

# Welcome to Vincentia High School



2024

respect | responsibility | personal best

*'ba yillinj ganji buraaja buran'*

# PRINCIPAL RUTH WINFIELD

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## *Learning or Life*

ganandhimila-mba-nj-burraadja-buran  
*we are learning for tomorrow*



Welcome to Vincentia High School.

I am looking forward to learning how you can work with your teacher to contribute to your future success and our school.

We want to encourage you to achieve your personal best through your high school years so that you leave with good memories about all that you have learned and with a sense of achievement.

Vincentia High School may be much bigger or smaller than your previous school. You will soon find your way around and amazingly learn the routines and rhythms of our school. You will have many and varied opportunities to extend and deepen your learning through different subjects and pathways.

I want you to make the most of the learning experiences that we provide and be actively involved in our community.

I am confident that you will graduate high school with a strong sense of your own identity, with many skills that prepare you for your future lives, and knowing what is important for you now and in your future.

Over time, you will steadily make progress, sometimes this will be easier than others. You will need to take full responsibility for listening to and respecting your teachers to ensure you get the best out of every day.

We have a large support network to assist students and parents in *'learning for life.'*

We are a comprehensive high school that takes great pride in providing an inclusive learning environment for our students and families. Please contact your Year Advisor initially to talk about this.

The best education happens when parents and schools work together.

*Stay positive, learn to think critically and enjoy our warm welcome.*

# Our Vision

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All students are actively engaged in their education through challenging learning experiences.

With a focus on consistency and inclusivity, our students will graduate from Vincentia High School with the knowledge and skills required to achieve individual success in their future pathways.

Proudly situated on the lands of the Wadi Wadi and Wandean people, we walk together with our local Bay and Basin community to support and build our future leaders.

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# Captains



Bailey Mitchell



Brayden Saunders

# Vice Captains



Alinta Broadhurst



Olivia Crehan

If your actions inspire others to dream more,  
learn more, do more and become more, you are  
a leader.



Olivia Swanson



Mackenzie Wright



Nathan Andrews



Charlie Garrett

# Senior Leaders

Before you are a leader,  
success is all about growing yourself.  
When you become a leader,  
success is all about growing others.

Year 7  
& Year 8



Zed McIntyre



Hope Pavitt



Chloe Keogh



Phoebe Jefferson



Jessica Williams



Caitlyn Allan



Jack Williams



Lauona Ward



Lauren Gabriel

Student  
Representative  
Council

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Jillian Raftery



Amelia Allen



Daniel Williams

Year 9



Michaela Cairns



# Student Representative Council

Year 10 & Year 11



Zoe Nathan



Axl Reeves



Ethan Webber



Cooper Williams



Taryn Dyer



Izabel James



Owen Wilson



Bodhi Boele



Lisa Gilbert



Destiny Pavitt

Student  
Representative  
Council





James McKegney



Joah Mason



Aiden Marks



Henry Mackay



Ryan Malecki



Jack Allen

# Sports Captains

yilinj ganji buraadja buran  
We carry the fire for tomorrow

# Meet our Staff

## SENIOR EXECUTIVE 2024

### **Ruth Winfield**

Principal

### **Toni Smith**

Deputy Principal Inclusion & Support(Rel)

### **Simon Flanigan**

Deputy Principal Years 7 & 10

### **Kylie Newton/Michael Matuschka**

Deputy Principal Years 8 & 11

### **Sue Fisher**

Deputy Principal Years 9 & 12

## FACULTY HEAD TEACHERS

### **English**

Ashley Oxley

### **Mathematics**

John Powter

### **Science**

Pat Twining

### **Physical Development/Health/**

### **Physical Education**

Peter Raftery

### **Human Society in Its Environment**

Michael Matuschka & Cassie O'Leary

### **Creative & Performing Arts**

Jaz Corr

### **Technology & Applied Sciences**

Andrew Newton

### **Head Teacher Administration Staff**

Katie Bosworth

### **Head Teacher mudjingaal (Support)**

Kathryn Antonio

### **Head Teacher Gumbari (Support)**

Tom Mason

### **Head Teacher Learning & Support**

Jessica South (Rel)

### **Head Teacher Teaching & Learning**

Lisa Raftery (Rel)

