

BUSSELTON SENIOR HIGH SCHOOL

R.E.A.L August 2021



www.busseltonshs.wa.edu.au (08) 9751 8900 busselton.shs@education.wa.edu.au



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RESPECT • EMPATHY • ACHIEVE • LEARN

Principals Address

Dear Parents, Caregivers and Community Members,

I thank all students, parents and the community for their warm welcome since I commenced at the start of this term. It is clear that Busselton Senior High School is a dynamic environment with strong support from those connected to it.

Schools are certainly built upon their reputations and whilst it is sometimes easier to listen to rumours, the truth is that Busselton SHS is a strong performing school which should be proud of its capacity to cater for a variety of students and diverse backgrounds.

Our staff and students are incredibly capable, with the teaching and learning occurring within classrooms, designed to provide the best chances of success for all students. We celebrate our diversity and achievement through strong processes in outlined in the BSHS Business Plan 2019-2022.



https://www.busseltonshs.wa.edu.au/wp-content/uploads/2020/08/BSHS-BusinessPlan-Online.pdf I encourage all stakeholders to read this document, as it outlines our intent and focus on two school priorities:

1. Teaching, Learning and Leadership 2. School Community and Culture

Under the second school priority, learning is a strong partnership between the student, home and teachers. It is imperative that all are working together to model the right behaviours to ensure all parties are successful. My intent is to operate a very honest and transparent, school and I encourage anybody to make an appointment directly to discuss any query, concern or feedback they may have, so I can listen and develop shared solutions. I have high expectations on the behaviour and conduct of our staff and students, which aligns itself to the school R.E.A.L values. Our vision outlines our commitment to "developing capable, empathetic and confident life-long learners who will contribute positively to society", which starts with the simple and controllable acts around how we speak, act and treat others. These are firmly within the decision making of each individual, and respectfully starts long before students enter high school.

Through my classroom visits, it is pleasing to see that students have commenced the second half of the year in a very positive and industrious manner. I trust that students will have reflected on their academic performance during Semester 1 and will be keen to try to implement some changes over the next few weeks and months. Students at Busselton SHS are fortunate to have such dedicated and committed staff, genuinely invested in supporting students in every classroom, every day.

Regardless of how well students went in the first Semester, it is important that they focus on areas where further improvement can be made. Parents are encouraged to email teachers of subjects where they have concerns about their progress or achievement.

While this is an important term for all students, it is effectively the final school term for our Year 12 students. I am confident that students who make a concerted effort this term, will reap the rewards later in the year. I wish the Year 12s and all our students the very best for a productive and successful term.

I look forward to meeting with you as the year progresses.

Regards

John Watters Principal

From the Associate Principals

Mandy Carey, Associate Principal Year 11/12

Senior School students have commenced Semester Two very productively and with a renewed energy to see the year out. Much like the Tokyo Olympics, there have already been some exciting events starting with our "Opening Ceremony" which saw our Year 12 ATAR students head to Perth for a University Visit camp. 14 students and 2 teachers headed off to Perth and spent 2 days touring the 3 major Uni's learning all about the different courses on offer, what the entrance requirements are and what it will be like to live on campus. Meanwhile, our Year 11 Rec Course students have participated in the "coaching event" when they visited Geographe PS to coach Year 6 students in football, basketball, netball and soccer. Nerves were high to begin with but each of our "athletes" performed well under pressure and managed to bring home the "gold" between them. The Building and Construction 11 and 12 Try a Trade event is a popular one on the schedule and our participants have been training hard, going into the event as the favourites. Luckily they didn't disappoint and the school now has a beautiful new "trophy" to show off near the Trade Training Centre and D&T workshops. Overall, the Senior School marathon event is well underway and our athletes are performing well. Some (Year 12) are closer to the finish line than the others (Year 11), but just like Olympic runner Peter Bol, our students finish their races with the support of a community behind them.





