to the parent/carer.
Parent/Carer-Teacher Nights

Parent/Carer-Teacher nights are held in the middle and at the end of the year to enable parents/carers to receive feedback on student’s academic progress. Parents/carers will receive advice about the dates of these meetings in Terms 1 and 4.

Parents/carers and teachers may arrange a meeting to discuss a student’s progress at any time throughout the year, although in all such cases the student's immediate supervising Year Adviser should be consulted.

Reports

Reports are available for collection at the end of Term Two (Semester 1) and Term 4 (Semester 2). Year 7 and Year 11 parents/carers can also collect a progress report at the end of Term 1 that provides a snapshot of how a student has been going following their transition to high school and senior year.

Safety Requirements

When working in practical classroom areas, the students must observe special safety practice and wear safety equipment. This includes a protective apron which must be worn in Technology and Applied Science classrooms.

Department of Education and Communities regulations state: "Where a student's hair is of such length as to create a hazard in the practical workshop, the hair should be confined by a hair net or snood whilst the student is in the work area”.

A suitable apron may be purchased from the school.

Students must wear shoes with leather uppers when in the work area. Their school shoes are satisfactory if they comply with the school uniform. Students will not be permitted in class if this rule is not complied with.

The provision of the above safety equipment is the student's responsibility.

Students will be given general safety instructions before commencing practical work when necessary. Special instruction on specific power-operated machines will be given prior to using them in Industrial Arts when necessary. The school will supply specialised safety equipment during practical lessons, including eye safety protective shields and glasses, which the student must wear whilst using a power-operated machine or during Science practical lessons.

School Uniform/Bags

Full school uniform must be worn (see Uniform List). No uniform notes will be issued. Students out of uniform will be sent home. The PE uniform is only to be worn for sport. Hats must be worn for sport afternoons.

School bags need to be a sturdy back-pack style, large in size. A large bag is defined (at the discretion of the Principal) as one substantial enough to fit all equipment necessary in a full day including practical lessons and meal breaks. A school bag with the school’s crest is available to purchase from the school’s uniform shop. No handbags, draw-string
light-weight bags, shoulder bags and/or satchels are allowed.

**Sick Bay Procedures**

If a student becomes ill during the day, arrangements will be made for them to be collected from the Front Office. Students are to obtain a note from their teacher before approaching Front Office staff. **Front Office staff will contact the parent/carer** and organise for the student to be collected at the earliest convenience. In the event that a parent/carer cannot be contacted and at the discretion of the school’s first aid officer, the student will be directed to return to class until such time as the parent/carer makes contact.

If a student is repeatedly making use of sick bay procedures, the Head Teacher Welfare will be informed. If a student is experiencing emotional upset, please advise the school at the earliest opportunity.

**Medication**

Any medication that needs to be taken during the school day must be left at the Front Office. The medication must be labelled from the pharmacy and include the student’s name. Direct contact with the Head Teacher Welfare needs to be made to negotiate the administering of the medication.

**Accidents**

In the event of accidents, the incident should be reported immediately to the nearest teacher. Parents/carers of students who have sustained a significant injury (for example to the head, eyes or back) will be contacted at the earliest opportunity. These students will generally not return to class but will be kept in the front office area until they can be collected by a parent/carer. If necessary an ambulance will be called and the parent/carer advised.

**Smoking**

Smoking is not allowed at school, near the school, nor on the way to and from school. Students caught with smokers will also face consequences. Parents/carers will be informed and suspension may follow repeat offences.

**Sport**

Sport is compulsory for all junior and Year 11 students. Full sport uniform must be worn. Year 11 students who do not meet Sport requirements will be required to attend Sport as a Year 12 student. Sport is optional for Year 12 students. Behaviour at all sporting events must be perfect.

**Grade Sport**

Condell Park High School students participate in a compulsory weekly sports program on Tuesday afternoons between 12.45pm and 2.30pm. A variety of options that promote physical activity are available to students.

Students who wish to play in a competitive structured game may wish to trial for a grade sport. Grade sports involve a round robin style competition against others schools in the Bankstown Secondary Schools Sports Association. These schools include Bass HS, Chester Hill HS, East Hills Boys HS, Moorebank HS, Picnic Point HS, Punchbowl Boys HS, Sefton HS, Sir Joseph Banks HS and Strathfield South HS.
Grade competitions run over one term, with grand finals played in the last week between the top two sides. Students involved in a winning team in the grade competitions receive a trophy from the zone.

Sports rotate each term and include Soccer, Oz tag, Touch Football, Volleyball, Netball, Basketball, European Handball, AFL, Rugby League 7’s, ultimate Frisbee and Futsal. There are competitions for both genders with one mixed competition offered each term. Students from Years 7, 8 and 9 are permitted to trial for the junior grade teams. Students from Years 10 and 11 are able to trial for a senior grade team.