### **School Administration Manager**

Tracy Johnson-Warnecke

### **Aboriginal Education**

### **Co-ordinator &**

### **AECG Representative**

Gai Brown

### **Aboriginal Education Officer**

Jannine Brown

### **Clontarf**

Brock Balgowan

### **Careers Advisor**

Maree McNeil

### **Library**

Kath Toscan

### **Year 12 Study Centre**

Amanda Maynard

### **Defence School Mentor**

Jacqui Copeland

### **SRC Coordinator**

Carly Stevens

### **Sports Coordinator**

Alison Bech

### **CHS & Representative Sport**

Vivienne Nolan

### **Attendance Officer**

Lesley Simpson

### **Enrolment Officer**

Rebecca Sillato

### **Community Liaison Officer**

Michelle Haynes

# Meet our Staff

## **WELLBEING TEAM 2024**

### **HEAD TEACHER WELLBEING**

Nicole Higgins

### **Year 7 Year Advisors**

Hannah Vaughan & Harry Sawkins

### **Year 8 Year Advisors**

Abbi Andrews & Tyson Alcorn

### **Year 9 Year Advisors**

Maddi Wheeler & Monique Jackson

### **Year 10 Year Advisors**

Tamara Sharp & Tye Langford

### **Year 11 Year Advisors**

Mark Rakecki & Linda Nowak

### **Year 12 Year Advisors**

Amy Harper & Steve Crossman

### **Wellbeing Teacher**

Lyndon Snelling

### **Wellbeing Services Coordinator**

Joanne Warren

### **WHIN Wellbeing Health in Reach Coordinator**

Nicole Emslie

### **Chaplain/walawaani-ngarn**

Hannah Hunter

### **Youth Connector/Firefly**

Kasey Henshaw

### **School Counsellors**

Katrina Rees

Siobhan Bailie

Sally Willmott

### **Attendance Officer**


Korena Magee



# Contacting our School

Contact our school on 4441 6766 for any of the following:		
AREA OF CONCERN	REASON FOR CONCERN	WHO TO CONTACT
ATTENDANCE	❖ Notice of illness, injury	Mrs Lesley Simpson
WELLBEING	<ul style="list-style-type: none"> <li>❖ Friendship issues</li> <li>❖ Excursions, positive news, extra curricula success eg. sporting teams, music etc.</li> <li>❖ Change of carer</li> <li>❖ Attendance concerns</li> <li>❖ Death or sickness in family</li> </ul>	Year Advisors
UPDATING STUDENT INFORMATION	<ul style="list-style-type: none"> <li>❖ Medical information</li> <li>❖ Change of address / phone / email, emergency contacts</li> <li>❖ Change of carer</li> </ul>	Front office and Year Advisor
TEACHING AND LEARNING	<ul style="list-style-type: none"> <li>❖ Concerns with class placement</li> <li>❖ Curriculum, assessment and reporting</li> </ul>	Faculty Head Teacher (Subject) or Year Advisor
ONGOING WELLBEING & LEARNING ISSUES	❖ Referrals to wellbeing support services	Deputy Principal Inclusive Education
LEARNING AND SUPPORT	Requests for assessment assistance, support in class & assignment assistance	Head Teacher Learning & Support

## Administration

SASS administration staff are available during school office hours 8am - 3pm for calculator purchases, enrolment & attendance information, excursion payments and general enquiries.  4441 6766.

# Day Structure and Bell Times

## Call To Learning ganandhimila-nj

### WEEK A

MONDAY DAY 1	TUESDAY DAY 2	WEDNESDAY DAY 3	THURSDAY DAY 4	FRIDAY DAY 5
Roll Call & Period 1 8.15am-9.20am	Roll Call & Period 1 8.15am-9.20am	Roll Call & Period 1 8.15am-9.20am	Roll Call & Period 1 8.15am-9.20am	Roll Call & Period 1 8.15am-9.20am
Period 2 9.20am-10.20am	Period 2 9.20am-10.20am	Period 2 9.20am-10.20am	Period 2 9.20am-10.20am	Period 2 9.20am-10.20am
Recess 10.20am-10.50am	Recess 10.20am-10.50am	Recess 10.20am-10.50am	Recess 10.20am-10.50am	Recess 10.20am-10.50am
Period 3 10.50am-11.50am	Period 3 10.50am-11.50am	Period 3 10.50am-11.50am	Period 3 10.50am-11.50am	Period 3 10.50am-11.50am
Period 4 11.50am-12.50pm	Period 4 11.50am-12.50pm	Period 4 Assembly 11.50am-12.10pm	Period 4 11.50am-12.50pm	Period 4 11.50am-12.50pm Lunch
Lunch 12.50pm-1.20pm	Lunch 12.50pm-1.20pm	Lunch 12.10pm-12.40pm	Lunch 12.50pm-1.20pm	Lunch 12.50pm-1.20pm
Period 5 1.20pm-2.20pm	Period 5 1.20pm-2.20pm	Period 5 Sport 12.40pm-2.20pm	Period 5 1.20pm-2.20pm	Period 5 1.20pm-2.20pm

### WEEK B

MONDAY DAY 6	TUESDAY DAY 7	WEDNESDAY DAY 8	THURSDAY DAY 9	FRIDAY DAY 10
Roll Call & Period 1 8.15am-9.20am	Roll Call & Period 1 8.15am-9.20am	Roll Call & Period 1 8.15am-9.20am	Roll Call & Period 1 8.15am-9.20am	Roll Call & Period 1 8.15am-9.20am
Period 2 9.20am-10.20am	Period 2 9.20am-10.20am	Period 2 9.20am-10.20am	Period 2 9.20am-10.20am	Period 2 9.20am-10.20am
Recess 10.20am-10.50am	Recess 10.20am-10.50am	Recess 10.20am-10.50am	Recess 10.20am-10.50am	Recess 10.20am-10.50am
Period 3 10.50am-11.50am	Period 3 10.50am-11.50am	Period 3 10.50am-11.50am	Period 3 10.50am-11.50am	Period 3 10.50am-11.50am
Period 4 11.50am-12.50pm	Period 4 11.50am-12.50pm	Period 4 Assembly 11.50am-12.10pm	Period 4 11.50am-12.50pm	Period 4 11.50am-12.50pm Lunch
Lunch 12.50pm-1.20pm	Lunch 12.50pm-1.20pm	Lunch 12.10pm-12.40pm	Lunch 12.50pm-1.20pm	Lunch 12.50pm-1.20pm
Period 5 1.20pm-2.20pm	Period 5 1.20pm-2.20pm	Period 5 Sport 12.40pm-2.20pm	Period 5 1.20pm-2.20pm	Period 5 1.20pm-2.20pm

# 2024 Term Dates & Vacation Dates

## ● **Term 1 Tuesday 30 January - Friday 12 April**

Staff Development Days Tuesday 30 January & Wednesday 31 January  
Years 7,11 & 12 return Thursday 1 February Week 1B  
Years 8,9 & 10 return Friday 2 February Week 1B

(Easter Good Friday 29 March Easter Monday 1 April Public Holidays)

Autumn Vacation - Monday 15 April - Friday 26 April  
Anzac Day Public Holiday Thursday 25 April

## ● **Term 2 Monday 29 April - Friday 5 July**

Staff Development Day Monday 29 April  
Students return Tuesday Tuesday 30 April

Winter Vacation - Monday 8 July to Friday 19 July

## ● **Term 3 Monday 22 July - Friday 27 September**

Staff Development Day Monday 22 July  
Students return Tuesday 23 July

Spring Vacation- Monday 30 September to Friday 11 October  
Public Holiday Monday 7 October

## ● **Term 4 Monday 14 October - Friday 20 December**

Students last day Thursday 19 December  
Staff Development Day Friday 20 December

Summer Vacation- Monday 23 December 2024 to Thursday 30 January 2025

### **TO BE CONFIRMED:**

Term 1 Friday 31 January 2025  
Staff Development Day  
Students Return TBA

# School Learning

*Shared understanding of expectations and values across Vincentia High School helps to support students in understanding the structure and predicting their learning behaviours across the school day. This involves explicit, consistent, and clearly communicated expectations, rules and routines linked to our core expectations of Respect, Responsibility & Personal Best. At times students may be given consequences to provide time and space to resolve issues using the principles of procedural fairness. These may include restitution meetings, lunchtime and after school detention and/or suspension where appropriate.*

## Curriculum Structure

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### **STAGE 4 Years 7 & 8**

In Stage 4 (Years 7 & 8) all students follow the same courses of study which are designed to provide a wide range of experiences in all KLA's.

