YEAR 8-12 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**
  We will not accept enrolments without this
- [ ] **Proof of Address**
- [ ] **Last school report**
- [ ] **SmartRider**
  If applicable

BUSSELTON
SENIOR HIGH SCHOOL

BUSSELTON
SENIOR HIGH SCHOOL

2026/2027 PARENT HANDBOOK

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PRINCIPAL'S WELCOME

Dear Parents, Carers and Students,

Welcome to Busselton Senior High School, a vibrant and inclusive school. We have been providing secondary education to the community of Busselton and the surrounding areas since 1958. Our history has laid a strong foundation for quality education and created our traditions which form a strong culture and structure in our school and the community.

We provide high quality teaching and learning focused on academic success, strong pastoral care and innovative and specialised educational programs that meet the needs of all students. Student learning and wellbeing are paramount. Every child is expected to achieve their very best.

We work collaboratively to enable all students to develop and demonstrate our REAL values: respect, empathy, achieve and learn. All staff are committed to instilling our values with every child as they progress through school, further equipping them for their life beyond school.

We have a commitment to our community that every young person will receive a high-quality education and leave our school with choices and opportunities for the future.

We look forward to working with you over the next six years.

Jennifer McMahon
Principal

CURRICULUM OVERVIEW

The Western Australian Curriculum is fully implemented at Busselton SHS, as required for all WA schools. It provides the content and standards we use to plan learning, assess progress, and report to parents.

WA Curriculum Learning Areas

English

The English curriculum is built around three strands—Language, Literature and Literacy—which are integrated across our programs. Together, they develop students' skills in listening, reading, viewing, speaking, writing and creating, building on and extending prior learning.

Mathematics

The Mathematics curriculum is organised into three strands—Number and Algebra, Measurement and Geometry, and Statistics and Probability. It also incorporates the proficiencies of Understanding, Fluency, Problem Solving and Reasoning, which guide how students learn and apply mathematical concepts.

Science

Science is taught through three integrated strands—Science Understanding, Science as a Human Endeavour, and Science Inquiry Skills. From Years 7–10, students build knowledge of atomic structures, energy and matter systems, forces, and how to measure and compare change.

Humanities and Social Sciences

Humanities and Social Sciences includes Civics and Citizenship, Economics and Business, Geography and History. Students build independence in critical thinking and skills such as questioning, researching, analysing, evaluating, communicating and reflecting to explore past and present issues.

Health and Physical Education

Health and Physical Education helps students build the attitudes and values needed for a healthy lifestyle. In Year 7, students develop the knowledge and skills to succeed in personal, social, movement and online contexts, learning to enhance their health, safety and wellbeing through problem-solving, communication and preventive practices.

Technologies

The Technologies curriculum enables all students to study technology contexts from Years 7–10. In Design and Technologies, students explore Engineering, Food and Fibre Production, Food Specialisations, and Materials. In Digital Technologies, they develop skills in digital systems and in collecting, managing and analysing data.

CURRICULUM OVERVIEW

The Arts

In **Visual Arts,** students use art language and conventions to create 2D and/or 3D works, develop personal responses, and follow safe practices. In **Media Arts**, they explore how media communicates, consider different viewpoints, and create and respond to media works. In **Drama**, students plan and present improvised or scripted performances using appropriate techniques and styles. In **Music**, they develop skills in performing, composing and listening, building aural skills and connecting sound with notation.

Languages

Indonesian is taught at Busselton SHS, where students communicate with peers and teachers about themselves, family, friends and interests. They complete individual and group tasks such as planning, inviting and responding, and share their learning with the school community.

General Capabilities

The WA Curriculum general capabilities include the knowledge, skills and behaviours students need for life and work. At Busselton SHS, they are embedded across all learning areas and programs:

- Literacy
- Numeracy
- Information and communication technology
- Critical and creative thinking
- Personal and social capability
- Ethical understanding
- Intercultural understanding

Assessment and Reporting

Student achievement is assessed across all learning areas through a range of ongoing assessment tasks. These may include tests, assignments, projects, practical activities, experiments and portfolios. Teachers make professional judgements based on evidence collected over time and across a variety of learning contexts to develop an overall picture of each student's progress and achievement.

The school provides regular opportunities for parents and carers to receive information about their child's learning. Two formal Reporting Days are held each year, allowing families to meet face-to-face with teachers to discuss progress, achievement and next steps for learning. The following reporting formats are provided annually:

- Semester 1 Progress Report
- Semester 2 End of Year Report
- Semester 1 Reporting Day
- Semester 2 Reporting Day

Parents and carers are encouraged to contact teachers or Student Services at any time if they have questions or require additional information. Ongoing access to assessment results and communication is also available through Connect.

YEAR 7 2027

All students in Year 7 study a set program, which is a combination of Mathematics, English, Science and Humanities and Social Sciences (MESH) courses, Health and Physical Education and electives.

