



Campania District School

Birth to Grade 10

Principal
School Executive Officer

Anna Viney
Donna Terry



2 Union Street, Campania
Ph: 03 62604133 Fax: 03 62604341



WELCOME TO CAMPANIA DISTRICT HIGH SCHOOL

Our school caters for the educational needs of children from Kindergarten to Grade 10.

We are committed to teaching the children in our care to **respect** themselves and others, **be resilient** and **be learners**. However, we believe a good school does more than that. We hope children at Campania will learn to tolerate, cooperate and form friendships with others with whom they work and play.

In electing to send your child to Campania District High School, you have chosen:

- Excellent facilities - a full sized gymnasium, sound-proofed music and practice rooms, well equipped library, cooking and computer rooms, science laboratory, extensive playing fields, MDT and Art areas.
- Smaller classes
- Minimal transport problems - free school buses operate from Native Corners, Tea Tree, Richmond, Colebrook and our own school bus.
- Opportunities to maintain close links with your child's school and teachers.
- Educational opportunities comparable with those available at city schools.
- Involvement with your local community and School Association
- Fully qualified and enthusiastic staff.
- A caring environment
- Our school has a proud history, excellent facilities, and a supportive community.
- Key subjects of literacy and numeracy with music, art, health, PE, woodwork, Japanese, cooking, history, metalwork, science and geography.

We look forward to your support.

Anna Viney
Principal

Rewards come as a result of effort.

The School badge is a symbol of our school.



FINIS CORONAT OPUS - literally means, *the end crowns the work.*

The school at Campania was established in 1886. It was extensively redeveloped in 1986 with the addition of a full sized gymnasium and library, as well as Home Economics, Music and Administration facilities.

Further renovations have been undertaken through the Building the Education Revolution funding program through 2009 and 2010

SCHOOL VALUES

BE RESPECTFUL

BE RESILIENT

BE A LEARNER

SCHOOL VISION/MISSION

1. Students should be equipped to communicate and exist in a global and digital empowering world.
2. Students should be encouraged and equipped to set challenging goals with a clear vision beyond a traditional model.
3. Students should be encouraged to develop their intra and inter personal relationships and gain a sense of self and tolerance of others.

ATTENDANCE

All students are required by law to attend classes on all days the school is open. Frequent absences contribute to a child's inability to make adequate progress in school work. Notes, written and signed by the parent should be sent to the child's class teacher on the day following an absence, clearly stating the reason for the absence. A telephone call to the office on the first day of an absence assists us in checking attendance, particularly if the absence is likely to be more than two days. Absences of 5 days or longer should be supported by a medical certificate. The Education Department issues an alert on students who have 5 consecutive days of absence without reason or a total of 10 or 20 days a term for any reason and this is passed on to the Support Team.

Students are not permitted to leave the school grounds during the day.

Students who are late to school must report to the main office before going to class.

Parents will be sent automatic sms messages when a student is absent from class.

ACCIDENTS

The school does not have extensive medical facilities. Children who are ill should not come to school. Minor injuries and illness which occur at school are treated by class teachers or one of our First Aid Officers. In the event of a more serious injury or illness parents/guardians will be contacted.

An emergency medical form for each child is filed in the office. Please advise us promptly of any changes in contacts, phone numbers or addresses.

ASSEMBLIES

Whole school assemblies are held fortnightly (generally) and are hosted by a nominated class. Parents are welcome to attend these assemblies, which are advertised in the regular newsletter.

Our annual presentation evening is held in December and all are welcome.

BANKING

The school operates as an agency for the Commonwealth Bank each Wednesday and receives a commission on all deposits.

BOOK CLUBS

The Ashton Scholastic Book Clubs (Lucky Arrow) operate each month. Parents are under no obligation to buy books when forms come home.

BOOK ROOM SALES

The Book Room is open in the week prior to the commencement of Term I. During term stationery items may be purchased from the school office between 8:30 and 8:45am each day. Students must make arrangements to get to the book room between these times as the book room may not be open at other times.

