

YEAR 7 ENROLMENT CHECKLIST

**PLEASE ENSURE YOU HAVE
PROVIDED THE FOLLOWING:**

☐

Part A

Please ensure every part is filled out

☐

Part B

Please ensure every part is filled out

☐

Immunisation Certificate

☐

Birth Certificate

Will not accept enrolment without this

☐

Proof of address

☐

Last school report

☐

SmartRider

If applicable

☐

Music Application

If applicable

☐

Waalitj Kaaditjin

If applicable

☐

Stars Foundation

If applicable



BUSSETTON
SENIOR HIGH SCHOOL

YEAR 7 ENROLMENT PROCESS

TERM 2

HALF DAY TRANSITION VISIT MAY 30 - JUNE 1

Local primary schools to visit Busselton Senior High School. This two-hour transition visit will include a presentation, tour of the school and fun activities.

TERM 2

APPLICATIONS OPEN

Submit Part A, Part B, copies of birth certificate, immunisation statement, proof of address, last school report, information relating to court orders/disability, suspensions or exclusions.

TERM 3

BSHS VISITS PRIMARY SCHOOLS

BSHS works with the Primary Schools to gather relevant information about each student's needs. BSHS Learning Support Coordinator meet with parents and students with special educational needs to discuss support available at BSHS.

TERM 3

YEAR 7 PARENT INFORMATION EVENING TUESDAY 1 AUGUST

More information to be released shortly.

TERM 4

ORIENTATION DAY

All incoming Year 7 students will attend a full day orientation at BSHS. This provides students with the opportunity to experience what it will be like being at high school and offers a setting for friendships to begin.



BUSSELTON
SENIOR HIGH SCHOOL

YEAR 7 ENROLMENT REQUIREMENTS

IMMUNISATION RECORD

It is a requirement of enrolment that you provide the school with a copy of the Australian Immunisation Register (AIR) Immunisation History Statement. This document is required before enrolment can be accepted. This statement can be found by using your online Medicare account through the myGov website or the Express Plus Medicare mobile app.

BIRTH CERTIFICATE

If you do not have a copy, please contact the Registry of Births, Deaths and Marriages on 1300 305 021, Alternatively, you can attend the Busselton or Bunbury Court House. You will need to supply the child's name, date of birth and mother's full name.



BUSSELTON
SENIOR HIGH SCHOOL



Application for Enrolment in a Western Australian Public School (Part A)

You must complete a separate enrolment application for each student. You need to complete an enrolment application form if:

- You are enrolling a child in Kindergarten for the following year.
- You are enrolling a child in Pre-primary for the following year.
- You are enrolling a child in Year 7 at a new school for the following year.
- You are enrolling a child transferring from another school in any year level.

Submitting an application for enrolment does not guarantee you will receive a place at the school. The school will notify you in writing of the outcome of your application.

If you are unable to complete this application form, please contact the school for help.

For more information please visit the Department of Education [website](#).

SCHOOL NAME

School name

PERSONAL DETAILS (Please complete all details below)

Child's surname

Legal surname (if different)

Given names

Date of birth (dd/mm/yy) / / Gender Male Female Not Specified

Parent Surname

Parent First Name Title Mr Mrs Ms Other

Residential Address
(must be completed)

Postcode

Postal Address (if different
from residential address)

Postcode

Telephone (Home)

Telephone (Work)
(If convenient)

Mobile Phone No.

Email

PERSONAL DETAILS (Continued)

Year Level enrolling in

Start date: Beginning of school year 2023

YES

NO

If no, indicate start date / /

If applicable, year level your child is currently enrolled in (e.g. Year 6)

If applicable, name of school at which your child is currently or was last enrolled

Are there any Family Court Orders regarding the day to day or long term care, welfare and development of your child?

YES

NO

Does your child have an Australian Immunisation Register (AIR) Immunisation History Statement?

YES

NO

If your application is accepted, you will be asked to provide an Australian Immunisation Register (AIR) Immunisation History Statement that is not more than two months old.

Are you applying to enrol your child in a specialist program at this school?

YES

NO

Name of specialist program

Will there be any brothers or sisters attending this school?

YES

NO

Name/s and year levels

Is your child currently under suspension from a school?

YES

NO

If yes, name of school

Is your child a temporary resident?

YES

NO

If yes, please indicate:

Date entered Australia if born overseas. / /

Visa Sub Class No.

Visa expiry date / /

Does your child have health or medical condition, disability or additional needs?

YES

NO

This information will assist the school principal in planning to provide the best educational program for your child. Please provide details:

DECLARATION

The information and statements provided in this application for enrolment are true and accurate in relation to:

Name of person enrolling child

Title Mr Mrs Ms Other

Relationship to child

(Independent minors and those aged 18 years or older may apply on their own behalf)

Telephone (Home)**Telephone (Work)****Mobile Phone No.**

Signature

Date /

If you are completing this form online and are unable to sign this form please check this box to confirm the above information is true and correct

Note: In the event that statements made in this application later prove to be false or misleading this application may be declined. Information supplied may need to be checked by the school.

DOCUMENTS TO BE PROVIDED

The school will advise you of any additional documentation required.

Checklist: Check the box ☐ to indicate documents you can provide to support this application.

1. Birth Certificate or extract or other identity documents
2. Copies of Family Court or any other court orders (if applicable)
3. Proof of address
4. Information relating to suspensions
5. Information relating to health or medical condition, disability or additional needs (if applicable)
6. If your child is not a permanent resident of Australia, you must provide evidence of current visa subclass and previous visa subclass (if applicable, such as if current visa is a bridging visa)

Please provide any other relevant information.

OFFICE USE ONLY

Documents provided:

- | | | |
|--|-----|----|
| 1. Birth Certificate or extract or other identity documents | YES | NO |
| 2. Copies of Family Court or any other court orders | YES | NO |
| 3. Proof of address | YES | NO |
| 4. Information relating to suspensions | YES | NO |
| 5. Information relating to health or medical condition, disability or additional needs | YES | NO |

Date application received / / Year Level

| Principal's approval | Application for Enrolment approved | YES | NO |
|----------------------|------------------------------------|-----|----|
|----------------------|------------------------------------|-----|----|

Name

Signature of principal/delegate

Date / /



Student Enrolment Form (PART B)

The Student Enrolment Form should be completed if you wish to accept an offer of a place at our school. The student's enrolment is complete once this form is submitted to the school with the necessary documentation.

Family details should include the details of the parent/carer residing at the same address as the student. Details relating to parents or other carers not residing with the student may be included in other contact details. You will also need to complete a Student Health Care Summary. Please complete the forms in English. Please contact the school if you require assistance with translation.

Older devices and some smart devices may need Adobe Reader to use this form. A free version of Adobe Reader is available to download via <https://get.adobe.com/reader/>.

SCHOOL NAME

School name

Year Level entering

STUDENT DETAILS

Student surname

Legal surname (if different)

Previous Surname
(if applicable)

1st Name

2nd Name

3rd Name

Preferred Name

Date of birth (dd/mm/yy)

/ /

Gender

Male

Female

Other

Residential Address

Postcode

Telephone (Home)

Car Registration (if applicable)

Student's Religion
(if applicable)

Is the student to be withdrawn from religious instruction or activities?

YES

NO

Who is responsible for payment of Contributions/Fees & Charges?

PG1 (%) _____ PG2 (%) _____ Other (%) _____

STUDENT DETAILS (Continued)

Is the student of Aboriginal or Torres Strait Islander origin?

If yes, please click the below link to enrol in the Waalitj Kaaditjin program:

<https://www.busseltonshs.wa.edu.au/wp-content/uploads/2021/11/Waalitj-Kaaditjin-enrolment-form-2022.pdf>

No Yes, Aboriginal Yes, Torres Strait Islander (TSI) Yes, both Aboriginal and TSI

Does the student speak a language other than English at home?

No, English only Yes, Aboriginal English Yes, other language - please specify

(If more than one language, including an Aboriginal language, indicate the one that is spoken most often)

What was the first language spoken at home?

Does the student mainly speak English at home? YES NO

EVIDENCE OF IMMUNISATION STATUS

The student's Australian Immunisation Register (AIR) Immunisation History Statement shows the immunisation status is:

Up to date Not up to date The student has an Immunisation Certificate issued by the Chief Health Officer

SIBLING DETAILS

Full Name/s of siblings attending this school

Student lives with:

Both Parents

| Parent/Carer 1 | Name | Relationship to student |
|----------------|------|-------------------------|
|----------------|------|-------------------------|

| | | |
|----------------|------|-------------------------|
| Parent/Carer 2 | Name | Relationship to student |
|----------------|------|-------------------------|

| | | |
|-------------------|------|-------------------------|
| Independent minor | Name | Relationship to student |
|-------------------|------|-------------------------|

| | | |
|---------------|------|-------------------------|
| Adult Student | Name | Relationship to student |
|---------------|------|-------------------------|

| | | |
|-----------------------|------|-------------------------|
| Other, please specify | Name | Relationship to student |
|-----------------------|------|-------------------------|

RESIDENCY STATUS

Nationality (optional)

Country of Birth

Is the student an Australian citizen? YES NO

If No, Is the student a permanent resident of Australia? NO YES - If Yes, Visa Sub Class Number

Is the student a temporary resident of Australia? YES NO

If Yes, Date of Arrival in Australia / / Visa Sub Class Number

Visa Expiry Date / /
(if applicable)

PARENT / CARER 1 DETAILS

| | | | | | |
|---|--|---------------|---|--------|-------------------------|
| Title | | First Name | | | |
| Surname | | | | | |
| Relationship to the student | | | | | |
| Date of birth (dd/mm/yy) | | / | / | Gender | Male Female Other |
| Postal Address (if different from student residential address) | | | | | Postcode |
| Telephone | | Mobile Number | | | |
| Email Address | | | | | |

All parents across Australia, no matter which school their child attends, are asked to provide information about their background. Providing this information is voluntary but your information will help the Department of Education ensure that all students are being well served by our public schools.

Does Parent/Carer 1 speak a language other than English at home?

☐ NO, English only ☐ YES, other - please specify
(If more than one language, indicate the one that is spoken most often)

What is the highest year of school Parent/Carer 1 has completed?

☐ Year 12 or equivalent ☐ Year 11 or equivalent
☐ Year 10 or equivalent ☐ Year 9 or equivalent or below
(If you did not attend school, mark 'Year 9 or equivalent or below')

What is the level of the highest qualification Parent/Carer 1 has completed?

☐ Bachelor degree or above ☐ Advanced diploma/Diploma
☐ Certificate I to IV (including trade certificate) ☐ No non-school qualification

What is the occupation group for Parent/Carer 1?