English  
Mathematics  
HSIE (Geography & History)  
Science  
LOTE (Aboriginal Language) Year 7  
TAS (Technology and Applied Studies)  
Music and Visual Arts  
PDHPE  
Sport  
YAP (Year Advisor Period)

### **STAGE 5 Years 9 & 10**

In Stage 5 (Years 9 & 10) all students follow the same courses of study for core subjects .

English  
Mathematics  
HSIE  
Science  
PDHPE  
Students have a choice of 2 electives from an area of interest.  
Students also complete Careers education.

### **STAGE 6 Years 11 & 12**

Students must study 2 units of English and may select their pattern of study based on an ATAR pathway which aims to develop student readiness for tertiary study at university level or a non-ATAR pathway which prepares students for vocational pursuits or TAFE study.

Students select from a range of subjects while they are in Year 10 in preparation for Years 11 & 12. (The line structure is subject to change) in response to the year group selections and preferences.

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# Required Materials

## Year 7

Students will be supplied with workbooks required for each subject studied in their timetable, including the Visual Arts Diary.

### Stationery

Students will be required to bring their own stationery:

3 x display folders A4

1 x A4 document wallet 1 x 8gm glue stick

1 x pkt 12 coloured pencils

1x pair 155mm S/S scissors round ended 2 x red pens

2x blue pens 2 x black pens 2 x 2B pencil 1 x 3B pencil 1 x highlighter

1 x 1 hole metal pencil sharpener 1 x 30cm wooden ruler

1 x small eraser

### BYOD Bring Your Own Device - Link to our website:

<https://vincentia-h.schools.nsw.gov.au/about-our-school/bring-your-own-device--byod-.html>

### Calculators

Abacus scientific calculators may be purchased at our front office for \$30.

### Uniforms - Link to our website:

<https://vincentia-h.schools.nsw.gov.au/p-c/uniforms.html>

## Year 8

Students will be supplied with workbooks required for each subject studied in their timetable, including the Visual Arts Diary.

### Stationery

Students will be required to bring their own stationery:

3 x display folders A4

1 x A4 document wallet 1 x 8gm glue stick

1 x pkt 12 coloured pencils

1x pair 155mm S/S scissors round ended 2 x red pens

2x blue pens 2 x black pens 2 x 2B pencil 1 x 3B pencil 1 x highlighter

1 x 1 hole metal pencil sharpener 1 x 30cm wooden ruler

1 x small eraser

### Calculators

Abacus scientific calculators may be purchased at our front office for \$30.

### Uniforms - Link to our website:

<https://vincentia-h.schools.nsw.gov.au/p-c/uniforms.html>



# Required Materials

## Years 9 & 10

### Books

Students will be supplied with workbooks required for each subject studied in their timetable, including the Visual Arts Diary.

### Stationery

Students will be required to bring their own stationery:

A4 display folder

Red, black, blue pens Pencils(2B)

Eraser Ruler Protractor Highlighter Glue stick

### Calculators

Abacus scientific calculators may be purchased at our front office for \$30.

### Uniforms - Link to our website:

<https://vincentia-h.schools.nsw.gov.au/p-c/uniforms.html>

# Required Materials

## Years 11 & 12

### Books, Stationery Calculators & Uniforms

**Aboriginal Studies**

96 page A4 binder book

**Ancient History**

96 page A4 binder book

**Agriculture**

96 page A4 binder book

**Biology**

96 page A4 binder book

**Chemistry**

96 page A4 binder book

**Community & Family Studies**

96 page A4 binder book

**Construction**

Booklet provided

**Dance**

96 page A4 binder book

**Design & Technology**

96 page A4 binder book

**Drama**

96 page A4 binder book

**English**

96 page A4 binder book

A4 display folder

**Engineering Studies**

96 page A4 binder book

**Earth & Environmental Science**

96 page A4 binder book

**Food Technology**

96 page A4 binder book

A4 display folder

**French**

96 page A4 binder book

**Geography**

96 page A4 binder book

**Hospitality**

96 page A4 binder book

A4 display folder

**Legal Studies**

96 page A4 binder book

**Abacus calculators may be purchased at our front office for \$30**

**Please see details over the page for uniform information**

**Mathematics**

128 page A4 grid book

scientific calculator

**Music 1**

A4 Music Book (lined and manuscript pages)

A4 display folder

**Modern History**

96 page A4 binder book

**PDHPE**

96 page A4 binder book

**Photography**

A4 Visual Arts Process Diary

fine line black pen

**Physics**

96 page A4 binder book

**Senior Science**

96 page A4 binder book

**Society & Culture**

96 page A4 binder book

**Sport, Life and Recreation**

96 page A4 binder book

**Textiles and Design**

240 page A4 binder book

128 page A4 binder book

A4 Visual Arts Diary

**Visual Arts**

96 page A4 binder book

A3 Visual Art Process Diary

2B pencil

eraser

**Visual Design**

A4 Visual Arts Process Diary

2B pencil

eraser

**Students also require**

red, black, blue pens

lead pencils

eraser

highlighter

glue stick

binder folders to store and organise all class work at home

***Materials are supplied to students in Support***

# School Uniform

The wearing of our school uniform is compulsory. The school uniform was decided on by members of the school community. The uniform is smart and practical and contributes to the promotion of positive self-esteem for all students. Closed black shoes are to be worn to school for safety reasons and sport shoes with sport uniforms.