Electives within The Arts and Technologies will be alternated with subjects in Year 8, enabling students to study a variety of different contexts across the two years. Each context is studied for one semester. Languages is a year-long course and studies which continue into Year 8.

SUBJECT	PERIODS PER WEEK
English	4 periods per week
Maths	
Humanities and Social Sciences	
Science	
Indonesian	2 periods per week
Digital Technologies	2 periods per week for one semester
Design and Technology - Wood/Metal	
Design and Technology - Home Economics	
Visual Arts - Arts	
Visual Arts - Media	
Performing Arts - Drama	
Performing Arts - Music	
Health & Phyical Education	3 periods per week

GEOGRAPHE BAY MUSIC PROGRAM

Geographe Bay Music is a specialist program comprised of students from Busselton Senior High School, Cape Naturaliste College, as well as located feeder primary schools.

Students can apply to enter the program from the start of Year 7. Instruments offered to beginners in Year 7 are:

- Woodwind - Saxophone
- Percusson
- Guitar - Contemporary and Bass Guitar
- Brass- Low Brass and French Horn

With opportunities to participate in camps, tours and performances, the Geographe Bay Music program 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. Students must complete a music aptitude indicator test and places are subject to availability.

HOMEWORK EXPECTATIONS

The purpose of homework at Busselton SHS is to support and extend learning by reinforcing classwork. It fosters independent study skills and promotes responsibility and time management.

Homework and Study Expectations

Homework and study play an important role in supporting student learning at Busselton Senior High School.

- Homework refers to learning tasks set by teachers to practise, consolidate or extend classwork
- Study is a broader, student-directed process that includes revising content, preparing for assessments, organising notes, and developing independent learning habits

Both are essential and work together to support academic success.

Senior School Expectations

Homework and study requirements for senior secondary students will vary according to the pathway undertaken:

- ATAR Pathway – Regular homework and sustained independent study
- VET Pathway – Homework, assessment preparation and additional work placement hours

Parents and carers are encouraged to support students by providing a suitable study environment, helping with organisation and routines, and maintaining communication with teachers when required. Teachers may be contacted directly, and information about tasks and progress can be accessed through Connect.

Expected Study Time

The table below provides a guide to the total amount of homework and study students should complete each week. This time may vary depending on subjects, assessment schedules and individual learning needs.

YEAR GROUP	APPROXIMATE HOURS PER WEEK	APPROXIMATE TIME PER SUBJECT
YEAR 7	4 hours	30 minutes
YEAR 8	6 hours	45 minutes
YEAR 9	8 hours	1 hour
YEAR 10	10 hours	1 hour 15 minutes
YEAR 11/12	Up to 20 hours	Dependent on study pathway

KEY DATES

First Day of Term One

Monday 1st February 2027

Students are to meet on the first day of school in the Year 7 Quad. Here they will be provided with their timetables. Students will move to the Library to have their photo taken for identification purposes and for a SmartRider card.

How to be prepared

- Pack a school bag with a notebook, pencil case with pens, recess, lunch and a water bottle
- Ensure students are dressed in the Busselton Senior High School uniform
- Ensure students arrive on time for the first warning bell at 8:47am. Period One commences at 8:50am

2027 SCHOOL DATES	
TERM ONE	**Monday 1st February to Friday 9th April**
BREAK	Saturday 10th April to Sunday 25th April
TERM TWO	**Monday 26th April to Friday 2nd July**
BREAK	Saturday 3rd July to Sunday 18th July
TERM THREE	**Monday 19th July to Friday 24th September**
BREAK	Saturday 25th September to Sunday 10th October
TERM FOUR	**Monday 11th October to Thursday 16th December**
BREAK	Friday 17th December to Tuesday 1st February 2028

LESSON TIMES

PERIOD	START TIME	FINISH TIME	DURATION
WARNING BELL: MOVE TO PERIOD ONE	8:47am	8:50am	3 minutes
PERIOD ONE	8:50am	9:54am	64 minutes
PERIOD TWO	9:54am	10:58am	64 minutes
BREAK ONE	10:58am	11:23am	25 minutes
WARNING BELL: MOVE TO PERIOD THREE	11:23am	11:26am	3 minutes
PERIOD THREE	11:26am	12:30pm	64 minutes
BREAK FOUR	12:30pm	1:34pm	64 minutes
BREAK TWO	1:34pm	1:59pm	25 minutes
WARNING BELL: MOVE TO PERIOD FIVE	1:59am	2:02pm	3 minutes
PERIOD FIVE	2:02pm	3:07pm	64 minutes