Grade sports are run at a central venue, which means all teams in the competition attend the same venue every week of the term. Some venues require students to travel by bus at a cost of $5.00 per week which is payable as they board the bus. Buses leave for sport at 12.10pm and students are required to meet the supervising teacher on the senior front lawn at the start of lunch. Some venues are in close proximity to the school and students can walk to the venue. Students walking to the venue are required to meet their supervising teacher on the senior front lawn at 12.45pm.

Students who trial for and are selected in a grade team are expected to make a commitment to that team for the entire term. Students will be made aware of any costs or particular requirements for their sport at the trials.

Recreational Sport
Students that do not wish to be involved in a grade sport or do not get selected will enrol in a recreational sport. Recreational sports vary from term to term with a range of options available at venues both in school and out of school. Sports offered may include tennis, table tennis, gym, ten pin bowling, laser tag, ice skating, basketball, netball, cricket, volleyball, Oz tag, touch football, soccer, indoor soccer, handball, badminton, skipping and dance. Some sports have a weekly cost, for example, tennis - $3.00 per week and some require travel by bus, for example, ten pin bowling - $11.00 per week. Permission notes are sent home each term for sports that leave school and will inform parents/carers of any costs involved. Recreational sports are not competitive and give students an opportunity to participate in regular physical activity with a focus on fitness, personal development and team building skills.

Non Sport
Students who are sick/injured on Tuesdays are required to bring a note from home. They will then attend non-sport in the library between 12.45 and 2.30pm where they are expected to participate in structured learning activities. Students who become sick or injured throughout the day can see the Sports Coordinator for permission to attend non-sport.

Representative Knockout Sports
Condell Park High School also participates in a variety of regional representative knockout sports throughout the year. These competitions are run in a knockout format meaning you must win every game to progress in the competition. The top two placed sides in the Sydney South West regional competition will progress to the Combined High Schools state finals.

The coach of each team will advertise trial dates in the daily notices and on assembly. Game dates and times will vary for each match. Students in these knockout teams will miss normal classes at times and it is their own responsibility to catch up on any missed work.
Knockout sports on offer each year are:
- Open boys soccer and open girls soccer
- U/16s boys soccer and U/16s girls soccer
- Open boys rugby league and U/14s boys rugby league
- Open boys touch football and open girls touch football
- Open boys basketball and open girls basketball
- U/15s boys basketball and U/15s girls basketball
- Open boys volleyball and open girls volleyball
- Open girls netball
- Open mixed table tennis

Carnivals
Condell Park High School students have the opportunity to participate in three carnivals throughout the year. The Swimming Carnival is held in Term 1. Cross country and Athletics Carnivals are held in Term 2. Students who perform well in these carnivals may earn qualification to the Bankstown Zone Carnival. Students then have the opportunity to progress to regional, state and national championships.

Toilet Blocks
Gathering in groups and leaving bags in toilet blocks is not allowed. Food should not be eaten in toilet blocks and the area needs to be left clean with toilet paper being used responsibly.

Non-Timetabled Periods (Years 11 and 12)
Students are permitted to:
- Study in the Foyer Study Area (no eating/drinking except during recess/lunch).
- Study in the Library.
- Sit/study in the Outdoor Classrooms (eating/drinking permitted).
- Use the Canteen and be walking to/from the Canteen.

Whole School Exams
Separate exam timetables and rules are issued. Students must take responsibility for following policies/procedures in exams.

Year 7 Swim School
Year 7 swim school takes place over three days late in Term 4. The first two days are spent at Greenacre swim centre where students participate in a variety of water awareness and safety activities. The third day is spent at South Cronulla beach where students participate in a talk from lifeguards and are involved in activities on the beach and in the water. Permission notes and information sheets regarding swim school are distributed in Term 4.
Year 7 Gala Day

Year 7 students attend Gala Day twice per year. Students are organised into teams and play in a round robin competition against teams from other local high schools. Although, they are built around a competitive structure, the focus is on fun and participation.

Teacher Absence

In all circumstances, for students in Years 7-10, classes will be covered by permanent or casual staff and work will continue. Year 11 and 12 students report to usual classroom at start of lesson. Students should do private study at any time their teacher is absent, and no replacement teacher is available.

Travelling To and From School

Train and Bus Travel
Students are reminded that members of the community often judge a school on the behaviour of students travelling to and from school. Be polite to members of the community and travel directly between home and school and respect the peace and property of your neighbouring community. While in uniform you represent school values at all times.