The school has a uniform check system each day in roll call. Students who are continually out of uniform may be placed on an after-school detention. If there is a legitimate reason for not wearing a uniform, students are asked to bring a note with them on the day to explain why they are out of uniform. Uniforms can be ordered online through the school website, or purchased from our uniform shop which is open between the hours:

## **Term 2 and 3 2024 Update:**

MONDAY & TUESDAY:

7:45am - 10:30am

## **Term 4 2024 Update:**

MONDAY & TUESDAY

7.45am - 10.30am

1.30pm - 3pm

## **Uniform Menu**

Tartan Dress (Juniors Years 7-10)

Grey dress (Seniors Years 11-12)

Tartan Skirt

Short Sleeve Blouse White (Juniors)

Short Blue Sleeve Blouse (Seniors)

White/Maroon Short Sleeved Shirt (Juniors)

Blue Short Sleeved Shirt (Seniors)

Grey Elastic Waist & Fitted Shorts

Grey Elastic Waist Trousers

Grey Fitted Trousers

White/Maroon Sport Polo Shirt

Maroon Sport Shorts

Sport track pants

Grey hoodie

Softshell jacket



**More information can be found on our website:**  
<https://vincentia-h.schools.nsw.gov.au/p-c/uniforms.html>

# Mobile Phones & Portable Music Players (ipods)

[View our Mobile Phone Policy here:](https://vincentia-h.schools.nsw.gov.au/about-our-school/rules-and-policies.html)

<https://vincentia-h.schools.nsw.gov.au/about-our-school/rules-and-policies.html>

**Disconnect to Reconnect**  
*bundjala-nj bulwal*  
(we think strongly)



## Ready to Learn

**Mobile phones are turned off and locked away during school hours at Vincentia High School**



**1** Mobile phones are locked in the phone pouch when students enter our school gate and will be unlocked prior to departure at a designated unlocking station

**2** Mobile phones that are sighted during school hours will be locked in the school front office



**3** Mobile phones locked in the front office can be collected at the end of the school day. If mobile phones are confiscated more than once, phone pick up will be arranged between a Deputy Principal and parent/carer

**Parents, Carers, Teachers and Students Working Together**

# Contributions

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School contributions are used to provide the teacher/learning/school resources which the school utilises to enhance the learning for your child.



## School Bytes

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### Parent Portal

Set up your parent portal account  
[support.schoolbytes.education/hc/en-us/articles/5184859634191-Parent-Portal-Set-up-your-parent-portal-account](https://support.schoolbytes.education/hc/en-us/articles/5184859634191-Parent-Portal-Set-up-your-parent-portal-account)

School Bytes provides a parent portal for **PAYMENTS**, which can be accessed via a secure link. The School Bytes parent portal enables you to view all your children in one portal and process payments for multiple siblings in one transaction.

**IMPORTANT:** To ensure that the registration process works smoothly and you can link your account to your child(ren), make sure that you use the same email address that you have provided to the school or if using a different email address, an SMS verification code will be sent to the mobile phone number on record for you at the school.

To set up your parent portal, follow the steps below:

1. Open the parent portal link – <https://portal.schoolbytes.education/auth/login>
2. Select the create a new account link. Direct link:  
<https://portal.schoolbytes.education/auth/register>
3. Enter your first name as it appears on your student's profile at the school.
4. Enter your last name as it appears on your student's profile at the school.
5. Enter the email address that you use for school communication.
6. Enter the student's date of birth.
7. Select search. If all student information matches with parent information according to the student's official enrolment stored at the school, the system will add the student to the parent account automatically.

Further assistance if you are unable to link a student to your account or if you have any questions, please call our school front office on 4441 6766.



## Sentral Portal

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The Sentral Portal is used for Student Attendance, Reports and Parent Teacher Interviews.

# Parents & Citizens' Association

Our school has an active and supportive Parents and Citizens' Association(P&C) which meets at 6pm in the staff common room on Monday, Week 4 of each term. All parents/carers are encouraged to attend. It is a good way of getting to know the school and its operation and will ultimately be of benefit to your child/children. The canteen/P&C fund many school projects, enhancing the educational experience of our students.

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## P&C Canteen

The Canteen is operated by our P&C. A variety of food and drink is available from the first day of school including - pies, sausage rolls, chicken enchiladas, zucchini slice, sushi, bento boxes, pasta bake, sandwiches, rolls, salads, milk, fruit juice, yoghurt, fruit, fruit salad and many healthy snacks.

The Canteen will be open each day during recess and lunch. It is not essential for students to pre order their lunches but it is advisable. This can be done online through Spriggy Schools. Steps to get started: Go to [www.spriggyschools.com.au](http://www.spriggyschools.com.au) to register and download the app. Add a profile for each of your children, making sure you select VINCENTIA HIGH SCHOOL and your child's class. Start placing orders! You can place orders up to 1 week in advance AND UNTIL 9AM ON THE DAY OF ORDER. All parents are invited to join the band of volunteers at the Canteen. This could involve one day a month from 7.30am to 1.30pm. If you can assist, please contact our canteen Manager Anna Butler, during school hours on 4441 6766.

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## Travel

All buses serving the school are chartered school buses.

- Bus travel is free to students who reside more than 2.0 kilometres (radial distance) from the school they are attending.
- The pass is only available between home and the school for school attendance and is available on school days (Monday to Friday) only for travel commencing between 6.30 am and 7.00 pm.
- In a joint/dual custody situation, a student is eligible for subsidised travel from both the parents' addresses subject to meeting the normal eligibility criteria.
- Bus applications are available on line at [transportnsw.info/school-students](http://transportnsw.info/school-students)
- The front office will notify students when the passes arrive at school.

If you require more information please go to [www.131500.info](http://www.131500.info) or call the Transport Info line on 131500.

## Why must I send my child to school?

The law in NSW (Education Act 1990) states that all children between the ages of six and fifteen years are required to attend school on a regular basis. This act has recently been changed from fifteen years of age to seventeen years of age. It is the responsibility of parents or caregivers to make sure that their children attend school every day.

Must I send my child to school every day? YES unless:

- Your child is too sick to go, has an injury, or has an infectious illness, for example – chickenpox, mumps or measles,
- Your child has to attend a special religious ceremony,
- There is a serious family situation which requires their involvement.

Why is regular attendance at school important?

Attending school every day makes learning easier for your child and helps build and maintain friendships with other children. Regular attendance at school will help your child to succeed in later life. Please do not keep your child away from school for things such as birthdays, minding other children, haircuts and shopping. Always try to make children's appointments with people like dentists or doctors before or afterschool.



## Explanation of Absences

What should I do if my child has to stay away from school?