SCHOOL MAP

Bussell Hwy
Queen Elizabeth Avenue
Simon St
ARTS / MEDIA
STEM
ADMINISTRATION
YR7 AREA
Staff Room
Careers Office
AIEO
Office 1 2 3 HASS
GESC
HUB
GE SC
CANTEEN & UNDERCOVER AREA
HOME ECONOMICS
Office
LIBRARY
LIBRARY QUAD
9
10
11
12
33
YR 8 QUAD
CS 8 7 6 OFFICE MATH
GEOGRAPHE ED SUPPORT
YR 10 QUAD
English Office
YR 11/12 QUAD
YR 11/12 QUAD
22
13 14 15 32
16 OFFICE 17 18 IT 19 COMPUTING / BUSINESS
20 21 VET OFFICE 23
D&T Metals, Wood & #31- Design Studio
BIKE RACK
YR 9 QUAD
INDUSTRIAL W/SHOP
28 27 Prep Room 29
26 25 24 SCIENCE OFFICE 30
Music Office
PERFORMING ARTS
PE OFFICE
TRADE TRAINING CENTRE
Office
GYMNASIUM REC CENTRE
OVAL
OVAL

STUDENT SUPPORT

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

ACADEMIC

1. **TEACHER**
   Available via your child's timetable

2. **HEAD OF LEARNING AREA**
   - **English:** Myra Ryan
   - **HASS:** Adam Harris
   - **Health & Phys Ed:** Mike Gray
   - **Mathematics:** Ben Allen
   - **Science:** Fiona Kerrell-Vaughan
   - **Technologies:** Wayne Smithall
   - **The Arts:** Cam Snow
   - **VET:** Connie Watson
   - **GBM:** Brad Oversby

3. **CAREERS PRACTITIONER**
   Lea-Ellen Goddard

4. **ASSOCIATE PRINCIPALS**
   - **Year 7, 11 and 12:** Ryan Ansell
   - **Year 8, 9 and 10:** Stephen Palandri

5. **PRINCIPAL**
   Jennifer McMahon

SOCIAL & EMOTIONAL

1. **STUDENT SERVICES**
   - **Year 7 Coordinator:** Daniel McKeown
   - **Year 8 Coordinator:** Katherine McKenzie
   - **Year 9 Coordinator:** Rhys Davies
   - **Year 10 Coordinator:** Lee Cooper
   - **Year 11 Coordinator:** Lea-Ellen Goddard
   - **Year 12 Coordinator:** Connie Watson
   - **Student Support Coordinator:** Dee Shade
   - **Chaplain:** Stacey Munday
   - **Psychologist:** Jenna Buckton
   - **Psychologist:** Brooke Curtis
   - **School Nurse:** Kya Worth
   - **AIEO:** Jay O'Dine
   - **AIEO:** Jamie Hurst
   - **Stars Foundation:** Naomi Henderer

2. **STUDENT SERVICES PROGRAM COORDINATORS**
   - **Engagement:** Ross Ligtermoet
   - **Inclusion:** Vanessa May

3. **ASSOCIATE PRINCIPALS**
   - **Year 7, 11 and 12:** Ryan Ansell
   - **Year 8, 9 and 10:** Stephen Palandri

4. **PRINCIPAL**
   Jennifer McMahon

STUDENT SUPPORT

School Travel Information

SmartRider Cards

Secondary students can apply for a SmartRider to access discounted weekday fares. To apply, submit the form with your child's application to Student Services or visit the Transperth website.

Bus routes and timetables

Local Busselton school buses are operated by TransRegional. Timetables, routes and fares are available at https://www.pta.wa.gov.au/our-services/regional-town-bus-service. Students living more than 4.5km from Busselton SHS can access regional bus services. For more information, visit http://www.schoolbuses.wa.gov.au

Bike Racks

Bike racks open at 8:00am each morning and are locked by 8:50am. We encourage students to lock their bikes in the allocated area. The bike racks will reopen at the conclusion of the school day.

Car Park

Students can be dropped off in the 'kiss and drop' lane along Queen Elizabeth Avenue next to the Library. Parking is also available in allocated bays on Queen Elizabeth Avenue and near the gymnasium. Please avoid using administration parking unless attending a meeting or collecting a student during school hours.

Canteen

Our P&C run Canteen provides a selection of food and drinks that are nutritious and represent value for money. In addition to our Break 1 and 2 menus, our friendly staff also offer breakfast for purchase from 8:15am until 8:45am. Students are encouraged to pre-order via Spriggy. Please visit our website and click on the Canteen menu for more information.

Booklists and Personal Items

During Term 4, the booklists and personal items 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.

Support Programs and Clubs

Busselton SHS is an Act Belong Commit Mentally Healthy School, committed to student wellbeing. Our program supports positive mental health across the school through events, clubs and activities such as Harmony Day, RU OK? Day, sporting carnivals, REAL excursions, and student groups like Honeybee (LGBTQI+) and Sista Circle. For more information, please contact Student Services.

POSITIVE BEHAVIOUR SUPPORT

Busselton SHS fosters a safe, inclusive environment through positive relationships. As a Positive Behaviour Support (PBS) school, we teach the values of Respect, Empathy, Achievement and Learning (REAL).