Kellie Lewandowski, Associate Principal Year 7/8

Term 3 can be a challenging term as many of us can suffer 'the winter blues'. I am encouraging our Year 7 and 8 students to use this time to focus on their chosen areas of improvements to their learning. All of Year's 7 and 8 students have begun new elective subjects this term, allowing them to explore different areas of learning, including, Design and Technology, Home Economics, Visual and Performing Arts as well as Digital Technology. I encourage students to make the best of their time in these electives in order to provide themselves with areas of increased interest in preparation for upper school. I am also encouraging our students to focus on our REAL values of: Respect, Empathy, Achieve and Learn in order to develop and accelerate, both, their academic and social skills. Being a teenager in our current climate is challenging but by practicing these values together, we will continue to learn in a safe environment where development of a positive self is prioritised. Finally, our Year 7 and 8 students are off to the Lightning Carnival this week to compete in various sports that they have been training hard for with the Physical Education Department. I further encourage these students to demonstrate our REAL values in the community and also to 'kick butt' in their matches. All the best to our students for the coming term and please don't hesitate to inform myself, your teachers and Education Assistant staff of what we can do to support your learning. Have a great term!

Kirsty Laverty, Acting Associate Principal Year 7/8

Year 9 and 10 students have started the semester with a focus on their academic strengths and their future. For the year 10 students this means senior school course selection, with many of our students aspiring to University entrance through the ATAR course. Other students are aiming for TAFE certificates, preapprenticeships and apprenticeships. The Vocational Education and Training (VET) courses are looking competitive for 2022 and many of the year 10s are putting their best foot forward as they complete their ATAR or VET interviews. Later in the term many of them will sit the OLNA exam in preparation to meet graduation requirements. This term, there are several extra-curricular activities. A geography excursion for the year 10s, and the year 9 and 10 students will have the opportunity to attend Cinefest Oz, a cultural experience the City of Busselton has the privilege of hosting annually. Also in week 10, the year 9s and 10s will put their sporting prowess to the test in the Winter Carnival. This is the semester where our year 10s are guided toward the maturity required of becoming senior school students, and our year 9s are supported by their teachers to begin to focus on their final year of lower school, and the choices they too will be making about their futures in less than a year.



Wolfstock



During late July Busselton Senior High proudly presented the Musical production of 'Wolfstock'. Two sold out matinee performances to local primary schools and four sold out 'rocking' night performances were enjoyed by all present.

The very talented cast, musicians and crew got out their leather jackets, bobby sox and swingy skirts; brushed up their pony tails and the D.A's and took audiences back to the exciting world of milk bars, juke boxes and real Harley motor bikes. Set in the late 1950's, performing students stunned all present with acting skill, precision singing and the ability to own and become their character. These factors combined thrilled audience members with many toe tapping moments and laughs along the way as they quickly got swept up in the twisting and turning story.

This brilliant Rock'n'Roll comedy also had an outstanding LIVE musical score that had our audiences really fighting the urge to leap into the aisles and start dancing. Congratulations to our Geographe Bay music students involved on yet another fantastically tight musical score.

As far as I am aware, BSHS musicals continue to be the only ones in the district with live music accompanying the show.

Once again our Performing Arts Centre transformed into a comfortable, warm theatre with excellent tiered seating making for great viewing wherever you sat. Many patrons commented that they felt like they were on stage with the characters! Acknowledgement also to our Kitchen Ops students for the awesome interval treats and to our Media students for the filming and editing of 'Wolfstock' that the cast, crew and musicians will all enjoy watching!

Huge thanks and congratulations from all involved must go to our legendary Director Ms. Lee Cooper, Musical Director Mr. James Kiely, Band Director Mr. Brad Oversby, and our champion Backstage manager Ms. Yvonne Albers. These staff have worked tirelessly from the beginning of this year – availing themselves to many out of hours dedicated time to ensure the 'Wolfstock' journey was one for all to remember. The 'backbone' of the show, as it were.

Lastly, from all staff involved with 'Wolfstock', Heartfelt, massive congratulations to all the students involved. Your personal growth and confidence is immeasurable. From the extremely talented performing cast to the ever dependable crew and our wonderfully skilled musicians – you are now like family to us and we will never, ever forget your stunning performances or the beautiful memories you have created.

Stand tall, stand proud and take one final bow - You are all champions.

Mr. Cam Snow, Head of Arts

Geographe Bay Music

What a hectic (but great) start to the term we have had! We started in the holidays with two days of rehearsing for the BSHS production of Wolfstock. The students then played six shows over four days in the first two weeks of term. They did a fantastic job (as did the cast and crew) and there has been a lot of positive feedback from the wider community.