Train and bus passes for eligible students are obtainable from the Front Office. The final decision as to eligibility for a bus/train pass is made by the individual transport authorities and not the school. There is a charge incurred if bus/train passes are lost or stolen. Train and bus personnel have the right to confiscate passes for unacceptable behaviour.
# Uniform

<table>
<thead>
<tr>
<th>Official School Uniform</th>
<th>The following items are NOT to be worn at any time</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BOYS</strong></td>
<td><strong>ALL STUDENTS</strong></td>
</tr>
<tr>
<td>Bottle Green Trousers</td>
<td>• An upper body outer garment (e.g., shirt, jumper) without a school logo.</td>
</tr>
<tr>
<td>Bottle Green Shorts</td>
<td>• Clothing displaying logos/pictures of any type (except the official School Logo).</td>
</tr>
<tr>
<td>White Polo Shirt with School Crest</td>
<td>• Coloured shirts, jumpers, sweaters or jackets.</td>
</tr>
<tr>
<td>Senior Short Sleeve Shirt with School Crest</td>
<td>• Tracksuit pants (except the school tracksuit pants on sport days).</td>
</tr>
<tr>
<td>Senior Long Sleeve Shirt with School Crest</td>
<td>• Jeans or other clothing made from denim.</td>
</tr>
<tr>
<td><strong>GIRLS</strong></td>
<td>• Flannelette shirts/football socks.</td>
</tr>
<tr>
<td>School Skirt</td>
<td>• Cargo shorts/pants.</td>
</tr>
<tr>
<td>School Shorts</td>
<td>• Canvas shoes (e.g., “boat style” shoes).</td>
</tr>
<tr>
<td>School Trousers</td>
<td>• “Ballet style” slip-on shoes.</td>
</tr>
<tr>
<td>White Polo Shirt with School Crest</td>
<td>• Joggers, except with sport uniform on Tuesdays/during PE or SLR lessons.</td>
</tr>
<tr>
<td>Senior Short Sleeve Shirt with School Crest</td>
<td>• Slip-on or velcro joggers.</td>
</tr>
<tr>
<td>Senior Long Sleeve Shirt with School Crest</td>
<td>• Black joggers, except with sports uniform on Tuesdays/PE or SLR lessons (this is a safety requirement, black leather shoes MUST be worn).</td>
</tr>
<tr>
<td><strong>BOYS &amp; GIRLS</strong></td>
<td>• Coloured hats (black only).</td>
</tr>
<tr>
<td>Black Knit Jumper with School Crest</td>
<td>• Hats with logos.</td>
</tr>
<tr>
<td>Black Fleece Jacket with School Crest</td>
<td>• Coloured t-shirts/singlet tops/skivvy underneath the school shirt (white t-shirts/singlet/skivvy only).</td>
</tr>
<tr>
<td>Black Fleece Sloppy Joe with School Crest</td>
<td>• Long sleeve top worn underneath a short sleeve top.</td>
</tr>
<tr>
<td>Black Bomber Jacket with School Crest</td>
<td>• Coloured scarf (black, bottle green, white only).</td>
</tr>
<tr>
<td>Black Bag with School Crest</td>
<td>• Coloured shoe laces.</td>
</tr>
<tr>
<td>Black Cap</td>
<td>• Shirts with rolled up sleeves.</td>
</tr>
<tr>
<td><strong>SENIOR SCHOOL BLAZERS</strong></td>
<td></td>
</tr>
<tr>
<td>School Blazers</td>
<td></td>
</tr>
<tr>
<td>Ties (must be worn by Years 10, 11 and 12 students in Terms 2 &amp; 3)</td>
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</tr>
<tr>
<td><strong>PE/SPORTS UNIFORM</strong></td>
<td></td>
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<tr>
<td>(Full Sport Uniform Must Be Worn On Tuesdays)</td>
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<tr>
<td><strong>Boys (compulsory)</strong></td>
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</tr>
<tr>
<td>PE/Sport Striped Shirt</td>
<td></td>
</tr>
<tr>
<td>Black Shorts</td>
<td></td>
</tr>
<tr>
<td><strong>Girls (compulsory)</strong></td>
<td></td>
</tr>
<tr>
<td>PE/Sport Striped Shirt</td>
<td></td>
</tr>
<tr>
<td>Black Shorts</td>
<td></td>
</tr>
<tr>
<td><strong>OPTIONAL</strong> (for both boys and girls)</td>
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<tr>
<td>School Tracksuit Pants</td>
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</tr>
<tr>
<td>School Tracksuit Jacket (May Be Worn Instead of Fleecey Jacket/Sloppy Joe)</td>
<td></td>
</tr>
<tr>
<td><strong>SHOES</strong> (not available from school uniform shop)</td>
<td></td>
</tr>
<tr>
<td>Black Leather Lace-Ups/Slip-ons</td>
<td></td>
</tr>
<tr>
<td>Lace-up joggers (Sport and PE Only)</td>
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</tr>
<tr>
<td><strong>SOCKS</strong> (not available from school uniform shop)</td>
<td></td>
</tr>
<tr>
<td>White</td>
<td></td>
</tr>
<tr>
<td>Black</td>
<td></td>
</tr>
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</table>
### Examples of the kind of school shoes that are appropriate