PBS focuses on teaching, recognising and reinforcing our REAL values. We believe every student has the right to feel safe and learn, and view behaviour as a skill that can be taught and developed.

REAL Matrix

The REAL matrix outlines expectations for behaviour, guiding what we teach, recognise and address, while creating a shared language for students and staff. It is a successful program and underpins our whole-school approach to behaviour.

PBS Lessons

Once a week students take part in a short, engaging lesson focused on a school-wide expectation. These staff-designed sessions address current issues, events, and reinforce expected behaviours.

REAL Points

REAL points are our recognition system, awarded and recorded on Compass when students demonstrate expected behaviours from the REAL Matrix.

Busselton SHS has a wide variety of rewards for students. These include:

- Classroom Rewards
- Weekly raffle prizes
- Year Coordinator year group rewards
- End of term and semester reward activities through the REAL Day

Regular acknowledgement of positive behaviour is an important part of our approach.

REAL MATRIX

WHERE?	Showing RESPECT we	Having EMPATHY we	Striving to ACHIEVE we	Endeavouring to LEARN we
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	• Support and include others • Consider others well-being • Resolve conflict positively • Display good sportsmanship	• Participate in all activities to the best of your abilities • Learn from our mistakes • Actively problem solve • Keep working when things are challenging	• Arrive on time • Use entrance and exit procedures • Transition quickly and quietly • Ask for help when we need it • Understand it's okay to get things wrong
Classroom	• Put our hand up to ask questions • Use equipment appropriately • Take responsibility for our own actions	• 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
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	• Reflect on our impact on others • Recognise and regulate emotions • Engage with support services • Set boundaries with friends and relationships	• 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

ATTENDANCE

Attending school every day ensures your child keeps progressing in their learning.

Pre-primary is the first compulsory year of schooling in Western Australia. Any time away from school will make it harder for your child to build on their learning. Every day attendance is important so that learning is not interrupted and friendships are sustained. There is no safe threshold for absence.

ABSENT AVERAGE DAY PER WEEK		ATTENDANCE RATE		TOTAL AMOUNT OF SCHOOL MISSED BY THE END OF YEAR 12
1 day per week	=	80% attendance	=	2 years of school missed
1.5 days per week	=	70% attendance	=	3 years of school missed
2 days per week	=	60% attendance	=	4 years school missed

Absences

If a student is going to be absent, we encourage families to use our user-friendly Compass portal to record the absence. Compass can be accessed via the app on your phone or through a computer.
If you need assistance with your Compass login, please contact Student Services on 08 9751 8910 or email Busselton.SHS.StudentServices@education.wa.edu.au.

When submitting an absence, please ensure the student's full name and reason for absence are included so we can accurately record the details.

UNIFORMS

Busselton SHS are proud of the identity of our school and its uniform. Our distinctive blue, gold and white are well recognised within the local community and all students are required to wear our uniform with pride.

The Busselton SHS Dress Code Policy meets the requirements of the Department of Education and State Government legislation. The School Dress Code:

- Ensures safety of all students by allowing for easy identification of intruders into the school during school hours
- Sets a clear, acceptable and consistent standard of dress for all students and parents
- 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

Where to purchase

Uniforms are available to purchase at Uniform Concepts (33 Bussell Highway Busselton). For any queries, please contact Uniform Concepts.

ITEM	ACCEPTABLE	NOT ACCEPTABLE
POLO SHIRTS	✓ School Polo shirt only ✓ Yellow Polo shirt for Health & Physical Education lessons ✓ School shirts MUST be worn under school jumpers	✗ Polo shirts with non-school logos ✗ T-shirts, tank tops ✗ Long sleeved non-school colour tops
SCHOOL PANTS SHORTS SKIRTS	✓ Navy blue school issue only	✗ Denim or look alike denim ✗ Stripes on shorts.pants, board shorts ✗ Black leggings or tights ✗ Leggings/tights are not to be worn on their own
JACKETS	✓ Navy blue and school issue only	✗ Non-school colours ✗ Checked jackets ✗ Stripes ✗ Adornments/brand names e.g. Nike, Puma
FOOT WEAR	✓ Enclosed shoes ✓ Appropriate for Learning Area	✗ Thongs and sandals ✗ Ugg boots ✗ Slippers ✗ Crocs
HAT WEAR		✗ Not allowed in classrooms

MOBILE PHONE POLICY

Students are not permitted to access mobile devices while on school grounds at Busselton Senior High School. Phones must remain turned off and stored away in students bags during school hours.