With this tucked under our belts, Symph 1 students then travelled to Perth on the Thursday of Week 3 to perform at the ABODA Schools' Band Festival. This was such a great experience as students were able to see performances from a range of other schools, as well as hearing the feedback for these schools during a series of on-stage workshops. We took the opportunity after our performance to receive our own workshop and this was a great learning experience that covered the importance of articulation, balance, playing as an ensemble, and bringing musicality to rehearsals that has been practised at home. Students will also have a good understanding of the "threshold of sonority" and how this applied to both a Junior Band and a Premier Band. It just went to show that all of the feedback for the bands applies to ALL bands. It was great to perform in a Festival without the element of a competition. The atmosphere was hugely supportive and all about improvement and showcasing the wide variety of talent that is present in our school systems.



We will use our official feedback as a benchmark for future performances and as a tool for our own personal improvement. Hopefully, Symph 2 will find their experience at the ABODA Junior Band Festival just as rewarding. I'd like to thank the Symph 1 students for a great camp and look forward to spending the Week 8 weekend getting to know the Symph 2 students a little better. I'd also like to give a huge thankyou to James Kiely, Chrissy Gault, Dani Parkinson, and Fiona Lemon for giving up their weekends to help make both of these camps possible. Also thanks to Kerry La Motte for the huge amount of work that goes into compiling the paperwork so that all of the students' needs are met whilst we are away. It is a mammoth job all around to organise camps, and this can't be done without the huge commitment of the people who make them happen.

We will now continue to prepare for a number of events that are rapidly approaching. It will be a busy end to the term and a similarly busy Term 4. Please enjoy the variety of events that we have to offer for the rest of the year, both as GBM and in contributing to The Arts at both BSHS and CNC. We will continue to trial different formats for our performances as we did with the Mid-Year Concert. We will also look to throw in some new tunes for you to enjoy!

Brad Oversby HOLA – Geographe Bay Music

Conservation



On 29 June, around fifty Year 9 students from Busselton SHS experienced Education for Sustainability first hand, when they conducted a Tangaroa Blue clean-up along a 4km stretch of the Ngari Capes Marine Park (at Meelup from Point Piquet to Castle Bay), before assessing the deposition of micro plastics on Meelup's main beach.

The day's activities were the culmination of classroom-based investigations into the impacts of debris on the marine environment and associated ecosystems. Students had learned that almost 13m of the 400m tonnes of plastic generated annually are not recycled, buried or burned and end up in our oceans where they take many years to break into smaller fragments of macro and microplastics before forming a toxic soup in huge ocean gyres thousands of miles from their points of entry. As they go the plastics attract chemicals, toxins and castaway organisms with much entering the food chain having been mistaken for plankton and other foods consumed by creatures great and small. Sadly, there is now one item of microplastic in our oceans for every two of plankton, with devastating impacts on the food chain and the health of our ocean's micro-organisms' ability to generate oxygen.

With these global problems very much in mind, the students volunteered their time and effort to clean up the coastline. Undalup custodian, Gwen Gray shared insights about the cultural significance of Meelup to the Wardandi people of the Southwest whilst organising teacher, Geoff Holt, explained its conservation value and unique biodiversity. After this, the students rugged up, grabbed gloves, sacks, data sheets and set about the laborious task of recovering debris from the beaches and rocky outcrops along the coastline.

The students reassembled at Meelup after scouring a 4km stretch of coastline and emptied out their sacks. The sheer quantity of waste was shocking with over 60kg in weight amassed. Among the many items recovered were fishing tackle including lures, ropes, bait bags and tangled lines, but the most prevalent debris were beverage bottles, cans and containers. In keeping with many studies, these items accounted for over 1/3 of the total debris recovered. Other items included sanitary items, cigarette buts, lighters, thongs, clothing and lots of foam and polystyrene which had already begun to break down into tiny parts and float off into the bay.

The students recovered what items they could for recycling and reuse and disposed of the remainder appropriately. Simultaneously, several students were undertaking the Australian Microplastics Program (AUSMAP) assessment of microplastic deposition at the high-water mark along Meelup's hugely popular main beach, sampling several small quadrants. They recovered many items of microplastic less than 5mm in diameter, and some less than 2mm in diameter, from just a few square metres, indicating the presence of many thousands of tiny microplastics blending in with the sand and shells along then beach. These items are what become of the many microplastics the other students had recovered from the coastline and served to underline the interconnection and cycle of waste.

