



YEAR 7

INFORMATION PACK







PORTLAND CENTRAL SCHOOL

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HOW TO REACH US

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WELCOME



Portland Central School would like to welcome any student enrolling into our Year 7 program. From the moment students arrive, they will be provided with a wraparound approach to student learning and wellbeing needs.

We have highly competent and dedicated staff who are committed to providing a range of high-quality learning experiences.

Learning is tailored to include opportunities for extension with high-interest projects and individual learning plans for all students.

There are opportunities for flexible learning approaches in senior years, including distance education pathways, career education and trade training opportunities.

Our School Wide Expectations (SWE) underpin education at our school. We believe every student has the right to learn in a safe, respectful environment. We know that when students feel safe and are respected their learning outcomes improve.

We look forward to working with you in close partnership to make a difference and promote student opportunities that align with individual goals and aspirations.

Please book an appointment to discuss your child's education at any time.

Mr Matt Quirk
Principal

STAFF TO KNOW



YEAR 7 ADVISOR

Ms Fyona Paton is responsible for student wellbeing and its impact on learning. There will be times in every student's life where they will need extra support to cope with the stresses that arise both in and out of school. Ms Paton works closely with the Secondary Learning Support team and classroom teachers. Year Advisors are usually the first point of contact for parents in relation to any issues or problems about a student.



HEAD TEACHER - STAGE 4 (RELIEVING)

Ms Hannah Kelly is responsible for things relating to Year 7 and 8 as well as learning and support for students in Secondary. She coordinates student plans, funding support and wellbeing programs within the school. Ms Kelly is also the Sports Coordinator. Head Teachers are the second point of contact for parents in relation to issues or problems about a student.



HEAD TEACHER - STAGE 5 (RELIEVING)

Mrs Rosie Galloway is responsible all things relating to Years 9 and 10, and for Literacy and Numeracy implementation support across K-12. She coordinates professional learning for staff and tutoring for students to improve Literacy and Numeracy skills. Mrs Galloway also coordinates Aboriginal Education support and cultural programs in our school.



HEAD TEACHER - STAGE 6

Mrs Jess Worley is responsible for all things relating to Year 11 and 12, as well as coordination of events and excursions. She is also the careers advisor and coordinates workplace learning. Head Teachers are the second point of contact for parents in relation to issues or problems about a student.



DEPUTY PRINCIPAL

Mrs Leigh Mclean is responsible for all matters relating to teaching and learning within Secondary. She also coordinates Vocational Education and attendance monitoring across the school. The Deputy Principal is the third point of contact for parents in relation to issues or problems about a student.

LEARNING

Our junior curriculum is designed to ensure that students are engaged in learning within the NSW Education Standards Authority (NESA) requirements.



SUBJECTS

ENGLISH

English is the study of how and why we communicate. Reading, writing, speaking and listening are essential modes of communication that Year 7 students learn how to use effectively. Students get the chance to experience and compose many text types. They also have the opportunity to continue their grammar and spelling master, process, analyse and interpret information.

MATHEMATICS

Mathematics is a reasoning and creative activity involving abstraction to identify, describe and apply number patterns and relationships. Mathematics makes use of symbols to allow a precise and concise means of communication. In Year 7, students learn to describe and apply number patterns using algebra, solve problems involving area and volume, identify and measure angles, and solve problems and conduct experiments involving probability.

SCIENCE

In Year 7 Science, students learn about the biological, physical and technological world. Students use scientific inquiry to develop their understanding of ideas and concepts, as well as the importance of scientific evidence. They learn to demonstrate ethical principles and respect differing viewpoints on scientific issues. By engaging in scientific inquiry, a deeper appreciation of the unique nature of science, and of the complex relationship between evidence and ideas, is gained.

HISTORY

In History students develop an understanding and empathy of different people, cultures, and environments of the past, present and future. Students recognise and understand that history happens all around us and can be represented in many forms such as written, oral and visual sources and evidence. We explore the mysteries of the past as they learn to understand the different contexts in many cultures.

GEOGRAPHY

In Year 7, Geography students study water in the world and interconnections, which includes a field trip. Students investigate water scarcity and management and the impact of globalisation on trade and communication.

TECHNOLOGY

Technology engages students in design and production activities as they develop safe practices, and refine skills, working with varied materials and production. Students will study a unit on digital technologies, including coding, as well as units on engineered systems, food and agriculture and material technologies.