<table>
<thead>
<tr>
<th>Covered</th>
<th>Leather/Equivalent</th>
<th>Supportive</th>
<th>Protective</th>
</tr>
</thead>
</table>

### Examples of the kind of school shoes that are not appropriate

Please note, while other shoes may be black, leather and not included in the images above, the school reserves the right to determine the appropriate ‘uniform look’ as indicated in the box marked with a tick.
### Banned Objects

- Aerosol cans (incl. aerosol deodorants)
- Alcohol
- Batons
- Belts wider than 30mm
- Birds/animals/reptiles/insects (unless approved by the Principal)
- Bottled liquid paper/liquid paper pen (correction tape is ok)
- Bows/arrows/slingshots
- Cameras (unless approved by the Principal)
- Chemicals
- Chewing/bubble gum
- Cigarette lighters
- Cigarettes
- Clothing with offensive pictures/words
- Darts
- Earrings/body pierced jewellery larger than 15mm diameter/length
- Edible seeds (eg pumpkin, sunflower etc)
- Electronic games
- Felt marker pens of any size
- Fireworks
- Flammable substances
- Guns/firearms
- Illegal drugs
- Imitation guns/firearms
- Imitation knives/swords
- Items to be traded
- Knives/swords/sharp implements of any type
- Large buckles on belts
- Laser pointers
- Matches
- Metal chains (including heavy jewellery chains)
- Metal forks/spoons
- Metal/plastic tubing
- Mobile phones
- Motor vehicles (unless approved by the Principal)
- Needles/pins
- Objects used for drug taking
- Other objects used for communication (eg 2 way radios)
- Paint
- Prescribed medicines unless approved by the Principal
- Rope/string
- Scissors longer than 12cm
- Steel rulers/steel edged rules (plastic/timber rulers only)
- “Stink bombs” (manufactured/naturally occurring plants)
- Sharp jewellery
- Skateboards/roller blades/roller skates
- Spray paint
- Studded belts
- Trade tools (unless approved by the Principal)
- Radios, CD players, MP3 players, iPods, iPads
All students require the following stationery items in addition to the items required for the subjects that they study:

- Black pens
- Blue pens
- Coloured pencils
- Correction tape
- Dictionary
- Laptop computer (when issued by the school)
- Eraser
- Glue stick
- HB lead pencils
- Highlighters
- Pencil sharpener
- Red pens
- Scissors (no longer than 12cm)
- School diary
- Wooden or plastic ruler
- USB flash drive

- All stationery items must be placed in a pencil case.
- All notebooks must be covered in contact or plastic.
- You must also bring your issued textbooks.

All students must wear full school uniform including closed leather shoes (this is a safety requirement) to all classes except PE & Sport where the sport uniform must be worn.

<table>
<thead>
<tr>
<th>Subject</th>
<th>Stage 4 (7 &amp; 8)</th>
<th>Stage 5 (9 &amp; 10)</th>
<th>Stage 6 (11 &amp; 12)</th>
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<td>Subject</td>
<td>Stage 4 (7 &amp; 8)</td>
<td>Stage 5 (9 &amp; 10)</td>
<td>Stage 6 (11 &amp; 12)</td>
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<td></td>
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<td>5 sponges</td>
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<td>Stage 6 (11 &amp; 12)</td>
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</tbody>
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**Workbook Quality Expectations**

- Years 7-10 students use a bound workbook (or special subject folio/folder).
- Years 11-12 students can use a bound or loose-leaf workbook (or special subject folio/folder).
- Workbooks are covered.
- Front cover states: *Student Name, Subject, Class*.
- Subject-based marking schedule/feedback sheet is pasted onto the first page.
- Years 7-10 students have a title page for each new topic.
- Margins are ruled.
- Pages are dated and numbered.
- Writing is neat and legible and done in black/blue pen.
- Headings and sub-headings are underlined in a different colour (eg red).
- Diagrams, graphs, tables, illustrations, maps etc. have a title.
- Diagrams, graphs, tables, illustrations, maps etc. drawn using appropriate equipment eg ruler, compass.
- Duplicated sheets are pasted onto a page.
- Work is complete.
Condell Park High School

Map of the School

Active Area
Passive Area
Transit Area
All White Areas are Out Of Bounds

Condell Park High School

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