

Wavell State High School

ACHIEVEMENT WITH TRADITION

2019



PROSPECTUS

WAVELL STATE HIGH SCHOOL

*Our school which opened in 1959
is named after Lord Wavell, an
illustrious soldier who was
Commander-in chief of the
Middle East area until 1941.*

*The four Houses – Tobruk, Keren
Burma, Alamein – are named after
places and battles associated with
Lord Wavell.*

SCHOOL MOTTO ESSE QUAM VIDERI

“To be rather than to seem to be”

POSTAL ADDRESS:

PO Box 384, Nundah Qld 4012

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MAIN ENTRANCE & VISITORS' CAR PARK

Telopia Avenue, Wavell Heights

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TELEPHONE NUMBER: (07) 3350 0333

FAX: (07) 3350 0300

EMAIL: principal@wavellshs.eq.edu.au

WEB ADDRESS: www.wavellshs.eq.edu.au

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SCHOOL OFFICE HOURS

8:00 a.m. – 4:00 p.m.

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INTRODUCTION TO WAVELL STATE HIGH SCHOOL

This booklet is designed to provide an overview of Wavell State High School. It contains information that we trust will be helpful for prospective students and their parents. Knowledge of its contents is essential for new and ongoing students of the school. Please contact the school if you require further details.

ESTABLISHMENT

Wavell State High School opened on 27 January, 1959, under the leadership of its founding Principal, Mr C.E. Anstey. The school quickly developed a strong reputation in the northern suburbs of Brisbane, a reputation we strive to maintain today. Current Principal, Mr J.J. Major, has held this position since 2006 and is the eighth Principal of the School.

LOCATION

The School is located on 8.5 hectares of ground off Telopia Avenue, Brae Street, Boothby Street, Childers Street and Edinburgh Castle Road, in Wavell Heights. The main entrance is at the end of Telopia Avenue. There is a visitors' car park inside the grounds at the Telopia Avenue entrance.

GROUNDS AND BUILDINGS

The building complex includes a well-equipped Assembly Hall, Performing Arts Centre, Sports Centre, Library and specialist facilities for Art, Business Education, Computing, Film and Television, Gym, Home Economics, Industrial Technology and Design, Music, Science and Special Education.

Student recreation areas between buildings have been upgraded, with the development of the attractively landscaped C.E. Anstey Administration Plaza, the K.P. O'Connor Courtyard, the Senior Courtyard, the Silver Jubilee Courtyard, the J.A. Cooney Courtyard and the Junior Courtyard.

The school has extensive sporting facilities within the grounds. Sporting activities catered for at school include Athletics, Australian Rules, Baseball, Basketball, Cricket, Hockey, Netball, Rugby League, Soccer, Softball, Swimming, Tennis, Touch Football and Volleyball.

In addition, the school has a Swimming Pool, Sports Centre, outdoor Basketball and Tennis Courts (3), Dance Studio and a Band Rehearsal Studio.

During 2001, extensive refurbishment was carried out through the Secondary School Renewal Program. This has improved classrooms, workshops and laboratories and has ensured that every classroom has multiple access to computer technology. In 2007, our Library was extensively refurbished. In 2009, our Golden Jubilee year, a foyer was added to the School Assembly Hall. An amenities block with change rooms, toilets and storage area adjacent to the pool was constructed in 2013. In 2015, our new Junior Secondary precinct became operational. A state of the art Performing Arts complex was completed in 2018.

HOW TO ENROL

Due to limitations on student accommodation, Wavell State High School has an enrolment capacity of approximately 1800 students.

Certain students have an automatic right of enrolment at Wavell State High School. These include students who:

- reside in the local catchment area as defined by *Education Queensland*.
- have siblings currently enrolled at Wavell State High School.
- are in the special category of being directed to come to Wavell by District Office. This may include placement into our Special Needs Unit and certain exclusions from other schools.
- have a parent or legal guardian employed by the school.

Upon receipt of your application, *Education Queensland* personnel will determine whether your student meets the above criteria. If your student does not fall into any of the above categories, your application will be considered based on the school's Enrolment Management Plan. The criteria for priority will be as follows:

- students with demonstrated excellence in academic work or consistent academic effort.
- students with demonstrated ability in sporting or cultural activities, particularly in those areas associated with Wavell's Schools of Excellence – Dance, Drama, Music, Netball and Rugby League.

Many of these applications will be successful. Students who do not qualify for automatic enrolment, or through the above criteria, will be placed on a waiting list in order of receipt of application. All applications will be reviewed from the middle of the year onwards and the school will notify parents/guardians of the success or otherwise of their application from Term 3 onwards. All approved applications will be followed up by a confirmation interview with the Principal or his delegate, the parent/guardian and the student. Parents/guardians will be contacted by the school office to make a suitable time for this interview.

If you have any further enquiries please contact our enrolment officer, on ☎3350 0328. To arrange a tour of the School or an informal discussion about enrolment, please contact our school office on ☎3350 0333.

KEY STAFF DIRECTORY

PRINCIPAL:

Mr J. Major

DEPUTY PRINCIPALS:*Senior Secondary:*

Mr P. Turner

Administration & Resources:

Mrs G. Madden

Junior Secondary:

Mrs C. Smeed

Human Resources & Timetable:

Mr B. Barlow

HEADS OF DEPARTMENTS:

Business and Information Technology / Professional Development	Mrs S. Searle	English / Literacy / Resource Centre	Miss K. Baker
Health and Physical Education / Sport	Ms A. Solomon	Home Economics / LOTE	Mrs K. Deery
Industrial Technology and Design / Cert II WPVE	Mr B. McLauchlan	Information Technology Services / Website (A)	Mr T. Jardine
Mathematics / Numeracy	Miss M. Neilsen	Junior Secondary / Gifted and Talented	Mrs K. Free
Science	Mrs A. Pound	Senior Secondary / Academic	Ms T. Byram
Social Science	Mr S. Clarke	Senior Secondary / Vocational Education (A)	Ms T. Griffith
The Arts	Ms K. Battams	Special Education Services / Learning Support (A)	Mrs L. Pendlebury

GUIDANCE OFFICERS:Mrs G. Stroppiana
Mrs J. Pearce**SCHOOL COORDINATORS:**

Senior Secondary – Years 11 and 12 Year 10	Mrs M. Bowker Ms D. Fleming	Junior Secondary – Year 7 Year 8 Year 9	Ms C. Horn Mr T. D'Arcy Mr J. Francis
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STAFF:

SPORTS COORDINATORS:	<i>Senior Secondary</i> <i>Junior Secondary</i>	Mr P. Francis Ms B. Lambert
DIRECTOR OF INSTRUMENTAL MUSIC:		TBA
CHAPLAIN:		Miss S. Erskine
NURSE:		Ms N. Baker
OFFICE STAFF:	<i>Business Manager</i> <i>Administration Officer</i>	Mrs D. Deaves Mrs V. Sellars
ENROLMENT OFFICER:		Mrs S. Lock
SCHOOLS OFFICER (FACILITIES):		Mr N. King
SCHOOLS OFFICER (GROUNDS):		Mr J. Vizer

COMMITTEES:

2018 P & C ASSOCIATION EXECUTIVE:	President: Vice Presidents: Secretary: Treasurer: Admin Assist:	Mr C. Morley Mr G. Rodgers Mrs M. Stiller Mrs S. Lawrence Mrs L. Menzies
BAND & MUSIC COMMITTEE:	President:	Mrs I. Broadley
COMBINED SHOPS COMMITTEE:	President: Secretary:	Mrs L. Menzies Mr D. Ranger
DANCE COMMITTEE:	President: Secretary:	Mrs M. Pitt Mrs J. Simpson
SCHOOL COUNCIL:	Chair: Secretary:	Mr C. Morley Mrs M. Minter
AUDITOR:		Mr J. O'Connor

All P & C office positions are declared vacant in February 2019. Elections are held at the Annual General Meeting of the Parents and Citizens in February. All parents are welcome to attend.

GENERAL INFORMATION

SCHOOL TERMS 2019

TERM 1	Tuesday 29 January – Friday 5 April
TERM 2	Tuesday 23 April – Friday 28 June
TERM 3	Monday 15 July - Friday 20 September
TERM 4	Tuesday 8 October – Friday 13 December
YEAR 12	Graduation Day: Friday 15 November
YEARS 10 & 11	Final School Day: Friday 29 November
YEARS 7, 8 & 9	Final School Day: Friday 13 December

HOURS OF TIMETABLED LESSONS

8:50 a.m. - 3:10 p.m., divided mainly into four (4) lessons daily with the exception of Tuesdays and Wednesdays when the hours are from 8:45a.m. - 3:00p.m. to facilitate Summer and Winter interschool sports. Parents will be reminded of this change to Tuesday and Wednesday times, via the calendar and newsletter. In addition, students are encouraged to attend before school, lunch hour and after school activities such as sports coaching, instrumental music instruction, and debating.

ATTENDANCE AND ABSENCES

Good attendance and success at school go hand-in-hand. It is expected that students who are absent from school will make up work missed. Students should only be absent from school due to illness. Where possible, other appointments should be made out of school time.

Student Absence Notification

To notify the school of an absence parents are encouraged to:

1. Email via **QParents**, or
2. Ring the Absentee phone line on ☎3350 0303, or
3. Email via absent@wavellshs.eq.edu.au, or
4. Student hands in a signed note from parent/guardian when returning to school

A signed and dated note from a parent/guardian is required for the following:

For pre-known absences - to be handed to the Attendance Officer and relevant Year Coordinator before the period of absence so that work can be organised prior to departure.

NB: Parents of Youth Allowance students are reminded that unless the above procedures are adhered to, a loss of payment will result.

Student Absence Notification by School:

Non-attendance at Form Meeting: A text message will be sent to parents/guardians of any students recorded as absent at form meeting. Any students who miss form meeting must sign in at the Students Services Office.

Late to school: Students must collect a late pass from the Student Services Office. Text messages notifying of an absence will be sent for unrecorded late arrivals and late arrivals without notification.

VISITORS

All visitors to the school are requested to call first at the School Office. The school administration officers will then supply a visitor's pass, assist visitors to locate personnel or buildings, or refer matters to appropriate staff.

EXCURSIONS

Parent permission notes are required for all excursions. Excursions are defined as all school-based activity outside of the school grounds. Students who wish to go on excursions must meet the school's requirements concerning appropriate dress and grooming, safety standards and standard of conduct. Parents are required to meet all costs associated with excursions. These costs are kept to a minimum.

STUDENT VEHICLES

Senior school students who drive vehicles to school must complete a student-driver form and submit it to the Deputy Principal (Senior Secondary). Student vehicles are not to be parked within the grounds. Students who travel in vehicles driven by other students must complete a student passenger form indicating parent approval for such arrangements.

LUNCH PASSES

If a student wishes to go home for lunch every day, he/she can apply early in February for a permanent lunch pass. Please note that a lunch pass entitles a student to leave the school grounds only to return home for lunch. Other students must not accompany the student going home for lunch.

BICYCLES

Bicycle racks are located in the fenced compound near the Library. Students with bicycles are to enter and leave the grounds only via Brae Street. The Telopia Avenue entrance is very crowded with students at the beginning and end of the day, so this entrance must not be used for bicycles. Your bike must have a high quality lock.

BICYCLE HELMETS

Students are advised to engrave their name, phone number and Form Class onto their helmet. Helmets are to be either chained to a student's bike or carried with the student.

ILLNESS WHILE AT SCHOOL

A student who is ill must report immediately to the Student Services office – student entrance. Appropriate action will follow. Parents will be contacted by office staff when students become ill at school. It is very important for students to follow these procedures, in order to ensure the best care and attention is provided and parent pick up is quickly managed. Admission to the Sick Bay will only occur for short-term periods of time as the school does not cater for long-term illness. It is in your best interest to rest at home or visit your medical practitioner if you have on-going health concerns. No student is permitted to enter the Sick Bay without gaining permission from Student Services office staff, Year Level Coordinators or a Deputy Principal.

*** First Aid treatment is a temporary measure to support students until medical assistance is consulted. Parents are responsible for the medical treatment of their child.** In cases of emergency, the family doctor may be contacted or the outpatients department of a hospital.

<p>Parents should inform the school of serious student allergies, physical limitations or disabilities, both temporary and permanent.</p>
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A lift is available to assist students with physical limitations to attend classes on the first floor of the central classroom blocks.

HOMEWORK

The school expects that every student will do some homework each night. The following guidelines show the total homework and study hours usually needed for the various year levels in order to maximise success.

- Years 7 & 8 - 1.5 hours per night
- Year 9 & 10 – a minimum of 2 hours per night
- Year 11 - 3 hours per night is expected
- Year 12 - 3+ hours per night

Students in Years 11 and 12 should be undertaking their own private revision and reading, in addition to set homework.

Homework may take the form of completing a class exercise, learning for a test or working on an assignment. If your student appears to be doing too little/too much homework, please contact the Form Teacher, Head of Department or School Coordinators.

Wavell operates a *Homework Club* that supports students with homework and assignments. The *Homework Club* usually operates one afternoon per week in the school library. Starting and finishing dates and times are advertised in the school newsletter.

CO-CURRICULAR ACTIVITIES

The school fosters a number of co-curricular activities for students, including dances, lunchtime activities programs, drama/dance/music/vocal productions and a number of clubs, such as the Student Council, debating and activities organised by the School Chaplain.

PARENT-TEACHER EVENINGS

The school believes that if parents and teachers can meet and discuss a student's progress, they are then more able to help that student. Consequently the school holds formal interview nights where parents and teachers have the opportunity to meet each other and ask questions designed to help the student, who is their mutual concern. In 2019, these meetings are scheduled for Tuesday, 30 April, 3:30pm – 7:00pm and Tuesday, 23 July, 3:30pm – 7:00pm. However, a parent need not wait until Parent-Teacher night to have an interview with staff - any mutually convenient time will do. Please do not hesitate to contact the school as soon as you feel there is a need.

SCHOOLS OF EXCELLENCE

Wavell has had a long and proud tradition and success in the areas of Sport, Performing Arts and Music. To build on this tradition, we have established Schools of Excellence in Dance, Drama, Music, Netball and Rugby League.

These programs offer senior students the opportunity to study in-depth their chosen field. These courses have proven to be very popular, with places in the courses highly sought after.

There has been a flow on effect in the Junior Secondary and changes in the curriculum already reflect the Senior Secondary success.

SPORT

The school takes part in a wide range of recreational and competitive sports, with the emphasis on maximum participation and enjoyment. We are proud of the high participation rate of our students in inter-school sport and of the level of sportsmanship of our students.

Some of the sports offered are:

- Interschool: Athletics, Australian Rules, Baseball, Basketball, Cricket, Cross Country, Hockey, Netball, Rugby League, Soccer, Softball, Swimming, Touch Football, Volleyball.
- Intraschool: Athletics, Basketball, Cross Country, Netball, Soccer, Swimming, Touch Football, Volleyball.
- Years 7, 8 & 9: Participate in Sport on Tuesday afternoons.
- Years 10, 11 & 12: Participate in Sport on Wednesday afternoons.
- Years 11 and 12: Tutorials are offered on Wednesday afternoons for students not participating in Sport. Attendance is compulsory.

SUBJECT AND COURSE INFORMATION

Our curriculum is based on ACARA, the Australian Curriculum and has been shaped and agreed to by all Australian States and Territories.