(Refer to Attachment 'Parent Occupation Groupings' for more information regarding the categories)

1. Senior Management in large business organisation, government administration & defence, and qualified professionals
2. Other business managers, arts/media/sportspersons & associate professionals
3. Tradesmen/women, clerks and skilled office, sales & service staff
4. Machine operators, hospitality staff, assistants, labourers and related workers
8. Unemployed, Retired, Student

(If you are not currently in paid work, but have had a job in the last 12 months, please use your last occupation.
If you have not been in paid work in the last 12 month, enter '8'.)

PARENT / CARER 2 DETAILS

| | | | | | |
|---|--|---------------|---|--------|-------------------------|
| Title | | First Name | | | |
| Surname | | | | | |
| Relationship to the student | | | | | |
| Date of birth (dd/mm/yy) | | / | / | Gender | Male Female Other |
| Postal Address (if different from student residential address) | | | | | Postcode |
| Telephone | | Mobile Number | | | |
| Email Address | | | | | |

All parents across Australia, no matter which school their child attends, are asked to provide information about their background. Providing this information is voluntary but your information will help the Department of Education ensure that all students are being well served by our public schools.

Does Parent/Carer 2 speak a language other than English at home?

☐ NO, English only ☐ YES, other - please specify
(If more than one language, indicate the one that is spoken most often)

What is the highest year of school Parent/Carer 2 has completed?

☐ Year 12 or equivalent ☐ Year 11 or equivalent
☐ Year 10 or equivalent ☐ Year 9 or equivalent or below
(If you did not attend school, mark 'Year 9 or equivalent or below')

What is the level of the highest qualification Parent/Carer 2 has completed?

☐ Bachelor degree or above ☐ Advanced diploma/Diploma
☐ Certificate I to IV (including trade certificate) ☐ No non-school qualification

What is the occupation group for Parent/Carer 2?

(Refer to Attachment 'Parent Occupation Groupings' for more information regarding the categories)

1. Senior Management in large business organisation, government administration & defence, and qualified professionals
2. Other business managers, arts/media/sportspersons & associate professionals
3. Tradesmen/women, clerks and skilled office, sales & service staff
4. Machine operators, hospitality staff, assistants, labourers and related workers
8. Unemployed, Retired, Student

(If you are not currently in paid work, but have had a job in the last 12 months, please use your last occupation.
If you have not been in paid work in the last 12 month, enter '8'.)

OTHER FAMILY DETAILS

- If applicable, please talk to your school about:
- arrangements for the payment of contributions or charges;
 - distribution of information, including student reports and newsletters

OTHER CONTACT DETAILS (People other than Parent/Carer 1 and Parent/Carer 2 who may be contacted in an emergency.)

CONTACT 1:

| | |
|--|---------------|
| Title | First Name |
| Surname | |
| Relationship to the student | |
| Postal Address <i>(if different from student residential address)</i> | Postcode |
| Telephone (Home) | Mobile Number |
| Email Address | |

CONTACT 2:

| | |
|--|---------------|
| Title | First Name |
| Surname | |
| Relationship to the student | |
| Postal Address <i>(if different from student residential address)</i> | Postcode |
| Telephone (Home) | Mobile Number |
| Email Address | |

PREVIOUS SCHOOL

Previous School

If previously enrolled in Home Education, specify the Education Region

DISABILITY

Does the student have a disability?

YES NO

If Yes, please specify

Please tick if you can provide documentation about (The school will request copies of this information)

Autism

Physical Disability

Deaf or Hard of Hearing

Severe Mental Disorder

Global Developmental Delay (prior to age 6)

Specific Speech and/or Language Impairment

Intellectual Disability

Vision Impairment

Other, please specify

CONFIDENTIAL INFORMATION

Is this student subject to any court orders in respect of their care, welfare and development or access restrictions?

YES NO

If YES, please specify and attach supporting documentation.

Does the family or student have a Health Care Card?

YES NO

If Yes, please provide card number

Expiry Date / /

Is this student in the care of Director General of the Department of Communities - Child Protection and Family Support (CPFS)?

NO YES - If YES, please specify the name of the CPFS Case Manager, their CPFS District and their contact phone number.

District

Name

Contact Number

Does the student receive any of the following allowances? (Check the boxes that apply)

Secondary Assistance

Youth Allowance

Assistance for Isolated Children (AIC)

Abstudy

SECTION B

IN THE FOLLOWING TABLE, PLEASE INDICATE YOUR CHILD'S CONDITION(S) WHICH REQUIRE THE SUPPORT OF SCHOOL STAFF.
(In response to the information below, you will be given further forms for specific health conditions to complete)

| Health conditions (Check the box that applies) | Will school staff require specific training to support your child? | |
|---|--|----|
| Severe Allergy/Anaphylaxis | YES | NO |
| Minor and Moderate Allergies | YES | NO |
| Diabetes | YES | NO |
| Seizures | YES | NO |
| Asthma | YES | NO |
| Activities of Daily Living | YES | NO |
| Other Conditions or Needs (Please specify below) | YES | NO |

Has your child's Medical Practitioner provided a health care plan to assist the school to manage the condition?

YES NO - If yes, advise the Principal:

If you have ticked Yes for specific staff training, please discuss the type of training needed with the Principal.

SECTION C - CONSENT FOR PHOTO IDENTIFICATION ON YOUR CHILD'S HEALTH CARE PLAN

If your child has a condition where an emergency may occur, please indicate whether you give consent for staff to place your child's medical details and photo on view to provide immediate identification.

I give permission for my child's medical details and photo to be on view for staff. YES NO

If yes, please attach photo to the relevant health care plan(s).

SECTION D - MEDIC ALERT INFORMATION

Does your child have a Medic Alert bracelet or pendant? YES NO - If yes, provide details below:

Parent/Carer Signature **Date** / /

Parent/Carer Name

If you are completing this form online and are unable to sign this form please check this box to confirm the above information is true and correct. Note: In the event that statements made in this application later prove to be false or misleading this application may be declined. Information supplied may need to be checked by the school.

ON COMPLETION OF THIS FORM, PLEASE REQUEST AND COMPLETE THE RELEVANT HEALTH CARE PLANS.

Note: Where appropriate students should be encouraged to participate in their health care planning.

OFFICE USE ONLY

| | | | | | |
|--|-----|----|-------------|---|---|
| Does the child have an allergy that needs to be flagged on SIS? | YES | NO | Date | / | / |
| Have relevant health care plans been issued to the parent? | YES | NO | Date | / | / |
| Has the Principal been informed if: | | | | | |
| specific training is required to support the student? | YES | NO | | | |
| the student's health care information is to be restricted? | YES | NO | | | |
| Date Student Health Care Summary was completed and uploaded on SIS: | | | Date | / | / |



PARENTAL CONSENT

SMART RIDER PERMISSION

I have completed an application form for my child to apply for a Student Smartrider Card.

☐ Yes ☐ No

MEDIA CONSENT

Students images and/or their work are often published to recognise excellence or effort and may appear in newspapers, on our website, in newsletters, social media i.e. School Facebook page or on film/video. Their names may also be included (not on social media) but no contact details are provided. Work/images captured by the school will be kept for no longer than is necessary for the purposes outlined above and will be stored and disposed of securely.

☐ Yes I give consent to my child having his/her image and/or work published as described above.
☐ No I do not give consent

INTERNET ACCESS

Student access to the internet is provided in accordance with the School Policy (available from the office or school website). Student access is contingent on abiding by the users' Code of Conduct.

☐ Yes My child has permission to access the internet in accordance with School Policy
☐ No I do not give consent

VIEWING CONSENT

Students often watch videos / DVDs / television documentaries as part of their learning. Almost always these are 'G' rated and don't require consent. Very occasionally something with a 'PG' rating is appropriate for which we would require parental permission.

☐ Yes I consent to my child participating
☐ No I do not give consent

PARENTS AND CITIZENS CONSENT

I give my permission for my details to be passed on the BSHS P&C Association which will enable the school to keep you informed and updated with information.

☐ Yes ☐ No

LOCAL EXCURSIONS

Students occasionally walk within the local area for minor excursions under the supervision of the teacher and attend activities in local parks, nature reserves, another school, city council, library or shopping centre. On all occasions, parents will be notified of the local excursion.

☐ Yes I consent to my child participating
☐ No I do not give consent

NAME AND SIGNATURE OF PERSON GIVING CONSENT

NAME SIGNATURE DATE

STUDENT AGREEMENT

MOBILE PHONE POLICY

I have read Busseilton Senior High Schools Mobile Phone Policy. I agree to abide by this policy.

☐ Yes ☐ No

UNIFORM

All students are expected to wear school uniform as part of the School's Dress Code as endorsed by the School Board. I agree to meet this expectation

☐ Yes ☐ No

INTERNET

I have read Busseilton Senior High Schools Usage Agreement Policy. I agree to abide by this policy.

☐ Yes ☐ No

NAME AND SIGNATURE OF STUDENT AGREEING

NAME SIGNATURE DATE

ACCEPTABLE USAGE AGREEMENT FOR HIGH SCHOOL STUDENTS YEAR 7-12

If you use the online services of the Department of Education you must agree to the following rules:

- I will not reveal personal information, including names, addresses, photographs, credit card details and telephone numbers of myself or others.
- I will not give anyone my password.
- I will not let others use my online services account unless it is with the teacher's permission.
- I will not access other people's online services accounts.
- I understand that I am responsible for all activity in my online services account.
- I will tell my teacher if I think someone has interfered with or is using my online services account.
- I understand that the school and the Department of Education may monitor any information sent or received and can trace activity to the online services accounts of specific users.
- If I find any information that is inappropriate or makes me feel uncomfortable I will tell a teacher about it. Examples of inappropriate content include violent, racist, sexist, or pornographic materials; other examples are content that is offensive, disturbing or intimidating or that encourages dangerous or illegal activity.
- I will not attempt to access inappropriate material online or try to access websites that have been blocked by the school or the Department of Education.
- I will not use or distribute material from another source unless authorised to do so by the copyright owner.
- I will make sure that any email that I send or any work that I wish to have published is polite, carefully written and well presented.
- I will follow the instructions of teachers and only use online services for purposes which support my learning and educational research.
- I will be courteous and use appropriate language in all web-based communications.
- I will not use the Department's online services for personal gain or illegal activity, to bully, offend or intimidate others or to send inappropriate materials, including software that may damage computers, data or networks.
- I will not damage or disable the computers, computer systems or computer networks of the school, the WA Department of Education or any other organisation.

MOBILE PHONE POLICY

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.