"I honestly love the ocean, what we saw today was shocking and sad; we all need to stop using these plastic items and make the effort to live sustainable lives." Zoe Silver.

"You can read books and watch documentaries in class but to get out there and recover this much waste with our bare hands is really powerful and I feel good to have played a small part in protecting the bay and the life it supports." Theo Hoyes.

"We need more opportunities like this to get out and make a difference to protect our oceans and planet." Sophie Graham.

"I undertook the microplastics assessment and found it fascinating. It made me understand what happens to the plastic waste which ends up polluting our oceans." Caitlyn Butler.

Mr. Geoff Holt

Rainbow Day



Late in Term 2, Busselton Senior High School celebrated Rainbow Day. Our Rainbow Day was all about accepting others and those that may be different to us, and standing up to discrimination against the LGBTQIA+ community. We celebrated our LGBTQIA+ community by showing our support as a school. The Z Club made yummy cupcakes for break time, there was bracelet making, music and an information stall, as well as a pledge wall with many supportive and caring messages. We ended the fantastic day with a colour run for the Year 7s, and a rainbow even came out for Rainbow Day! Thanks to everyone for their enthusiasm and spirit all day.





BSHS held its first Reconciliation Walk last term as part of National Reconciliation Week. It was a small but meaningful event, where students and staff spent the morning reflecting on the journey of reconciliation for all Australians. The groups walked from the school to the beach where a smoking ceremony took place. The group vowed to all play our part to build communities that value Aboriginal and Torres Strait Islander peoples, histories, cultures and futures. Reconciliation takes action and this years theme, "More than a Word", urged us all to take braver and more impactful action. Back at school, BSHS hosted a morning tea where artefacts and student artwork were on display, and Headspace and SWAMS had information resource booths. It was an important morning to reflect on how we can all play a part in the healing process for our people and nation. We look forward to many more Reconciliation events in the future.



Student Council News



Waste and Sustainability Program

At the start of Term 3, Busselton Senior High School and Geographe Education Support Centre launched another part of its Waste and Sustainability Program. Student Council members introduced the new initiative to year assemblies. The school will now have designated Waste Stations with three different bins for varying types of waste. All bins have clear pictures about what waste goes where. The yellow bin is Containers for Change where most aluminium, glass, plastic, steel and liquid paperboard beverage containers between 150ml and 3L can be deposited. The green bin for is for General Waste and small bin for Organic Food Scraps. Our students have embraced the new bin protocols, making a big impact on our ecological footprint as a school. The amount of litter around the school has visibly decreased so we know the general waste going into landfill is reducing.



From the Library

We are undertaking a reorganisation of our library to ensure it continues to meet the needs of the student body. This requires weeding our collection to ensure relevant material for students and includes reordering, re-cataloguing & re-shelving. It's a mammoth task but we have partnered with an organisation called The Sustainability Project. Keeping the sustainability goals of the school in mind, any weeded books from the library will be sent to the Project for recycling or reselling, if appropriate. The funds raised from these endeavours will support & contribute to Indigenous Literacy.

The reorganisation will be supported by volunteers from our local community and occur over the next couple of months, and will be conducted with as little disruption as possible to regular library activities.

A snapshot of the Library during break on a cold & rainy August day: 2 games of Uno, 1 Exploding Kittens card game, 1 Connect 4 board game, 2 Colouring Pages underway, 3 Chess Games, 7 Minecraft challenges, 3 Readers!



Term 3 2021 Photos



BUSSELTON SENIOR HIGH SCHOOL

Wednesday 15th September 4:30-6pm

We welcome all prospective 2022 Year 7 -12 students and families to explore the opportunities BSHS has to offer. Join us for a tour of our school, followed by a Principal presentation. Find out about High School transition, Geographe Bay Music program, Waalitj Kaaditjin Academy, Senior School ATAR and VET options.

Please register at https://www.trybooking.com/BTOBT





GEOGRAPHE EDUCATION SUPPORT CENTRE OPEN DAY

TUESDAY 14TH SEPTEMBER

LEARN ABOUT US

TAKE A TOUR



Are you an educator or therapist? Parent or carer of a child with special needs? **Then this is the day for you**.

Join us for a tour of our facilities and stay for a presentation about the who we are, what we do and learn about the journey of a student through Geographe Education Support Centre.