The Key Learning Areas are:

- English
- Mathematics
- Science
- History
- Geography
- Health and Physical Education
- Languages
- Technology
- The Arts

Years 7 and 8 Subjects

- **English** - Extension, Core, Foundation
- **Health and Physical Education**
- **Languages** - French, German, Japanese
- **Mathematics** - Extension, Core, Foundation
- **Science**
- **Social Science** - Geography, History
- **Technology** - Home Economics, Industrial Technology - Year 7 2019 and Year 8 2020 will also study Business and Computing and Media Studies.
- **The Arts** - Visual Arts, Media Studies, Drama and Music – Year 7 2019 & Year 8 2020 will study Dance instead of Media Studies.

Years 9 and 10 Subjects

All students will undertake studies in:

- **English** – Extension, Core, Foundation
- **Mathematics** – Extension, Core, Foundation
- **Science**
- **Social Science** – History and Geography
- **Health and Physical Education** - Offered in several strands: General or Health and Movement or Rugby League or Netball
- **Wavell Development Program / Assembly**
- **Sport.**

Plus all Year 9 students take three Elective Subjects:

<u>Technology</u>	<u>The Arts Program</u>	<u>LANGUAGES</u>
Business Studies Digital Technologies Engineering Design Food and Textiles Studies Food Studies Industrial Skills Visual Design Technologies	Art Dance** Drama Media Studies Music	German Japanese French
Advanced Academic Program (AAP) – Students may be invited to participate in this extension subject as one of their three electives. **Enrolment in Dance is by satisfactory audition.		

In Year 10 the three electives plus HPE are condensed into two elective subjects.

Full subject details are provided in the Years 9 and 10 Curriculum Book.

Years 11 and 12 Subjects

The careful and correct choice of senior subjects is an important process to be undertaken in Year 10. Students will receive extensive guidance to assist in this process.

In Years 11 and 12, students study:

- English or English Communication
- Any five (5) subjects from the lists below –

Subjects offered for Year 11 in 2019 and Year 12 in 2020

Queensland Curriculum and Assessment Authority (QCAA) General Subjects:

Accounting
Ancient History
Biology
Business
Chemistry
Dance
Design
Digital Solutions
Drama
Earth & Environmental Science
Economics
Engineering
English
English & Literature Extension (Year 12 only)
Film, Television and New Media
Food & Nutrition
French
General Mathematics
Geography
German
Graphics
Health
Japanese
Legal Studies
Literature
Mathematical Methods
Modern History
Music
Music Extension – (Composition) (*Excellence Program*) Year 12 only
Music Extension – (Musicology) (*Excellence Program*) Year 12 only
Music Extension – (Performance) (*Excellence Program*) Year 12 only
Physical Education
Physics
Specialist Mathematics
Visual Art

Applied Subjects:

Dance in Practice (*Excellence Program*)
Drama in Practice (*Excellence Program*)
Early Childhood Studies
Essential English
Essential Mathematics
Fashion
Furnishing Skills
Hospitality Practices
Information Technology Skills
Information & Community Studies
Media Arts in Practice
Social and Community Studies
Sport & Recreation (*Rugby League Excellence Strand*)
Visual Arts in Practice

EXTERNAL AND SCHOOL BASED REGISTERED VET SUBJECTS:

Vocational Education & Training (VET) Subjects studied at school:

Certificate II in Engineering Pathways
Certificate II in Horticulture
Certificate III in Allied Health Assistance
Certificate III in Business
Certificate III in Early Childhood Education and Care
Certificate III in Engineering – Technical (CAD)
Certificate III in Sport and Recreation – (*General Strand*)
Certificate III in Sport and Recreation – (*Netball Excellence Program*)
Certificate IV in Justice Studies

Full subject details are provided in the Years 11 and 12 Curriculum Book.

Subjects only run if sufficient numbers of students enrol to make the class viable.

QUEENSLAND CERTIFICATE OF EDUCATION (QCE)

The QCE is Queensland's senior school qualification, which is awarded to eligible students usually at the end of Year 12. Young Queenslanders are registered for the QCE during Year 10 or in the twelve months before turning 16, whichever comes first.

The QCE offers flexibility in what is learnt, as well as where and when learning occurs. Students have a wide range of learning options; these can include senior school subjects, vocational education and training, workplace and community learning, as well as university subjects undertaken while at school.

Learning Account

The Queensland Curriculum and Assessment Authority (QCAA) have established a secure online Learning Account for every registered student. Learning Accounts record all learning achievements. Schools and other learning providers will be able to bank learning credits into student Learning Accounts after a course is completed. Each student is assigned a Learner Unique Identifier (LUI) and password to enable access to the account by the student and parents. This is provided to students with their Semester Two report card. Once a student has been registered, schools and learning providers can start banking credits earned after this time.

Unique Student Identifier (USI)

All senior students need to have a Unique Student Identifier (USI).

A USI is a reference number that creates a secure online record of your nationally recognised training that you can access anytime and anywhere, is unique for each student.

The USI will:

- link a student's VET achievements, regardless of where in Australia they did the course
- let students easily access secure digital transcripts of their achievements
- give students more control over their VET information.

For further details visit <http://usi.gov.au>

Credits towards the QCE

A credit is the minimum amount of learning at the set standard that can contribute to the QCE.

A credit has two elements: an amount of learning and a set standard. For example, one credit for a school subject is one semester (the amount of learning) at C Achievement level (the standard); or one credit for a Certificate II qualification is 25% (the amount of learning) of the competencies, a pass level (the standard).

Some learning achievements will be recorded in a student's Learning Account but will **not** be a credit because either the amount of learning is inadequate or the result achieved does not meet the required standard. For example, a 'D' level of achievement in a school subject normally does not meet the required standard to be counted as a credit.

Literacy and Numeracy Requirements

In addition to the required units needed to be eligible for the QCE, students must meet literacy and numeracy requirements.

Awarding of a QCE

Most students are awarded a QCE at the end of Year 12. Students who do not meet the QCE requirements at the end of Year 12 can continue to work towards their certificate – their learning account remains open, regardless of their age (however, credits expire after 9 (nine) years). The QCAA will award a QCE in the July or December, following a person becoming eligible.

Senior Statement

All students who finish Year 12 receive a transcript of their learning account in the form of a Senior Statement, which is issued in December. The Senior Statement records the learning attempted, the standard achieved and where the learning took place.

Earning or Learning

Queensland law requires young people to be ‘earning or learning’ until they turn 17 (seventeen), or until they achieve a QCE or a vocational qualification at Level III or higher. Students may continue their learning at school or with another organisation, e.g. TAFE. They also meet the ‘earning or learning’ requirement if they are employed 25 hours a week or more.

STUDENT SERVICES

Counselling and Advisory Services

The Principal, Deputy Principals, School Coordinators and Guidance Officer are always available to discuss student progress or problems. If possible, appointments should be made.

Form Teachers provide the day-to-day guidance required by most students. The Form Teacher is the one person charged with the responsibility of taking a personal interest in all aspects of a student’s welfare. Parents should make every effort to forge a close link with Form Teachers.

School Coordinators monitor the welfare of students and closely monitor student attendance. The Junior Secondary School Coordinators are responsible for students in Years 7, 8 and 9. The Senior Secondary Coordinators share oversight of Years 10, 11 and 12 students.

Guidance Officers support students and their parents by providing advice and personal counselling, including referral to outside agencies. They also provide counselling and advice on subject and career selection and information about courses and jobs.

Our **Community Education Counsellor** and **Indigenous Education Worker** supports and encourages Aboriginal and Torres Strait Islander students with their school studies.

The **School-based Youth Health Nurse** is available at school every Monday and Friday and on alternate Thursdays, for individual consultations with students, parents/carers and school staff. These consultations are to provide support with health or personal issues, to provide health information and/or referral to appropriate community support and health agencies when indicated.

The **Chaplaincy Service** exists to provide pastoral care, spiritual and emotional support for students, families and staff within the school community. The Chaplain’s main role is to support students however possible through the “journey” of school. The Chaplain is available for interviews by making an appointment by phone ☎ 3350 0335. Students may also be referred by teachers, parents or administration staff.

CANTEEN

The Canteen is open daily, (8am – 2pm) before school commences and at both recess periods. The workers provide a variety of food at reasonable prices. We are always looking for more volunteer helpers. Parents of new students are asked to contact our Convenor, Mrs Noela Tweedale, ☎ 3350 0377

COMBINED SHOP – NEW CLOTHING / SECOND-HAND CLOTHING SHOP

Workbooks and all uniform items - new clothing, second-hand garments (except shoes), are available and may be purchased from the Combined Shop from Tuesday, 22 January, 2019. All requirements are listed on the school website.

Online orders through www.learningpod.com.au/school-booklist-order-form/

Or visit our website <https://wavellshs.eq.edu.au/Facilities/Bookshop/Pages/Bookshop.aspx>

COMBINED SHOP HOURS

January 2019:

- Tuesday 22 January → 12 Noon to 5.30pm
- Wednesday 23 January → 8.15am to 12.15pm
- Thursday 24 January → 8:15am to 12.15pm
- Friday 25 January → 8:15am to 12.15pm
(*Booklists and Stationery Lists for all Year Levels are available from the school's website.*)
- **1st week of school** → Tuesday 29 January to Friday 1 February ☞ 8:15am to 11:15am daily.

(Note: Closed Monday 28 January Public Holiday)

- **2nd week of school** → Monday 4 February to Friday 8 February ☞ 8:15am to 11:15am daily.

Remainder of the school year:

- Monday, Tuesday, Wednesday and Thursday → 8:15am to 11:15am
- Shops Telephone Number: ☎ 3350 0370 (school hours).

Mastercard, Visa Card and Cash are accepted.

PARENT NIGHT – Monday 16 September, 2019

Parent Night for Year 6 students entering Year 7 in 2020

A Parent Information Night for students entering Year 7 in 2020 will be held on Monday 16 September. This evening will provide valuable information to assist students make a successful transition to Wavell State High School.

ORIENTATION DAY - Monday 9 December, 2019

Orientation Day is for all Year 6 students entering Year 7 in 2020.

Year 6 students spend a full school day experiencing various facets of secondary school life. Students should wear normal school uniform (including a hat) and meet at the Assembly Hall at 8:45am. Lunch may be brought from home or purchased at the Canteen. Parents are welcome to be present from 8:45am to 10:30am to attend an assembly and have morning tea with staff. Parents are not required to stay for the duration of the day. The day concludes at 3:00pm following a closing assembly at 2:30pm which parents are invited to attend.

On Orientation Day, our school Combined Shop is open from 3pm – 5:30pm for parents of Year 7 students in 2020.

- New and Used Clothing
- Workbook sets for **Year 7** will be available.

CAREERS INFORMATION

The Guidance Centre and the Resource Centre contain a wealth of information about Careers. The Wavell State High School web page (www.wavellshs.qld.edu.au) Guidance Section has a number of links to other valuable sites.

The Guidance Officers are only too pleased to talk to students and parents about career options. Appointments can be made with the Guidance Officers. Career guidance is also dealt with by form teachers as part of the timetabled Wavell Development Program. Students will engage in the SET Plan process throughout Year 10 to guide subject selection and career paths.

STUDENT RESOURCE SCHEME

In all subject areas, the school (with the assistance of the P & C Association) has built up collections of novels, texts and other resource materials. Parents are encouraged to join this scheme, thus enabling their son/daughter to use these materials and avoid purchasing private copies of the various texts and other materials. This scheme results in a considerable saving to parents. The Student Resource Scheme charge for 2019 is \$320.00 per student, which compares favourably with the charges at other schools. As well, parents are asked to assign the government textbook cheque to the school. This charge includes the loan of all textbooks, lesson notes, student planner and handbook and some basic materials for practical subjects.

If you elect to join this scheme, **payment is due by Friday, 1 February, 2019**. For families facing financial hardship, payment plans or Centrelink deductions may be organised through the Business Services Manager. Please phone ☎ 3350 0333.

IDENTIFICATION CARD

All students require an Identification Card (ID) for which the charge is \$7.00, including G.S.T. The card includes personal details and a photograph. It is suitable for use outside school to provide proof of age. Replacement cards are available from room G1.

COMMUNICATION

The following methods are used to bring important matters to the attention of the student community:

- Senior Secondary & Junior Secondary Year Level Assemblies - held each Friday.
- Daily Notices.

- Year Level Notice Boards - particularly for Sports arrangements.
- Newsletters - issued each fortnight, or electronic subscriptions.
 - Subscribe to the e-newsletter at:
http://mailouts.austnews.com.au/subscription/W/wavell_hs_signup.html
 - Newsletter publication dates are listed in the school calendar.
- School Calendar - issued to all students.
- School Web Site.
- Email to student school email address.

Communication with parents is maintained through:

- School Newsletters - issued each fortnight, or electronic subscriptions.
- Parents & Citizens' Association meetings.
- Parent/Teacher nights.
- Orientation Day for Year 7 students in 2020.
- Annual Open Day in May.
- School Calendar.
- School Council.
- School Web Site.
- Email to Parents.

ASSESSMENT PROCEDURES AND PROGRESS REPORTS

The school's programs of work and assessment in all subjects are available on request. Parents receive comprehensive progress reports mid-semester and at the end of semesters. The School Calendar lists the semester examination dates and reporting dates. The school website contains Semester Overviews for all subjects.

The aim of our Assessment Policy is to ensure that a uniform, fair and just policy is applied across all year levels and all subjects taught at the school.

In this way no students will be advantaged or disadvantaged by circumstances within their control or outside of their control.

As Chief Moderator of the school, the Principal must ensure that:

- The approved assessment programs are followed in all respects.
- The student has completed the assessment items detailed in such programs.
- The assessment policy meets all statutory and regulatory requirements.
- All students are treated in a fair and just manner by the assessment policy.

Parents may obtain a copy of the school policy at any time from the School Office. A synopsis of the policy is printed in the Student Planner provided to all students.

WAVELL EXIT REFERENCE

Students who graduate from Year 12 receive an Exit Reference from the School. This document gives details of the subjects studied and co-curricular involvement. Matters considered include subject levels of achievement, student's attendance record, and punctuality, attitude to work, co-operation, citizenship and co-curricular activities.

FINANCIAL ASSISTANCE

Government Textbook and Resource Allowance

The State Government will pay an annual allowance. The rate in 2019 for Years 7, 8, 9 and 10 is \$127.00 per year and for Years 11 and 12, \$276.00 per year. The school makes application for this allowance early in the year. The payment of this allowance is not subject to a means test.

Youth Allowance

This is available to families with low incomes to assist them to keep their children at school for the final two years. Full details are available from the Guidance Officer.

SCHOOL COUNCIL

Our School Council was formed in May 1998, replacing its predecessors, the School Advisory Council and the Interim School Council which had provided valuable advice over a number of years. The School Council makes decisions about the strategic directions to be followed by the school. Operational matters remain the prerogative of the Principal and School staff.

The Council members are the Principal and the President of the P & C Association (Ex Officio), five parents, five staff, two students and a community representative. Elected members serve two year terms.

A partnership agreement between the School and the Council establishes directions for future development over a four-year period. This agreement is drawn up after careful consultation with all members of the school community. The ultimate aim of having a School Council working with school staff is to improve the educational outcomes of every student at Wavell.