It is important to let the school know when your child will be away and why your child was absent. The parent or caregiver should telephone the school explaining the child's absence. A daily email is sent to parents whose student has been marked absent without explanation at roll call. Please reply to the email or call the school.

My child won't go to school, what should I do?

You should contact the Year Advisor or Deputy Principal Support & Wellbeing as soon as possible to discuss the problem and ask for help. The Deputy Principal may ask a Home School Liaison Officer to contact you to discuss the issue.

The role of the Home School Liaison Officer - Parents have the responsibility of ensuring the regular attendance of their children at school. Home School Liaison Officers provide additional support to students, parents and schools to encourage the full participation of all students in schooling.

# All children and young people have the right to an education where students can access and fully participate in learning.

NSW Department of Education



## Behaviour code for students

### Information for students and parents or carers

NSW public schools are committed to providing safe, supportive, and responsive learning environments for everyone across a range of settings. We teach and model the inclusive and safe behaviours we value in our students.

**In NSW public schools students are expected, to the best of their ability, to:**

- show respect to other students, their teachers and school staff and community members
- follow school and class rules and follow the directions of their teachers
- strive for the highest standards in learning
- act in a courteous and respectful way that makes all members of the school community feel valued, included and supported
- resolve conflict respectfully, calmly and fairly
- meet the school's agreed uniform policy or dress code
- attend school every day (unless legally excused)
- respect all property
- be safe and not be violent or bring weapons, illegal drugs, alcohol, vapes, e-cigarettes or tobacco into our schools
- not bully, harass, intimidate, or discriminate against anyone in our schools.

Schools take action in response to behaviour that is detrimental to self or others or to the achievement of high-quality teaching and learning.

**All students have a right to:**

- safety at school
- access and fully participate in their learning
- be treated with respect by other students, teachers and school staff
- express their views, set goals and self-advocate.

The principal and school staff, using their professional judgment, are best placed to maintain discipline and provide safe, supportive and responsive learning environments and apply an appropriate action when students are not meeting these expectations. The department is responsible for the provision of a policy framework and resources such as legal issues bulletins, access to specialist advice, and professional learning to guide principals and their staff in exercising their professional judgment. In this context, the NSW

Government and the Department of Education will back the authority and judgment of principals and school staff at the local level.

**Behaviour code for students: Student actions**

Promoting the inclusion, learning, wellbeing, and safety of all students in NSW public schools is a high priority for the Department of Education.

We implement teaching and learning approaches across a range of settings to support the development of skills needed by students to meet our high standards for respectful, safe and engaged behaviour.

**To meet the expectations set out above, students in NSW public schools, to the best of their ability, should adhere to the following principles.**

**Respect**

- Treat one another with dignity.
- Communicate and behave courteously.
- Act and work cooperatively with other students, teachers, and school staff.
- Develop positive and respectful relationships.
- Value the interests, ability and culture of others.
- Respect the learning needs of other students.
- Dress appropriately by wearing the agreed school uniform or dress code.
- Take care with school property and the property of staff and other students.

**Safety**

- Model and follow school and class rules and expectations around behaviour and conduct.
- Negotiate and resolve conflict.
- Be aware of and take responsibility for how their behaviour and actions impact others.
- Care for self and others.
- Be safe and help others to make safe choices that do not hurt themselves or others.

**Engagement**

- Arrive at school and class on time.
- Be prepared for every lesson.
- Actively participate in learning.
- Aspire and strive to achieve the highest standards of learning.





# School Community Charter

 **Collaborative. Respectful. Communication.**

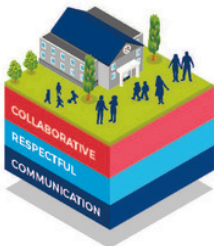
The following School Community Charter outlines the responsibilities of parents, carers, educators and school staff in NSW public schools to ensure our learning environments are collaborative, supportive and cohesive.

## What our schools provide

NSW public schools work to create positive environments for students, staff and the entire school community that support student learning. We strive to ensure that every student is known, valued and cared for.

**The best education happens when parents and schools work together.**

The School Community Charter aligns with the NSW Department of Education Strategic Plan 2018 – 2022.



## Positive environments

It is important that our NSW public schools are positive environments and that parents and carers are kept informed of students' progress and school announcements.

Parents and carers can expect:

- To be welcomed into our schools to work in partnership to promote student learning.
- Communication from school staff will be timely, polite and informative.
- Professional relationships with school staff are based on transparency, honesty and mutual respect.
- To be treated fairly. Tolerance and understanding are promoted as we respect diversity.

We treat each other with respect

We prioritise the wellbeing of all students and staff

Unsafe behaviour is not acceptable in our schools

We work together with the school

**Ensuring respectful learning environments for all members of NSW Public Schools communities.**

© NSW Department of Education



We create  
**collaborative**  
learning  
environments

We  
all play  
**our part**

We work  
**in partnership**  
to promote  
student  
learning

### Communicating with our schools

Our staff will find a time to talk to you when they can give you their full attention. Please remember that while our staff are in class or dealing with other matters, they may not be available to answer your questions immediately.

Our schools and communities will make sure that written communication is appropriate, fair and easy to read. We encourage you to use email and social media appropriately to connect with your school and stay up-to-date with up-coming events in the school community.

Our guide for parents, carers and students provides useful information about the complaints process:  
[education.nsw.gov.au/about-us/rights-and-accountability/complaints-compliments-and-suggestions/guide-for-parents-carers-and-students](http://education.nsw.gov.au/about-us/rights-and-accountability/complaints-compliments-and-suggestions/guide-for-parents-carers-and-students)

### Respectful communication is a right

In all workplaces people have the right to feel respected. Unacceptable and offensive behaviour has no place in our school communities.

To ensure the wellbeing of students, staff and the community in our schools, steps will be taken to address unacceptable behaviour. This may include restricting contact with the school community or, in more serious cases, referral to NSW Police.

#### Unacceptable behaviour may include but is not limited to:

- Aggressive or intimidating actions, such as violence, threatening gestures or physical proximity.
- Aggressive or intimidating language, including the use of obscenities, making sexist, racist or derogatory comments or using a rude tone.
- Treating members of the school community differently due to aspects such as their religion or disability.
- Inappropriate and time wasting communication.