BUSES

Bus runs serve the school from five main areas:

Colebrook
Richmond (via Estate Road and White Kangaroo Road)
Brighton/Tea Tree
Native Corners

Each bus has one or two bus monitors, usually a Grade 10 student/s. The bus monitor is responsible for checking the number of students on the bus in the morning and ensuring that all students are accounted for on the afternoon run. Bus monitors help the driver by maintaining order on the bus and reporting problems to senior staff. The School Agreement applies on school buses as do the Transport Department's Bus Rules.

The Department of Education is not responsible for the provision of bus transport and any problems occurring on the bus are the responsibility of the driver and owner of the bus, who may take appropriate action, including the suspension of children from travelling on the bus. A copy of the Code of Behaviour can be obtained from the school.

CANTEEN

We currently run a privately operated canteen, run by Mrs Raelene Davies. There is a wide variety of snacks and foods on sale for lunch and recess.

COMPUTER USE AND ACCESS

All students have access to computers and subsequently the internet through their classrooms. Secondary students have their own accounts. Inappropriate use of computers will see the account locked and the student unable to use a computer for a period of time. Computers are an educational tool and should be respected as such.

DENTAL SERVICE

Parents can contact the following Dental Centre for appointments: Sorell Community & Health Centre, Cole Street Sorell Ph 6265 6616

DIGITAL TECHNOLOGY AND SOCIAL MEDIA (see attached policy)

EXCURSIONS (including Visiting Performances)

Excursions and visiting performances are an integral part of the school's educational program.

Excursions are planned according to individual class and/or subject programs and cover academic as well as cultural purposes. All costs are included in the composite levy and therefore all children are expected to attend. Individual permission forms will not be sent home for each excursion. However, an information sheet will be distributed.

FAMILY AND CHILD HEALTH RESOURCE

The school nurse no longer visits the school on a regular basis. Children in Prep and Grade 6 will still be screen tested at school by the Family and Child Health Service. Parental permission for testing (eyes and ears) must be in writing, and children should be accompanied by a parent. Referral forms are available from the school office.

The Southern Midlands Council organise immunisations for children in Kindergarten, Prep, Grade 6 and Grade 10. Forms are sent home during the year and must be signed before immunisation can occur. Since 1994, Grade 7 students have been offered second booster immunisation against measles, mumps and rubella. **Written permission is required.**

Other FACH services are detailed in a pamphlet, available at school, called "Nurtured Parents ... Nurtured Children". The FACH Regional Office phone number is 6237 5400. A toll free, 24 hour state-wide, Parent/Infant Telephone Advisory Service number is **008 808 178**.

PSYCHOLOGIST AND SOCIAL WORKER

A School Psychologist and a Social Worker visit the school regularly each week and they are available to help students with their problems. The School Psychologist is also able to carry out any testing required for learning – the Principal can organise referrals.

HATS

During summer months primary students are required to wear hats (legionnaire or bucket style) outside at recess and lunch times, and during daily or regularly PE lessons. Secondary students are encouraged to do the same.

HOMEWORK

Primary Students Children in Early Childhood (K-Prep/I) receive homework to be completed on a voluntary basis. Most find the school day enough. However it is expected that children and parents will use the Home Reading Scheme to develop reading skills. In the Primary school homework is an accepted part of classroom practice. A short time spent regularly on homework provides excellent support for individual progress. Children in the primary years are expected to

complete some homework each night. Classroom teachers have their own individual requirements. Tasks build on the classroom programs.

Grades 7-10 All students 7-10 are issued with a homework diary at the start of the year. Students are expected to take the diary to **every** lesson to record details of assignments, homework and requirements for future lessons. We expect students to discuss their homework with parents. Most subjects issue homework at regular intervals.

Please advise us if your child appears to be having problems with homework ie : too little/too much.

KINDERGARTEN

In 2013 will run 9.00am – 3.00pm on Tuesday, Wednesday and Fridays

LEVIES

Levies are charged for each child K-10. The levies cover the costs of all books and consumable items used in the classroom. If you have any problems with payment please discuss term payment options with the School Executive Officer (SEO).