OTHER WAVELL PUBLICATIONS

- Curriculum, Years 9 and 10
- Wavell Calendar
- Wavell Yearbook
- Curriculum, Years 11 and 12
- Welcome to Wavell
- Student Planner and Handbook

SCHOOL UNIFORM DETAILS - WAVELL DRESS CODE

Wavell State High School is a uniform school. The P & C has established an appropriate uniform and expects students to wear the uniform with pride. Students are required to maintain the highest standard of dress and grooming. A student's hair is to be neat, tidy and appropriate for school at all times. It is expected that hair styles are conservative and hair is kept a natural colour.

Formal dress uniform is to be worn to and from school on all days except the designated sport day - these are Wednesday for Year 10 and for those in Years 11 and 12 taking sport, Tuesday for Years 7, 8 and 9.

Students are permitted to wear their sports uniform on the designated interschool sports day to, from and during school. On **all** other days when practical classes demand a specialist uniform, eg. Health and Physical Education, Dance, Drama - students will change before class into their required dress, and following the specialist lesson will change back into the dress uniform. It must be stressed that on these specialist days, full formal uniform is to be worn to and from school.

School uniform should be worn only at school or when travelling to or from school activities. Students should change out of school uniform upon arrival home. They should not wear parts of the uniform with casual clothing at other times.

Girls may wear **one pair of studs or simple sleepers** and **one small signet ring**. Boys are **not** permitted to wear jewellery. Boys and girls may wear a simple watch with a plain band and no adornments. No other jewellery, including that associated with body piercing, is to be worn. **It is not acceptable to cover any form of piercing with a Band-Aid or similar plaster or to use a clear stud, even during the healing process, unless authorised by the Principal.**

Boys are expected to be clean shaven.

Every year the issue of correct and incorrect uniform items becomes a topic of much debate. To clarify this issue, items **that are not permitted** include:

- track suits, either as a complete set or as separate pieces
- ear studs (boys)
- studs/piercing in other parts of the face / body adornment (boys and girls), unless authorised by the Principal
- printed or coloured T-shirts under formal or sports shirt
- boys' belts other than black leather with a plain buckle
- socks of incorrect length or sports socks printed with writing other than Wavell
- knee highs.

All Uniform requirements with the exception of shoes are available from the school Clothing Shops. Mastercard, Visacard, and EFTPOS are accepted.

DRESS UNIFORM FOR GIRLS	
Hat	Dress Panama (optional but recommended).
Hair Ribbon	Maroon, royal blue, white.
Blazer	Maroon with School Crest on pocket (optional).
Jumper	Maroon, long-sleeved V-neck.
Jacket (Club)	Maroon with navy and white bands on cuff and neck, zip front.
Tie	Senior Secondary (Years 10, 11 and 12) - Maroon with embroidered School Crest. (Prefects wear a navy tie). Junior Secondary (Years 7, 8 and 9) - Maroon with junior navy and white diagonal stripe.
Blouse	White peplum blouse banded at the waist - 7.5 cm waistband cut on the cross to fit around the hips, sleeves with cuff.
Skirt	Junior navy, central box pleat 10 cm, two 4 cm knife pleats on either side back and front. This skirt must be worn long, mid-way between knee and calf. Optional: Grey trousers, blue shorts (worn at the knee)
Socks	Mid-calf white Bonds Essentials cotton blend socks.
Stockings	Black coloured two-way stretch nylon pantyhose (optional).
Shoes	Black leather college lace-up shoes. <i>For safety reasons shoes with leather uppers must be worn in Home Economics, Science and Manual Arts classes.</i>
DRESS UNIFORM FOR BOYS	
Hat	Dress Houston (optional but recommended).
Blazer	Maroon with School Crest on pocket (optional).
Jumper	Maroon, long-sleeved V-neck.
Jacket (Club)	Maroon with navy and white bands on cuff and neck, zip front.
Tie	Senior Secondary (Years 10, 11 & 12) - Maroon with embroidered School Crest. (Prefects wear a navy tie) Junior Secondary (Years 7, 8 & 9) - no tie required.
Shirt	White, two way collar, short sleeves or long sleeves, with School Badge on pocket if not wearing a tie. Pocket badge is available at the school clothing shop.
Trousers	Long dark college grey with grey socks or dark college grey dress shorts with long grey school socks.
Socks	Short - dark college grey; Long - grey Wavell socks with bands in school colours (available only from the Clothing Shop).
Shoes	Black leather college lace-up shoes. <i>For safety reasons shoes with leather uppers must be worn in Science, Home Economics and Manual Arts classes.</i>
Belt	Black leather.

School Bags

Wavell has a school backpack as part of our school uniform; however, it is not compulsory. We do expect students to carry an appropriate and ergonomically designed backpack that will withstand rough treatment by school students.

Backpacks rather than traditional school bags or sports bags with handles, allow the load to be carried more evenly over both shoulders. The purchase of well-designed backpacks and their correct use is an important factor to promote good posture and minimise effort in carrying school bags. Backpacks with compartments, padded straps and hip strap assist in distributing the load evenly throughout the bag and on the student's body. There should be enough room to pack equipment for the timetabled school day and the maximum load should be no more than ten percent of body weight.

Wavell High Formal Uniform - Junior Secondary Students Years 7, 8 & 9

Boys

Girls

Shirt:
White, two way collar, short or long sleeves, with School badge on pocket.

Belt: Black, plain simple buckle.

Trousers:
Long dark college grey or Dark college grey shorts.

Socks:
With long trousers- short dark college grey.

With shorts- long, grey Wavell socks with bands in school colours.

Shoes:
Black, leather, college lace-up shoes.

Tie:
Years 7, 8 & 9 wear Maroon with junior navy and white diagonal stripe.

Blouse:
White peplum blouse, banded at waist, sleeves with cuff.

Skirt:
Junior Navy, central box pleat 10cm, two 4cm knife pleats on either side, back or front.
Skirt is to be worn long, mid-way between knee and calf. Skirt is to hang from waistline.
Optional: Grey trousers, blue shorts (worn at the knee)

Socks: Mid-calf white cotton blend socks
Or
Stockings:
Black two way stretch nylon pantyhose.

Shoes:
Black, leather, college lace-up shoes.

Wavell High Formal Uniform - Senior Secondary Students Years 10, 11 & 12

Boys

Girls

Tie:
Years 10, 11 and 12 wear Maroon, embroidered with school crest.
Prefects: Blue, embroidered with school crest.

Shirt:
White, two way collar, short or long sleeves.

Belt: Black, plain simple buckle.

Trousers:
Long dark college grey or Dark college grey shorts.

Socks:
With long trousers - short dark college grey.
With shorts - long, grey Wavell socks with bands in school colours.



Blouse:
White peplum blouse, banded at waist, sleeves with cuff.

Skirt:
Junior Navy, central box pleat 10cm, two 4cm knife pleats on either side, back or front. **Skirt is to be worn long, mid-way between knee and calf.** Skirt is to hang from waistline. Optional: Grey trousers, blue shorts (worn at the knee)

Sock : Mid-calf white cotton blend socks
Or
Stockings: Black two way stretch nylon pantyhose.

Shoes:
Black, leather, college, lace-up shoes.

SPORTS UNIFORM FOR GIRLS - Sport Skirt Or Sports Shorts May Be Worn.	
Sports Skirt Or Sports Shorts	Royal blue hockey skirt, that has two inverted pleats on both the front and back, 20 cm apart from centre front and back or Royal blue stretch knit shorts, with “W” on left leg The skirt is to be worn with sportsnixs.
Sports Shirt	Maroon polo shirt which has two royal blue panels down both sides, school crest on left side.
Undergarment	Sportsnixs.
Shoes	Predominately white lace up sports shoes. Expensive brands of sports shoes are not recommended or required. High ankle basketball style boots, volleys, slippers, high tops or any shoes of canvas material are not permitted.
Socks	Wavell sport socks (available only from the Clothing Shop) or mid-calf white cotton blend socks.
Swimming Costume	One piece or two piece with a lycra “rash” vest is encouraged.
Hat	Maroon bucket hat – no visible writing/markings (compulsory for all students.)
SPORTS UNIFORM FOR BOYS	
Sports Shirt	Maroon polo shirt which has two royal blue panels down both sides, and school crest on left side.
Shorts	Royal stretch knit shorts, with ‘W’ on left leg.
Shoes	Predominately white lace up sports shoes. Expensive brands of sports shoes are not recommended or required. High ankle basketball style boots, volleys, slippers, high tops or any shoes of canvas material are not permitted.
Socks	Wavell Sports Socks (available only from the Clothing Shop).
Swimming Costume	Boys Trunks, lycra “rash” vest is encouraged.
Hat	Maroon bucket hat – no visible writing/markings (compulsory for all students.)

ALL ITEMS OF CLOTHING should be CLEARLY MARKED with student name and Form Class.

Note:

- 1. There is no provision for a tracksuit.** In very cold weather, students should wear dress uniform and change into sports uniform for the sports lessons or HPE practical lessons. Girls may wear black coloured stockings with dress uniform.
- Girls are to wear either socks or stockings, not both.
- ALL accessories (Jackets, Pullovers, etc) must be maroon in colour.
- Students taking Home Economics are to wear an apron to protect clothing. Aprons are sold at the Combined Shop.

Wavell High Sports Uniform



Bucket Hat:

Maroon with royal blue piping.
Compulsory for all students.
(no visible writing/markings)

Maroon Polo Shirt:

Two royal blue panels down both sides,
school crest on left side.

Boys:

Royal blue stretch knit shorts with
'W' on left leg.
Wavell Sports Socks

Girls:

Royal blue stretch knit shorts with
"W" on leg.

OR

Royal blue hockey skirt, that has two
inverted pleats
on both the front and back, 20 cm
apart from centre front and back.

Wavell sports socks or
mid-calf white cotton blend socks.

Predominately **white lace up sports shoes**
(joggers).



Sports Uniform: *Junior students wear all day on Tuesday only / Senior students wear all day on Wednesday only.*

Please note that current students are not required to update their sports shirt in 2019. The expectation is that this will be purchased when upsizing.

Wavell High Winter Jumper Uniform Options



Variations:

- Wavell blazer
- Wavell maroon poly cotton jumper.
- Wavell sweat shirt with logo.
- Wavell jacket zip front with logo.

PARENTS AND CITIZENS ASSOCIATION

Family Contribution Scheme

The Parents and Citizens' Association endeavours to raise funds to provide the means to supplement those teaching facilities provided by the State Government and to improve the education standard of Wavell State High students. It does this through the provision of class room equipment, sporting equipment, computing and library resources, grounds maintenance and enhancement and other areas of priority.

Families are requested to donate to the P & C Building Fund (Tax deductible). The suggested contribution is \$60.00 per family. Payments may be made by cash, cheque, Mastercard/Visacard, Electronic Funds Transfer (EFT), Internet banking and are made in conjunction with the Student Resource Scheme, which is payable by 1 February, 2019.

We look forward to your support in our endeavours to provide the best possible education for your student.

Music Resource Support Contribution

Students involved in the Instrumental Music program, the bands and the Vocal Group will be expected to pay \$100.00 per year for the continual updating of sheet music. Payment by end of Term 1 attracts a discount of \$10.00. Students who have the loan of a School instrument are required to pay a maintenance charge of \$120.00 per year. Percussion students are required to pay a maintenance charge of \$50.00 per year. Payment is to be made in conjunction with the Student Resource Scheme, which is payable by 1 February 2019.

Committees - Specific dates for these meetings are listed in the School Calendar.

- Parents & Citizens Association
- Dance Sub-Committee
- Music Sub-Committee
- Shops Sub-Committee
- School Council

STUDENT ANTI-BULLYING POLICY



Wavell State High School does not tolerate bullying in any form.

Reasons for the Policy:

Everyone has a right to feel safe at school. When students are being bullied, nobody can feel safe. Bullying cannot be allowed in a school which wants everyone to be safe and happy.

What is Bullying?

Bullying involves an imbalance of power where a physically, mentally and/or emotionally stronger person exerts a form of control over another person. It can be a one off event but is often an ongoing sequence of intimidation, threats and harassment. This is the behaviour that can cause long term emotional and psychological damage and is never tolerated at school.

Bullying can be:

- **Physical:** for example hitting, pushing, tripping, spitting on, throwing things at or interfering with another's property by stealing, hiding or damaging it.
- **Verbal:** for example calling people names, threatening, teasing, spreading rumours, making fun of others' achievements, saying rude things about another's race, colour, religion etc., writing offensive notes, graffiti, nasty text messages or inappropriate internet communications.
- **Exclusion:** deliberately leaving people out of a group to make them feel bad.
- **Gesture:** making rude or threatening signs to someone.
- **Extortion:** threatening someone so they will give you something or will do something for you.

What happens if there is Bullying?

- A student who is bullied can become stressed and angry, finds it hard to concentrate at school and may truant because they are so unhappy.
- Bullies can become aggressive and get into trouble both in and out of school.
- Students who watch others being bullied can be upset when they see them hurt and embarrassed. They may also worry that they may be bullied themselves at any time.

What should students do if there is Bullying?

- Report bullying to your Form teacher. You may also report this to another teacher, a Coordinator, the Guidance Office or Deputy Principal.
- Contact the school to make an appointment if appropriate.
- You will be required to make a confidential statement to enable the incident to be investigated.
- Support will be offered to all students involved.
- Appropriate action will be taken by the school based on the investigation and the School's Behaviour Management Policy.
- Caregivers/ parents will be notified of issues involving their student.
- Mediation between students may be offered, if all parties are in agreement.
- The situation will be monitored.
- Further instances of bullying, after school based intervention, must be reported.

What about Cyber Bullying?

Due to our strict policies on mobile phone usage, cameras and our Information and Communication Technologies Agreement, most instances of cyber bullying reported have occurred at home, after school hours. Cyber bullying becomes a school issue when the act is engaged in during school or if the bullying behaviour negatively impacts student safety or the good order and management of the school.

What should students do if they are a victim of Cyber Bullying?

- Don't respond.
- Block the other person.
- Print off the conversation.
- Tell someone (parents or even police).
- Report your problem to school if you are experiencing bullying in class, in the playground, or on your way to and from school.

Bullying is not good for anyone.

What students should do to prevent Bullying?

- Always respect the rights of others including the right to be different.
- Refuse to become involved in any bullying.
- If you are present when any bullying happens:
 - if it is safe, try to stop it
 - report the bullying to a teacher so that something can be done about it.
- If you are bullied do not strike out, yell at the bully or call him/her names.

Reporting bullying is not “dobbing” or “telling tales”. We all need to tell about bullying so that it is no longer secret and Wavell High School can become safe for everyone.

RESPONSIBLE BEHAVIOUR PLAN FOR STUDENTS based on The Code Of School Behaviour

Endorsed by the P & C Association on 16 October 2018

Endorsed by the School Council on 06 November 2018



1. Purpose

Wavell State High School is committed to providing a safe, respectful and disciplined learning environment for students and staff, where students have opportunities to engage in quality learning experiences and acquire values supportive of their lifelong wellbeing.

This Responsible Behaviour Plan for Students is designed to facilitate high standards of behaviour so that the learning and teaching in our school can be effective and students can participate positively within our school community.

BUILDING A SUPPORTIVE SCHOOL ENVIRONMENT

Behaviour will only change permanently in a non-threatening, supportive environment. Providing logical consequences for poor behaviour rather than punishment is the first step in achieving this environment.