MUSIC

Students develop the knowledge understanding and skills to actively engage in performance composition and listening in a range of musical genres. Music involves theoretical and practical components.

VISUAL ART

Students create art in a range of mediums in Year 7. This includes sculpture, 2D and digital art. Visual Art involves both practical and theory components.



PERSONAL DEVELOPMENT, HEALTH AND PHYSICAL EDUCATION (PDHPE)

PDHPE provides students with the opportunity to develop their understanding of health and wellbeing. It provides them with the skills and knowledge needed to live happy and healthy lives, both now and into the future. Students engage in a range of physical activities that aim to improve and build on existing skills so that they are able to confidently and successfully participate in lifelong physical activity.

SPORT

Sport provides students with the opportunity to be active while at school. Each student must attend a compulsory sport lesson once per week in their stage groups. Sport allows students to participate in a wide variety of games and physical activities, while developing their capacity to work as a part of a team, build leadership skills and refine movement skills. Participation enables students to meet the recommended physical activity guidelines in a fun and safe environment.

ELECTIVES

Students are given the opportunity to study an elective of their choice in Year 7. The choices are: Agriculture, Food Technology, Woodwork and Metalwork.



ASSESSMENT

Assessment is an essential component of the teaching and learning cycle. Assessment provides an opportunity for teachers to gather evidence and make judgements about student achievement. It is an opportunity for students to show what they know and what they can do. Assessment helps both students and teachers to identify strengths and weaknesses so teachers can focus on what students need to learn to be successful at school. Students also find out about areas they should concentrate on to improve and to assist them in setting learning goals.

Assessment in Year 7 will involve formal and informal assessment activities. Students will produce a portfolio of work for each subject that teachers will use to measure student achievement on an A to E scale. This assessment data is presented to families in student academic reports each semester.

REPORTS

Comprehensive written reports on your child's progress are sent home twice per year. These reports provide you with an overview not only of your child's academic achievements but of their social and personal development.

Year 7 students are provided with an interim report in the first 6 weeks of the school year. This is to provide families with information regarding how their child is settling in to learning in the high school environment.

Parent Teacher Student meetings are conducting in Term 1 each year. During these meetings, students and their parents will develop an individual learning plan and set goals for the year. Additional meetings can be arranged at any time throughout the year. You are welcome to contact us at any time if you have a concern about your child.

TIMETABLES

Students are issued with a personalised timetable on the first day of term. These are usually changed at the beginning of each term, as we adjust the timetable to meet the changing needs of students and staff.

EXCURSIONS

Excursions are valuable educational experiences that supplement the learning completed in the classroom.

Permission and payment for students to attend excursions are given by parents through the Sentral for Parents app.

School uniform is required on every excursion unless otherwise stated on the permission note. Students will not be able to attend if they are not in the correct uniform on the day. No refund will be given.



ATTENDANCE

Education for your child is important and regular attendance at school is essential for your child to achieve their educational best and increase their career and life options. Our school works in partnership with parents to encourage and support regular attendance of children and young people. When your child attends school every day, learning becomes easier and your child will build and maintain friendships with other children.

YOUR LEGAL RESPONSIBILITIES

Education in New South Wales is compulsory for all children between the ages of six years and below the minimum school leaving age of 17 years. The Education Act 1990 requires that parents ensure their children of compulsory school age are enrolled at, and regularly attend school, or, are registered with the NSW Education and Standards Authority for home schooling. Once enrolled, children are required to attend school each day it is open for students.

THE IMPORTANCE OF ARRIVING ON TIME

Arriving at school and class on time:

- Ensures that students do not miss out on important learning activities scheduled early in the day.
- Helps students learn the importance of punctuality and routine.
- Give students time to greet their friends before class.
- Reduces classroom disruption.

Lateness is recorded as a partial absence and must be explained by parents.

WHAT IF YOUR CHILD HAS TO BE AWAY FROM SCHOOL?

On occasion, your child may need to be absent from school. Justified reasons for student absences may include:

- being sick, or having an infectious disease
- having an unavoidable medical appointment
- being required to attend a recognised religious holiday
- exceptional or urgent family circumstance (e.g. attending a funeral).

Following an absence from school, you must ensure that within 7 days you provide your child's school with a verbal or written explanation for the absence. However, if the school has not received an explanation from you within 2 days, the school may contact you to discuss the absence.