PROCEDURES

- * Students must turn their Mobile Phones off or to "aeroplane mode" as soon as they arrive at the School.
- * Students have the opportunity to hand in phones to Student Services on arrival at the School.
- * On leaving at the end of the day, students will report to Student Services and retrieve their phone. Student Services will again assist with this.
- * Any student found acting in breach of these guidelines can expect that a staff member will take possession of the mobile phone and deliver it to the Associate Principal who will issue a *Notice of Inappropriate Mobile Phone Usage* to the parent/caregiver. The mobile phone will be returned when:

FIRST BREACH: The letter is signed by a parent/caregiver and returned to the Associate Principal. The phone will be returned to the student at the end of that day.

SECOND BREACH: A parent is required to come in to the School to collect the mobile phone during the normal business hours of the school.

THIRD BREACH: The student will NOT be able to bring a mobile phone to the School.

- * Students who are repeatedly found to have breached the BSHS Mobile Phone Policy will face further consequences such as detention and loss of privileges and rewards.
- * If a student is found to have breached this policy and subsequently fails to relinquish their mobile phone to a staff member, they will immediately be referred to the relevant Associate Principal.
- * Any student found to use their phone to record, distribute or upload inappropriate images or videos of students, parents or staff on school premises will be suspended.

PRIVACY AND DECLARATION

Please tick to confirm:

I understand:

that the student's enrolment information is confidential and will be kept as required by the Department of Education's record keeping procedures.

that information on the Enrolment Form will be used to meet the Department of Education's reporting requirements to other Government departments or agencies. This includes providing the Department of Health with my child's immunisation status as requested.

I declare:

This is the only enrolment I have made for the student.

I understand that I am required to notify the school as soon as any of the enrolment details for the student change.

I understand that if I provide false or misleading information the student's enrolment may be reconsidered or cancelled.

I have provided all documentation available to me.

Name of person enrolling student

Title

First Name

Surname

Relationship to the student

Signature

Date / /

(Independent minors and those aged 18 years or older may sign on their own behalf)

If you are completing this form online and are unable to sign this form please check this box to confirm the above information is true and correct. Note: In the event that statements made in this application later prove to be false or misleading this application may be declined. Information supplied may need to be checked by the school.

APPROVAL OF PRINCIPAL OR DELEGATE

Principal's approval

Enrolment approved

YES

NO

Signature

Date / /



FORM 1

STUDENT HEALTH CARE SUMMARY

SECTION A

| | | |
|--------------------------|------|----------------------------------|
| Year | Form | Teacher |
| Student's name | | |
| Date of birth (dd/mm/yy) | / / | Gender Male Female Not Specified |
| Address | | |
| Postcode | | |

FAMILY CONTACT DETAILS

| | |
|-------------------------|------------------|
| Name | |
| Relationship to student | |
| Address | |
| Postcode | |
| Telephone (Home) | Telephone (Work) |
| Telephone (Mobile) | |
| Name | |
| Relationship to student | |
| Address | |
| Postcode | |
| Telephone (Home) | Telephone (Work) |
| Telephone (Mobile) | |

MEDICAL DETAILS

Medical practice

Doctor 1

Telephone

Doctor 2

Telephone

Do you have ambulance insurance? YES NO - If yes, specify insurance provider:

If there is a medical emergency, parents/carers are expected to meet the cost of an ambulance.

List any essential information that could affect your child in an emergency e.g. allergy to penicillin.

Medicare Card number

Medicare Card Individual
Reference Number (IRN)

Expiry date (dd/mm/yy) / /

ADMINISTRATION OF MEDICATION

Written authorisation must be provided for staff to administer any form of medication at school.

Long term medication – Complete the *Medication* section of the relevant health care plan – see below.

Short term medication – Request an *Administration of Medication* form to complete and return to the Principal or class teacher.

Note: All medication required must be supplied by parents/carers.

INFORMED CONSENT

Your child's health care information will be shared with staff on a need to know basis unless otherwise stated.

Do you give permission for the school to share your child's health care information? YES NO

Note: If your child is enrolled in a TAFE, PEAC or an alternative education program, this includes the transfer of their health care information to the principal or manager of that program.

If no, and the information is to be restricted, who can be informed of your child's health care information?

Does your child have one or more health condition(s) that will require support from school staff? (Check the box that applies)

NO - Sign below and return *Section A* of this form to the school office. If your child's requirements change, please notify the school.

Signature

Date / /

If you are completing this form online and are unable to sign this form please check this box to confirm the above information is true and correct. Note: In the event that statements made in this application later prove to be false or misleading this application may be declined. Information supplied may need to be checked by the school.

YES - Complete the remainder of this form and return to the school office. You will be given additional forms to complete.

List your child's health condition(s)

OFFICE USE ONLY

| | | | | | | |
|--|----------|-------------------------|-------------|----------------------------------|--------------------|----------------|
| Student's official documentation all sighted | | Date | / | / | YES | NO |
| Birth certificate | Passport | Visa document/s | | | | |
| Other, please specify | | | | | | |
| Year/Form/Class | | | | House Faction | | |
| Student's Residency status | | Australian citizen | | Permanent resident | Temporary resident | |
| International Fee Paying | | | | YES | NO | |
| Entry Date | | / | / | Previous School | | |
| LOTE Stage | | Records received | | | YES | NO |
| Contributions/Charges Billing | | PG1 (%) | | PG2 (%) | Other (%) | |
| School records (including reports, to be sent to) | | PG1 | PG2 | Other | | |
| AIR Immunisation History Statement provided | | | | YES | NO | |
| Date of issue | | / | / | Immunisation status is | Up to date | Not up to date |
| Date AIR sighted | | / | / | | | |
| If not up to date, additional request/s for documentation on date/s: | | | | | | |
| Immunisation Certificate issued by the Chief Health Officer | | | | | YES | NO |
| Kindergarten eligibility for immunisation exemption: | | | | Code | | |
| Enrolment approved by Principal | | YES | Date | / | / | NO |
| Entered on School Information system by | | | | Date | / | / |
| Student leaves school (Date) | | / | / | Advice of Transfer (Date) | / | / |
| Destination | | | | | | |
| Records received from transferring school | | YES | NO | Date | / | / |

Relates to questions in Parent/Carer 1 and Parent/Carer 2 sections in this form

| GROUP 1 | GROUP 2 | GROUP 3 | GROUP 4 |
|--|--|---|---|
| Senior management in large business organisation government administration & defence, and qualified professionals | Other business managers, arts/media/sportspersons and associate professionals | Tradesmen/women, clerks and skilled office, sales and service staff | Machine operators, hospitality staff, assistants, labourers and related workers |
| <p>Senior executive/ manager / department head in industry, commerce, media or other large organisation.</p> <p>Public service manager (section head or above), regional director, health/ education/police/ fire services administrator.</p> <p>Other administrator [school Principal, faculty head/dean, library/museum/gallery director, research facility director].</p> <p>Defence Forces Commissioned Officer.</p> <p>Professionals generally have degree or higher qualifications and experience in applying this knowledge to design, develop or operate complex systems; identify, treat and advise on problems; and teach others.</p> <p>Health, Education, Law, Social Welfare, Engineering, Science, Computing professional.</p> <p>Business [management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer].</p> <p>Air/sea transport [aircraft/ships captain/officer/ pilot, flight officer, flying instructor, air traffic controller].</p> | <p>Owner/manager of farm, construction, import/export, wholesale, manufacturing, transport, real estate business.</p> <p>Specialist manager [finance/ engineering/production/ personnel/ industrial relations/ sales/marketing].</p> <p>Financial services manager [bank branch manager, finance/ investment/insurance broker, credit/loans officer].</p> <p>Retail sales/services manager [shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency].</p> <p>Arts/media/sports [musician, actor, dancer, painter, potter, sculptor, journalist, author]. or media presenter, photographer, designer, illustrator, proof reader, sportsman/ woman, coach, trainer, sports official].</p> <p>Associate professionals generally have diploma/technical qualifications and support managers and professionals.</p> <p>Health, Education, Law, Social Welfare, Engineering, Science, Computing technician/associate professional.</p> <p>Business/administration [recruitment/employment/ industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager].</p> <p>Defence Forces senior Non-Commissioned Officer.</p> | <p>Tradesmen/women generally have completed a 4 year Trade Certificate, usually by apprenticeship. All tradesmen/ women are included in this group.</p> <p>Clerks [bookkeeper, bank/PO clerk, statistical/actuarial clerk, accounting/claims/audit clerk, payroll clerk, recording/registry/ filing clerk, betting clerk, stores/ inventory clerk, purchasing/order clerk, freight/transport/shipping clerk, bond clerk, customs agent/customer services clerk, admissions clerk].</p> <p>Skilled office, sales and service staff</p> <p>Office [secretary, personal assistant, desktop publishing operator, switchboard operator].</p> <p>Sales [company sales representative, auctioneer, insurance agent/ assessor/loss adjuster, market researcher].</p> <p>Service [aged/disabled/refuge/ child care worker, nanny, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/ supervisor].</p> | <p>Drivers, mobile plant, production/ processing machinery and other machinery operators Hospitality staff [hotel service supervisor, receptionist, waiter, bar attendant, kitchenhand, porter, housekeeper].</p> <p>Office assistants, sales assistants and other assistants</p> <p>Office [typist, word processing/ data entry/business machine operator, receptionist, office assistant].</p> <p>Sales [sales assistant, motor vehicle/caravan/parts salesperson, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, shelf stacker].</p> <p>Assistant/aide [trades' assistant, school/teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant].</p> <p>Labourers and related workers</p> <p>Defence Forces ranks below senior NCO not included in other groups.</p> <p>Agriculture, horticulture, forestry, fishing, mining worker [farm overseer, shearer, wool/hide classer, farmhand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand].</p> <p>Other worker [labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor].</p> |

These categories have been determined nationally and are designed as broad occupational groupings. All Australian states and territories use the same categories.



BUSSELTON

SENIOR HIGH SCHOOL

RESPECT • EMPATHY • ACHIEVE • LEARN



SmartRider
A smarter kind of ticket

Dear Parents/Caregivers

STUDENT SMARTRIDER CARDS

Parent/Caregivers should be aware that students will require a **Student SmartRider Card** in order to access concession travel on Transperth, bus rail and ferry services along with Transwa country road and rail services.

In order to issue the SmartRider Card, Busselton Senior High School requires Parent/Caregiver consent to release student details (name, date of birth, address, Curriculum Council or student number, including a photograph) to the Public Transport Authority (PTA). This is for the purpose of registering students for concession travel. Only students who provide Parent/Caregiver permission for the release of these details will be issued with a card through their school.

The PTA must comply with the privacy requirements for the Public Sector and as such, will only be using information provided by the school for the issuance of the Student SmartRider Concession Card.

If you would like your child to be issued with a Student SmartRider Card free of charge through Busselton Senior High School, please complete and sign the Parent/Caregiver Consent Form below.

Please note, replacement cards may be ordered and will incur a \$5.00 fee.