To achieve this outcome the following principles apply at Wavell:

- Students and teachers have the right to work to their potential, free from disruption, abuse or harassment.
- Positive relationships between teachers and students and a positive classroom environment are essential for good order and discipline, and for effective teaching.
- Expectations of standards of behaviour are highlighted by school and classroom rules.
- Consistent application of the rules and the consequence of breaking any rule is required.
- Confrontation is to be avoided.
- Students must accept responsibility for their own behaviour, and for correcting their misbehaviour.
- Help is available from teachers and support staff to assist students to “work it out” if they are unable or unwilling to modify inappropriate behaviour themselves.

BUILDING A POSITIVE CLASSROOM ENVIRONMENT

Essential to the creation of a supportive school environment is the development of a positive classroom environment. Classrooms should be places where teachers’ and students’ rights and responsibilities are known, understood and observed. The code of classroom behaviour should be met by all in this workplace.

2. Consultation and data review

Wavell State High School developed this plan in collaboration with our school community. Consultation with parents, staff and students was undertaken through a Behaviour Management Review working party and then through presentations to staff, Parents and Citizens and School Council meetings held during 2018.

3. Learning and behaviour statement

All areas of Wavell State High School are learning and teaching environments. We consider behaviour management to be an opportunity for valuable social learning as well as a means of maximising the success of academic, cultural, sporting and social education programs.

The Responsible Behaviour Plan has been developed to indicate to students the behaviour expected of them. They are to behave in a manner which is safe to themselves and others, and shows that they value themselves, other individuals and the Wavell Community as a whole.

To support this, Wavell State High School believes that students, teachers and the wider school community, have rights and responsibilities.

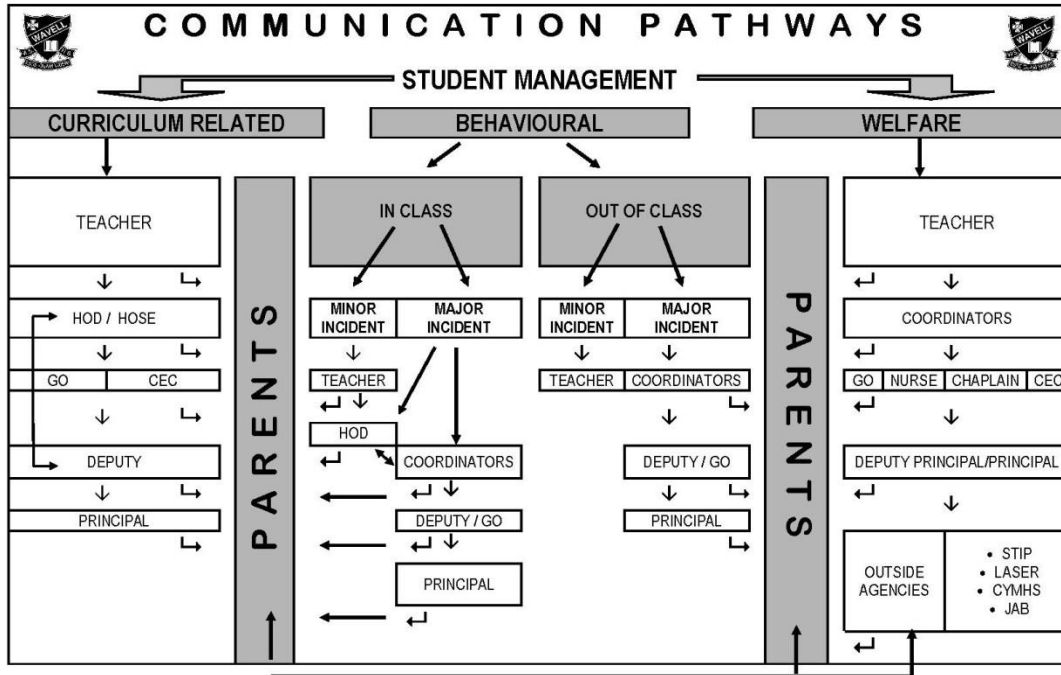
All students at Wavell have a right to learn and a right to be happy and safe while they learn. With these rights, come responsibilities.		
	Rights	Responsibilities
Students	To experience quality education that will enable all students to learn and develop their unique potential.	To work to the best of their ability. To allow others to learn and develop to their potential and to allow the teacher to teach. To be prepared for all lessons. To co-operate with students and teachers.
	To be happy while at school.	To respect and protect others' rights to be happy while they are at school.
	To work in a pleasant, safe, secure and ordered environment.	To observe safety standards and procedures. To care for the school environment. To avoid dangerous practices. To report theft.
	To be safe and free from harassment (verbal, physical, sexual) at all times.	To respect the property, rights and person of others. To accept individual difference. To report harassment.
	To be supported in conflict resolution or grievance in keeping with the school Behaviour Management Policy.	To conduct themselves in accordance with the Behaviour Management Policy. To report to a member of the teaching staff - the Principal, Deputy Principal, Head of Department, Year Level Coordinator, Guidance Officer, Form Teacher or Classroom Teacher any unresolved issue that may affect their right to learn.

All teachers at Wavell have a right to work in a professionally rewarding environment. With these rights, come responsibilities.		
	Rights	Responsibilities
Teachers	To teach in a positive, productive and co-operative environment.	To provide a quality learning program for all students under their care.
	To work in a pleasant, safe, secure and ordered environment, free from harassment.	To establish a safe and ordered classroom environment. To ensure that students follow safety procedures. To ensure that each classroom is clean and tidy after use. To report harassment.
	To be treated with courtesy and dignity.	To ensure that students are treated with courtesy and dignity.
	To expect that students comply with the Code of Classroom Behaviour.	To explain the Code of Classroom Behaviour and ensure that they and their students comply with it.
	To be supported in conflict resolution or grievance in keeping with the School Behaviour Management Policy.	To apply the Behaviour Management Policy so that all students can exercise their right to learn and their right to be happy while they learn.

All parents and members of the Wavell school community have a right to be involved (P & C, Shops, Committees) and to have access to school policies and outcomes where applicable.		
	Rights	Responsibilities
Parents and Members of Wavell School Community	To be informed of their child's progress.	To show an active interest in their child's schooling and progress through constructive communication.
	To expect a positive learning environment.	To cooperate with the school to achieve the best outcomes for their child.
	To expect that the school is providing a safe environment while the child is in attendance.	To ensure that the child meets the attendance requirements of the school.
	To expect that the school has an effective anti-bullying policy.	To support school staff in maintaining a safe and respectful learning environment for all students.
	To be kept informed about their child's behaviour detrimental to performance and the good order of the school.	To contribute positively to behaviour support plans that concern their child.

Our Responsible Behaviour Plan outlines our system for facilitating positive behaviours, preventing problem behaviour and responding to unacceptable behaviours. Through our school plan, shared expectations for student behaviour are plain to everyone, assisting Wavell State High School to create and maintain a positive and productive learning and teaching environment, where all school community members have clear and consistent expectations and understandings of their role in the educational process.

The behaviour management process is captured in the diagram below and is supported by the staff at Wavell State High School through professional development sessions which are centered around behaviour, curriculum, pedagogy and welfare.



Our school rules have been agreed upon and endorsed by all staff and our school P&C. They are aligned with the values, principles and expected standards outlined in Education Queensland's Code of School Behaviour.

4. Processes for facilitating standards of positive behaviour and responding to unacceptable behaviour.

Universal Behaviour Support

The first step in facilitating standards of positive behaviour is communicating those standards to all students.

WAVELL CODE OF CLASSROOM BEHAVIOUR

As a school community, we expect that all staff and students will be:

1. Prepared

- Bring appropriate resources to participate in every lesson
- Arrive with an attitude to learn
- Adhere to safety standards and procedures

2. Punctual

- Attend every class on time
- Complete all tasks on time

3. Polite

- Show courtesy and respect to all members of the school community
- Allow everyone to do their best at all times
- Care for your classroom environment

These expectations are communicated to students via a number of strategies, including:

- Wavell Development Program lessons conducted by form teachers;
- Reinforcement of learning from behaviour lessons on School Assemblies and during active supervision by staff during classroom and non-classroom activities.

Reinforcing expected school behaviour

At Wavell State High School communication of our key messages about behaviour is backed up through reinforcement, which provides students with feedback for engaging in expected school behaviour. A formal recognition and monitoring is an important part of this process. Reinforcement aims to increase the quantity and quality of positive interactions between students and staff.

Acknowledgement of Positive Behaviour

All teachers are encouraged to use the OneSchool record system to record the positive behaviour of individual students and where appropriate produce a certificate for the student.

Recognition of Achievement (Student Planner)

When teachers observe a student following school rules in both classroom and non-classroom areas they are encouraged to complete recognition of achievement memo for the individual in their Student Planner. Students may then wish to present this to a Year Level Coordinator or Deputy Principal for formal recognition. This reinforcement should occur continuously throughout the day.

Weekly Assemblies

Student achievement is regularly celebrated through public acknowledgement on our weekly school assemblies.

Newsletters

Student effort, behaviour and achievement are featured on a fortnightly basis in the school's newsletter.

Special Assemblies

Teachers organise special assemblies to celebrate achievement of students. Parents are often invited to attend these special events.

Responding to unacceptable behaviour

Students come to school to learn. Behaviour support represents an important opportunity for learning how to get along with others.

Re-directing low-level and infrequent problem behaviour

When a student exhibits low-level and infrequent problem behaviour, the first response of school staff members is to remind the student of expected school behaviour, then ask them to change their behaviour so that it aligns with our school's expectations.

Our preferred way of re-directing low-level problem behaviour is to ask them to reflect on their actions and to consider the rights and responsibilities of all members of the school community. They may be asked to identify more appropriate actions and use the Code of Classroom Behaviour as a guide. This encourages students to reflect on their own behaviour, evaluate it against expected school behaviour, and plan how their behaviour could be modified so as to align with the expectations of our school community.

Targeted Behaviour Support

Each year a small number students at Wavell State High School are identified through our data as needing a little bit extra in the way of targeted behavioural support. In most cases the problem behaviours of these students should not be immediately regarded as severe, but the frequency of their behaviours may put these students' learning and social success at risk if not addressed in a timely manner.

Students identified as requiring Performance intervention attend their normal scheduled classes but will receive added support from a Case Manager. They have increased daily opportunities to receive positive contact with adults, additional support from their Case Manager and increased opportunities to receive positive reinforcement.

Performance intervention is coordinated by a school-based team with active administrator support and staff involvement.

Students whose behaviour does not improve after participation in Performance intervention, or whose previous behaviour indicates a need for specialised intervention, are provided with intensive behaviour support and may be placed on a Discipline Improvement Plan.

Intensive Behaviour Support

Wavell State High School recognises that students with highly complex and challenging behaviours need comprehensive systems of support. The Behaviour Support Services Team are a regional support service who work closely with our school.

Their role is to:

- work with Wavell teachers to develop behaviour support strategies
- monitor the impact of support for individual students through continuous data collection
- identify possible adjustments suited to individual students, and
- work with the school teams to achieve continuity and consistency.

Behaviour Support Services has a simple and quick referral system in place. Following referral, a team member contacts parents and any relevant staff members to form a support team and begin the assessment and support process. In many cases, the support team also includes individuals from other agencies already working with the student and their family, a representative from the school's administration and district-based behavioural support staff. On return to school from this intensive support it may become necessary to impose a Discipline Improvement Plan.

5. Consequences for unacceptable behaviour

Wavell State High School makes systematic efforts to prevent problem student behaviour by teaching and reinforcing expected behaviours on an ongoing basis. When unacceptable behaviour occurs, students experience predictable consequences. Our school seeks to ensure that responses to unacceptable behaviour are consistent and proportionate to the nature of the behaviour.

Minor and major misbehaviours

When responding to problem behaviour the staff member first determines if the problem behaviour is major or minor, with the following agreed understanding:

- **Minor** misbehaviour is handled by staff members at the time it happens
- **Major** misbehaviour is referred directly to the school Administration team / HOD

Minor misbehaviours are those that:

- are minor breaches of the school rules
- have limited impact on others

Major behaviours are those that:

- significantly violate the rights of others
- put others / self at risk of harm
- demonstrate repeated misbehaviour despite ongoing teacher intervention
- may require the involvement of a Head of Department, Year Level Coordinator, Deputy Principal or Principal.

Critical Incidents, emergency situations and continued uncorrected behaviours should result in an immediate referral to Administration because of their seriousness.

Recording of Behaviour Management

All school staff are expected to ensure that the Education Queensland OneSchool behaviour management data base is used to record notable instances of both positive behaviour and misbehaviour.

Systematic and consistent use of OneSchool by school staff enables an accurate profile of individual students and student cohorts to be developed. This system also improves school based communication and supports consistency of process and outcome.

The diagram following illustrates our school's support and management of behaviour.

WAVELL BEHAVIOUR MANAGEMENT PROCESS

Student Incident	Behaviour Supported		Behaviour Managed
Minor Misbehaviours In class or playground issues with limited impact on others or minor issues	Staff	Behaviour Support Strategies Available	
	Teacher	Confiscation, Counselling, Detention, Extra Tasks, Late Assignment Tasks, Letter Home, Litter Duty, Make Up Time, Natural Consequences, Parent Interview, Parent Phone Call, Reprimand and Warning, Restorative Justice, Seating Plan Changed, Mediation Between Students.	
Repeated or Ongoing Misbehaviours Repeated misbehaviour despite more than three (3) strategies enacted by the teacher either in class or playground or welfare issues or a more serious matter-classroom issue - to HOD playground issue to Year Level Coordinator.	A) Referral to HOD by teacher.	Confiscation, Counselling, Detention, Extra Tasks, Guidance Officer Referral, Late Assignment Tasks, Letter Home, Litter Duty, Loss of Privileges, Make Up Time, Mediation, Natural Consequences, Parent Interview, Parent Phone Call, Performance intervention, Reprimand and Warning, Restorative Justice, Seating Plan Changed, Withdrawal.	HOD to review and manage incident for curriculum matters, either providing further behaviour support or referring to Deputy Principal.
	B) Referral to Year Level Coordinator by teacher.	Attendance Sheet, Behaviour Sheet, Confiscation, Counselling, Detention, Guidance Officer Referral, HOD Referral, Letter Home, Litter Duty, Loss of Privileges, Mediation, Natural Consequences, Parent Interview, Parent Phone Call, Performance Checks, Reprimand and Warning, Restorative Justice, Withdrawal.	Year Level Coordinator to review and manage incident for playground or welfare issues, either providing further behaviour support or referring to Deputy Principal
Extreme Incidents or Continued Misbehaviours Extreme and or repeated misbehaviour referred through the HOD or Year Coordinator to the Deputy Principal.	Referral to Deputy Principal by HOD or Year Level Coordinator	Attendance Sheet, Behaviour Sheet, Confiscation, Counselling, Detention, Guidance Officer Referral, HOD Referral, Letter Home, Loss of Privileges, Mediation, Natural Consequences, Parent Interview, Parent Phone Call, Performance Checks, Performance intervention, Mediation, Restorative Justice, Withdrawal.	Provision of further behaviour support or recommending Suspension or Exclusion Proposal or Cancellation to Principal.
Critical Incidents, Emergency Responses or Continued Uncorrected Misbehaviours Continued misbehaviour post administration intervention referred by the DP to Principal.	Referral to Principal by DP	Confiscation, Counselling, Guidance Officer Referral, HOD Referral, Year Level Coordinator Referral, Deputy Referral, Parent Interview, Parent Phone Call, Mediation, Restorative Justice	Suspension, Exclusion Proposal or Cancellation Recommendation.