- 3.30-5pm
- Primary (Geographe Primary School) and High School (Busselton Senior

High School) sites

CONTACT US:

08 9751 7803 Geographe.ESC@education.wa.edu.au <u>https://gesc.wa.edu.au/</u>

Please register via Trybooking https://www.trybooking.com/BTNLT

BSHS YEAR 7 ENROLMENTS NOW OPEN!

Visit www.busseltonshs.edu.au for an enrolment pack or visit the school today to pick one up!



Present this coupon to BSHS Student Services or email back to elizabeth.coultas@education.wa.edu.au to go into the drawer to win a



Name

Student Name (if at BSHS)_____

Email_____

Phone_____

Entries due in by 3/9/21, winner will be drawn following week. One entry per person.

REAL Expectations

Students must uphold and rise to meet our REAL expectations (Respect, Empathy, Achieve and Learn). By doing this, it will ensure that every student at Busselton Senior High School can learn, feel safe and secure in our great learning environment. Failure to live up to these expectations prevents your child from learning and can have negative outcomes for future job prospects. The school has clear guidelines and expectations concerning the behaviour of students. While the school is proactive in our intervention and prevention strategies, it is important to emphasise that fighting, bullying, verbal abuse and harassment of others is completely unacceptable at Busselton Senior High School. All staff will endeavour to help students make correct choices about their behaviour and assist them in improving. We ask parents to support and work with the school when behaviour management issues arise.

Uniform Policy

Students must wear the school uniform with pride and follow the school dress policy which is mandatory. This may not seem like a big deal; however, wearing the school uniform creates an identity for the school. It shows they are a part of an organisation and sends the message to the community that 'we are all in this together'. It gives students a sense of belonging and prepares them for the workforce. Most importantly, a uniform means students don't have to worry about peer pressure; when everyone is dressed the same worrying about what you're wearing isn't that important.

Mobile Phone Policy

In line with Education Department policy:

- Busselton Senior High School does not allow mobile phones to be accessed by students at any time while they are at the School. These devices are banned for all students from the time they arrive, until the conclusion of the school day. Mobile phones are to be, "off and away all day".

- Students should be discouraged from bringing their mobile phones to school, however, if a parent provides their child with a mobile device for safety reasons, they must ensure that the phone is not to be accessed over the school day.

- Students will have an opportunity to hand their phones in at Student Services on arrival at school and retrieve them as they leave at the end of the day. Phones will be secured in a phone locker for the duration of the day. Students who choose not to take up this opportunity are solely responsible for the security of their phone and accept the risks associated with them being stolen and/or damaged.

- The consequences for any student found recording, distributing or uploading inappropriate images or videos of students, parents or staff on school premises is SUSPENSION.

Attendance

Students must attend school. The research is clear: low attendance rates equal a decline in academic achievement. Ten days in a semester will put your child at risk. The effects of absence also accumulate over time; in other words, low attendance rates in Year 7 will not only effect achievement in the current year but in subsequent years. It also sets up a pattern of attendance for future work life.

BUSSELTON SENIOR HIGH SCHOOL 2021 CALENDAR

| Key: | Holidays: | Long Weekends: | PD Days: | Interruption Free Week | Scheduled Meetings | |
|------|-----------|----------------|----------|------------------------|--------------------|--|
| | Teachwell | SD Check-Ins | | | | |