Yours sincerely

Rob Nail
Principal
Busselton Senior High School

*P.S. For queries regarding the 'Orange' school bus service **only**, please go to the following website: www.schoolbuses.wa.gov.au or email schoolbus@pta.wa.gov.au*

Parent/Legal Guardian Consent for Release of Student Details

I/ _____ (given name) _____ (family name) give

Permission for _____ (student's full name) details to

be released to the PTA for the purpose of issuing a Student SmartRider card.

Signature _____ Date _____



Geographe Bay
music



2023 GBM INFORMATION BOOKLET

SUMMARY OF CONTENTS

This Information Booklet has been prepared for parents and students who are interested in knowing more about the Geographe Bay Music Programme.

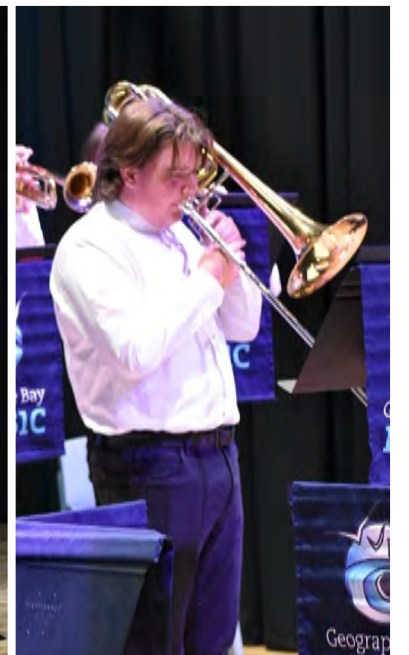
This specialist programme is made up of students from both [Busselton Senior High School](#) and [Cape Naturaliste College](#) as well as students from our feeder Primary Schools— Busselton, Dunsborough, Geographe, Vasse & West Busselton Primary Schools.

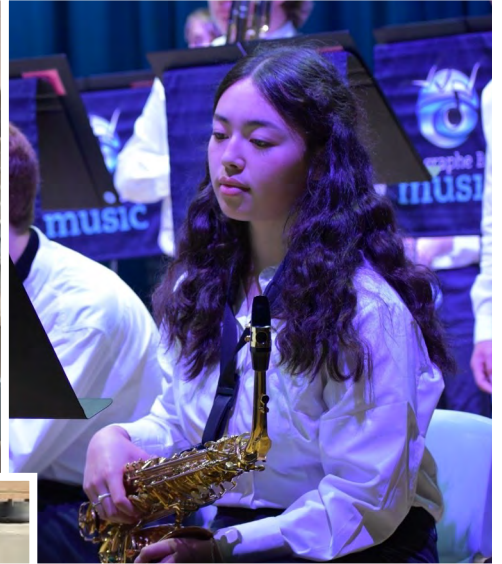
The GBM Programme is an exciting opportunity for students to engage with music and benefit from the discipline, resilience, etiquette, and commitment required to produce music of a high standard.

| | |
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| INSTRUMENT SELECTION | Page 5 |
| EXPECTATIONS | Page 6 |
| BEHAVIOUR & ETIQUETTE and MOBILE PHONE POLICY | Page 7 |
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| SUPPORT GROUP INFORMATION | Page 11 |

We would be excited to have your child join our programme but there are a few non-negotiables to consider and discuss before applying for a position. These are: *Students must:*

- Commit to the programme until the end of Year 10
- Have enough time to practice for 20-30 minutes, at least 5 days a week
- In High School, select Classroom Music as an elective each semester until the end of Year 10
- Participate in an ensemble when they are ready
(there are a variety available depending on the instrument selected)
- Provide own instrument for Classical Guitar, Contemporary Guitar, Bass Guitar
- Pay the required hire fees of \$110 per year. Some brass instruments can be hired for the duration of learning. Woodwind, trumpet and trombone instruments may only be hired for the first year of learning, then you must provide your own.
- Remain on the same instrument (it is highly unlikely a student will be given permission to change from one instrument to another when they get to high school—this is in accordance with IMSS regulations)





INSTRUMENT SELECTION

Instrumental Music Schools Services (IMSS) provides an instrumental programme to all of the schools involved in GBM. They offer tuition in numerous woodwind, brass, percussion and guitar instruments.

In order to participate in this programme, students will complete a music aptitude test before being offered a place. This test will happen in Year 4 and for interested students upon entry to Year 7. If successful, students will be offered a place to learn an instrument.

Instruments offered in Primary school (3-5 students per instrument) are:

Woodwind – Flute and Clarinet

Brass – Trumpet, Trombone, French Horn and Baritone.

Guitar - Classical Guitar (Vasse PS and Dunsborough PS only)

Instruments offered to beginners in Year 7 at each high school are:

Woodwind – Saxophone (3 students)

Percussion (2 students) (incorporates all concert band instruments – please note this is not a rock drumming course)

Guitar – Contemporary Guitar (5 students) and Bass Guitar (2 students)

Brass – Brass instruments such as the Tuba (5 students) and French Horn (3 students)

Beginner classes for Year 7 are not available to students who are currently in the IMSS programme or those who have already withdrawn from the IMSS programme in primary school. The Year 7 entry to the IMSS programme is an opportunity for students who missed out in the initial intake or who have waited to learn an instrument that was not offered in primary school.

TOURS, EXCURSIONS & PERFORMANCES

There are a number of events throughout the year where students have to perform. Some of these will be school-based, such as Graduations and end of Semester Concerts. Others will be outside of school grounds, such as festivals and community performances.

Some years there may also be camps or tours (interstate or overseas). These are subject to approval from the Schools and the Department of Education. They're only available to students who are capable of playing the music involved, and who have shown excellent behaviour in all aspects of their school life.

EXPECTATIONS

Once involved in the GBM Programme, students are expected to be committed as a full team member until the end of Year 10. Class Music is also a requirement of the IMSS Programme. Students are not entitled to instrumental lessons unless they commit to Class Music when they reach High School and select it as an elective each semester.

Students will be invited to attend ensemble rehearsal when they have the required skill level. After-hours rehearsals form a part of the school day for ensemble members and teachers have a duty of care during this time. An attendance roll is taken and follow-up communication to parents may be made if a written explanation is not received by the next rehearsal. Written explanations are required where full rehearsal or part rehearsal attendance is not possible. The beginning of the rehearsal is paramount to excellent performance and punctuality is an expectation of all players. Students who arrive late are also a disruption to the rehearsal.

AIMS:

The Geographe Bay Music programme aims to:

- Build upon the objectives of the instrumental music programme
- Provide a recreational skill, which develops a balanced life
- Help develop skills to allow students to work collaboratively towards common goals, supporting each other with respect, empathy, and a focus on achievement and learning.
- Provide a medium through which the student can experiment with the freedom of music and yet benefit from the discipline, resilience, etiquette and commitment required to produce music of a high standard
- Develop aesthetic sensitivity in students
- Provide a springboard for the development of all ensemble and performance skills to enable the best possible education foundation prior to entrance into more advanced groups and community ensembles.



BEHAVIOUR & ETIQUETTE

Lessons and ensemble rehearsals are a time when the home practice that has been done by students is brought together and ensemble skills are developed. There is a very limited time each week when these can occur so it is vital that the following conditions are observed:

- Be punctual to lessons and rehearsals.
- Arrange an alternative time if you know you can't attend a lesson. Do this in advance, so that teachers have time to reschedule.
- Be organised by bringing all equipment to your lesson (instrument, music and practice journal) and rehearsals
- Behave appropriately.
- Be supportive of the other members of your group.
- Be respectful of all equipment.
- Help to set up and pack up at rehearsals, lessons and events.

UNIFORMS

We have our own Polo shirt at Geographe Bay Music. This is accepted at both Cape Naturaliste College and Busselton Senior High School as School Uniform. A polo shirt will not be required until later in the year, usually at the Sundowner/ Junior Concert.



PRACTICE & ATTENDANCE

It is essential all students attend Band Rehearsal every week. Practise is an essential part of our GBM Music Programme. Students need to commit to practising their Instrumental and Band music on a regular basis (approx. 5-6 days a week) in addition to Band Rehearsal.

Regular practise allows students to build upon their skills and consolidate what they have been taught. Students who don't practise during the week fall behind in the pieces for their lesson and band, which impacts themselves and other students.

Practising regularly helps students develop confidence, social skills, resilience and makes them proud to be a part of a team.

CONTACT INFORMATION

GBM: Head of GBM — Brad Oversby
Email: Brad.Oversby@education.wa.edu.au
GBM Administration Assistant — Kerry La Motte
Email: Kerry.Lamotte@education.wa.edu.au

BSHS: 9751 8900
136-156 Bussell Hwy
BUSSELTON WA 6280

CNC: 9746 3500
30 Yebble Drive
VASSE WA 6280

REHEARSAL TIMES

Once students have reached a certain level of skill in their instrument, they will be invited to join one of our GBM Bands. Only then will students be required to attend the relevant Rehearsal.

Rehearsals are a compulsory part of being in the instrumental music programme.

Rehearsal times are as follows for 2023 and may be subject to change:

Tuesday: 7.30am — 8.30am — **GBM Jazz Band 1** at BSHS

Wednesday: 7.30am — 8.30am — **GBM Junior Concert Band** at CNC

7.30am — 8.30am — **GBM Jazz Band 2** at CNC

3.15pm — 4.30pm — **GBM Senior Concert Band** at BSHS

Thursday: 7.30am — 8.30am — **GBM Intermediate Concert Band** at BSHS

7.30am — 8.30am — **GBM Contemporary Guitar Ensemble** BSHS

7.30am — 8.30am — **GBM Classical Guitar Ensemble** at CNC

(Note: this ensemble is only available for CNC students)

ANNUAL FEES/HIRE FEES

It is essential students are equipped with the correct instrument. It is the responsibility of the parent/guardian to acquire an instrument before resuming the programme. If assistance is required with instrument selection, the Instrumental teacher will be available to help.

If a student is given the option to hire an instrument, (available for certain instruments only), there will be a \$110 per year Hire Fee applicable and charged to the students account at the corresponding school. There will also be tutor and music books to acquire, as well as necessary accessories (eg- reeds, cleaners, polishing cloths) depending on the instrument being studied. This hire fee must be paid before the student can take the instrument home.





GBM SUPPORT GROUP (GBMSG)

Welcome to the [Geographe Bay Music Support Group](#)

We are a committee formed by the parents of both [Busselton Senior High School](#) and [Cape Naturaliste College](#) students. This group is a combined sub-committee of BSHS and CNC P&C committees.

Our purpose is to assist the music department by helping at music events and fundraising for the program via sales of sausage sizzles, raffles and refreshments. Once a year we usually have a big fundraising event such as a Fete or Quiz night. All funds raised go towards supporting the GBM music department to continue to provide resources. GBMSG provides funds to offset transport and competition costs. These activities directly benefit our music students and their families.