Mobile Devices

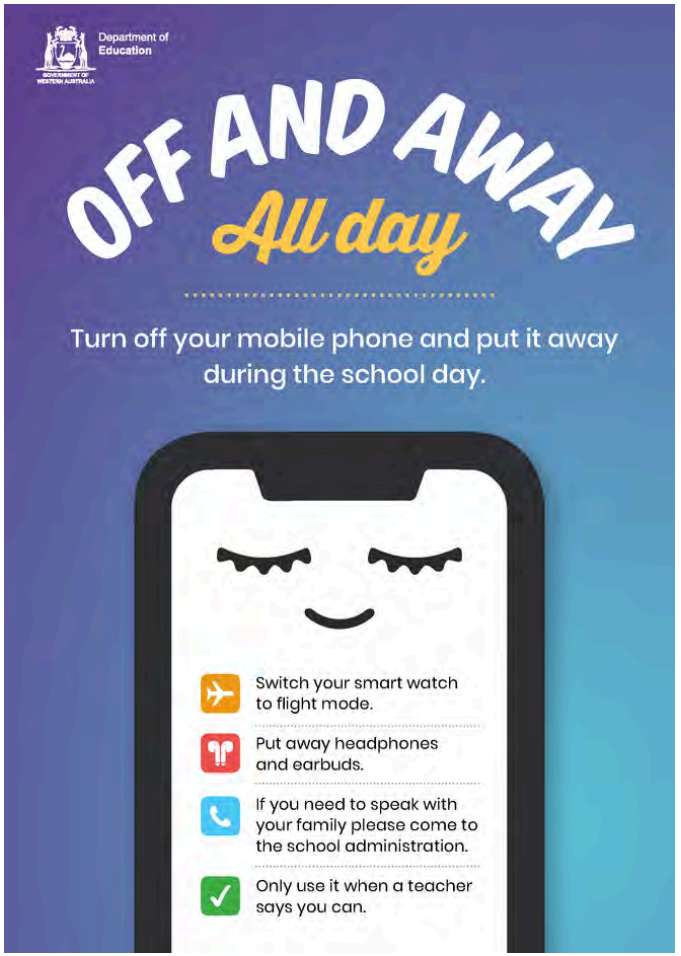
A mobile device includes:

- Smart watches
- Electronic communication devices
- Listening accessories such as headphones and ear buds

Students who do not comply with the policy will have their phone confiscated and stored securely in Student Services until the end of the school day. Following a second and any subsequent confiscation, a parent or carer will be required to collect the device. All communication between parents and students during school hours must be made through Student Services.

Exemptions to the policy may apply in certain circumstances, including:

- students monitoring a health condition as part of a school-approved documented health care plan
- use of a device for specific purposes directed by a teacher.



CONTRIBUTIONS AND CHARGES

Each year, Busselton Senior High School publishes the Voluntary Contributions & Compulsory Handbook outlining education costs, including some additional charges for consumables and resources outside the core program.

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.

REFUND POLICY FOR OPTIONAL ACTIVITIES

As parent/carer consent for student participation is obtained prior to the activity taking place, refunds will generally not be provided for student non-attendance. However, where parents/carers are able to provide medical evidence or other legitimate evidence for their child not attending an event, they may apply in writing to the school for consideration of a refund.

- Refund requests must be submitted in writing within 14 days of the activity, unless otherwise approved by the Principal. Legitimate evidence may include a medical certificate, compassionate grounds, family emergency, or other documentation accepted by the Principal
- Any refund request will be assessed by the Principal or delegate and will be subject to the recovery of costs by the school. Refunds are subject to the cancellation and refund conditions imposed by external providers, venues and transport operators. Once provider cut-off dates have passed and costs become non-recoverable to the school, no refund will be payable unless otherwise determined by the Principal or delegate
- If the school cancels an activity, any recoverable payments will be refunded or credited to families. Where costs have already been committed and are not recoverable, the school will communicate this to families
- Where a refund is approved, payment will be made via EFT into the nominated bank account. Refunds of less than $30 may be credited to the student account and applied to other school charges as directed by parents/carers.
- Students participating in high-cost camps, excursions or other school activities are required to adhere to the relevant behaviour expectations, participation agreements and excursion/camp contracts. Where a student is withdrawn from, excluded from, or unable to attend an activity due to a breach of the school's behaviour expectations or excursion/camp contract, no refund of deposits or payments will be provided unless otherwise determined by the Principal or delegate.
- Where a student is required to return early from a camp or excursion due to behaviour, parents/carers may be responsible for any additional costs incurred.

Parents/carers will be informed, where possible, of any non-refundable deposits, provider cut-off dates and cancellation conditions before payment is made.

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

Department of Education
GOVERNMENT OF WESTERN AUSTRALIA

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 2027** ◯ 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** / /

Department of Education
GOVERNMENT OF WESTERN AUSTRALIA

BUSSELTON SENIOR HIGH SCHOOL

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 *(if different from student residential address)*			
		Postcode	
Telephone (Home)		**Mobile Number**	
Email Address			

CONTACT 2:

Title		**First Name**	
Surname			
Relationship to the student			
Postal Address *(if different from student residential address)*			
		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
- ☐ Deaf or Hard of Hearing
- ☐ Global Developmental Delay (prior to age 6)
- ☐ Intellectual Disability
- ☐ Other, please specify
- ☐ Physical Disability
- ☐ Severe Mental Disorder
- ☐ Specific Speech and/or Language Impairment
- ☐ Vision Impairment

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** / /

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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 work may be published to recognise achievement or effort and could appear in newspapers, on our website, in newsletters, social media (e.g. the school Facebook page), or in film/video. Student names may also be included (excluding social media), however no contact details will be shared. Any images or work collected by the school will be retained only for as long as necessary for the stated purposes and will be stored and disposed of securely. Please note that media consent also applies to purchased school portrait and year photos.