| TERM 3 | MON | TUE | WED | THUR | FRI | SAT | SUN | Specific Date TBA |
|--------|---|--|--|---|--|-------------------------|----------------------|----------------------------------|
| 1 | 19 Staff Resume Regional VET PD Yr 12 Uni Visit | 20 Students Resume Yr 12 Uni Visit | 21 Dress Reh Prod Yr 9/10 Assembly | 22 Yr 7/8 Assembly | 23 School Production | 24 School Production | 25 | |
| 2 | 26 MHWB Meeting 3.15 – 4.15 | 27 PLC Team Meeting COB Youth Forum | 28 | 29 PBS Team Meeting | 30 School Production | 31 School Production | 1 Aug | |
| 3 | 2 | 3 SLT Meeting P5 | 4 Aust Maths Comp Australind Netball Carnival (WK) | 5 SS GBM Camp SD Plan Check-In | 6 SS GBM Camp | 7 | 8 | Inter- school X Country |
| 4 | 9 | 10 | 11 | 12 Int Youth Day Australind Basketball Carnival (WK) | 13 | 14 | 15 | |
| 5 | 16 P4 Yr 12 First Impressions via Webinar MHWB Meeting | 17 Yr 7 / 8 Lightning Carnival PLC Team Meeting | 18 | 19 PBS Team Meeting Yr 10 /11 Poetry in Action SD PD | 20 | 21 | 22 | |
| 6 | 23 NAIDOC Week Yr 12 ODE Camp | 24 NAIDOC Week Yr 12 ODE Camp SLT Meeting P5 Yr 10A/B Geog Ex | 25 NAIDOC Week GSM Yr 12 ODE Camp | 26 NAIDOC Week | 27 NAIDOC Week | 28 | 29 | |
| 7. | 30 OLNA W Yr 11 Geog Ex | 31 OLNA W | 1 Sep OLNA W | 2 OLNA SD Plan Check-In | 3 OLNA Progress report complete | 4 | 5 | |
| 8 | 6 OLNA Yr 11/12 - KO/B&C WPL MHWB Meeting Yr 7 Court Ex | 7 OLNA Yr 11/12 - KO/B&C WPL PLC Team Meeting | 8 OLNA Yr 11/12 - KO/B&C WPL GBM Senior Concert | 9 OLNA Yr 11/12 - KO/B&C WPL R U OK Day PBS Team Meeting | 10 OLNA Yr 11/12 - KO/B&C WPL LS GBM Camp | 11 LS GBM Camp | 12 LS GBM Camp | |
| 9 | 13 OLNA Yr 11/12 - KO/B&C WPL | 14 OLNA Yr 11/12 - KO/B&C WPL SLT Meeting P5 | 15 OLNA Yr 11/12 - KO/B&C WPL | 16 OLNA Yr 11/12 - KO/B&C WPL | 17 OLNA Yr 11/12 - KO/B&C WPL SS Exams | 18 | 19 | |
| 10 | 20 OLNA SS Exams Yr 12 Rec Camp | 21 OLNA SS Exams Yr 12 Rec Camp | 22 OLNA SS Exams 9 / 10 Winter Carnival Yr 12 Rec Camp | 23 OLNA SS Exams | 24 OLNA SS Exams Tenderfeet Final Day | 25 | 26 | |
| | 27 Queen's BDay | 28 | 29 | 30 | 1 Oct | 2 | 3 | |
| | 4 | 5 | 6 | 7 | 8 | 9 | 10 | |

COVID-19

As a school, Busselton Senior High School are acting on the advice of the Department of Education and the WA Health Department. All classrooms have hand sanitiser available for students and staff, and extra cleaning throughout the school is being done on a daily basis. If there are any changes to the Department of Education's COVID-10 operating guidelines, the school will advise parents and caregivers.

Information Notice

Last updated July 2020

Information Notice

Background

On 10 May 2013, all Education Ministers from Commonwealth, state and territory governments endorsed the implementation of a *Nationally Consistent Collection of Data on School Students with Disability* (NCCD) in all Australian schools (government, independent and Catholic).

The nationally consistent approach to data collection provides all Australian schools, education authorities and the community with a clear picture of the number of students receiving educational adjustments because of disability in schools, and the levels of adjustment they are provided to enable them to participate in education on the same basis as other students.

Authority for the NCCD

The Australian Education Regulation 2013 (Cth) (the Australian Education Regulation) requires the operators of all government and non-government schools that receive Australian Government schools funding (approved authorities), to provide information to the Australian Government Department of Education, Skills and Employment(the Department) for the purposes of the NCCD.

The Australian Education Regulation is on the Federal Register of Legislation website (www.legislation.gov.au/Current/F2018C00920).

The information that approved authorities must provide to the Department is set out at section 58A of the Australian Education Regulation. This includes, in relation to each student with a disability at a school location (campus) operated by the approved authority:

- the student's level of adjustment (defined in the NCCD Guidelines as any one of the following: support provided within quality differentiated teaching practice (QDTP); supplementary; substantial; or extensive adjustment)
- the student's category of disability (defined in the NCCD Guidelines as any one of the following: physical; cognitive; sensory; or social/emotional)
- the student's year of schooling
- for a part time student, the fraction of the full time study load that the student is undertaking.