[Blazers:](#)

When your child is invited into Senior Concert Band, they will require to be fitted and sized for a blazer and tie. GBMSG has purchased these and oversees the fitting process. This blazer is allocated solely to that student and kept in the music department until required for a performance.

[Meetings:](#)

You are welcome to attend our meetings, these are generally held once a term, it is not necessary to hold a position to attend or to participate during events. We welcome queries and our best contact is via the email below, to which all of our position bearers have access.

geographebaymusicsg@gmail.com

[Facebook:](#)

The GBMSG Facebook group is a private group and is a terrific hub of helpful information, you can find reminders, ask questions and view photos and footage of performances. Reminders for upcoming events and requests for volunteers are also posted here.

We welcome you to our music community!

Warm regards

Geographe Bay Music Support Group Committee





YEAR 7 2024 MUSIC APPLICATION FORM

NAME OF STUDENT: _____

CURRENT SCHOOL ATTENDING: _____

SCHOOL ENROLLING INTO FOR 2024: Busselton Senior High School

1. All students in Year 7 will complete a unit of Class Music as a part of the “taster” programme. If your child is not currently in the GBM IMSS programme at primary school but they would like to start learning an instrument in Year 7, then please tick the relevant box below.

☐

Option 1
No Instrumental Music please



Go no further

☐

Option 2
Already in the GBM IMSS programme in primary school.



Go no further

☐

Option 3
Commence Instrumental Music in Year 7



Go to Q2

(Not available to students currently or previously in IMSS programme)

2. Please complete the following section as appropriate:

☐

I would like my child to begin a musical instrument through the Instrumental Music Program in Year 7.

(Please note positions are subject to test results and availability of instruments)

PLEASE NUMBER *ONLY THE INSTRUMENTS YOU ARE INTERESTED IN LEARNING* IN ORDER OF PREFERENCE:

Percussion _____

Trombone _____

Euphonium _____

Saxophone _____

Tuba _____

French Horn _____

Bass Guitar _____

Contemporary Guitar _____

Parent/Guardian Signature: _____ Student Signature: _____

Parent/Guardian Name: _____ Phone: _____

Parent/Guardian Email: _____

Waalitj Kaaditjin Academy

Waalitj - Sea Eagle / Kaaditjin - Knowledge



The Waalitj Kaaditjin Academy has been established to support and promote Aboriginal education at Busselton Senior High School. All Aboriginal and Torres Strait Islander (TSI) students are invited to join the Academy upon enrolment.

At Busselton Senior High School (BSHS), we value and celebrate the diverse cultures of our Aboriginal and Torres Strait Islander students and their families. We are fully committed to improving outcomes for Indigenous students and helping each to succeed at school. The Waalitj Kaaditjin engagement program strives to meet the needs of our students and support them in achieving their goals.

The Waalitj Kaaditjin aims to address three areas of our ATSI students' interests and concerns; connection to culture, health and wellbeing, and sports. BSHS have created strong partnerships with a number of organisations in order to be able to meet outcomes linked to these 3 areas that have been identified by our students as areas they would like support in. The school has also established an academic relationship to support select students.

HEALTH AND WELLBEING

The South West Aboriginal Medical Service (SWAMS) is a Noongar controlled health organisation who provides health care services to Aboriginal people in a way that reflects self-determination and advances overall health status. The SWAMS bus visits our school at various times throughout the year and offers a free clinical services to our Aboriginal students. We have recently also welcomed a SWAMS mental health worker to our school who is available for any of our Waalitj Kaaditjin children to have a yarn with.





CONNECTION TO CULTURE

Undalup Association Inc. embraces the Aboriginal culture. Undalup believe that the shared ownership of events and projects will lead to a more reconciled and respectful future giving us all a sense of belonging and drawing everyone into the culture, spirit and history of the area. We have been fortunate to offer many On Country excursions to our students to further develop their knowledge of their culture and history. Visits have included Ngilgi Cave, Ellensbrook House, surfing in Margaret River and planting native species in Meelup. These are just some of the opportunities we have offered our students through our collaboration with Undalup.

SPORTS

The Stephen Michael Foundation was established by Stephen Michael, a former South Fremantle Football Club player, to deliver programs that support the development of youth as valued members of their community. Areas they will focus on developing include: leadership and decision making; coaching and umpiring; AFL skill development; physical and mental health; Aboriginal culture and employment in sport.

ACADEMICS

Aurora Education Foundation is a national not-for-organisation that focuses on Indigenous education. Delivered by specialist Aboriginal and Torres Strait Islander staff, mentors and Edlers, the program provides each student with over 200 hours of wrap-around support each year. This includes 20 days of residential academic camps, tutoring, mentoring, well-being support, academic equipment (i.e. laptops and Wi-Fi), as well as post-Year 12 transition support.

All Aboriginal and Torres Strait Islander students are invited to enrol in the Waalitj Kaaditjin Academy. Please complete the attached Enrolment Form and return to Student Services.



Enrolment Form – please return to Student Services

All Aboriginal and Torres Strait Islander students are invited to enrol in the Waalitj Kaaditjin Academy. Students are also able to opt out at any point; however, they then may not be offered certain excursions/opportunities which are delivered exclusively through the Academy.

Student name: _____

Year group entering: _____

Previous school: _____

Future aspirations: _____

Student Contract

I, _____ understand that being a member of Waalitj Kaaditjin is something to be proud of and as such agree to the following:

- Respect all members including other students and staff
- Observe and uphold BSHS REAL expectations whilst at school and on excursions
- Wear school uniform
- Participate in all opportunities offered by Waalitj Kaaditjin
- Maintain attendance at school

Student signature: _____

Parent/carer signature: _____

Waalitj Kaaditjin representative signature: _____

Date: _____

Please see the attached information regarding excursions.



Dear Parent/Guardian

Students enrolled in Waalitj Kaaditjin during 2023 will be offered a number of excursions and incursions throughout the year. A number of these excursions will be within the local area visiting local beaches in Busselton or Dunsborough, visiting primary schools or heading down to culturally significant locations in Margaret River. In order to reduce the number of consent forms you may need to fill in we are seeking permission for your child to attend excursions throughout the year that occur within the local area.

Prior to the excursion, we will still communicate with you regarding the full details of the excursion but you won't be required to send a consent form in. If you do not give consent for a particular excursion we will require a text, phone call, email or note asking for your child to not be included.

Excursions that go further afield e.g. Bunbury or Perth or overnight camps will still require consent at which point we will send the paperwork home to you.

Please fill in the attached consent form if you give your consent for your child to participate in local excursions only. Also please note that the Busselton SHS mobile phone policy applies for all excursions so students are not allowed to take them whilst off school site.

Yours sincerely

Ashley Hetaraka

Associate Principal

Gwen Gray

Aboriginal Islander Education Officer

CONSENT FORM FOR EXCURSIONS: Waalitj Kaaditjin 2023

Contact Information

Student name: _____ Year: _____

Date of Birth: _____

Mobile Phone Policy Acknowledgement: ☐

Parent/Guardian Name: _____

Medicare No: _____

Parent Phone: _____

Medical Details

Update

The following details have changed from those recorded on my child's medical information form at the start of this year. (For example your child may have developed asthma, epilepsy, diabetes, allergies)

Self-Administration of Medication

My son/daughter self-administers medication and I give my consent for a staff member to administer that medication if s/he is unable to do so.

Yes ☐ No ☐ Not relevant ☐

Over the Counter' Medications

If required by my son/daughter's condition, staff members have my permission to administer

Paracetamol Yes ☐ No ☐

Ibuprofen (eg Nurofen) Yes ☐ No ☐ (Not to be given to sufferers of asthma)

Water Activities

My child has achieved Swimming Stage Number: _____

I am unsure of my child Swimming Stage, please assess my child: *(Please tick)* ☐

Excursion Related Photographs

Photographs of my son/daughter may be published by this school or the media.

Yes ☐ No ☒

I have read and understood the information and accept the conditions (DOE Liability Policy) regarding the Physical Education class excursion and give my consent for my son/daughter to attend.

Signature of Parent/Guardian: _____

Date: _____

REGISTRATION FORM 2023

School _____

First Name _____ Last Name _____

Date of Birth _____ Year Level _____

Home Address _____

Postal address _____

Parent/Guardian/Caregiver's name/s _____

Home phone _____ Mobile phone _____

Please list any health conditions that Stars staff should be aware of:

STARS CODE OF CONDUCT

- * **Respect:** for all Stars and School staff, and peers.
- * **Respect:** for Stars and School premises and equipment.
- * **Honesty:** in all Stars and class activities
- * **Commitment:** to school attendance and participation.
- * **Commitment:** to appropriate behaviour.
- * **Commitment:** to always displaying the Stars values.
- * **Pride:** in working towards attaining attendance benchmarks for Stars camps and activities.

I _____ accept the responsibility of being a
committed Stars member.

Signed: _____ Date: _____

CAREGIVERS' CONSENT FORM 2023

Stars members participate in a range of activities that require them to travel to locations around the local area. For your daughter to be involved in these, we need your permission/consent.

Please circle your answer

1. I give permission for my daughter to be a member of the Stars program.

Yes No

2. I give permission for my daughter's photo to be taken and used on the Stars newsletters, website, newspapers, media (including social media and television).

Yes No

3. I give my permission for my daughter to be contacted by Staff via text message and social media for the purpose of Stars activities and events.

Yes No

4. I give permission for my daughter to attend excursions within the local area, including local sport and celebration activities.

Yes No

5. I give permission for my daughter to travel on the school bus, in a Stars vehicle, or in a Stars staff private vehicle to attend the above within the local area.

Yes No

All reasonable steps will be taken to protect students against reasonably foreseeable risks of injury or harm.


Parent/Guardian/Caregiver's name: _____

Signed: _____ **Date:** _____

Stars staff look forward to your support and input into the program as we work toward building our relationship with the caregivers and supporters of the Stars girls and the program.

Thank you & kind regards

*Sharleen Gray
Program Coordinator
0467 786 296*



Support Agencies for Parents of Teenagers

BEHAVIOUR/PARENT CHILD RELATIONSHIPS/CONFLICT RESOLUTION

Accordwest Reconnect Program

A: 89 Duchess Street Busselton WA 6280
E: clientservices@accordwest.com.au
T: 1800 115 799

Relationships Australia 4families Program

A: 93 Duchess Street Busselton WA 6280
T: (08) 6164 0600

DRUG AND ALCOHOL

If you need help with your child's drug use there are two organisations that offer drug counselling:

Accordwest Substance Program

T: (08) 9729 9000

St John of God South West Community Alcohol and Drug Service (SWCADS)

A: 109 Beach Road Bunbury WA 6231
E: admin.swcads@sjog.org.au
T: (08) 9729 6700

Alcohol and Drug Support Service

T: (08) 1800 198 024

Parent and Family Drug Support Line

T: (08) 1800 653 203

www.drugaware.com.au

MENTAL HEALTH

In an emergency, attend the Emergency Department at Busselton Hospital.