☐ 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 Busselton 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 Busselton 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 beingstolen 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** / /

Department of Education

GOVERNMENT OF WESTERN AUSTRALIA

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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** / /

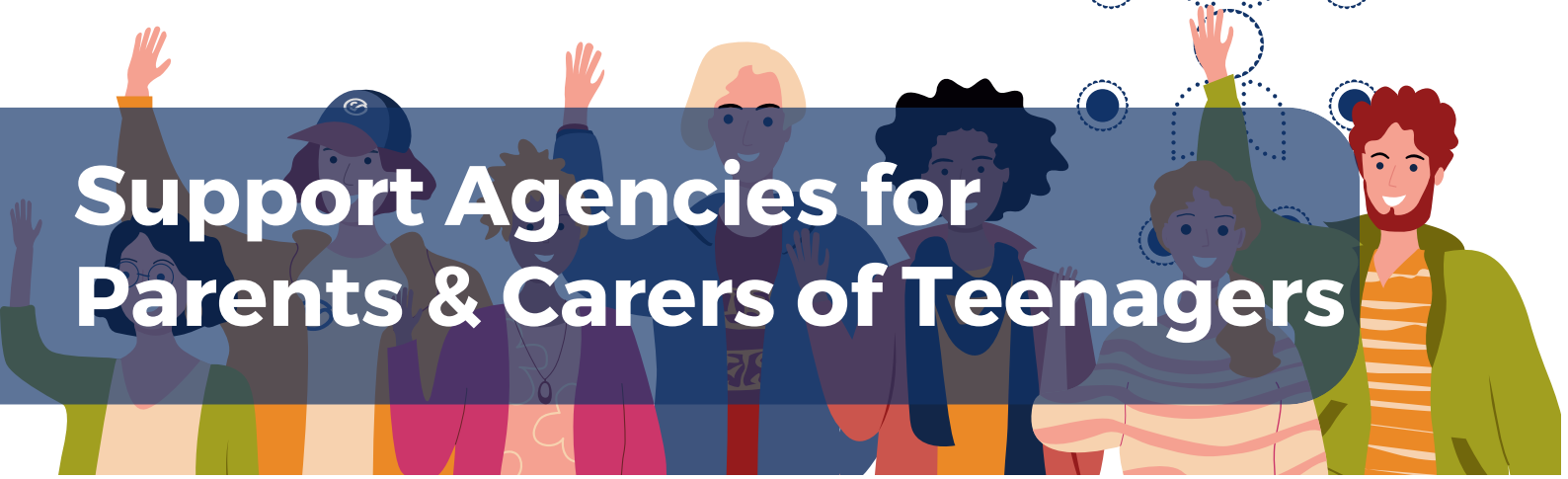
PARENT OCCUPATION GROUPS

Attachment 1

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***
Senior executive/ manager / department head in industry, commerce, media or other large organisation. **Public service manager** (section head or above), regional director, health/ education/police/ fire services administrator. **Other administrator** [school Principal, faculty head/dean, library/museum/gallery director, research facility director]. **Defence Forces** Commissioned Officer. **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. **Health, Education, Law, Social Welfare, Engineering, Science, Computing** professional. **Business** [management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer]. **Air/sea transport** [aircraft/ships captain/officer/ pilot, flight officer, flying instructor, air traffic controller].	**Owner/manager** of farm, construction, import/export, wholesale, manufacturing, transport, real estate business. **Specialist manager** [finance/ engineering/production/ personnel/ industrial relations/ sales/marketing]. **Financial services manager** [bank branch manager, finance/ investment/insurance broker, credit/loans officer]. **Retail sales/services manager** [shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency]. **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]. **Associate professionals** generally have diploma/technical qualifications and support managers and professionals. **Health, Education, Law, Social Welfare, Engineering, Science, Computing** technician/associate professional. **Business/administration** [recruitment/employment/ industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager]. **Defence Forces** senior Non-Commissioned Officer.	**Tradesmen/women** generally have completed a 4 year Trade Certificate, usually by apprenticeship. All tradesmen/ women are included in this group. **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]. **Skilled office, sales and service staff** **Office** [secretary, personal assistant, desktop publishing operator, switchboard operator]. **Sales** [company sales representative, auctioneer, insurance agent/ assessor/loss adjuster, market researcher]. **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].	**Drivers, mobile plant, production/ processing machinery and other machinery operators Hospitality staff** [hotel service supervisor, receptionist, waiter, bar attendant, kitchenhand, porter, housekeeper]. **Office assistants, sales assistants and other assistants** **Office** [typist, word processing/ data entry/business machine operator, receptionist, office assistant]. **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]. **Assistant/aide** [trades' assistant, school/teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant]. **Labourers and related workers** **Defence Forces** ranks below senior NCO not included in other groups. **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]. **Other worker** [labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor].