LEVIES

The levies have been set as follows:

Kinder	\$115.00
Prep, Grade 1 and Grade 2	\$180.00
Grade 3, Grade 4 and Grade 5	\$205.00
Grade 6	\$185.00
Grade 7 and Grade 8	\$405.00
Grade 9 and Grade 10	\$445.00

LEVIES INCLUDE:

- Books and subject based costs for all teaching levels;
- Performances;
- Excursions;
- Assessment costs;
- Grade specific programs (e.g. - Water Safety program and Family Planning)

LIBRARY

The Library is well stocked for both Primary and Secondary classes, with carpeted floor, heating and room for both group and individual study. Internet facilities are available for student use. From Kindergarten, students are introduced to learning and research techniques, involving print material, audio-visual and listening skills. Guest speakers to the school often address our pupils in the comfort of the library. We aim to develop a keen interest and love of good literature.

The library operates on a computerised catalogue. Students borrow with staff assistance; older students may borrow more. Loss of books, or deliberate damage of library material, results in automatic charges levied on the students responsible.

The library is also open to parents from 3:00-3:30 each day. Parents and associated community members may have borrowing privileges. A parent collection of books is available.

LAUNCHING INTO LEARNING - LIL Program

In 2013, our birth to 4 programs will run in our Kindergarten, on Mondays.

LOCKERS

Secondary students have a locker allocated to them at the beginning of each school year. Lockers will, where possible, be located near the student's class teacher room. A \$10.00 hire fee is charged and the student is provided with a combination lock. If students wish to provide their own lock and key no charge is required.

LOST PROPERTY

All items of personal property should be clearly named, especially articles of clothing. Lost property should be handed in to the lost property officer. Students who have lost property should check with that person to see if the item has been handed in. We advise students not to bring valuable items such as jewellery, CD's, MP3 players or mobile phones to school as **no responsibility can be taken for their safety.**

NEWSLETTERS

A newsletter is sent home every week to all families and provides a wide range of information for parents and students. One aim of this publication is to enable all necessary information for parents to be sent home in one regular communication. Parents are encouraged to ensure the newsletter is read and becomes essential reading each week. Please let us know if you do not receive the newsletter.

OFFICE HOURS

The office is attended from 8:30 am to 4:00 pm daily.

Please report and sign in at the school office before entering any school buildings. If there is a serious concern, which you wish to discuss with the Principal at any time, please contact the school office for an appointment.

PARENT HELP

Help is always welcomed and highly appreciated by the school community. Parent help takes many forms and may include working in the canteen, passing specific skills to small groups of children, classroom support or mentoring. Mums, dads, grandparents - we are delighted to have you. Please contact the school to find out more.

REPORTING

The school reports regularly to parents on students' progress. Information sessions are held early in Term 1 for all grades - both primary and secondary.

All students will receive a full written report midyear and a summary report at the end of the year. Midyear will be followed by opportunities to attend parent-teacher student meetings.

We know that parents often wish to contact the school at other times for information about their child's progress. We welcome and encourage such contact. Initial contact should be with your child's class teacher who has an overview of the child's general progress. Please telephone to arrange a mutually convenient time.

SCHOOL ASSOCIATION

The School Association was formed in 1993. It is currently comprised of 5 parent/community representatives, 2 staff representatives and the Principal. The Association at a minimum meets four times a year. The Association provides support for the Principal and assists in determining priorities for inclusion in the annual school plan. The Association also assists in reviewing the school's performance against the previous year's plan and in modifying performance targets as well as reviewing school policies.

SCHOOL UNIFORM

The Campania District High School Community believes that all students should wear school uniform because wearing the uniform:

- Promotes respect and equity by ensuring that there is no competition about code of dress
- Promotes a positive image of our students to the public
- Reduces costs to parents over the course of a year

The school will provide items of the school uniform for order and sale through the Uniform Shop. Items may change with the approval of the staff and the School Association.