STATEMENT OF EXPECTATIONS FOR A DISCIPLINED SCHOOL ENVIRONMENT**SECTION I**

STUDENTS ARE EXPECTED TO BE NEAT, CLEAN AND DRESSED IN FULL SCHOOL UNIFORM AT ALL TIMES.

Procedures

1. Full, formal school uniform (as listed in the Prospectus) must be worn correctly to and from school except in the cases below:

Full sports uniform should be worn to and from school on days when:

- Years 7 - 9 students have their Tuesday sports afternoon
- Years 10 - 12 have their Wednesday sports afternoon
- On other days as designated by the Principal.

Students who have difficulty obtaining correct school uniform should discuss this with the relevant School Coordinator who may offer appropriate assistance.

2. All students must change into full sports uniform in the break prior to their HPE lesson and they must change back into formal uniform at the next break.

3. In other specialist areas where specific uniforms or shoes are required, students are to change at the beginning and end of the lesson. On these specialist days, full formal uniform is to be worn to and from school.

4. A note from a Parent/Guardian must be produced when students cannot adhere fully to the dress code. Notes must be presented to a Year Level Coordinator or a member of the Administration before the commencement of form class or lessons.

5. Only the school hat may be worn. For outdoor activities students must wear the school hat and take precautions against sun damage by using 30+ sunscreen and/or staying in the shade. The hat is to have no external writing on it. Students must write their name only on the inside of the hat.
6. Only the school jumper or blazer may be worn. In emergencies, students may borrow a jumper from a Year Level Coordinator. Items of clothing from Excellence Uniforms are not to be worn with the regular uniform. This includes items such as jumpers, jackets, shorts and socks.
7. Clothing items that are not part of our school uniform are not permitted to be worn. These include; Track Suits – either as a complete set or separate pieces, printed or coloured T-shirts under formal or sports shirts, boys' belts other than black leather with a plain buckle, socks of incorrect length or sports socks printed with writing other than Wavell, knee highs, ear studs (boys), studs/piercing in other parts of the face (boys or girls). All students are expected to wear black leather lace up college shoes. Sports joggers, predominately white in colour are to be worn with the Sports Uniform. No canvas shoes are permitted.
8. On arrival home, students should change out of school uniform and should not wear part school uniform and part casual clothing in public.
9. Students are required to keep their hair clean, neat and tidy at all times and tied back where necessary as a safety precaution.
10. Extremes of dress, hairstyle and/or appearance, including make-up, are to be avoided and will not be tolerated. Issues identified should be raised with the Principal.
11. Boys are expected to be clean-shaven. Exemptions for this are very rare and should be discussed with the Principal at enrolment.
12. Acrylic finger nails and coloured nail polish is not acceptable and should not be worn.
13. Girls should only wear one pair of simple sleepers or studs (for safety reasons) and a small signet ring. Boys are not permitted to wear jewellery. Boys and girls should wear a simple watch with a plain band and no adornments. No other jewellery, including that associated with body piercing, is to be worn. It is not acceptable to cover any form of piercing with a band aid (or similar covering) or use a clear stud, even during the healing process, unless authorized by the Principal.

Consequences

General non-compliance:

1. All teachers will speak to students in incorrect uniform; ask for a uniform slip and/or a note that has authorised by a Year Level Coordinator or other Administrator. This action is to reinforce the uniform policy.
2. Students will be asked to remove inappropriate jewellery, jumpers and hats and to change into correct school uniform if they have it at school. Students with grooming issues will be asked to rectify. In many cases, parents will be contacted and students may be sent home to change into the correct uniform.
3. Students wearing incorrect uniform without a reasonable excuse, explained by a parental note will be required to attend a lunchtime detention.
4. Students who wear the uniform incorrectly or present with grooming issues may be required to do lunchtime detentions or internal school withdrawal.
5. Students without a school hat will not be able to play on the oval or in outdoor activities. They will be required to move to a covered area.
6. Students may be required to change into appropriate items of uniform clothing supplied by the school.
7. Students will not be permitted to leave the school for any out of school activity, including sport, whilst wearing incorrect school uniform or with grooming issues.

Repeated non-compliance:

1. Students may be referred to a Year Level Coordinator who may:
 - Temporarily confiscate non-approved jewellery, hats, jumpers and non-approved footwear. Property will be returned to the student at a later time.
 - Contact parents regarding the student's incorrect uniform or grooming issues and organise for the situation to be rectified. Assistance may be offered if there is a problem purchasing the correct school uniform.
 - Send the student home to change into correct uniform with parental permission.

Ongoing non-compliance:

Students may be referred to the Principal or Deputy Principal. If non-compliance is persistent, the student will be regarded as a non-cooperative student and will lose a number of school privileges. In extreme cases, the student may be suspended, for failing directions.

SECTION II

STUDENTS ARE EXPECTED TO BE PUNCTUAL AND ATTEND SCHOOL REGULARLY.

Procedures

1. If a student arrives at school after Form Roll Marking he/she must report to the Attendance Officer at Student Services. Wherever possible, a note of explanation from a parent/guardian must be brought and given to the Attendance Officer or accounted for by parent/ guardian via email, text message or QParent.
2. Following any absence from school or school activities an explanation from a parent/guardian must be presented either by a note to the Form Teacher on the day of return to school; by a parent generated email, text message to the attendance officer or via QParent.
3. If a student knows beforehand that he/she will be absent from school for a period of time it is expected that they bring a note to a Year Level Coordinator before their absence. If the absence extends beyond two days, parents should phone, email or text message the Attendance Officer. Registered QParents may report the extended absence online. A note should be brought immediately when the student returns to school. In cases of extended overseas travel during a school term, parents are expected to contact the attendance officer and apply for "Student Exemption". If approved, the student enrolment is maintained during their extended absence.
4. When a student needs to leave school early he/she must present a parent's note to a Year Level Coordinator or Deputy Principal to be signed. This note must then be taken to the Attendance Officer to obtain a permission slip to leave school.
5. No student is allowed to leave the school grounds during the day without a permission slip.
6. In special circumstances, a student who wishes to go home for lunch must bring a note from a parent/guardian. If valid reasons are provided, the Year Level Coordinator will issue a lunch pass. This pass entitles the student to go to the stated address only. Other students must not accompany the student.
7. A student who feels ill during the school day must get written permission from his/her teacher to go to the School Office where a decision will be made about what action is to be taken. It should be noted that Sick Bay is only for First Aid and emergencies. Parents/Guardians will be contacted to collect sick students. Students should not contact parents without first informing the School Office.
8. A student should not stay away from school without his/her parent's/guardian's permission or skip classes or any school activity. If he/she does so, it will be regarded as truancy.
9. Students must be in allocated classes unless previously organised with a teacher and documentary evidence is supplied (use of Student Movement Record in Planner). Failure to follow this will be regarded as truancy.
10. Independent students (those who do not live with a parent or guardian) must register evidence with the Deputy Principal responsible for their year level. Arrangements will then be made for signing absence notes, permission slips etc.
11. Students who have frequent unapproved absences may become ineligible to receive a Queensland Certificate of Education, because they have not met the attendance and instructional requirements of the Queensland Curriculum and Assessment Authority and the School.
12. Students on Youth Allowances are allowed five unapproved absences per term before they incur a financial penalty. Approved absences are for illness, a death in the family and, in a small number of cases, other absences approved by the Principal. Students should not assume an absence will be approved if they bring a note. If unsure, students should check with a member of the Administration prior to the absence.
13. Whenever possible, a doctor's certificate should be brought for absences due to illness, particularly if the absence is for more than three days.
14. Those Senior students on spares in Lesson 1 or 4 and who have registered parental permission with the Senior Secondary Deputy Principal may arrive late or leave early as their timetable permits. These students are required to sign in or out on a daily basis at Student Services.

Consequences

Initial non-compliance:

1. *Non-attendance at Form Meeting:* At the end of the morning form meeting the Form Teacher will record student absent. Any student who misses form meeting must report to the Attendance Officer to be marked present at school and record the reason. A text message will be sent to parent/guardians of any student recorded as absent at form meeting.
2. *Late to school without a note:* Attendance Officer records name, reason and text messages parent/guardian.
3. (a) *Returning from absence without a note:* Teacher reminds student of procedure.
(b) *Forging of communication:* Parents contacted, student given detention or suspended.
4. *Leaving school without permission:* Parents contacted, student to make up missed work at lunch or after school.
5. *Abuse of lunch pass:* Warning that pass will be withdrawn.
6. *Reporting sick at the School Office without a note:* Whenever possible, student sent back to get a note from teacher.
7. *Truancy:* Refer to a Year Level Coordinator/Deputy Principal, parents contacted, detention, make up lost work.

Repeated non-compliance:

1. *Late to school without a note several times:* Sent to Year Level Coordinator/Deputy Principal by the Attendance Officer. A detention is issued by Deputy Principal or Coordinator if deemed appropriate.
2. (a) *Note not brought after reminders:* Form Teacher contacts parents/guardian.
(b) *Forging of communication:* Parent/guardian contacted, student may be suspended.
5. *Leaving school without permission:* Referred to Year Level Coordinator, parent/guardian contacted, student may be suspended.
4. *Abuse of lunch pass:* Pass withdrawn, parent/guardian contacted.
5. *Frequently at Sick Bay:* Referred to a Year Level Coordinator to discuss problem, parents may be contacted
6. *Truancy:* Referred to Year Level Coordinator/Deputy Principal, parents contacted, the student may be given a detention or suspended, and the student may need to make up lost work, referred to Guidance Officer. Coordinator or Deputy Principal may place student on a "Performance intervention" program, including daily attendance monitoring cards.

Ongoing non-compliance:

1. *Frequently late to school:* Parent/guardian contacted, and interview organised.
2. *Note not brought for absence:* Referred to Year Level Coordinator/Deputy Principal.
3. *Forging of communication:* May be suspended, may have enrolment cancelled or exclusion may be proposed.
4. *Leaving school without permission:* Referred to Deputy Principal, student may be suspended.
5. *Often at Sick Bay:* Parent/guardian contacted to express concern about student's health.
6. *Truancy:* Student referred to Deputy Principal/Principal, parents contacted student may be suspended with exclusion proposed or his/her enrolment cancelled if in Year 11 or 12.

SECTION III**STUDENTS ARE TO COME TO SCHOOL READY TO LEARN AND TO RESPECT THE RIGHTS OF OTHERS TO LEARN AND THE RIGHT OF THE TEACHER TO TEACH.****Procedures**

1. ***This is Wavell's golden school rule.*** Students are to obey the directives of teachers at all times – in and out of the classrooms.
2. Students must bring appropriate equipment to class; for example, pens, pencils, eraser, ruler, textbooks, notepaper, practical equipment, and Student Planner.
3. Students must start to move to class on the first bell so that they arrive at their classrooms ready to enter by the second bell. Students who are late to class must have a satisfactory reason or a note of explanation from a staff member.
4. Homework must be completed and brought to class.
5. Wait in a quiet and orderly manner outside classrooms, keeping the passageways clear, until the teacher arrives. Pushing, shoving and running on verandas is forbidden.
6. Consumption of food or drink in classrooms is prohibited. With teacher approval, bottles of water may be taken into the room. No food or drink, including water, is to be taken into any computer laboratory.
7. Students must visit the toilets during morning tea and lunch breaks and not after the bell has sounded for class. If students wish to leave the class during class time, they must have their Student Planner with them signed by the teacher.
8. Only one person at a time speaks while others listen.
9. When answering questions or wanting individual attention, students should raise a hand and wait quietly.
10. Students are to sit in allocated seats unless directed to move by the teacher.
11. Mobile phones, cameras, electronic devices and other items likely to distract or disturb the learning environment are not to be brought to school.
12. Students are expected to conform to ethical standards for academic behaviour, (see the school's policy on Academic Misconduct for greater detail).
13. Students are expected to bring their ID Card to school each day.

Consequences**Initial non-compliance:**

1. Teacher to speak to student and remind him/her of expectations.
2. Teacher to temporarily confiscate inappropriate items and log at Student Services. Electronic devices will need to be collected at the end of the school day by the student from Student Services.
3. Students may be asked to make up lost time/work at lunchtime.
4. Possession and/or use of a mobile phone may at the discretion of the Principal, attract a suspension.

5. Instances of academic infringement, including cheating and plagiarism will receive appropriate consequences as deemed by the school's policy on Academic Misconduct.

Repeated non-compliance:

1. Teacher to give detention and record on OneSchool.
2. Teacher to temporarily confiscate inappropriate items and log at Student Services. Electronic devices will need to be collected by a parent/guardian from Student Services.
2. If detentions are not effective, students will be referred to the appropriate Head of Department.
3. Students who are under-performing in their academic work may be placed on a 'Performance intervention' program.

Ongoing non-compliance:

1. Parents contacted by the Head of Department or teacher and this is recorded.
2. If this is not effective, the Head of Department will refer the student to the Deputy Principal. Parents notified. Depending on the severity of the situation, students may be:
 - Referred to the Guidance Officer for counselling and/or
 - Given detention
 - Suspended
 - Suspended with exclusion proposed
 - Have enrolment cancelled (for post-compulsory students only).
3. Inappropriate items are to be given to a Year Level Coordinator for the student to collect at a later time, electronic devices will be collected by a parent from Student Services.
4. Senior students failing to improve after a "Performance intervention" program may be considered by the Principal for suspension, exclusion or cancellation of enrolment.
5. In cases of Academic Misconduct, the Deputy Principal may place student on a "Performance Intervention" program or in repeated instances, the Principal may suspend, propose exclusion or cancel enrolment of the student, in question.

SECTION IV

STUDENTS SHOULD BE COOPERATIVE, CONSIDERATE AND COURTEOUS TO ALL MEMBERS OF THE SCHOOL AND GENERAL COMMUNITY.

Procedures

1. If a student is given an instruction by a teacher, including being asked to do a detention, he/she must comply with the direction. Having complied, if the student thinks the detention was not fair, the matter may be taken up politely with the teacher at the next break. If the student still believes that he/she is being treated unfairly by a teacher, he/she may take the matter up with a member of the Administration.
2. Courtesy must be extended to all members of the school and general community when at school or on school activities. Students must also extend this courtesy to people with whom they come in contact while travelling to and from school.
3. It is expected that school boundaries are observed by each student. This includes areas deemed as "out of bounds", bike racks, reserved year level areas, temporary excluded zones for activities such as internal/external examinations, car parks, loading zones and entrance ways to the school.
4. Language, gestures or writing that are regarded as offensive or obscene by any members of the school community will not be tolerated. This applies both inside and outside the classroom.
5. Students travelling to and from school on public transport are to be orderly and well behaved and thereby promoting the reputation of the school.
6. Students are to listen politely when another person is talking. Rudeness or answering back will not be tolerated.
7. Inappropriate touching and sexual behaviours of any kind do not belong in a school environment and all students must refrain from engaging in any activity of this type. (this includes intimate touching, holding hands, kissing and overt sexual behaviours).
8. Inappropriate behaviour conducted in the Wavell High School uniform brings the school's name into disrepute and this will not be tolerated.
9. Use of social media to bring Wavell State High School or the school community into disrepute is a serious act of disrespect. This may include actions such as posting of images of other students, posting images of students in school uniform, posting images of school staff or school volunteers, making inappropriate statements about the school or the school community or making inappropriate statements on a site that clearly links you to Wavell State High School. * See Student Anti-Bullying Policy.
10. Lying, including but not limited to telling untruths, deliberate omission of detail and action taken to avoid telling the truth to teachers is deemed as inappropriate and disrespectful student behaviour and will not be tolerated.
11. Students are expected to care for the school environment, including putting litter into appropriate bins, recycling and not chewing gum at school.