It is always best to go to your GP first. They may then refer your child to the hospital-based Child and Adolescent Mental Health Service (CAMHS) or to a private psychologist under the Medicare scheme. Your GP can rule out any physical health problem that may be affecting your child's mental wellbeing. You can also self-refer to CAMHS.

You do not need a referral to see a private psychologist or counsellor but you will have to pay around \$250 in most cases. Your GP can organise a mental health plan where this fee will be subsidised by Medicare but you may still pay a gap of over \$100.

Some free or income assessed organisations include:

South West Counselling

A: 122 Adelaide Street Busselton WA 6280
E: admin@swcounselling.org.au
T: (08) 9754 2052

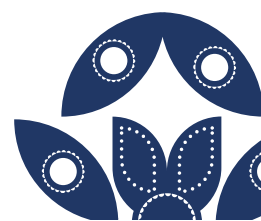
Waratah (Sexual assault/violence)

T: (08) 9791 2884

Headspace Busselton

A: 7 Harris Road Busselton WA 6280
E: info@headspacebunbury.org.au
T: (08) 6164 0680

The information provided is accurate as at the time of printing and intended as a guide only. Information provided is based on locally available services and is not intended to imply that these are the only agencies for you to engage with. Please refer to your GP or contract your School Nurse if you require any further assistance.





LAMP BUSSELTON

Room 226 Program

Room 226 is a centre designed for young people between the ages of 14 - 20 years old. LAMP's mission is to promote wellbeing and independence of people with mental illnesses. Activities provided at Room 226 include music lessons, full gym access, access to gaming stations and outdoor activities.

A: 226 Bussell Highway Busselton WA 6280

E: admin@lampinc.org.au

T: (08) 9754 1836

SCHOOL PSYCHOLOGIST

The school has a Psychologist at the school on Wednesday - Friday. Parent may seek a referral from the Deputy Principals or the School Nurse.

EDUCATIONAL ASSESSMENTS

These are able to be completed by most Psychologists including the School Psychologist. Private fees may apply.

WEBSITES

There are many useful websites for young people to access. Evidence based ones include:

- www.kidshelpline.com.au
- www.freedom.org.au
- www.reachout.com
- www.brave4you.psy.uq.edu.au
- www.tuneinnotout.com
- www.beyondblue.org.au
- www.headspace.org.au

24 HOUR HELPLINES

Rural Link

T: 1800 552 002

Kids Helpline

T: 1800 551 800





Parent Handbook



BUSSETON
SENIOR HIGH SCHOOL

RESPECT • EMPATHY • ACHIEVE • LEARN

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Welcome to Busselton Senior High School

Dear Caregivers,

Busselton Senior High School (BSHS) was established in 1958, serving the local community for over 60 years. We are an Independent Public School that offers a range of opportunities to help our students discover, succeed and achieve. We are an inclusive school, with outstanding teachers and facilities, providing excellent opportunities and support for all students that attend.

Busselton SHS has a sound breadth of ATAR courses that includes:

- Biology
- Chemistry
- English
- Geography
- Mathematics
- Modern History
- Music
- Physical Education
- Physics
- Psychology
- Visual Arts

A Certificate IV course in Nursing Preparation is also available. These offerings satisfy the prerequisites for any University courses; our ATAR students have consistently achieved high results, ensuring direct university entrance. In previous years, BSHS has had the highest median ATAR score in the region and been recognised as the VET School of the Year Australia wide.

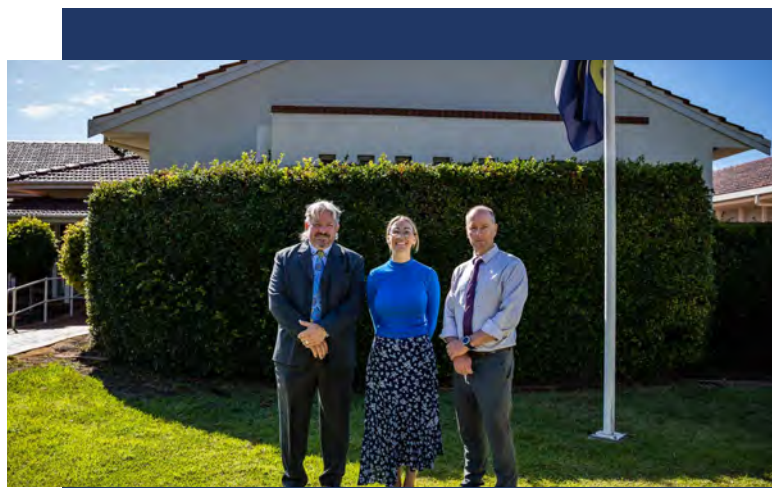
Students have an opportunity to complete a Certificate II in Engineering, Building and Construction, Business and Sport Recreation. Our specialist music program has received acclaim locally, nationally and internationally.

Our Waalitj Kaaditjin Academy provides support and opportunities for our Aboriginal and Torres Strait Islander students. The academy is dedicated to improving outcomes at school and helping each student succeed at school.

At BSHS we also offer an extensive range of programs in Visual Arts, Physical Education, Design and Technology, Computing and Home Economics. We provide a number of enrichment activities such as sporting events, national and international excursions, after school programs and other leadership opportunities that enhance the learning students receive at Busselton Senior High School. Subject 'catch up' classes and homework classes are also provided to ensure students do not fall behind in their academic progress.

Discover our many achievements, see what's new, learning of our rich heritage and the exciting offerings available to our students. If you would like to find out more, please do not hesitate to contact us.

Kind Regards,
Busselton Senior High School Executive Team



Communication

At Busselton Senior High School we believe effective and timely communication is one of the keys to success. There are various ways in which you can communicate with the school.

REPORTING OF ABSENTEES

We prefer to have all absentees in writing. Therefore if s student is going to be away, we encourage you to log into our user friendly portal Compass and submit absentees. Please contact Student Services if you require your Compass log in.

You can also SMS our Message Outreach service on **0400 212 523** or email our Student Services team at **Busselton.SHS.StudentServices@education.wa.edu.au**. Please note we require the students full name and reason for their absence.

COMPASS

Busselton Senior High School uses Compass, a user friendly app, for all attendance, pastoral care, parent evenings/meetings and excursion information. Upon commencement, parents will receive a login and password to access the platform, as well as instructions of how to use Compass. There is an app you can download to your mobile phone or you can use a PC. Attendance notes can be submitted through Compass explaining your child's absences. All excursions will be managed through Compass, meaning permission letters will be online, consent will need to given online and payments can also be made online. Compass also allows parents and teachers to communicate directly.

CONNECT

Connect is an integrated online environment developed by the Department of Education for staff, students and parents in public schools. Connect is primarily used for teachers, parents and students to exchange curriculum and classroom information. Your secure online details to Connect include a P number and password. This will be sent to you within days of your child commencing at Busselton Senior High School. You will be able to view the latest notices from classrooms and your child's reports and assessments. Should you require your Connect password to be resent to you, please email **Busselton.SHS.StudentServices@education.wa.edu.au**.

FACEBOOK AND INSTAGRAM

Busselton Senior High School has its own Facebook and Instagram pages. We use these online platforms to celebrate our students successes, share news from the school, events that are happening, and to remind parents and caregivers of upcoming excursions, camps etc. We encourage you to like our Facebook and Instagram page to stay up to date with all that is happening.

Facebook: @busseltonseniorhighschool Instagram: @busseltonhighschool

Communication

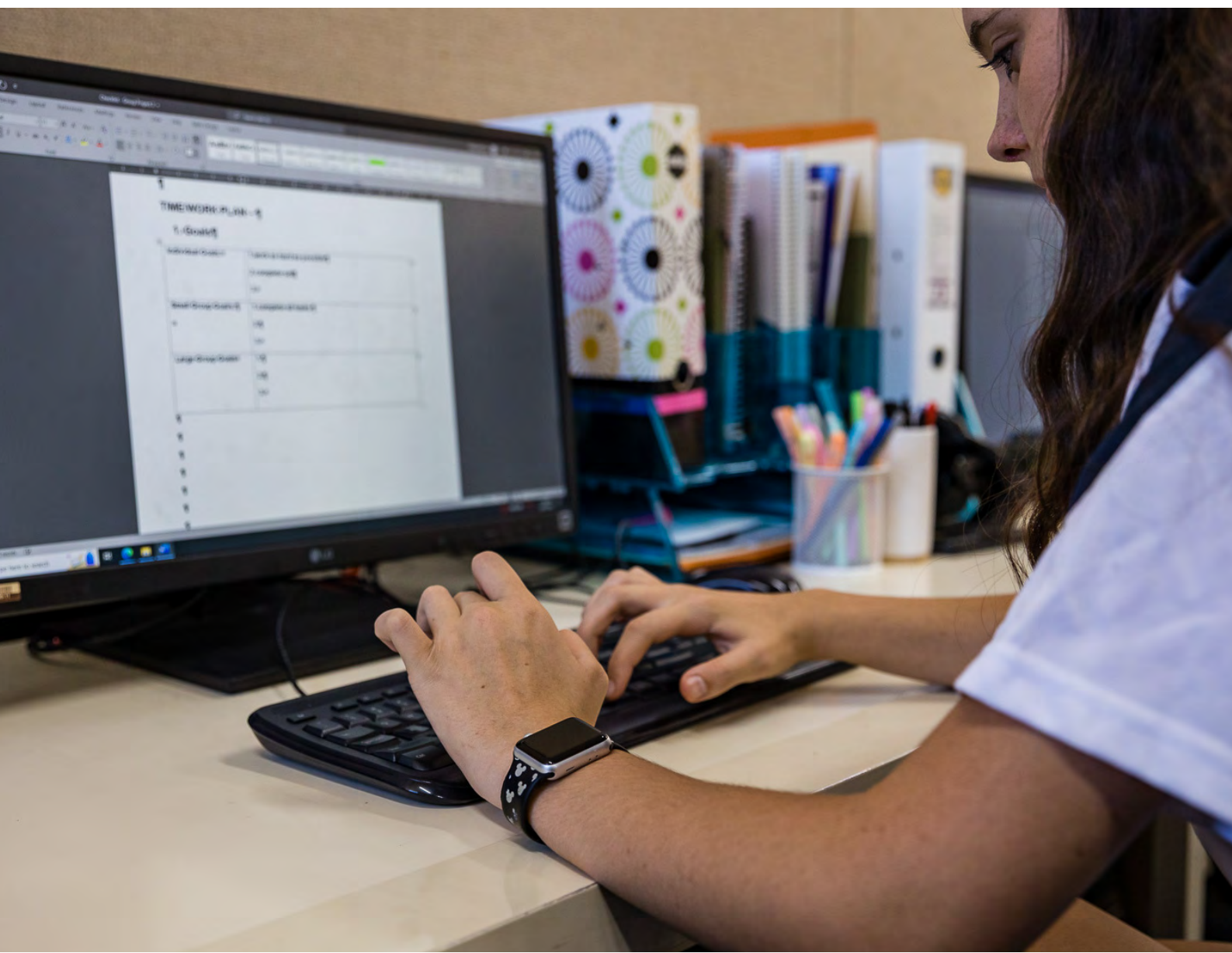
EMAIL

To ensure we are keeping our community up to date, we will often email information as well as using the methods above. It is imperative that we have the correct email address for you so you are able to stay informed. If you need to update your details, please email our Student Services team on Busseton.SHS.StudentServices@education.wa.edu.au.