Clothing - Unisex

- S/S Polo with Logo
- Windcheater with Logo
- Rugby Tops
- Navy Fleece Hooded Jacket
- Navy Microfibre Trackpant
- Navy Microfibre Jacket
- Navy Jacket with CDHS name

Girls

- Summer Dress
- Hipster Skirt (Navy)

Hats

Sun hats (preferably in school/house colours) must be worn in terms one and three. Beanies may be worn in winter instead of sun hats.

- Slouch Hat 55cm/57 cm
- Bucket Hat
- Legionaire Hat

Footwear

Shoes are the preferred footwear. Open footwear such as sandals is discouraged and thongs are not allowed.

Jewellery

The wearing of jewellery should be kept to a minimum. The following are the only items of jewellery that are permitted.

- One stud or sleeper in each ear – ear rings are a safety risk in the corridors and playground;
- One necklace;
- A wrist watch

Make up

Makeup should not be worn to school.

Sporting Uniform

Appropriate school uniform clothing should be worn to play sport and in particular to sporting carnivals. The tops worn in sporting events should be in house colours of blue for Churchill or red for Laburnum.

SHOP POLICY (see page 12)

SPORTS HOUSES

House competition is used as a means of fostering participation and commitment to a team and a tradition. As a general rule the contests are of a sporting nature. However at times academics may be involved. The two houses at Campania are Laburnum (red) and Churchill (blue). Students are placed in houses either according to family tradition or in order to keep house numbers equal. Elections are held each year to elect House Captains. It is considered an honour to be elected as House Captain.

SOCIAL MEDIA POLICY (see page 13)

STUDENT ASSISTANCE

Parents may apply for assistance with books and levies. This assistance is subject to a means test. Forms are available from the school office and should be completed by October for the following year's supplies.

STUDENT MANAGEMENT

At Campania we encourage children to learn tolerance, cooperation and respect. The school rules and class rules are based on the **CODE OF CONDUCT**, which is binding on all members of the school community, and has been jointly formulated by the students, staff and community.

Code of Conduct

(supports and underpins our Values and Purposes)

We believe that:

- Every person has the right to learn and no person has the right to hinder the learning of others.
- Every student has the right to work in an environment that is both safe and stimulating.

We believe that it is important to:

- Treat all students, staff members and visitors with respect at all times.
- Treat the property of other students and staff members with respect.
- Treat the school environment and all property with due care and respect
- Speak to each other in a polite and respectful way.
- Respect other people's opinions
- Follow established school and classroom rules and routines and follow reasonable instructions promptly.
- Learn all we can by listening, participating and completing work on time.
- Strive to be the best that we can in all that we do.

We will not accept:

- Any form of violence, or unsafe behaviour toward another member of our school community.

- Any form of harassment, be it verbal, written, physical or sexual. This includes the use of humiliation, threats, putdowns and abusive or obscene language.
- People disrupting the educational program being provided at Campania.

Students who break the agreement and related rules, either within or outside the classroom, can expect to be penalised. Penalties range from lunchtime detentions and loss of privileges to suspension for repeat or serious offences. Parents are always contacted either by letter or telephone when a child's behaviour causes concern. Where letters from staff are sent home they are accompanied by an acknowledgement slip seeking parental acknowledgement that the letter has been received.

STUDENT REPRESENTATIVE COUNCIL

As a means of training students in leadership, developing self-confidence, skills in opinion-sharing and an understanding of democratic processes, pupils in Grade 10 are eligible to stand for the SRC Executive. The Five executive positions are filled by elections (where necessary) in Term 3 the preceding year and positions filled early in Term 1. Each grade then elects two representatives to represent them on the SRC and other interested students can form part of the general SRC body.

Badges are presented at the start of each year. A member of staff nominates to be the staff liaison officer to ensure the smooth running of the group.

TELEPHONE

Private telephone calls for and by students are not encouraged. When an emergency occurs, students may use the telephone in the office. Office staff will relay urgent messages for students (see Social Media Policy)

Term Dates

(as per the Department of Education Website: <http://www.education.tas.gov.au/>)

TIMES

The school day begins at 8:45am (secondary students) 9:00am (primary students) and concludes at 3:00pm. Teachers are on duty from 8:20am. Supervision commences at 8:30am.