Principals may decline to accept an explanation that you have provided if they do not believe the absence is in the best interest of your child. In these circumstances your child's absence would be recorded as unjustified. When this happens, the principal will discuss their decision with you and the reasons why.

Principals may request medical certificates or other documentation when frequent or long-term absences are explained as being due to illness. Principals may also seek parental permission to speak with medical specialists to obtain information to collaboratively develop a health care plan to support your child. If the request is denied, the principal can record the absences as unjustified.

Days missed = years lost

A day here and there doesn't seem like much, but...



SCHOOL WIDE EXPECTATIONS

SWE is a fundamental part of Portland Central School's behaviour policy. It was created to ensure all students understand and abide by same appropriate standard of behaviour.

Safe

- Keep hands and feet to ourselves.
- Remain in the right place at the right time.
- Use devices appropriately.
- Use resources correctly.
- Keep objects in suitable places.
- Wear our uniform with pride.

Respectful

- Speak quietly and politely.
- Use appropriate language.
- Acknowledge and uphold the rights of others.

Learners

- Allow learning to happen.
 - Listen to and follow instructions.
 - Remain on task and work hard.
 - Be prepared and positive.
 - Do your personal best.
 - Ask for help when required.
-

SWE REWARDS

Teachers provide reward points to students who work hard and try their best every day. Students use these points to purchase prizes through the SWE online shop when they reach the required number of points.

The top 20 earning students are invited to attend a rewards excursion at the end of each year.

FACILITIES

LIBRARY

Our school has a well-equipped library that caters for the needs of all students. The library includes a large selection of reading materials and resources for students. Individual rooms are set up for independent work and tutoring options.

TECHNOLOGY

Our school regularly uses online-learning programs to assist students with literacy and numeracy. This includes Atomi, Stile and other cloud-based programs.

The school uses Google Classroom and Microsoft Teams to facilitate learning.

Our school is very well resourced with interactive panels utilised in every classroom. The school also has iPads, laptops and a computer lab to support teaching and learning.

Students can bring their own devices to use during class time, however, this is not essential as students are able to access school laptops for their learning.

INDUSTRIAL KITCHEN

Our school has a fully operational industrial kitchen that can accommodate large groups and allows the school to offer a range of curriculum options, including Hospitality and Food Technology courses.

SAVE THE DAY CAFE

The Save the Day Cafe is open every day for recess and lunch for secondary students and school staff. Slushies, milkshakes, coffee, hot chocolate, chai and teas are available with a choice of full cream, skim, oat or soy milk.

Toasties, pies and sausage rolls are available every day as well as a variety of other specials. Some days we offer lunches that are made by senior students. The cafe accepts cash and EFTPOS payments.

Students who work in the café develop skills in using an industrial coffee machine to make quality coffees, practice customer service skills, hygienic practices, taking orders and managing money.

Money is raised to make improvements to the café and to provide opportunities for students to obtain employability skills through certified barista courses.

TIMBER, METAL AND FABRICATION

Our school provides students with the opportunity to complete a range of technology and applied studies (TAS) courses, including Timber, Industrial Technology and Metal subjects for Years 7-12.



AGRICULTURAL FARM

Our school has a fully functioning agricultural farm that provides the opportunity for our students to participate in production agriculture, learn the theory behind animal and plant management, as well as access local enterprises to connect learning and make links with prospective employers. We participate in The Merino Wether Challenge and Cows Create Careers to give students access to agricultural competition and test their skills. We also hatch and grow a range of poultry breeds and regularly access beef cattle for husbandry operations. The focus of our plant enterprises is paddock to plate and students will grow and market or cook produce as part of the course.





SAFETY AND WELLBEING

SCHOOL COUNSELLOR

Our school counsellor, Suzanne Collum, has over 11 years teaching experience as a Secondary English teacher. She retrained as a school counsellor, completing the department's School Counsellor in Training program. Being trained as both a teacher and a psychologist means that she not only has a thorough knowledge of the educational needs of young people and can also provide specialised psychological assessment, counselling and intervention services. Suzanne can be reached by contacting the front office to schedule an appointment.

TRAVEL TO SCHOOL

Buses travel to and from Cullen Bullen, Wallerawang, Lithgow and the surrounding areas. All students must have a valid bus pass, and these are applied for online through Transport NSW. Teachers supervise bus students after school until the bus arrives. Students who ride bikes, scooters or skateboards should wear helmets and must not ride within school grounds.