Consequences

Initial non-compliance:

1. Staff member to speak with student and reinforce rule.
2. In serious cases, the student may be referred to Year Level Coordinator/Deputy Principal who may give students a detention or suspend them, with approval by the Principal.

Repeated non-compliance:

1. Teacher gives student a detention.
2. In serious cases, the student may be referred to Year Level Coordinator/Deputy Principal, parents contacted and the student may be suspended.

Ongoing non-compliance:

1. Ongoing non-compliance will be regarded as persistent and wilful disobedience. Student referred to Year Level Coordinator/Deputy Principal, parents contacted and student may be:

- Suspended
- Suspended with exclusion proposed
- Have enrolment cancelled.

Serious cases:

In some instances, even a “one off” incident, the student may be referred to Deputy Principal/ Principal, parents contacted and the student may be suspended or exclusion proposed.

SECTION V
STUDENTS ARE EXPECTED TO BEHAVE SO THAT THE SCHOOL IS A SAFE ENVIRONMENT FOR ALL.

Procedures

1. All members of the school community should be treated with respect at all times. Physical and verbal abuse, intimidation and other behaviours which are considered to be bullying (see the Anti-bullying Policy) are totally unacceptable.

• Students who are being bullied may speak to any teacher, Year Level Coordinator, Guidance Officer, Deputy Principal or Principal, who will discuss with them what can be done. It is the responsibility of all students to report bullying. * See the school's Anti- Bullying Policy

2. Fighting (physical assault on another person) is prohibited. The use of disproportionate response by using violence in the name of “self-defence” is not acceptable.

3. Inappropriate writing, gestures, touching or comments of a sexual nature are sexual harassment. (These behaviours will not be tolerated from students of either gender).

• Students who have been sexually harassed may speak to the Guidance Officer who can advise them of their rights. They may also speak to any member of Staff with whom they feel comfortable.

4. Inappropriate touching and sexual behaviours of any kind do not belong in a school environment and all students must refrain from engaging in any activity of this type. (this includes intimate touching, holding hands, kissing and overt sexual behaviours).

5. Throwing objects, including food, food containers, sticks and stones, is dangerous and will not be tolerated.

6. Any activity that is illegal (eg. gambling) will not be tolerated.

7. Spitting will not be tolerated.

8. Students are not to be out of bounds. This includes the oval, basketball courts and tennis courts before school and during the morning tea break, unless there is direct supervision by a teacher. All early students, arriving before 8.15am, must remain in the Administration Courtyard.

9. Students must always follow safety standards and procedures as per the safety rules of the faculty and the conditions set by the classroom teacher in order to manage risk.

10. Objects that teachers or the Administration regard as potentially harmful should not be brought to school.

Examples of these are:

- Knives or any other object that can be used to injure or intimidate.
- Skateboards.
- Inappropriate footwear, e.g. open toed shoes.
- Items deemed inappropriate by the Principal, e.g. lighters, laser lights, aerosol spray cans, permanent markers.

11. Activities that are considered by teachers or the Administration to be potentially harmful to persons or property are forbidden. Examples of these are:

- Sitting on port racks.
- Blocking stairs and doorways.
- Running in the vicinity of buildings, on verandas and in crowded areas.

- Throwing, kicking or passing balls and other objects except in designated areas.
 - Playing handball, except in designated areas.
 - Playing contact sports unless under the supervision of a teacher – (or appropriately qualified person.)
 - Being in possession of water bombs, eggs (except for cookery lessons) or other objects that could be used as missiles.
12. It is expected that school boundaries are observed by each student. This includes areas deemed as “out of bounds”, bike racks, reserved year level areas, temporarily excluded zones for activities such as internal/external examinations, car parks, loading zones and entrance ways to the school. Area at end of D Block (Refuse Storage Area) is not to be used as a meeting place for students, it is a transit area.
13. Bicycles are not to be ridden in the school grounds. They are to be walked into the grounds (recommended entrance is Brae Street entrance) and chained to the bike racks. Helmets should be worn as the law requires. Bicycles are to be securely locked to the bike racks.
14. Students must only be in the pool area, Sports Centre, laboratories, computer rooms, kitchens and workshops when supervised by a teacher. At all other times these areas are out-of-bounds.
15. Black leather college lace-up shoes must be worn in all practical areas such as kitchens, laboratories and workshops. The wearing of school shoes is a Workplace Health and Safety issue.
16. Any accident must be reported to the School Office where First Aid can be administered and an accident report completed.
17. Any changes of addresses, phone numbers or emergency contacts must be reported to the School Office immediately. This is to facilitate assistance in an emergency.
18. Food/Service deliveries are not to be ordered or to be delivered to Wavell SHS. There is an extreme safety risk with strangers dropping food off at school gates. All delivery of food by parents must come through the front administration office.

Consequences:

Initial non-compliance:

1. Depending on the seriousness, any one or more of the following consequences will be faced by the student:
 - (a) Reminded by the teacher of the rule.
 - (b) Asked to leave a dangerous situation.
 - (c) Given a detention.
 - (d) Referred to the Head of Department/Year Level Coordinator/Deputy Principal.
 - (e) Parents notified.
 - (f) Suspension.
 - (g) Suspension with exclusion proposed or enrolment cancelled.
2. In the case of bullying, students may also be referred to the Guidance Officer for counselling.
3. In the case of sexual misconduct, counselling from the School Nurse will be recommended. If students are 14 years or younger, a Student Protection Report must be submitted by the school. In response to a serious incident the school may need to contact the police.

Repeated non-compliance:

1. Depending on the seriousness, one or more of (a) to (g) above will happen to the student.
2. Bullies will be referred to the Guidance Officer or student support staff for counselling.

Ongoing non-compliance:

1. Student referred to the Principal and will be suspended or suspended with exclusion proposed or have enrolment cancelled.

SECTION VI
STUDENTS ARE EXPECTED TO RESPECT THE RIGHTS AND PROPERTY
OF THE SCHOOL COMMUNITY.

Procedures

1. Everyone is responsible for the cleanliness of the school grounds and buildings. All rubbish is to be placed in bins provided.
2. Verandas, classrooms, laboratories, kitchens, workshops, the Hall and Sports Centre are out of bounds before school, morning tea, lunch and after school UNLESS the student is going to see a teacher or a teacher accepts responsibility for the student being there.
3. Students are welcome to seek help from teachers by visiting the appropriate staffroom, knocking and making a request. Student entry into staffrooms and “staff only” areas is not appropriate at any time.
4. It is expected that school boundaries are observed by each student. This includes areas deemed as “out of bounds”, bike racks, reserved year level areas, temporary excluded zones for activities such as internal/external examinations, car parks, loading zones and entrance ways to the school. This is because of the possibility of damage and injury or disruption to the good order and management of the school.

5. It is everyone's responsibility to ensure that the whole school environment (including all property of the school community) is kept free of graffiti and wilful damage. Failure to comply will be regarded as vandalism.
6. Because chewing gum is a problem when carelessly discarded, it is banned at all times.
7. Permanent markers are not to be brought to school.
8. Stealing is prohibited.
9. Valuable items should not be left in bags. Any valuable items brought to school must be taken to the School Office for safekeeping.
10. Because of possible interruption to learning and the possibility of theft, mobile phones, cameras and other electronic devices are not to be brought to school. If for safety reasons, it is necessary to carry a mobile phone after school, application is to be made to the Principal and, if successful, the phone is to be stored in the school safe during the day.
11. Money should never be left in bags, but should be carried at all times by the student.
12. Go cards should be named and registered with Translink and kept securely by the student.
13. House keys should be unlabelled, so as to minimise the effects of loss.
14. All clothing and personal items should be marked clearly to aid in their return if lost.
15. ID Cards should be regarded as a valuable item and kept securely by the student. Lost ID Cards need to be reported immediately to the school. Students must not touch or use another student's ID Card.
16. Students who participate in the Wavell SHS BYOx program are required to keep their personally owned laptop secure while coming to school, during the school day and while travelling home.

Consequences I: Cleanliness, Verandas, Valuable Items, Language, Chewing Gum:

Initial non-compliance:

1. Staff to speak with student, reinforce rule and give appropriate instruction/task.

Repeated non-compliance:

1. Student given detention.
2. Student may be referred to Head of Department/Year Level Coordinator.

Ongoing non-compliance:

1. Student referred to a Year Level Coordinator/Deputy Principal. Parents contacted and may be asked to collect. Student may be suspended.

Consequences II: Graffiti and Vandalism:

Initial non-compliance:

1. The consequences for graffiti/vandalism will depend on its extent and severity. Student referred to Head of Department/Year Level Coordinator/Deputy Principal and parents may be notified of incidents eg. writing on desk, scratching paint. Student may be:

- Asked to repair or pay for repair and/or;
- Given a detention;
- Suspended;
- Suspended with exclusion proposed

Police may be contacted.

Repeated non-compliance:

1. Referred to a Year Level Coordinator. Parents notified. Student may be:

- Suspended;
- Suspended with exclusion proposed;

Police may be contacted.

Ongoing non-compliance:

1. Referred to a Year Level Coordinator/Deputy Principal. Suspension and possible exclusion proposed. Police may be contacted.

Consequences III: Theft:

Initial non-compliance:

1. The consequences for theft will depend on what is stolen and the circumstances. Refer to the Head of Department/Year Level Coordinator/Deputy Principal. In all except very minor cases, parents will be notified. Student may be:

- Given a detention;
- Suspended;
- Suspended with exclusion proposed;

Police may be contacted.

Repeated non-compliance:

1. Referred to Year Level Coordinator. Parents notified. Police may be contacted. Student may be:
 - Suspended;
 - Suspended with exclusion proposed;Police may be contacted.

Ongoing non-compliance:

1. Referred to Year Level Coordinator/Deputy Principal. Suspension with exclusion proposed. Police may be contacted.

In all cases of GRAFFITI, VANDALISM and THEFT, the student will be EXPECTED TO MAKE RESTITUTION.

SECTION VII

POTENTIALLY HARMFUL SUBSTANCES (ALCOHOL, CIGARETTES, TOBACCO/HERBAL MIX, PRESCRIPTION DRUGS, ILLEGAL DRUGS AND ASSOCIATED IMPLEMENTS) ARE NOT TO BE IN STUDENTS' POSSESSION OR USE.

Procedures

1. Smoking is forbidden within the school grounds, buildings or at any time while in school uniform or on any school activity including travelling to and from school.
 - All students who smoke tobacco will be given the opportunity to participate in an anti-smoking program arranged by the School Nurse.
2. Possessing, using and/or selling, giving, buying of alcohol, cigarettes, tobacco/herbal mix, caffeine tablets, other illicit, non-prescription drugs or non-prescribed "prescription" medication while in school hours, while in school uniform or on a school activity is prohibited. This includes while travelling to and from school.
 - In all cases involving potentially harmful substances, students and/or parents will be offered an opportunity to speak to the Guidance Officer or School Nurse who will be able to provide advice and counselling or refer them to outside agencies or individuals.
3. Activities potentially harmful to a person's health are not permitted.
4. Medicines (eg. Panadol) and Prescription Drugs are only to be at school if the student brings a note from his/her parents and the medication is appropriately submitted (recorded in One School) to the Teacher Aide in the School Office.

Consequences

Initial non-compliance:

1. **Smoking:** When evidence exists that a student has been smoking or that he/she is in possession of cigarettes, tobacco, herbal mix, lighters, matches or other smoking equipment, the student will be referred to a Year Level Coordinator/Deputy Principal and dealt with in the following manner:
 - Junior Secondary: Parents notified and student advised of an anti-smoking program, given detentions and may be suspended.
 - Senior Secondary: Parents notified, student may be given detentions or suspended.
2. **Alcohol:** The consequences for use/possession/distribution or sale of alcohol will depend on the circumstances. Students referred to Deputy Principal, parents notified. Student may be: Suspended and referred for drug and alcohol counselling to Guidance Officer, School Nurse or an outside agency; or suspended with exclusion proposed.
3. **Illegal Drugs:** Student will be referred to the Principal, parents contacted, student suspended with exclusion proposed at the discretion of the Principal. The Police will be notified. The School Nurse will offer counselling through the Department of Health.
4. **Implements associated with illegal drug use:** Student will be referred to the Principal who will make a decision regarding suspension and contact parents. Police will be notified.
5. **Activities potentially harmful to health:** Student referred to a Year Level Coordinator or Deputy Principal, parents contacted and a detention or suspension given.
6. **Medicines or Prescription Drugs:** Teacher to remind student of policy and parents may be contacted.

Repeated non-compliance:

1. **Smoking, Implements associated with drug use, Activities potentially harmful to health:** Student referred to the Principal, parents contacted, student suspended or exclusion proposed.
2. **Alcohol:** Student referred to Principal, suspension with exclusion proposed.
3. **Personal Medicine and Prescription Drugs:** Student referred to a Year Level Coordinator/Deputy Principal, parents contacted.

Ongoing non-compliance:

1. Smoking, Implements associated with illegal drug use, Activities potentially harmful to health:

Student referred to Principal, parents notified, suspension with exclusion proposed.

2. Personal Prescription Drugs: Student referred to Year Level Coordinator, parents notified, student suspended.

NON-COOPERATIVE STUDENT

A Non-Cooperative student will be deemed as such, by the Principal, when the student persistently refuses to comply with either school or behaviour management policy.

Consequences

Such a student may lose a number of school privileges including participation in:

- School excursions
- School dances
- Inter-school sports
- Representative sports
- School Camps
- Senior Formal
- School/Class activities where Workplace Health and Safety issues are at risk

This will be determined by the Principal.

Additionally, in order to minimise the spread of non-compliance throughout the student body, such a student's movements may be restricted in the playground to a specified area determined by the Principal for morning tea and lunch breaks.

6. Emergency or critical incident responses

It is important that all staff have a consistent understanding of how to respond to emergency situations or critical incidents involving severe problem behaviour. This consistency ensures that appropriate actions are taken to ensure that both students and staff are kept safe.

An **emergency situation or critical incident** is defined as an occurrence that is sudden, urgent, and usually unexpected, or an occasion requiring immediate action.

Severe problem behaviour is defined as behaviour of such intensity, frequency, or duration that the physical safety of the student or others is likely to be placed in serious jeopardy.

Basic defusing strategies

Avoid escalating the problem behaviour

(Avoid shouting, cornering the student, moving into the student's space, touching or grabbing the student, sudden responses, sarcasm, becoming defensive, communicating anger and frustration through body language).