VALUABLES

Students are requested not to bring valuables to school with them. If they have to bring some expensive item they should leave it with the front office in the morning and collect it at the end of the day. The school takes **no responsibility** for lost items that have not been secured.

VISITORS TO SCHOOL

All visitors to the school are requested, as a matter of safety, to report to the school office on arrival. Visitors to the school should wear a **Visitors** Sticker provided by the office. Whilst we

appreciate that parents will wish to see teachers about important matters regarding their child (and we encourage this), please be aware that teachers have responsibilities such as playground duty and of course, teaching. **It is more appropriate to make an appointment to see a teacher at a mutually convenient time, than to just “drop in,” especially if an extended dialogue is expected.**

SHOP ACCESS POLICY

Campania District High School - November 2012

Campania District High School’s canteen operates Monday through to Friday. Food and drink purchases may be made at school all week.

We take on Duty of Care responsibilities for students once they disembark from the school bus, when they arrive on foot or arrive in private vehicles in the morning. Students are not allowed to leave the school property for any purpose. If there was a special purpose, then parents/caregivers would have to supply a note with an exceptional reason to Senior Staff. Going to the shop to buy food/ pick up mail or get change for our canteen would not be a special purpose when we have a fully equipped canteen operating at both recess and lunch. Under our Health and PE curriculum, we cannot encourage students buying sweets etc at a shop before school. Once again, we provide breakfast at school every morning for those students who miss out on it at home. The policy also applies after school. Students may not leave our school grounds unless specifically going home. Duty of care means that they remain on the school property until they catch a bus, walk or are collected.

Consequences for Breaches to the Local Shop Use Policy

These may include:

- Offence recorded on student’s behavioural records.
- A letter posted and /or phone call to the parents/carer by a senior staff member explaining the behaviour that has occurred.
- Detention at recess or lunch with a senior staff member.
- An internal suspension.

An external suspension when leaving the school property is repeatedly done. (All suspensions require a re-entry conference requiring parent/carer attendance).

SOCIAL MEDIA POLICY

Campania District High School

This covers: ipads, mobile phones, ipods and any other hand held electronic device.

At Campania District High School we believe students should be equipped to communicate and exist in a global, digital world. It is our duty as teachers to ensure responsible management of the use of social media by modelling, demonstrating and teaching appropriate usage at all times. We respect the rights of students to function in a multi-media society.

1. Students from Kindergarten to Grade 6 who have a device must hand it into the office before school and retrieve it at the end of the day themselves.
2. Students from Grades 7-10 have the right to keep their phone with them for learning purposes during class time. However, the following provisions must be followed:
 - Students may not text/make calls or look for social information on social media sites during class unless directed by their teacher.
 - All students are required to register their mobile phone numbers with the school office for us to make emergency contact with them if necessary.
 - Phones are to be kept in pockets and only brought out under teacher guidance.
 - Students may check for messages in between lessons and breaks.
 - Students are not to ring/text their parents/carers if ill or disciplined. This is the sole right of the school teaching and administration staff.
 - Any electronic device brought to school is at the student's own risk. We cannot take responsibility for devices being lost/stolen.

Any misuse of phones during class time will mean the following:

- Students will be required to hand their phone/ipad/ipod to their teacher when asked and to retrieve it from the school office at the end of the school day.
- There will be no warnings given. This policy will be applied to all concerned.

Any texting, misuse of social media sites during school time will be handled in the following way:

1. Immediate suspension of the right to have a phone at school.
2. Parents contacted to ensure the above.
3. Incidents of bullying and harassment occurring during school time will be handled with the same behavioural sanctions that other incidences would incur.
4. Incidences of bullying and harassment from texting, social media sites after or before school hours are the responsibility of parents to deal with.

Any breach of the above policy will mean a student will lose the right to have an electronic device at school. This would be in discussion with the parent/carers/student and senior staff.



Peer Support Program