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



Support Agencies for Parents & Carers 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 subsided 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 1834

SCHOOL PSYCHOLOGIST

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

SCHOOL NURSE

We have a School Health Nurse who is onsite to help students with health issues that matter to them, services are free and confidential. Young people are always encouraged to talk with their family about important health issues. Students can access the School Health Nurse in Student Services between the hours of 8:30am-3:30pm most days, parents and carers are welcome to refer also.

EDUCATIONAL ASSESSMENTS

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

24 HOUR HELPLINES

Rural Link T: 1800 552 002
Kids Helpline T: 1800 551 800

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.tuneinnotout.com
- www.beyondblue.org.au
- www.headspace.org.au

Government of Western Australia
WA Country Health Service

WA COUNTRY HEALTH SERVICE

School health services in secondary schools

Our school health services help young people to reach their full potential. Students learn better when they are healthy, safe and happy.

Community health nurses (or school health nurses) work with the school staff, children, teens and families.

What the nurse can help with:

- Information and support to students and their families
- Care plans for students with health needs while they are at school
- School immunisation programs
- Health checks for vision, hearing and development
- Parenting support
- Referrals to other health services if needed
- A friendly place for young people to ask questions about health

In high school

Community health nurses can help young people with health issues that matter to them.
They can talk privately with the nurse and find out health information about:

- Healthy eating and nutrition
- Healthy weight and body image
- Coping with illness
- Feeling anxious, stressed or unhappy
- Loss and grief
- Relationships
- Sexual health
- Smoking, alcohol and drug use

Community health nurses can refer young people to medical and other health services.

Students can make an appointment to see the nurse or drop into the health centre at lunchtime or before school. Services are free and confidential.

Young people are always encouraged to talk with their family about important health issues.

School-based immunisation program

Immunisation nurses visit the school to provide Year 7 and Year 10 students with vaccinations. Parents give permission for immunisation. It is free and safe.

Scan or visit these websites for more information:

raisingchildren.net.au
Ad-free parenting videos, articles and apps backed by experts.

healthywa.wa.gov.au
For information on a range of health topics.

wacountry.health.wa.gov.au
Information for kids and teens.

Need help or have questions? Talk to your child's teacher or the school office to contact the nurse.

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

Jennifer McMahon
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_____

Supplying Uniforms for

Busselton Senior High School

2025/2026 UNIFORM PRICE LIST & ORDER FORM (effective 1.10.25)

Uniform Concepts

Student Name _____

Year _____

Parent / Guardian Name _____

Phone Number - Mobile _____

E-mail Address _____

UNISEX GARMENTS	COLOUR	4XS	3XS	2XS	XS	S	M	L	XL	2XL	3XL	4XL	QTY	PRICE*	TOTAL $
School Polo yrs 7-10	Navy/Gold													$35.50	
School Polo yrs 11-12	Navy/Wht													$35.50	
School Jumper - windcheater	Navy													$47.00	
School Track Jacket	Navy													$79.00	
School Trackpant	Navy													$42.50	
School PE Polo	Gold													$35.50	
School Shorts	Navy													$33.50	
GIRLS GARMENTS	**COLOUR**	**4**	**6**	**8**	**10**	**12**	**14**	**16**	**18**	**20**	**22**	**24**	**QTY**	**PRICE***	**TOTAL $**
School Shorts	Navy													$33.50	
Skirt with inbuilt shorts	Navy													$33.00	
													GRAND TOTAL	**$**	

*** All prices are subject to change without notice**

**** A 50% surcharge applies to all Made to Measure garments**

PAYMENT TYPE:	$						DINERS, AMEX & CHEQUES ARE NOT ACCEPTED
CARD NUMBER (16 DIGITS):							
EXPIRY DATE:					3 DIGIT CCV NUMBER:		
CARD HOLDER FULL NAME:							
CARD HOLDER SIGNATURE:							

Address

33 Bussell Highway

West Busselton, WA 6280

Contact Us

busselton@uc.nellgray.com.au

08 9270 4663

Opening Times

Tues Wed Thur 9am - 5pm

Saturday 9am - 12pm

Department of Education
GOVERNMENT OF WESTERN AUSTRALIA

Collection notice for enrolment

Purpose of collection

We, the Department of Education Western Australia (WA), collect your child's information to manage student enrolments in public schools. The information supports your child's school and contributes to an Australian education system which is fair for all students. This is done under the *School Education Act 1999* and the School Education Regulations 2000.