Maintain calmness, respect and detachment

(Model the behaviour you want students to adopt, stay calm and controlled, use a serious measured tone, choose your language carefully, avoid humiliating the student, be matter of fact and avoid responding emotionally).

Approach the student in a non-threatening manner

(Move slowly and deliberately toward the problem situation, speak privately to the student/s where possible, speak calmly and respectfully, minimise body language, keep a reasonable distance, establish eye level position, be brief, stay with the agenda, acknowledge cooperation, withdraw if the situation escalates).

Follow through

(If the student starts displaying the appropriate behaviour briefly acknowledge their choice and re-direct other students' attention towards their usual work/activity. If the student continues with the problem behaviour then remind them of the expected school behaviour and identify consequences of continued unacceptable behaviour).

Debrief

(Help the student to identify the sequence of events that led to the unacceptable behaviour, pinpoint decision moments during the sequence of events, evaluate decisions made, and identify acceptable decision options for future situations).

Physical Intervention

Staff may, if confident and not at personal risk, make legitimate use of physical intervention if all non-physical interventions have been exhausted and a student is:

- physically assaulting another student or staff member

- posing an immediate danger to him/herself or to others.

Appropriate physical intervention may be used to ensure that Wavell State High School's duty of care to protect students and staff from foreseeable risks of injury is met. The use of physical intervention is only considered appropriate where the immediate safety of others is threatened and the strategy is used to prevent injury.

Physical intervention can involve coming between students, blocking a student's path, leading a student by the hand/arm, shepherding a student by placing a hand in the centre of the upper back, removing potentially dangerous objects and, in extreme situations, using more forceful restraint.

It is important that all understand:

- physical intervention will not be used as a form of punishment
- physical intervention will only be used when a less severe response is deemed inadequate to resolve the situation
- the underlying function of the behaviour.

Any physical intervention made must:

- be reasonable in the particular circumstances,
- be in proportion to the circumstances of the incident
- always be the minimum force needed to achieve the desired result, and
- take into account the age, stature, disability, understanding and gender of the student.

Record keeping

Each instance involving the use of physical intervention must be formally documented. The following records must be maintained:

- OneSchool incident report
- Health and Safety incident record

7. Network of student support

Wavell State High School has an extensive network of personnel supporting its Behaviour Management policy both school based and external.

School-based:

- Principal
- 4 Deputy Principals
- 13 Heads of Department
- 2 Guidance Officers
- Year Level Coordinators
- Special Education Unit and Teacher Aides
- Classroom teachers
- Form Teachers
- Prefect Body
- School Nurse
- School Chaplain
- Community Education Counsellor
- Student Representative Council
- School Council
- P & C and Sub Committees
- Ancillary Staff (Janitor, Groundsman, Office Staff)
- Workplace Health and Safety Coordinator
- Volunteer Tutors (Learning Difficulties)

External:

- STIP
- LASER
- Youth Support Worker
- Child Protection & Investigation Unit
- Child and Youth Mental Health Services
- Guest Speakers (Schoolies, Transport, Careers)

(See earlier section on Communication Pathways.)

Support is also available through the following government and community agencies:

- Disability Services Queensland
- Child and Youth Mental Health
- Queensland Health
- Department of Communities (Child Safety Services)

- Police
- Neighbourhood Centre
- Local Council

Online support:

- <http://wavellshs.eq.edu.au/wcmss/>
- <http://education.qld.gov.au/>
- www.qsa.qld.edu.au/
- www.health.qld.gov.au/
- http://www.mindmatters.edu.au/states/qld/qld_welcome.html

8. Consideration of individual circumstances

Wavell State High School endeavours to cater for the individual differences of a diverse student body. In doing so the school integrates a whole range of abilities in the ACADEMIC, VOCATIONAL EDUCATION, CULTURAL, SPORTING and SOCIAL/LEADERSHIP fields. In catering for the diverse needs of the students, Wavell implements a plethora of processes and programs as summarised below.

ACADEMIC	VOCATIONAL EDUCATION	CULTURAL	SPORT	SOCIAL / LEADERSHIP
<ul style="list-style-type: none"> ▪ Academic Competitions ▪ Academic Excellence Ceremony ▪ Academic Monitoring ▪ Advanced Academic Program ▪ Assignments ▪ Attendance Checks ▪ Australasian Writing Competition ▪ Block Exams ▪ Class Tests ▪ Curriculum/Work Programs ▪ Departmental Meetings ▪ Diagnostic Testing ▪ Excursions ▪ Field Trips ▪ Foundation, Core & Extension classes in Middle School ▪ ICT Facilities ▪ Literacy and Numeracy Development Program ▪ Literacy Festival ▪ Math Challenge for Young Australians ▪ Math Competition ▪ Open Day ▪ Parent Evenings ▪ Parent/Teacher Interviews ▪ Performance intervention ▪ Plain English Competition ▪ Practical Projects ▪ Internal/External exams/preparation/feedback ▪ RACI Chemistry Quiz ▪ Science Competition ▪ Senior Secondary Information Evening ▪ SEU ▪ Speech Night ▪ Study Skills Evening ▪ Subject Area Weeks ▪ Subject Seminars ▪ Teacher P.D. Forums ▪ Tertiary Open Days ▪ Tertiary Studies (QUT/UQ) ▪ Wavell Enrichment Program ▪ Year 10 AAP Symposium 	<ul style="list-style-type: none"> ▪ Careers & Employment Expo. ▪ Careers Week ▪ Certificate I – III ▪ Defence Force Visits ▪ Early Childhood Placements ▪ Hospitality Excursions ▪ Hospitality Practices Restaurant ▪ Information Sessions ▪ Internal Review Breakfast ▪ Parent Evenings ▪ School Based Apprenticeships/Trainee ships ▪ Tourism Excursion ▪ Work Place / Industry visits ▪ Work Placement 	<ul style="list-style-type: none"> ▪ ANZAC Commemorations ▪ Australian Academy of Music Festival Competition ▪ Chaplaincy Week at Wavell ▪ Dance Extravaganza <ul style="list-style-type: none"> ➢ Drama ➢ Drama Committee ▪ Drama Productions ▪ Instrumental Music ▪ Inter/Intra School Debating ▪ Jaycees Youth Speaks ▪ Multicultural Day <ul style="list-style-type: none"> ➢ Music ➢ Music Camp ➢ Music Committee ▪ Parent Evenings ▪ Religious Assemblies ▪ Rostrum Voice of Youth ▪ School Musical ▪ School of Excellence in Showcase Concert ▪ Visual G & T Excursion ▪ Year 12 Music Extension Recital ▪ Year 12 Art Exhibition ▪ Year 12 Dance Production ▪ Years 5/6/7/8/9 School Band ▪ Years 9-12 Dance Production Night 	<ul style="list-style-type: none"> ▪ Athletic Trials ▪ Athletics Carnivals ▪ Cross-Country ▪ District Athletics ▪ District Swimming Carnival ▪ House Allocation 7-12 ▪ Inter-house Athletics ▪ Interschool teams ▪ Metropolitan Finals – Summer and Winter ▪ Regional Athletics ▪ Regional Swimming Carnival ▪ School of Excellence in Rugby League ▪ Sports Afternoons ▪ State Athletics ▪ State Athletics Carnival ▪ Summer Sports Awards ▪ Swimming Carnivals ▪ Swimming Trials ▪ Winter Sports Awards 	<ul style="list-style-type: none"> ▪ Charity Appeals ▪ Dances ▪ Induction Program for Prefects-Elect ▪ Leadership Camps ▪ Orientation Day ▪ Overseas Trips ▪ PPP ▪ Prefect Investiture ▪ S.R.C. ▪ Senior Formal ▪ Senior Pre-Formal ▪ Ski Trip ▪ Valentine Grams ▪ Welcome to Wavell

There is an expectation that all students will perform to a satisfactory standard in the following areas:

- Academic
- Vocational

They are encouraged to attempt excellence in at least one of the five areas above. It is also expected that students involve themselves satisfactorily in each of the five areas.

These expectations will provide students with a sound basis for a successful transition into adult life.

MANAGING STUDENT ABSENCES AND ENFORCING ENROLMENT AND ATTENDANCE AT STATE SCHOOLS

9. Related legislation

- Commonwealth Disability Discrimination Act 1992
- Commonwealth Disability Standards for Education 2005
- Education and Training Legislation Amendment Act 2011
- Education (General Provisions) Act 2006
- Education (General Provisions) Regulation 2006
- Criminal Code Act 1899
- Anti-Discrimination Act 1991
- Commission for Children and Young People and Child Guardian Act 2000
- Judicial Review Act 1991
- Workplace Health and Safety Act 2011
- Workplace Health and Safety Regulation 2011
- Right to Information Act 2009
- Information Privacy (IP) Act 2009
- Supporting Students' Mental Health and Wellbeing

10. Related policies

- Safe, Supportive and Disciplined School Environment
- Inclusive Education
- Enrolment in State Primary, Secondary and Special Schools
- Student Dress Code
- Student Protection
- Information Communication & Technology (ICT)

11. Some related resources

- Bullying. No Way!
- Schoolwide Positive Behaviour Support
- Code of Conduct for School Students Travelling on Buses

COMPLAINTS MANAGEMENT

Most issues can be dealt with by a note or telephone call to the appropriate person. Start with the person involved. For curriculum issues contact the Subject Teacher or Head of Department. For non-curriculum issues, contact the Form Teacher, Year Coordinator or Deputy Principal. The Guidance Officer, School Nurse, Chaplain, Indigenous Support staff, Learning Support staff, Special Education support staff are also available. Serious or unresolved issues should be referred to the Principal.

Principles

- It is important to maintain a school environment where all can learn, work and play together as productively as possible.
- The school does not wish to create a 'culture of complaint', where disproportionate resources are expended on trivial issues.
- All have a right to present genuine concerns and have them dealt with fairly and as quickly as possible.
- Complaints should be dealt with in a way that helps rather than harms relationships.
- Concerns should be resolved as soon as possible, before they become more serious.
- In the first instance, those who are most closely involved should address the concerns.
- Unresolved complaints should be referred to the supervisor eg Teacher, then Head of Department, then Deputy Principal.
- A problem solving rather than a blaming approach is the best way to get cooperation and a solution.

Steps

- Communicate with the person involved. A letter is a good way to state the problem clearly. If a meeting is necessary, make an appointment and briefly indicate what the concern is – both parties should be able to prepare for the meeting.
- Avoid confronting or aggressive language. The facts should be discussed clearly, and both parties should listen carefully.
- Discuss how you can fix the problem together.
- If you cannot make progress, ask for help.
- If the problem is referred on, the Administrator will make a decision about the best course of action, involving you further if necessary, and will inform you of the solution.
- Police and Child Safety Officer interviews with students, and police searches at state educational institutions

Wavell Code of Classroom Behaviour

As a school community, we expect that all staff and students will be:-



1. Prepared

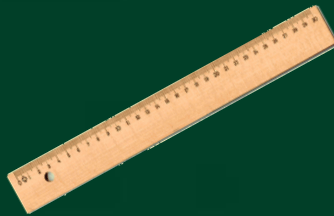
- Bring appropriate resources to participate in every lesson
 - Arrive with an attitude to learn
 - Adhere to safety standards and procedures



$$1 + 1 = 2$$

2. Punctual

- Attend every class on time
- Complete all tasks on time



3. Polite

- Show courtesy and respect to all members of the school community
 - Allow everyone to do their best at all times
 - Care for your classroom environment



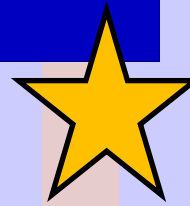
POSITIVE BEHAVIOURS

	All Settings	Learning Environment	Walkways	Playground & eating areas	Canteen	Assembly	In public and using transport
PREPARED	<ul style="list-style-type: none"> Be prepared for school, for every lesson and school activity Comply with school requirements Wear your uniform correctly Adhere to safety standards and procedures 	<ul style="list-style-type: none"> Bring a smile and a willing attitude Have a go and be ready to learn Bring appropriate resources for every lesson Comply with all subject and uniform requirements Follow safety standards and procedures Sit in your designated seat in your classroom 	<ul style="list-style-type: none"> Move directly to class Know where you are going to for class Line up with all of your books and equipment required. 	<ul style="list-style-type: none"> Walk safely around the eating and play spaces Use playground facilities in a friendly manner Keep active play to appropriate area, e.g. oval or courts Be sun safe, wear a hat and sunscreen. 	<ul style="list-style-type: none"> Model appropriate behaviour Have your money ready to pay Make your selection and move out Make sure you are wearing your uniform correctly 	<ul style="list-style-type: none"> Sit with your class at assembly Know the words of the National Anthem and our school song Sit at the veranda end of your row if you are to go on assembly Wear your formal uniform to assembly 	<ul style="list-style-type: none"> Know where to be to catch transport and where to alight Have your go card or money for your fare ready Wear your uniform correctly Use appropriate entrances and exits for transport Be ready to help others Know your rights and responsibilities when using public transport
PUNCTUAL	<ul style="list-style-type: none"> Arrive at school on time Attend every class, every day Stay on task in class Complete work in a timely manner 	<ul style="list-style-type: none"> Attend class on time, everyday Meet all deadlines and complete all homework, classroom tasks and assignments Make good use of your class time 	<ul style="list-style-type: none"> Move directly to class, on the first bell Use appropriate walkways Follow the entry and exit policy for all classrooms Move safely and briskly to class 	<ul style="list-style-type: none"> Lunchtime ends when the first bell rings, move promptly to class Follow the directions of the PGD teacher promptly 	<ul style="list-style-type: none"> Pre-order for quick service Arrive before the bell rings, so you have enough time to eat Note that no Canteen service is provided between classes When the first bell goes, move off to class – no service at the Canteen will be provided 	<ul style="list-style-type: none"> Move in to the assembly hall on the first ring of the bell If arriving late, wait quietly on the veranda next to your form class and wait for a break in assembly to take your seat 	<ul style="list-style-type: none"> Make your way to the bus stop or train station in good time
POLITE	<ul style="list-style-type: none"> Make visitors welcome Be honest, courteous and polite at all times Show courtesy and tolerance Respect the rights of others to learn and teach Respect the privacy of others Care for your school environment, no gum, no litter 	<ul style="list-style-type: none"> Do and be the best student you can be Treat everyone fairly Follow teacher instruction Be an active participant Respect the rights of others to learn and the teacher to teach Take pride in own work, that of others and school achievements Care for your classroom environment Remove your hat inside 	<ul style="list-style-type: none"> Keep to the left Greet others and be courteous Use designated walkways Respect the passage of others Be aware of the safety of others Store your bags in the racks provided Line up as directed and wait for your teacher to admit you to class Pick up any litter 	<ul style="list-style-type: none"> Treat others fairly Include others Be friendly and encouraging Be proud of your environment – put your litter in the bin straight away Leave your eating area clean Pick up any litter 	<ul style="list-style-type: none"> Line up in an orderly manner Speak clearly when ordering Use your manners and appropriate language in, or around, the Canteen at any time Only enter the canteen if you are making a purchase Pay for food first before consuming Always check with the cashiers before leaving 	<ul style="list-style-type: none"> Be quiet during assembly Listen to the speakers, give them your full attention Applaud at appropriate times Join in by respectfully singing the National Anthem and school song Remove your hat inside 	<ul style="list-style-type: none"> Use manners Model good behaviour Be pleasant to public transport staff Be considerate of others Line up in an orderly manner Stand for full fare passengers Be prepared to help Chat quietly and use appropriate language Abide by the Code of Conduct for Queensland Public Transport

Wavell expects every student to aim for

Excellence

EFFORT



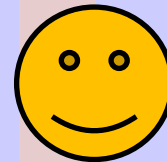
Prepared?