WEBSITE

Our school website is a great place for parents who are new to the school, or who are looking at enrolling their child at Busselton Senior High School. It contains information about enrolling, courses offered, our school board and much more. Please go to www.busseltonshs.wa.edu.au

If you have any questions, please feel free to contact the school on 9751 8900.





Student Attendance

As a parent, you are required by the School Education Act 1999 to ensure your child attends school every day that the school is open for instruction (Section 23).

To get the most out of school and learning, children need to attend and attend regularly. Regular attendance allows children to build upon their learning and absorb it. Children who miss school in the early years of high school will have 'learning gaps' which impact on their later life. Attending school regularly helps students develop confidence, social skills, resilience and teamwork.

FREQUENTLY ASKED QUESTIONS

1) Does my child have to attend school?

YES, if your child is of compulsory school age which, in Western Australia, means from Pre-Primary to Year 12. In specific circumstances exemptions from school to undertake employment or training are approved.

2) Must I send my child to school every day?

YES, unless your child is unwell, has an infectious disease or the Principal is provided with a genuine and acceptable reason.

3) What should I do if my child refuses to go to school?

Contact your school immediately and seek support. We have qualified and skilled staff to support you in getting your child to school.

4) A day or two off school now and again isn't a concern is it?

YES, it is. Any time off school makes it harder for your child to build on their learning. Every day is important to be at school so that learning isn't interrupted and friendships are sustained.

5) What should I do if my child has been away from school?

Please provide us with a genuine reason explaining the absence.

6) Regular days off school in the early years is OK and isn't a concern is it?

YES, it is. Children develop attendance patterns early and these follow into secondary school. Research indicates that positive attendance patterns need to start early.

7) What is risked by not attending school from primary school to Year 10?

- Absent average 1 day per week = 80% attendance rate = 2 years of school missed
- Absent average 1.5 days per week = 70% attendance rate = 3 years of school missed
- Absent average 2 days per week = 60% attendance rate = 4 years of school missed

There is no safe threshold for absence. If a student is absent, a parent or caregiver must notify the Principal of the reason for the student's absence as soon as possible.

Positive Behaviour Support

Busselton Senior High School is a 'Positive Behaviour Support School' (PBS). We will teach, encourage and reward students for exhibiting our REAL attributes (Respect, Empathy, Achieve, Learn).

At BSHS, we maintain that every student has the right to learn and not to have their learning disrupted through the inappropriate behaviours of others. Below are the responsibilities and expectations of each key stakeholder in regard to behaviour.

To get the most out of school and learning, children need to attend and attend regularly. Regular attendance allows children to build upon their learning and absorb it. Children who miss school in the early years of high school will have 'learning gaps' which impact on their later life. Attending school regularly helps students develop confidence, social skills, resilience and teamwork.

LESSONS

Your child will be taught lessons on a regular basis, so that they know and understand the behaviours. They will then be acknowledged for those behaviours throughout the week with REAL tickets. Students will be monitored by classroom teachers to ensure that they have learnt and are applying their PBS behaviour. Students who do not demonstrate the appropriate behaviour will be supported with an additional PBS lesson to master the behaviour skill.

ACKNOWLEDGEMENT SYSTEM

Your child will be given REAL points, as this is the BSHS acknowledgement system. They are linked to the schools matrix and are given out for displaying the appropriate behaviours of our matrix. REAL tickets are rewarded via a PBIS app.

REAL TICKETS

These are handed out electronically by teachers regularly, both in class and in the yard, with a comment on what the point is for. The PBIS app can be used on a desktop computer, iPad or mobile device (the mobile phone policy applies). These points can be used to purchase store items and the total tally also allows them to participate in REAL excursions run by the school. Students can log into the app to see how many points they have to spend and they can also see if the teachers have left any comments for them as well.

Positive Behaviour Support

School Store

Students can use their REAL tickets to purchase items from the school store such as:

- Student HUB time at tBreak 1 or 2. Activities in the HUB include a pool table, foosball, tennis table, watching videos, console gaming or just chilling in a bean bag!
- Gym time at Break 2
- Canteen vouchers between \$1 and \$5 and other canteen items

Your child will have a chance to win a randomly drawn prize on the day of the count. Year 7-10 students have a chance to win a \$5 canteen voucher and Year 11-12 students are added together for single Year 11 and 12 draw worth \$20.

REAL Excursions

Throughout the year we have REAL excursions. Your child will need a minimum of 50 REAL tickets and have 90% attendance to be eligible to attend. They are great fun and include activities such as paintballing, movies, beach days, mountain biking the list goes on.

REAL tickets are also required for special excursions. Year 12 students need a minimum of 30 tickets to attend the School Ball. All students need a minimum of 100 points to attend Country Week.

Rewards

At the end of each semester, the person with the highest number of REAL tickets wins a \$50 prize for each year group. There is also a random draw with the chance to win a \$30 voucher per year group. Finally there are two movies passes drawn for each year group.

Pizza rewards are given out in the class in which the tickets are counted. As soon as the class reaches 1000 tickets, they are eligible for a pizza lunch. It will cost \$5 each and if your child has handed in 30 REAL tickets, they are eligible. This ensures all students are deserving of the reward.

PASTORAL CARE

Busselton Senior High School provides a safe, supportive and inclusive learning environment by developing positive relationships and ensuring all students feel safe and valued. As a Positive Behaviour Support school, students are explicitly taught the values of Respect, Empathy, Achievement and Learning (REAL). These values are reinforced by the school community through the REAL award program. The school provides a comprehensive pastoral care structure that includes Associate Principals, School Psychologist, Nurse, Aboriginal and Islander Education Officers (AIEO) and Student Services Coordinators.



BUSSETON

SENIOR HIGH SCHOOL



WHERE?

All Settings

- Communicate using appropriate language
- Listen to and follow staff instructions
- Wear the school uniform
- Care for our environment
- Ensure mobile phones are off and away all day
- Represent our school with pride

Classroom

- Put our hand up to ask questions
- Use equipment appropriately
- Take responsibility for our own actions

Self

- Treat ourselves and others with kindness
- Build positive relationships
- Accept and support diversity
- Honour all our cultural connections
- Utilise online platforms in a positive manner

Showing RESPECT we

Having EMPATHY we

Striving to ACHIEVE we

Endeavouring to LEARN we

- Participate in all activities to the best of your abilities
- Learn from our mistakes
- Actively problem solve
- Keep working when things are challenging

- Support and include others
- Consider others well-being
- Resolve conflict positively
- Display good sportsmanship

- Accept and understand differences
- Acknowledge and accept appropriate feedback
- Collaborate in activities and group work
- Support the learning of others

- Ask and accept feedback to improve
- Stay on task
- Complete our work
- Understand our lesson objective

- Take pride in our work
- Are prepared and equipped for class
- Work for the whole lesson
- Are engaged in class activities
- Are prepared to respond

- Use character strengths
- Are resilient, persevere and challenge ourselves
- Strive to reach our goals

- Use a growth mindset
- Seek help when needed
- Understand how to support ourselves and others
- Develop healthy habits



Bullying Policy

As a public school, Busselton Senior High School provides opportunities for all students to leave school well prepared for the future, having achieved their individual potential and able to play an active part in society. This is achieved by creating a challenging, stimulating and safe learning environment.

BSHS students are encouraged to be respectful and responsible. We aim to provide a learning environment for our students and staff that has an atmosphere of support, trust and encouragement.

Bullying is the inappropriate use of power by an individual or group, with the intent to injure either physically or emotionally. Bullying:

- is usually deliberate and repetitive
- may be physical or psychological (verbal and non-verbal)
- in a physical form can include pushing, hitting, punching, kicking or any other action causing hurt or injury
- in a psychological form includes intimidation and ostracism
- in a cyber form includes using internet services such as email, chat room, discussion group, online social networking, instant messaging or web pages. It can also include bullying through mobile phone technologies such as SMS

By being explicit about the consequences for bullying we give all students a clear message that the school community cares and that bullying is unacceptable.

PREVENTATIVE STRATEGIES

- Productive and respectful working relationships established between all members of the school community
- Classroom rules, routines and processes negotiated and applied consistently
- Adequate supervision of students during breaks, on playground ovals etc
- Modelling of appropriate restorative justice principles, problem-solving and non-aggressive behaviours by all adults in the school
- Active intervention when bullying occurs
- Skilling of students and staff in conflict resolution and restorative justice strategies

Everyone has the right to learn in a safe and secure environment

It is ok to tell someone if you are being bullied

A student has the right to seek assistance as soon as they feel threatened

Mobile Phone Policy

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 this opportunity are solely responsible for the security of their phone and accept the risks associated with it being stolen or damaged.

MOBILE PHONE PROCEDURE

- Students must turn their mobile phones off or to aeroplane mode as soon as they arrive to school
- Students have the opportunity to hand in phones to Student Services on arrival to school
- Upon leaving school, students must report to Student Services and retrieve their phone
- If a student is found in breach of these guidelines, a staff member will take possession of the mobile phone and deliver it to the Associate Principal who will issue a **Notice of Inappropriate Mobile Phone Usage** to the parent/caregiver. The mobile phone will be returned under the following conditions:

FIRST BREACH

- The student will hand their mobile phone to the teacher/staff member
- The teacher/staff member will record the breach on COMPASS
- The teacher/staff member will hand over the mobile phone to Student Services at their earliest convenience where it will be logged (letter sent home) and stored for the remainder of the day
- The letter is signed by a parent/caregiver and returned to the Associate Principal
- The phone will be returned to the student at the end of the day.