SUPERVISION

All students should leave the school grounds promptly at 3:15pm, as supervision ceases at this time. We ask that parents/carers wait outside the gate to collect their students after school as a safety measure.

IMMUNISATION

NSW Health works with schools to offer human papillomavirus (HPV) and diphtheria-tetanus pertussis (dTpa) vaccines to Year 7 students in a school-based vaccination program. The school vaccination program is free for students while they are in Year 7. Consent for vaccinations can be provided online and will be sent to families via email. Consent for each vaccine must be provided by the parent/guardian for the vaccination to proceed. If your child is receiving their vaccinations via their GP, please let the school know when you receive the information and consent package. For more information, please contact your local public health unit on 1300 066 055 or visit www.health.nsw.gov.au/immunisation.

MEDICATION

Any student on medication, including analgesics and antibiotics, must have the appropriate forms completed (Ventolin is accepted) before medication will be issued by staff. These forms are:

- a parent's/carer's form
- a doctor's form
- a Deed of Indemnity.

With the exception of asthma and/or severe allergy medication (i.e. EpiPen), at no time should students carry any form of medication at school. Asthma medication should be carried by all asthma sufferers at all times.

After completion of appropriate paperwork, all prescribed medications are to be handed in their original containers to the designated personnel in the school. It is the preferred option for all medication to be administered outside of school hours. Health Care Plans are required for identified health issues and medications.

SICK/INJURED STUDENTS

Students who become sick during the day will be sent to the office. If students need to be taken home, parents/carers will be contacted by phone. It is important that you provide us with your current address and phone number, as well as an emergency contact.

THEFT/DAMAGE

Students bring their phones and technology to school at their own risk. Portland Central School will not accept responsibility for any loss or damage of mobile phones or technology whilst in a student's possession.

MOBILE PHONES

Mobile phones are not to be used during school hours. At the beginning of the school year, every student will be assigned a personal Yondr Pouch with an ID Number. Phones are placed in the pouch and the pouch is locked during roll call. The students keep their phone with them in the pouch for the day, and they are unlocked at the end of Period 5. While the Yondr Pouch is considered school property, it is the students responsibility to ensure that the Yondr pouch is being used correctly, is free from damage and is returned at the end of each school day.



STAY CONNECTED

There are a number of ways to keep up to date on what is happening at Portland Central School:

THE SENTRAL FOR PARENTS APP

The Sentral for Parents App is an essential tool for communicating with our school. It allows parents/carers to manage their child's absences, give permission for excursions, make payments, view newsletters and upcoming events, and so much more. The app can be downloaded via the App Store or Google Play Store. Family/student keys to access your child's personal information are issued on enrolment.

OUR WEBSITE

Our website is a resource for essential school information.
<https://portland-c.schools.nsw.gov.au>

FACEBOOK

Facebook is where we share what is currently going on at Portland Central School.
<https://www.facebook.com/PortlandCentralSchool/>

ASSEMBLIES

Families are encouraged to attend our school assemblies and celebrate their child's progress. A whole school assembly is held twice per term on Thursday in Weeks 5 and 10, at 2:15 pm, in the Community Hall.



PARENTAL SUPPORT

The role of schools is to work in partnership with parents to provide an environment that encourages students to connect with each other and their community so they can succeed and thrive. Parents, teachers and the community all play a role in fostering this environment.

SUPPORTING YOUR CHILD'S LEARNING

■ BE CYBER AWARE.

Regularly monitor what your child is looking at on the internet and do what you can to reduce their exposure to inappropriate content. Place the computer or device in a common area of the house so your child is less likely to try and access inappropriate websites or use social media inappropriately. Consider using content filters to help control what your child can access.

■ ENCOURAGE OPEN AND HONEST DISCUSSION AT HOME

Encouraging your child to learn about and understand other points of view is a valuable life skill. If you stop discussion about topics that you are uncomfortable with (for example: religion, politics, racism, drugs, extremism or terrorism) your child may find it even more interesting and may try to find information without you knowing. This could lead them to inaccurate information.

■ ENCOURAGE POSITIVE OUTLETS FOR YOUR CHILD'S ENERGY.

Sports, performing arts, hobbies and organised clubs all provide a sense of belonging and somewhere to focus interests, though it may take a few attempts to find the right interest for your child.