Other details about the information to be collected and the format in which the information is to be provided to the Department, are contained in guidelines approved by the Education Council (the committee of the Council of Australian Governments comprising the Commonwealth and state and territory Ministers responsible for education). <u>The NCCD Guidelines are available on the NCCD Portal</u> (www.nccd.edu.au/).

Privacy arrangements

The Department is committed to the protection of privacy and must comply with the Australian Privacy Principles contained in the *Privacy Act* 1988 (Cth) (the Privacy Act) when handling any personal information. 'Personal information' under the Privacy Act means information or opinion about an identified individual or an individual who is reasonably identifiable.

When student information is provided to the Department for the purposes of the NCCD, that information must not explicitly identify any student (subsection 58A(3) of the Regulation). For example, student names or student identifiers are not provided. Generally speaking, therefore, information provided to the Department for the purposes of the NCCD should not identify or reasonably identify individual students.

NCCD | Information notice

The NCCD is held and published by the Education Council on the Reports and Publications page of the Education Council website (www.educationcouncil.edu.au/EC-Reports-and-Publications.aspx).

Contact

You can get more information about the way in which the Department manages personal information in our full privacy policy on the Department's website (www.education.gov.au/privacy), or email the Department to request a copy of our full privacy policy at privacy@dese.gov.au.

Any questions parents/carers or schools have about the completion of the NCCD may be directed to the <u>key</u> contacts listed on the NCCD Portal (www.nccd.edu.au/help-and-support/key-contacts).

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The document must be attributed as the *Information notice* on Nationally Consistent Collection of Data – Students with Disability.

In limited cases, a student may be reasonably identifiable from the information provided by an approved authority to comply with the NCCD requirements (for example, because of the small size of a particular school). To the extent this may occur, the disclosure of such personal information to the Department by an approved authority for a school, and the collection of that information by the Department, are both required and authorised by law for the purposes of the Privacy Act.

In addition to the NCCD data collection process, the Department undertakes assurance activities to ensure that information it is provided with for the purposes of the NCCD is complete and accurate. Where this occurs, an authorised person under the Australian Education Regulation may collect and use personal information from approved authorities, and will handle any such information in accordance with the Privacy Act. The collection and use of personal information in such circumstances is authorised by law for the purposes of the Privacy Act.

Collection, use and disclosure of information from the NCCD

The information collected by approved authorities for the purposes of the NCCD will be provided to the Department. In some cases, this will involve the school providing the information directly to the Department, and in other cases the school will provide the information to its state or territory government agency (or other relevant body) in the first instance, depending on the school's particular arrangements. In such circumstances, that state or territory government agency, or other relevant body, will then provide the information to the Department.

The Department will use information from the NCCD for the purposes of preparing reports for and briefing the Australian Education Senior Officials Committee¹ and the Education Council in relation to the NCCD. Reports and briefing material will not explicitly identify any individual student. To the extent that this material contains information about a reasonably identifiable student, the personal information will be used and disclosed as authorised by law (including as authorised under the Australian Education Regulation).

Information from the NCCD will also be used for policy development undertaken by the Department relating to school education and funding, including informing funding calculations relating to the student with disability funding loading under the *Australian Education Act 2013*, other policy development as agreed by the Education Council, and as otherwise authorised and required by law (including as authorised under the Australian Education).

Since 1 January 2018, the NCCD has been used to calculate the Australian Government's student with disability funding loading for schools. This loading is based on the level of adjustment being provided to the student. The document <u>What is the Government doing to support students with disability?</u> on the Department's website provides more information (www.education.gov.au/what-government-doing-support-studentsdisability).

High-level, non-identifying data from the NCCD is also used to produce the annual <u>National Report on</u> <u>Schooling in Australia</u> (www.acara.edu.au/reporting/national-report-on-schooling-in-australia-data-portal) and the annual <u>Report on Government Services</u> (www.pc.gov.au/research/ongoing/report-on-governmentservices).

¹ The Education Council is primarily supported by a group of senior officials with responsibility for school education, early childhood and higher education who meet as the Australian Education Senior Officials Committee. The Committee is directly responsible to Council of the execution of Education Council deviations. <u>Visit the Education Council website for more information about the Australian Education Senior Officials Committee</u> (www.educationcouncil.edu.au/EC-AESOC.asy).





www.busseltonshs.wa.edu.au (08) 9751 8900 busselton.shs@education.wa.edu.au





@busseltonhighschool