SECOND AND SUBSEQUENT BREACHES

- The above process will be followed however at the end of the school day, a Parent/Guardian will be able to collect the mobile phone from the Front Office/Student Services/Deputy Principal. The mobile phone will not be returned to the student.
- Students who are repeatedly breach this Policy will face further consequences such as detention and lost of privileges and rewards
- If a student fails to relinquish their mobile phone to a staff member, the matter will be followed up by the relevant Associate Principal
- Any student found to use their phone to record, distribute or upload inappropriate images or videos of students, parents or staff on school premises will be suspended

Homework Policy

Homework, or home study, is a natural extension of the teaching and learning program provided by the school. Teachers, parents and students should acknowledge that appropriate and relevant homework or home study assists the student to achieve their potential.

WHAT IS THE PURPOSE OF HOMEWORK AND HOME STUDY?

- To reinforce the work done in class
- To encourage students to explore and use a wider range of resources, hence developing their research skills and development of independence as learners
- Develop students' responsibility to time manage, prioritise and meet commitments and deadlines
- To gain vital practice, especially in lower school, to balance commitments such as work or sport, and to time manage to develop effective study habits for Year 11 and Year 12 studies

WHAT IS HOMEWORK AND HOME STUDY?

- Overnight homework could consist of quick practice exercises, revision of work completed in class to consolidate understanding or finishing off class work
- Longer projects/assignments would have a longer period of completion so students should use their diary to plan to meet the deadline set
- Completing homework or home study is part of the student accepting responsibility for their learning
- When no formal homework has been assigned, the student should engage in study of work completed earlier to consolidate that learning or catch up on reading as good readers are good learners
- Students should actively learn to revise work (or study) that may be tested or be part of an exam

HOW MUCH HOMEWORK?

Engaging in regular homework helps develop the student's responsibility for their own learning and commitment to personal growth. It must, however, be noted that students have spent at least six hours at school and have often participated in after school activities so they may feel too tired to effectively learn from their homework. This is not an excuse for not completing homework but rather a reason why time management skills and balancing the requirements of a healthy lifestyle are most important. The time spent should increase as the student moves on in their schooling and the demands and expectations increase accordingly. As a guide, this information may be useful (but not absolute):

YEAR 8: 1 TO 1.5 HOURS 4 DAYS/WEEK

YEAR 9: 1.5 TO 2 HOURS 4 DAYS/WEEK

YEAR 10: 2 TO 2.5 HOURS 5 DAYS/WEEK

YEAR 11: 2.5 TO 3 HOURS 5 DAYS/WEEK

YEAR 12: 3 TO 3.5 HOURS 5 DAYS/WEEK

Year 11 and Year 12 students studying Wholly School Assessed (WSA) subjects should complete 2.5 to 3 hours 5 days per week in order to maximise their results. Parents and caregivers should also ensure that students have access to quality news programs, documentaries and programs which assist in developing student broader perspectives and gives them an understanding of issues of the day in modern society i.e elections, climate change, the economy etc

Contributions and charges

Each year Busselton Senior High School releases the Contributions and Charges booklet. This booklet outlines costs associated with educating our students. Payment of these contributions will significantly assist the quality of education programs delivered. In addition, compulsory charges outside the basic core program may be requested for consumables and additional resources.

The Contributions and Charges are approved by the school board and are available on our website, via email and in paper form two months prior to the commencement of the school year. Payments can be made by any of the following methods below:

CREDIT CARD PAYMENT

Online BPOINT or over the phone on 9751 8900

BPAY

Details listed on student's invoice and statement

ELECTRONIC FUNDS TRANSFER (EFT)

Payments can be made via EFT into the below account. Please include your child's surname in the reference as this is essential to ensure payment is allocated correctly.

Busselton Senior High School

BSB: 066-508

Account Number: 00900007

COMPASS

Pay for excursions via the Compass app on your phone or via desktop computer. Please contact Student Services if you require a Compass login and password.

CENTRELINK CENTREPAY

Enquire at your local Centrelink

Reference Number: 55069915H

DIRECT DEBIT

Complete a Direct Debit Authority Form (available at BSHS Accounts).

QKR

After downloading the app and registering, simply select Busselton Senior High School from 'Nearby Locations' on QKR or type Busselton after tapping the magnifying glass in the top right of the home screen.

If you have any questions regarding your account or payments, please visit our Accounts department.

Uniforms

Busselton Senior High School are proud of the identity of our school uniform. Our distinctive blue, gold and white are well recognised within the local community and we encourage our students to wear our uniform with pride.

The Busselton Senior Dress Code Policy meets the requirements of the recommended policy of the WA Department of Education and State Government legislation. Any future alteration or modification of the Dress Code will require community consultation.

SCHOOL DRESS CODE

- Sets a clear, acceptable and consistent standard of dress for all students and parents
- Fosters and enhances the public image of the school
- Assists in building school and team spirit
- Ensures students are safely dressed for specific school activities
- Encourages equity among students
- Prepares students for work, as many workplaces have dress and safety codes
- Allows for easy identification of intruders into the school during school hours

MODIFICATIONS TO DRESS CODE

Students who, for religious or health reasons, may need to modify the school dress code are required to make an appointment with the Principal or Associate Principal. Staff will be informed of any student granted a modification to the dress code.

WHERE TO PURCHASE

Uniforms are available to purchase at Uniform Concepts 33 Bussell Highway, West Busselton. Any queries, please contact Uniform Concepts direct on 9270 4663 or busselton@uc.nellgray.com.au

| CLOTHING ITEM | ACCEPTABLE | NOT PERMITTED |
|---------------------|---|--|
| POLO SHIRTS | <ul style="list-style-type: none"> • School shirts MUST be worn under school jumpers • School polo only | <ul style="list-style-type: none"> • Polo shirts with brand names and non-school logos • T-shirts and tank tops • Long sleeved non-school colour tops |
| PANTS/SHORTS/SKIRTS | Navy blue (acceptable length) | <ul style="list-style-type: none"> • Denim or look alike denim • Stripes on shorts and pants • Board shorts |
| JACKETS | <ul style="list-style-type: none"> • Navy blue • School issue | <ul style="list-style-type: none"> • Non-school colours or checked jackets • Brand names and non-school logos • Stripes |
| FOOTWEAR | <ul style="list-style-type: none"> • Enclosed shoes • Sandals with a strap • Appropriate for learning area | <ul style="list-style-type: none"> • Thongs • Ugg boots • Slippers |
| HATS/BEANIES | | Not allowed in classrooms |



Student Services

The Student Services team is integral to a positive school experience for our students. Our team is dedicated to assisting students to reach their full potential by supporting their social, emotional, mental and educational well-being.

BSHS Student Services counter is the first point of call for any students requiring assistance. It is staffed by experienced, knowledgeable and caring members of our Student Services team who see to the varied requirements of students and their families/carers.

Support is provided for:

- Lost property
- Printing of student timetables
- Assistance with bus/smart-rider enquiries
- Management of attendance records
- Contacting parents/carers for student illness, messages or unexplained absences
- General support for the health and wellbeing of all students
- Connecting students and parents with relevant support for a positive school experience

The team also consists of a School Psychologist, School Nurse, Student Services Coordinator, Aboriginal and Islander Education Officer (AIEO) and office staff. Each individual on the team forms a strong support network for our students.

FOOD FOR THOUGHT

Food for Thought is a homework class that runs every Thursday in the library after school under 5pm. It is open to all students who need some help with their studies or just use the time as a quiet place to do homework. Maths and English teachers are always in attendance and HASS and Science teachers can be there on a needs basis. Ham and cheese toasties are also provided while students work.

Student Services

SCHOOL BUS INFORMATION

SmartRider Cards

Secondary school students have access to student SmartRider cards. The SmartRider card enables students to receive discounted student fares for bus travel Monday - Friday during the year and concession fares on the weekend and during the Christmas school holidays.

For details and to order a SmartRider, please complete the paperwork and submit with your child's application forms to Student Services or visit <http://www.transperth.wa.gov.au/smartrider/types-of-smartrider-student-smartrider>

Local bus routes and timetables

Local school buses in Busselton are managed through TransRegional. Timetables, route maps and fare guides can be accessed at <https://www.pta.wa.gov.au/our-services/regional-town-bus-service>

Regional school buses

If you live more than 4.5kms from Busselton SHS, regional buses are available. For further information, please visit <http://www.schoolbuses.wa.gov.au>

CANTEEN

The canteen at BSHS is highly valued in our school community. The canteen is open daily during break times for students to purchase delicious food at minimal cost. An updated canteen menu is available at the start of the school year and will be posted on our website and via Connect. Order can be made using our online tool at <https://www.quickcliq.com.au>

BOOKLISTS

During Term 4, the booklists for the following year will be available on our website, email and in paper form from Student Services. Details of how to order will be on the forms provided.

| PERIOD | START TIME | FINISH TIME | DURATION |
|-----------|------------|-------------|------------|
| PERIOD 1 | 8:50am | 9:54am | 64 minutes |
| PERIOD 2 | 9:54am | 10:58am | 64 minutes |
| BREAK ONE | 10:58am | 11:26am | 28 minutes |
| PERIOD 3 | 11:26am | 12:30pm | 64 minutes |
| PERIOD 4 | 12:30pm | 1:34pm | 64 minutes |
| BREAK TWO | 1:34pm | 2:02pm | 28 minutes |
| PERIOD 5 | 2:02pm | 3:06pm | 64 minutes |

Student Services

IMPORTANT CONTACTS

Reception

T: (08) 9751 8900

E: Busselton.SHS@education.wa.edu.au

Student Services

T: (08) 9751 8910

E: Busselton.SHS.StudentServices@education.wa.edu.au

Facebook

@busseltonseniorhighschool

Instagram

@busseltonhighschool



Community Involvement

The Busselton Senior High School Parents & Citizens (P&C) Committee is highly valued within our school community.

The function of the P&C Committee is to encourage parents to participate in developing the school's education offerings and strengthening parent participation and involvement in the school. For example, parent forums to discuss issues pertaining to the school and its community as well as for gathering opinion. The P&C promotes and supports communication and cooperation within the school community and brings educational matters to the attention of the wider community. It is also to provide extra amenities for the benefit of Government school students.

Being a part of the BSHS P&C is an excellent way to be involved in school activities and what is planned to improve the conditions of your child. There are a variety of opportunities to support our P&C, however we highly value personal involvement. P&C meetings are held twice a term with reminders included in the school newsletter. Membership is \$1 per year.

From time to time, the P&C engage in fundraising and social activities, such as busy bees where parents can mix and meet others. To date, the Association has been an extremely active contributor to the school's educational programs and development of facilities and we hope that all parents will continue to support this association.

If you would like to join, please email pandc.busseltonshs@gmail.com

All parents and caregivers are encouraged to be involved.



[illegible]



BUSSELTON

SENIOR HIGH SCHOOL

Address: 136 -156 Bussell Highway, Busselton WA 6280

Telephone: (08) 9751 8900

Email: busselton.shs@education.wa.edu.au

www.busseltonshs.wa.edu.au