ASSISTING IN SCHOOL ACTIVITIES

Parents/carers are invited to become involved in many school activities. Some activities that could benefit from parental assistance include:

- helping to supervise excursions
- transporting students to and from school activities
- providing expertise and knowledge
- joining parent focus groups.

FOCUS GROUPS

Portland Central School's Parents and Community Focus Groups are designed for parents, caregivers, teachers and community members, to come together and discuss key school planning priorities. Focus groups will be held during Weeks 4 and 8 of each term in the staff common room of the administration building. The focus groups aim to bring together key stakeholders of our school and community to gather valuable insights and promote and strengthen relationships to ensure that students gain the maximum benefit from their time at Portland Central School.

UNIFORM

At Portland Central School, students are expected to wear the official uniform. Uniform provides a sense of belonging and pride. We are proud of our school and our students, and by wearing uniform our students will stand out when representing us in the community.

Students should wear the styles indicated on the next page. Uniforms can be purchased at the our uniform shop.

Polo shirt	\$26
Polo shirt	\$45
Girls' navy pants	\$35.50
Navy skirt	\$29
Navy skort	\$22
Canterbury pants	\$46
Navy hoodie	\$58
School jacket	\$43
Cap/bucket hat	\$10



YEARS 7-10

YEARS 7-10

- Navy/grey shorts or trousers
- Navy skirt/skirt (with navy tights in winter)
- Navy tracksuit pants
- Navy & red polo shirt
- Navy school jumper/hoodie
- Grey/white socks
- Black shoes

YEARS 11-12

SENIORS (YEARS 11-12)

- Navy shorts/trousers
- Navy skirt/pants
- Navy senior polo shirt
- Year 12 jumper/hoodie
- Grey/white socks
- Black shoes

OFFICIAL OCCASIONS

Men:

- Grey trousers
- White button-up shirt/senior shirt
- Navy school blazer
- Grey socks
- Black shoes

Women:

- Navy skirt and navy tights or navy pants
- White button-up shirt/senior shirt
- Navy school blazer
- White socks
- Black shoes

PAYMENTS

All payments to the school can be made via the Sentral for Parents app, or our front office accepts cash and EFTPOS.

SCHOOL CONTRIBUTIONS

Kindergarten	\$40 per year
Years 5-8	\$50 per year
Years 9-12	\$60 per year
Families	\$100 per year

ELECTIVE FEES

Agriculture	\$80 per year
Food Technology	\$80 per year (Years 7-10) \$120 per year (Years 11-12)
Hospitality	\$140 per year
Timber/Metal	\$80 per year (Years 7-10) \$120 per year (Years 11-12)
Primary Industries	\$80 per year
Visual Art (Years 9-12)	\$50 per year

TERM DATES

2024			
Term 1	Thursday 1 February	Friday 12 April	11 weeks
Term 2	Tuesday 30 April	Friday 5 July	10 weeks
Term 3	Tuesday 23 July	Friday 27 September	10 weeks
Term 4	Monday 14 October	Wednesday 18 December	10 weeks



BELL TIMES

MONDAY, TUESDAY, WEDNESDAY, FRIDAY

Roll call	9:05 - 9:15 am
Period 1	9:15 - 10:15 am
Period 2	10:15 - 11:15 am
Morning break	11:15 am - 12:45 pm
Period 3	12:45 - 1:45 pm
Period 4	12:45 - 1:45 pm
Afternoon break	1:45 - 2:15 pm
Period 5	2:15 - 3:15 pm

THURSDAY

Roll call	9:00 - 9:05 am
Period 1	9:05 - 10:05 am
Period 2	10:05 - 11:05 am
Morning break	11:05 - 11:35 am
Period 3	11:35 am - 12:35 pm
Period 4	12:35 - 1:35 pm
Afternoon break	1:35 - 2:05 pm
Period 5	2:05 - 3:05 pm

SCHOOL MAP





STATIONERY REQUIREMENTS

- 4X BLUE/BLACK PENS
 - 2X RED PENS
 - 2X LEAD PENCILS
 - 11X A4 128-PAGE BOOKS
 - SCISSORS
 - 2X LARGE GLUE STICKS
 - COLOURED PENCILS
 - ERASER
 - RULER
 - SHARPENER
 - SCIENTIFIC CALCULATOR
 - GEOMETRY SET
 - HIGHLIGHTERS
 - HEADPHONES
 - USB
- 