Note: In this document, 'parent' and 'you' include a child's parent or carer, the adult responsible for a child's day to day care, or a person enrolling on their own behalf.

Information collected for enrolment

When you enrol your child in a public school, you'll need to provide the following personal details and documents:

Child information

- Full name, date of birth, and gender
- Residential address and family living arrangements
- Whether the child identifies as Aboriginal or Torres Strait Islander
- Language background and languages spoken at home
- Current immunisation status
- Previous schools attended and educational history
- Learning, behavioural or other personal needs
- Health and medical conditions (including Form 1: Student health care summary)
- Australian citizenship or visa details

Parent information

- Name and relationship to your child
- Residential address and contact details
- Languages spoken at home
- Level of education, qualifications and occupation

Additional information

- Name and contact details of people the school can contact in an emergency
- Court or care orders or parenting plans, if applicable

CC BY Exclusions may apply

Why this information is collected for enrolment

Your information is used to:

- assess and manage enrolment applications
- confirm student identity
- communicate with students and families
- support student learning, health and wellbeing, behaviour and safety
- enable students to take part in state, national and international assessments and reporting, including the
    - NAPLAN in Years 3, 5, 7 and 9
    - Pre-primary Australian Early Development Census (AEDC)
    - secondary Online Literacy and Numeracy Assessment (OLNA)
    - Nationally Consistent Collection of Data (NCCD) on school students with disability
    - any other mandated assessments and reporting
- manage student identifiers like the WA Student Number (WASN) and SmartRider cards
- inform educational policy, planning, strategy, and research
- provide support, services, programs and funding to meet your child's needs.

If we do not collect this personal information, it may put a student at risk and make it harder to provide the right education plans and support. It may also mean we cannot meet our legal responsibilities.

How we use and share enrolment information

We only use and share your child's enrolment information for the purpose it is collected and when the law allows or requires it.

We may share your child's enrolment information with:

- another WA public school when your child changes schools, such as when:
    - your child transfers from Year 6 to Year 7
    - they participate in a school-arranged alternative education program
- their new non-government school or interstate school, if you provide permission
- government agencies for health, welfare and/or legal compliance, and child protection laws.

The personal information we collect is stored locally, within Australia, in our Student Information System and follows our Information and Communication Technologies policies.

Personal information is collected, managed, and disposed of following our Records Management policy and the *State Records Act 2000*.

Your rights – access and correcting enrolment information

You can contact your child's school if you:

- want to see or update the enrolment information you provided
- have concerns about how your child's enrolment information is being used or stored.

Updates to personal information provided throughout a student's schooling are considered part of a student enrolment record.

More information

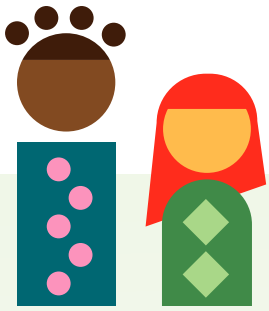
To learn more about how we protect your information, visit our website's page about Privacy.

Exclusions may apply

Government of **Western Australia**
Department of **Health**

Adolescent Immunisation
protection for everybody

Year 7
School-based Immunisation



WA Health delivers a free, routine and nationally recommended adolescent vaccination program in partnership with the education sector through the School-based Immunisation Program (SBIP). A nursing team, certified in vaccination, will visit schools to provide 2 vaccines.

What vaccines are offered in Year 7?

- One dose of diphtheria, tetanus, pertussis (whooping cough) vaccine (dTpa) – boosts immunity from a similar vaccine usually received during early childhood.
- One dose of human papillomavirus (HPV) vaccine – protects against some strains of HPV as well as cancers and genital warts caused by HPV.

Why are vaccines offered in Year 7?

Vaccination is the most effective way to protect your adolescent from diseases that can cause serious harm.

The dTpa vaccine helps protect against 3 potentially serious diseases – diphtheria, tetanus and whooping cough. Getting this booster dose in adolescence helps to maintain effective immunity into adulthood.

HPV vaccines are highly effective when given in adolescence, before exposure to HPV and when the body's immune response is strongest, helping prevent common cancers and genital warts caused by HPV.

Immunisation intent

Why complete immunisation intent now?

Your child can't be vaccinated without your consent.

Whether you consent or decline, it is important to complete the form ahead of the nursing team's visit.

How to complete immunisation intent

Online health.wa.gov.au/adolescentconsent

Hard copy – if you are unable to complete the online form, download a copy from healthywa.wa.gov.au/adolescentimmunisation and return the completed form to the school.

Note: if your adolescent attends a school on Cocos Islands or Christmas Island, complete and return the paper form provided by the school.

If your dependent is an adolescent under the care of the Department of Communities, contact your dependent's case worker to complete a form and return it to their school.

When will vaccinations happen?

Vaccination teams visit WA high schools throughout the year. Your school will notify you before vaccination day via the school's preferred communication method.

Need more information?

Visit healthywa.wa.gov.au/adolescentimmunisation

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