**Collaborative.**  
**Respectful.**  
**Communication.**

**School Community Charter**

[education.nsw.gov.au](http://education.nsw.gov.au)

# Faculties & Programs

English  
Mathematics  
Science  
Human Society & Its Environment (HSIE)  
Creative & Performing Arts (CAPA)  
Technical Applied Science (TAS)  
Sport  
Personal Development/Health & Physical Education (PDHPE)  
gumbari  
mudjingaal (Support Unit)  
Learning and Support Program (LaSP)  
ganya garindja (Aboriginal Education)  
dhurga (Aboriginal Languages)  
Clontarf  
murigal (Wellbeing)  
Careers / Vocational Programs / Library  
Defence School Mentor Program  
Year Advisor Period (YAP)  
Student Representative Council (SRC)  
Senior Study Centre  
Counsellors  
Debating  
In School Cafe  
The Nest  
Breakfast Club  
Games Clubs  
Uniforms  
Administration  
Parents & Citizens Association / P&C Canteen

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# English

The English faculty at Vincentia High School is home to a team of educators with diverse expertise and experiences, who actively contribute to a dynamic and enriching learning environment for students. As professionals, we share a common purpose to deliver learning experiences that foster critical literacy, enhance communication skills, promote cultural understanding, and nurture students' ability to engage thoughtfully with the world around them through language and storytelling. We believe that learning doesn't begin and end in the classroom and encourage students to extend their knowledge, skills and understanding through participation in extracurricular activities. Currently we offer opportunities to participate in public speaking, debating, creative writing, and drama.

I admire people who dare to take the language, and understand it and  
understand the melody

---

# Mathematics

The Mathematics faculty encourages our students to explore how Mathematics is used to understand and explain the world around us. Students develop and build on their current skill level and learn to apply new thinking to mathematical concepts by studying relevant and challenging topics across the curriculum. All students are given the opportunity to engage through differentiated learning and are guided to reach their personal potential in Mathematics. We celebrate the success of our students across all levels of Mathematics.

Maths is a Spirit of Inquisitive Exploration

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# Science

Studying Science will help students gain a greater understanding of the physical and natural processes within the world in which they live. Students gain the necessary skills to study Science at a senior level through developing scientific thinking and problem-solving strategies. Many students who have undertaken studies in Biology, Chemistry, Physics, Earth and Environmental Science, Agriculture, Investigating Science and Extension Science have achieved outstanding course results and ATARs. This has allowed them to gain access to excellent university courses and successful careers in scientific fields.

'Science is the magic that works'

Science is the magic that works

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## Human Society & Its Environment (HSIE)

HSIE is a dynamic faculty dedicated to providing enhanced learning experiences covering all aspects of Geography and History. Students learn about the world wars and study local geographical areas both providing unique learning experiences. Other topics include archaeology, colonisation, Ancient China, Ancient Egypt, Vikings, global connections/technology, coastal landscapes, geomorphic hazards, places and liveability plus much more. As students move through their school years, they will study a wider variety of subjects including Commerce and Elective History.

History is all explained by Geography

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Our well established CAPA department provides introductory courses in Visual Arts and Music to all Stage 4 students. Students in Visual Arts study a broad range of styles and gain practical experience with a variety of art making materials. In addition, students can take part in many art competitions and exhibitions. Music students gain knowledge in a range of styles as well as practical experience with many instruments. All students are invited to join extension programs including music ensembles. Elective courses are offered in Stages 5 and 6. Creative & Performing Arts students have many performance opportunities at VHS, including our end of year finale 'Showcase' and exhibitions.

Music and art gives soul to the universe, wings to the mind and flight to the imagination

---

## Technical Applied Science (TAS)

Over the course of Year 7 and 8, students will rotate through the many subject areas found in the TAS Faculty. They will take part in exciting lessons in cooking, woodwork, metalwork, electronics, computers, textiles and more. Our aim is for our students to experience as much “hands on” learning as possible, whilst integrating a range of technology. Students have at their disposal, cutting edge CAD software, a CNC plasma cutter, CNC router, Lego robotics, laser cutter/engraver, dye sublimation printer, embroidery machines and several 3D Printers allowing us to deliver STEM based content.

The science of today is the technology of tomorrow

---

Vincentia High students in Year 7-10 participate in regular sport on a weekly basis in a variety of activities including ball, court, and field sports. The school athletics, swimming and cross-country carnivals are held in Terms 1 & 2 of each year and involve all students. Students also can extend themselves in sports such as dance, mountain biking and triathlon. Representative sport teams at Vincentia include touch football, AFL, rugby league, soccer, netball, and basketball as well as individual sports such as golf and tennis. Students can progress through school, zone, regional, state, and national competitions.

Never say never

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## Personal Development/ Health & Physical Education (PDHPE)

PDHPE contributes significantly to the cognitive, social, emotional, physical, and spiritual development of students. We represent a broad view of health and physical activity and the many possible contexts in which individuals can build activity into their lifestyle. PDHPE incorporates a wide range of lifelong physical activities including recreational, leisure and adventure pursuits, competitive and non-competitive games, dance plus individual and group physical fitness activities. Health areas include positive lifestyle choices, nutrition, respectful relationships, optimal mental health, and safe living. The development of lifelong skills in PDHPE is central to our philosophy. This includes:

Movement Skills - Fundamental and specialised movement skills and concepts. Tactical and creative movement. Health and fitness enhancing movement. Interpersonal Skills - Communication Collaboration, inclusion, and relationship-building. Empathy building. Leadership and advocacy social awareness. Self-Management Skills - Strengthening personal identity. Self-awareness. Emotion and stress management. Decision-making and problem-solving. Help-seeking.

Believe you can and you will

---

# Gumbari 'shadow of a tree'

The Gumbari unit's goal is to connect its students to a fun, active and caring learning space where students are encouraged to be courageous learners, developing important life skills to achieve their personal goals. The individual talents and interests of the students are celebrated and explored to develop student confidence and self-esteem. Gumbari aims to make school a positive and meaningful experience for its students to engage them in their learning and provide them with the appropriate skills, knowledge, and attitudes to enable them to transition into the workforce and community to achieve their full potential.

*Never give up. be confident in what you do*

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## mudjingaal (Support Unit) 'friend spirit protector guide'

Students with a diverse range of learning needs are supported by the collaborative efforts of staff, outside agencies, parents/carers, and the wider community. Together we facilitate individualised planning and implementation of a vast range of academic, vocational, recreational, and social programs. Students can undertake a special program of study following the Life Skills syllabus or alternatively accessing a combination of mainstream and support classes.

*I am still learning' Michaelangelo at the age of 87*

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## Learning and Support Program (LaSP)

LaSP is a highly visible and valued Learning and Support Program operating from our Learning and Support Education Room (LASER) in A Block. The friendly staff of Learning and Support teachers and Student Learning Support Officers (SLSOs) welcome students from Years 7 to 12 and provide direct and timely specialist assistance in regular classes with additional support needs. This includes 'dhugan', LIFT program, tutorial support, individual learning programs, assessment tasks, reading and numeracy programs, in-class support, teacher support and during exam periods. The LaSP Program, through the school's learning and support team, prioritises support based on student learning and safety, the School Strategic Plan, and integration funding allocation. SLSOs are also assigned to classes to monitor and support student learning and safety.



# ganya garindja 'shelter for youth' (Aboriginal Education)

Aboriginal Education is an important part of Vincentia High School. Our Indigenous students enjoy a wide range of cultural programs and activities. The ganya garindja (Shelter for Youth) room is our Aboriginal learning hub where students receive assistance from qualified tutors and teachers. ganya garindja also houses our Indigenous programs including dhaawarri dance and the dhurga language program.

yanaga-dha gimbanya ba ngarangaal bugiya. nhaway. buraadja

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## dhurga (Aboriginal Languages)

Learning another language fosters students' ability to think and reflect about the workings of language and to develop mental flexibility and problem-solving strategies. It also increases opportunities and abilities to develop interpersonal skills and cultural awareness. The program implements quality teaching and learning to enrich, extend and engage all students to complete the Stage 4 dhurga course.

ba yilinj ganji buraadja buran

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## Clontarf

Clontarf provides full time mentoring and support to young Aboriginal men throughout their high school years and assists them with their transition to further training or employment. The mentors counsel students on a range of behavioural and lifestyle issues whilst the school caters for their educational needs. Using a comprehensive approach of supportive relationships, a welcoming environment, and a diverse range of activities, the students develop improved self-esteem and confidence. The Foundation's approach has been highly successful, not only in encouraging young men to attend school and stay at school, but also in having them embrace more disciplined, purposeful, and healthy lifestyles, developing them into respectable young men.

The dreaming is now. the dreaming is always

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# mirigal (Wellbeing)

Wellbeing **yiliga-miraral** (happy spirit) is the dhurga name for our ever-expanding Wellbeing team including Head Teacher Wellbeing, Year Advisors, School Psychologists, Wellbeing Officers, Wellbeing Teacher, Student Support Officer, WHIN (Wellbeing Health in Reach Nurse) and Chaplain. Our Advisory Board meets each term to consider the emerging needs of our students and the best progress to meet these needs,

The **yiliga-miraral** team has developed numerous programs and spaces to support students within A Block and the school.

These include:

## **djarambu-ngarn**

*(quiet place)*

Found on the ground floor of A Block, provides a space for students with support of our Wellbeing Staff.

## **djamanj-ngarn**

*(yarning place)*

On the ground floor of A Block, a space for consultations and a private space for mediations.

## **djamaga ngarn**

*(good place)*

Located on the top floor of A Block, this is a great place to facilitate groups such as Body Kind and Seasons For Growth.

## **walawaani-ngarn**

*(welcome place)*

Is a purpose-built school community wellbeing hub for visiting agencies, workshops, meetings and much more.

Nothing is impossible

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# Acknowledgement System

## The Nest

Eagle Awards are presented to students who embrace the value of Respect, Responsibility and Personal Best. Each term, these awards can be 'cashed in' for prizes from The Nest. The Eagle Award Program is a positive rewards system that aims to recognise students who consistently display one or more of the school's core values: RESPECT – RESPONSIBILITY – PERSONAL BEST during class time or in the playground. All staff including non-teaching staff, office and canteen can give out an Eagle Award.

As students accumulate these awards they will be acknowledged by year advisors sending a letter home, being presented with a certificate and attending special events. The perks don't stop there! Students can also use their awards at The NEST- a fun shopping experience where the currency is Eagle Award Merits. There is something for everybody. Students can use each individual award to purchase something small or save their awards up for a bigger ticket item.

The NEST is located in the hall kitchen and is open at recess on Wednesdays of weeks 3, 6 and 9 each term. At Vincentia High School we value respect, gratitude, kindness, collaboration, self-control, optimism, grit, creativity and innovation. We love to reward students who demonstrate these values daily.

### RESPECT

*Social Awareness*  
*Gratitude*  
*Collaboration*  
*Kindness*  
*Courtesy*



### RESPONSIBILITY

*Self Control*  
*Independence*  
*Autonomy*  
*Custodianship*

### PERSONAL BEST

*Optimism*  
*Grit*  
*Zest*  
*Creativity*  
*Innovation*

# Careers

Mrs Maree McNeil is our Careers Adviser, she aims to provide the latest information to help students identify the knowledge, skills, and attitudes needed to make sound choices and effectively manage their own careers. Students are encouraged to participate in work experience from Year 9 and Student Based Apprenticeships and Training (SBAT's) and externally delivered (EVET) pathway courses are available for students. The Career office is in the library. Parents and students are most welcome to make contact to discuss work or training opportunities. Mrs McNeil has a Jobs Vacancy Notice Board in the Library, and it is regularly updated.

Begin somewhere

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## Vocational Education & Training (VET, EVET & SBAT)

Studying a vocational education and training (VET) course as part of the HSC is a smart choice. VET courses provide you with the knowledge and skills needed to make the most of your future. Students in Years 10, 11 & 12 at Vincentia High School have the opportunity to study VET courses at school, externally to school (EVET) and also in partnership with a school based apprenticeship or traineeship (SBAT).

Some examples include: In school VET – Certificate III Business,  
EVET – Certificate II Electrotechnology &  
SBAT – Certificate III Carpentry

Opportunities don't happen. you create them

---

# Library

The library supports teaching and learning at the school and is a busy and dynamic learning space throughout the day. It is open to students before school, recess and lunch for individual research and borrowing. The library has an extensive collection of youth fiction sorted into themes: suspense, mystery, action, crime and dystopian future, love, laugh and cry, fantasy, supernatural, science fiction, horror, and graphic novels, and is regularly updated with new release titles. Vincentia High School has timetabled library lessons for all Year 7 & 8 classes, once per fortnight. These lessons focus on Literacy, Reading and IT Skills that assist students with their studies across all faculties.

In the nonstop tsunami of global information, librarians provide us with floaties and teach us to swim.

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## Defence School Mentor Program

Vincentia High School receives funding through the Defence School Mentor Program to employ a Defence School Mentor (DSM). The role of a DSM is to provide specific support and information to Defence students and their families, particularly when transitioning into a new school and during parental absence due to military service.

Learning is a treasure that will follow its owner everywhere

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## Year Advisor Period (YAP)

Students in Years 7 & 8 will be provided with the opportunity to enhance their social and emotional development through fortnightly contact with their YA. These lessons provide students opportunities to acquire and effectively apply the knowledge, attitudes, and skills necessary to understand and manage emotions, set, and achieve positive goals, feel, and show empathy for others, establish, and maintain positive relationships, and make responsible decisions. Wellbeing programs are one of the most successful interventions to promote the positive development of students with research findings supporting students' academic achievement and positive social behaviour while reducing their conduct problems and emotional distress.

Education is the key to unlocking the world

---

# Student Representative Council (SRC)

The Student Representative Council is a body of elected student representatives from each year group who meet weekly to have structured discussions on various school issues put forward by themselves or fellow students. Each year the SRC raises awareness and introduces various initiatives for the students which develops a sense of community within our school eg: Breakfast Club. The annual camp provides an excellent opportunity for the students to bond and develop their leadership and team working skills. SRC students are given many opportunities to represent the school and meet with notable members of our community. These opportunities are invaluable to develop students' confidence in speaking publicly.

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## SRC Pre Loved Uniform Shop mana-wara 'two hands'

Monday mornings 7.45am-8.10am, Tuesday recess 10.20am-10.50am.  
Located in the reading room outside the library. Gold coin donations. If you have uniforms that you no longer use, please drop them off at our school front office reception.

One child. one teacher. one book. one pen can change the world

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# Senior Study Centre

The Senior Study Centre (SSC) is a dedicated and holistic learning space which focuses on supporting, inspiring, and mentoring our Higher School Certificate students. The SSC aims to enrich and enhance student success in achievement through efforts of developing effective study habits, assisting students in prioritising, and working towards achieving their personal learning goals, and monitoring student academic and tertiary education progress.

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## Counsellors

School Counsellors/Psychologists help to support students with their overall mental health and wellbeing. At VHS a teacher may recommend the school counselling service by referring a student to the school's learning and support team; a parent or carer may refer their child directly or students can self-refer. School counselling is confidential.

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## Debating

Our Debating and Public Speaking society provides a space for critical thinkers to converge and compete! We are proud of the legacy of success and culture of teamwork we have built over time, and warmly welcome all new members! We compete in the Premier's Debating Challenge, Legacy Public Speaking Award and Plain English Speaking Award. Visit the English Faculty for more information!

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# In School Cafe - Bushscape

Operates every second Thursday and offers Year 10-12 students the opportunity to experience and develop skills in hospitality, customer service and business management. Menu is available to staff and senior students for recess and lunch.

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## Breakfast Club

Monday to Friday mornings 7.30am – 8.10am in the hall: toast, hot chocolate, juice, fruit and cereal.

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## Games Clubs

Recess and Lunch Clubs include boxing, old time games, football, music, origami, keyword hand (AUSLAN), chess, bingo and much more for students to enjoy.

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***Vincentia High School is proud to be connected to our local community and to the many organisations who support us.***

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***Here at Vincentia High School, we hold regular assemblies, year group meetings, parent teacher interviews, orientation days, and parent/carer information sessions. Our newsletters are published Weeks 3 6 & 9, are emailed to parents, carers, students and staff as well as posted to our Facebook page and uploaded to our website. We would love to publish and hear about your child's amazing news stories regarding school or their achievements out of school (for example sport, music, art), please contact us on email: [vincentia-h.school@det.nsw.edu.au](mailto:vincentia-h.school@det.nsw.edu.au)***

The test of an enjoyment is the remembrance which it leaves behind

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***Vincentia High School offers a wide range of additional programs and activities to engage all students. These programs aim to develop and increase employability skills, build confidence, and empower young people as 21st century learners for life beyond school. We also enjoy school camps, swimming and athletics carnivals, Australian Business Week, mountain biking, Sea Eagle Epic Triathlon, Survivor Walk, Showcase, Vinnie Vibes, excursions, and many off site inter school competitions. The year finishes with our Presentation Evening and Year 12 Formal.***

School is a building which has tomorrow inside

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Website  
<https://vincentia-h.schools.nsw.gov.au/>



- Make a Payment
- Enrolment
- News
- Newsletter
- Events
- Gallery
- About our School, BYOD, Handbooks
- Supporting our Students
- Learning at our School
- P&C Canteen & Uniform
- Wellbeing & walawaani ngarn
- Aboriginal Education
- Contact us

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Find us on Facebook  
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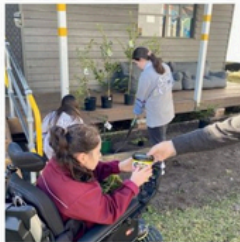
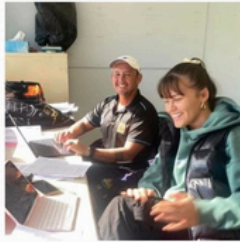
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Facebook: Vincentia High School

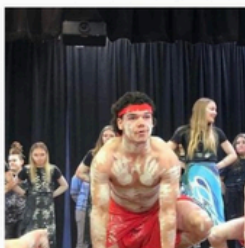
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# A YEAR @ VHS

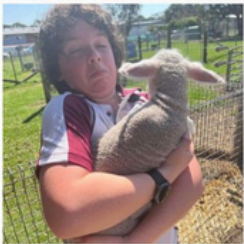
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# A YEAR @ VHS



# A YEAR @ VHS



# A YEAR @ VHS



# A YEAR @ VHS