- Do you **bring** appropriate **resources** for every lesson?
- Have you **met** all subject **requirements**?
- Do you **adhere to safety** standards and procedures?
- Are you always **engaged positively** and **actively** in class?
- Do you **always work** to the best of your ability?

Punctual?

- Do you **attend** class on time, everyday?
- Have you **met** all deadlines ?

BEHAVIOUR



Polite?

- Are you **courteous and tolerant** towards teachers, students and members of the school community?
- Do you **follow** your teacher's instruction?
- Are you **respectful of the rights** of others to learn and teachers to teach?
- Do you **take pride** in your work, that of others and school achievements?

Punctual?

- Do you **arrive** at class and events **on time**?
- Are you **on task** in class?
- Do you **complete** your work in a **timely manner**?

POLICY INFORMATION

Most documents listed below can also be found on the School Website:

<http://wavellshs.eq.edu.au/wcms> Click on School Information and then Policies and Agreements.

Responsible Behaviour Plan for Students

- Student Planner and Handbook
- Welcome to Wavell Booklet
- Prospectus
- Paper copy issued to parents at enrolment interview (Years 8-12) or as part of Enrolment Pack (Year 7)

Student Dress Code

- Welcome to Wavell Booklet
- Prospectus

Homework Policy

- Student Planner and Handbook
- Prospectus
- Welcome to Wavell Booklet

Assessment Policy

- Student Planner and Handbook
- Prospectus
- Welcome to Wavell Booklet

Academic Misconduct Policy

- Student Planner and Handbook
- Prospectus
- Welcome to Wavell Booklet

School Charges and voluntary contributions

- Prospectus
- Student Resource Scheme Agreement Form signed during enrolment procedures
- Student Planner and Handbook

Student Usage of Internet, Intranet and Extranet

- Acceptable Use Form signed during enrolment procedures

Absences

- Prospectus
- Welcome to Wavell Booklet

School Excursions

- Prospectus

Complaints Management

- Welcome to Wavell Booklet – Difficulties and Interviews section
- Student Planner and Handbook
- Prospectus – Student Services section

Most issues can be dealt with by a note or telephone call to the appropriate person. Start with the person involved. – for curriculum issues contact the subject teacher or Head of Department. For non-curriculum issues, contact the form teacher, Year Coordinator, Deputy Principal, Guidance Officer, School Nurse, Chaplain, Indigenous Support staff, Learning Support staff, Special Education support staff are also available. Serious or unresolved issues should be referred to the Principal.

Parent Notice for Religious Instruction in School Hours

Education Minister approved representatives of religious denominations are entitled during school hours to instruct members of their denomination for a period not exceeding 1 hour per week. Any parent of a student in a State School may withdraw the student from all religious instruction by notification in writing to the Principal.

Consent to use, record or disclose copyright material, image, recording, name or personal information

- Permission for photograph, name, works to appear in school publications – With Enrolment Form.

Appropriate use of mobile telephones and other electronic equipment

- See Responsible Behaviour Plan for Students - Sections III (11) and VI (10).

Enrolment Agreement

- Prospectus
- Student Planner and Handbook

ENROLMENT AGREEMENT



This Enrolment Agreement sets out the responsibilities of the student, parents or carers and the school staff about the education of students enrolled at Wavell State High School.

Responsibility of student to:

- attend school regularly, on time, ready to learn and take part in school activities
- act at all times with respect and show tolerance towards other students and staff
- work hard and comply with requests or directions from the teacher and Principal
- abide by school rules, meet homework requirements and wear school's uniform
- respect the school environment.

Responsibility of parents to:

- attend open evenings for parents
- let the school know if there are any problems that may affect my child's ability to learn
- inform school of reason for any absence
- treat school staff with respect and tolerance
- support the authority and discipline of the school enabling my child to achieve maturity, self-discipline and self-control
- abide by school's policy regarding access to school grounds before, during and after school hours.

Responsibility of school to:

- develop each individual student's talent as fully as possible
- inform parents and carers regularly about how their children are progressing
- inform students, parents and carers about what the teachers aim to teach the students each term
- teach effectively and to set the highest standards in work and behaviour
- take reasonable steps to ensure the safety, happiness and self-confidence of all students
- be open and welcoming at all reasonable times and offer opportunities for parents and carers to become involved in the school community
- clearly articulate the school's expectations regarding the responsible behaviour plan for students and the school's dress code policy
- ensure that the parent is aware of the school's record-keeping policy including the creation of a transfer note should the student enrol at another school
- set, mark and monitor homework regularly in keeping with the school's homework policy
- contact parents and carers as soon as is possible if the school is concerned about the child's school work, behaviour, attendance or punctuality
- deal with complaints in an open, fair and transparent manner
- consult parents on any major issues affecting students
- treat students and parents with respect and tolerance.

I accept the rules and regulations of Wavell State High School as stated in the school policies that have been provided to me as follows:

- Responsible Behaviour Plan for Students
- Student Dress Code
- Homework Policy
- Resource Hire Scheme Charges and Voluntary P & C Contributions
- Student usage of Internet, Intranet and Extranet
- Absences
- School Excursions
- Complaints Management
- Parent Notice for Religious Instruction in School Hours
- Consent to use Copyright Material, Image, Recording or Name
- Appropriate Use of Mobile Telephones and other Electronic Equipment by Students (Refer Code of Behaviour).

INFORMATION AND COMMUNICATION TECHNOLOGIES (ICTs) RESPONSIBLE USE AGREEMENT 2019

To be read in conjunction with Wavell SHS School Policy and E.Q Guidelines



1. The school's Internet and E-Mail accounts exist to provide access to curriculum-related information. I will not use these accounts to look for material which is unrelated to the school's curriculum unless I have been given permission by a member of the school's administration or a teacher who is directly supervising me.
2. Programs (including games, music, streaming videos) are not to be downloaded, saved onto the school system or run from external drives.
3. Publications dealing with pornography or extreme violence are not permitted at the school. I will not use the Internet or E-Mail to access unacceptable material. I will report such material immediately.
4. I will take care in my use of information published on the Internet, realising that it may be inaccurate or may misrepresent a person or situation.
5. Copyright law states that it is illegal to copy and/or distribute another author's work without acknowledgment: therefore I shall always acknowledge the source of any work I copy from the Internet.
6. Section 85ZE of the Commonwealth Crimes Act states that a person shall not *knowingly* or *recklessly*:
 - ❖ use a telecommunications service supplied by a carrier to *menace* or *harass* another person; or
 - ❖ use a telecommunications service supplied by a carrier in such a way as would be regarded by reasonable persons as being, in any circumstance, *offensive*.
7. I understand that I have credit provided of a stated amount for printing from computers for curriculum use. If I require use beyond this limit, I will be required to pay for additional printing credit. I understand that use of the printers is for school related purposes only.
8. **I will not divulge my network or internet account details (username and/or password) to another student. I will not use another student's account details to access ICT facilities.**
9. I understand that I have been provided with an email account in order to support communication between myself, my teachers and peers to assist in my studies. **I will not use my email account in any way that jeopardises or interferes with my studies or in a way that cannot be reasonably justified in support of my education and the core purpose of my enrolment at Wavell State High School. In addition, I will not forward or send mass emails of any kind.**
10. I understand that my network data files are not private, and that teachers have access to them at any time. I understand that the IT Department may access my email mailbox and/or a record of my school-based internet activity if inappropriate use is suspected.
11. I understand that if I cause deliberate damage to a school owned ICT device (e.g. a laptop, desktop computer, monitor or keyboard), I will be liable for the cost of the repairs.
12. I understand that it is my responsibility to report any damage to a school owned ICT device that has been allocated in my name immediately to the teacher in charge, otherwise I may be held liable for the damage and be responsible for the cost of repairs.

Any violation of this agreement will incur a penalty. The most likely penalty will be a ban from the use of the Internet, Email, and possibly all school owned computers, except for assessable work to be completed in class under direct teacher supervision. The length of this ban will depend on the seriousness of the offence. The final decision on the severity of the consequence will rest with the Principal. (Serious or repeated misuse could result in a school suspension).

BYOx - BRING YOUR OWN DEVICE

The 'x' in the BYOx acronym used by Education Queensland refers to the teaching and learning environment in Queensland state schools where privately owned devices are used. The 'x' in BYOx represents more than a privately owned device, it also includes software, applications, connectivity or carriage service.

The School Council of Wavell SHS has approved the implementation of a voluntary BYOx program from the commencement of the 2016 school year. Any student owned laptop which meets the minimum school determined specifications will be permitted to participate in the program. Full details and agreement forms may be found on the school website.

From the beginning of 2019, all Year 11 students are required to bring to school, each day, a BYOx device which meets the Wavell SHS minimum specifications. (These can be found on the school website).

To assist with the purchase of a suitable laptop, Wavell SHS has partnered with several vendors and has provided links through portals on our school website. These vendors will provide a quality commercial grade laptop with extended warranty, insurance, accidental damage protection and with business level technical support. For full details please see the vendor portals via the quick links on the school website.

School owned computers, both laptops (in laptop trolleys) and desktops (in computer labs and the library) are available for use, while at school, for any student who does not participate in the BYOx program.

All infrastructure costs for the BYOx program have been absorbed into the Wavell SHS Student Resource Scheme payment including licence fees, software applications, broadband access and internet filtering.

Students who participate in the Wavell SHS BYOx program are required to keep their personally owned laptop secure while coming to school, during the school day and while travelling home. **Day Use Only** lockers are available to store a student's BYOx laptop when not being used. The laptop must be taken home at the end of each day. Students are encouraged to purchase the school backpack from the school shops as this has a protective section useful for storage of a personal laptop.

A laptop charging station is located in the library for those students whose BYOx device may require a top up charge throughout the day. Students are required to bring their own chargers and cables to use this charging station.

TRANSPORT TO WAVELL 2019

Bus and Train Travel

Queensland full-time secondary school students are eligible for a concession fare up to and including their 15th birthday. Secondary students who are 15 years and over must have an approved Queensland student photo identification card or be wearing an official Queensland school uniform to receive a concession fare. All concession ticket holders or concession go card holders must be in possession of a valid concession entitlement card at all times and must present the card to transport staff when travelling. TransLink ticketing products are the go card or single tickets.

go Card	Electronic travel card which can be used on TransLink bus, train and ferry services. Expires on the same date as the concession entitlement card you used when you bought your concession go card.
Single	One-way ticket to reach your destination, including transfers between any transport modes within 2 hours.

Train Travel

Check with your local station for departure and arrival times to and from Toombul Station or log on to www.transinfo.qld.gov.au for details. Students then catch the Brisbane City Council bus 322 to school from Toombul Interchange.

Bus Travel Only to and from Wavell:

AM Services to Wavell High

306 Departs "St Vincents Road – 39a" stop on St Vincents Rd at 7.09am – during School Terms only

Depart "St Vincents Road – 39a" stop on St Vincents Rd, then via St Vincents Rd, (L) Redhill Rd, (R) Earnshaw Rd, (L) Approach Rd, (R) Nudgee Rd, (R) Tufnell Rd, (L) St Vincents Rd, Continue St Vincents Rd, (R) Toombul Rd, (L) Sandgate Rd, (L) St Vincents Rd, (R) Ridge St, (R) Northgate Rd, (L) Flower St, (R) Ryans Rd, (R) Cavendish St, (L) Cameron St, (L) Sandgate Rd, (L) Sandgate Rd to Nundah Village, Continue Sandgate Rd to Toombul Shopping Centre – Platform A, transfer Wavell High School Students at Toombul Interchange at 7.52am to route 322 departing Toombul Interchange "D" at 8.03am.

322 Departs "Toombul Interchange "D" at 8.03am

Depart Toombul Interchange "D", then (L) Grace St, (R) Sandgate Rd, (L) Buckland Rd, (R) Park Rd, (L) Eton St, (R) Windsor St, (L) Rode Rd, (R) Bilsen Rd, Continue Bilsen Rd, (L) Main Ave, (L) Stadcor St, (R) Hamilton Rd, (L) Spence Rd, (L) Rode Rd, (R) Shaw Rd, (R) Edinburgh Castle Rd, (R) Pflingst Rd, MUST SET DOWN STUDENTS STOP 43 PFLINGST RD (Not in Brae St) at 8.31am

907 Departs "Brendale Express Stop" at 7.18am

Depart inbound "Brendale" express stop-Brendale St, travel via Brendale St, (R) Karena St (L) South Pine Rd (R) Flamingo Drv, Faheys Rd West, Morgan Rd, Albany Forest Drv (R) Narrabeen Drv, Thiess Drv, (L) Challinor Dve, (L) Fredrick St, (R) Jagora Drv, (R) Albany Forest Drv, (R) Old Northern Rd To "Bunyaville State Forest" express stop, (PADUA STUDENTS MUST TRANSFER TO ROUTE 908 - DUE AT 7.50 - ROUTE 908 IS ALSO BACK UP BUS FOR WAVELL HIGH). Then express via Old Northern Rd, (L) Hamilton Rd (Set Down Craigslea students if req) (R) Webster St, (L) Rode Rd, (R) Telopia Ave, (L) White St (set down Wavell High students) then via White St, (L) Pflingst Rd, (L) Hamilton Rd to Craigslea High School.

908 Departs "Collins Rd" stop far side Hawkes Ave at 7.28am

Depart Collins Rd ("Collins Rd" stop) far side Hawkes Ave (at 7.28), travel via Collins Rd, (R) Jinker Track, (L) Thiess Dr (due at the "Challinor" stop at 7.33), (R) Narrabeen Rd, (R) Albany Forest Dr, (L) Old Northern Rd, (R) Folkstone Ave, (R) Sussex Dr (due at the "Sussex/Folkstone" stop at 7.41), (R) Keong Rd, (L) Old Northern Rd to "Bunyaville State Forest" express stop (due at 7.50)* BUS TO WAIT FOR PADUA STUDENTS TRANSFERRING FROM ROUTE 907 DUE APPROX 7.49*, then via Old Northern Rd (L) Hamilton Rd, (R) Beckett Rd, (L) Rode Rd, then EXPRESS from Rode Rd and Parton Street ("Cilento St" Stop 44a) via Rode Rd (R) Appleby Rd (L) Wilgarning St, Moree St (R) Turner Rd (R) Jardine St to "Padua College Stop A" (due at 8.23) Then (R) Clifford St (R) Scott St, Strathmore St, Castle St, (L) Leckie Rd (R) Edinburgh Castle Rd (L) Pflingst to Stop 43 Pflingst Rd app Brae St (due at 8.35)

944 Departs "Boondall Station" stop in Aberdeen Parade at 7.17am

Depart the "Boondall Station" stop in Aberdeen Parade (at 7.17), Travel ALL STOPS via 325 route to Beams Rd (due at the "Taigum Shopping Centre" stop on Beams Rd at 7.27), (L) Handford Rd (due at "Zillmere Station at 7.32) then via Murphy Rd, (L) Ellison Rd (due at the "Newman/Ellison" stop at 7.44), (R) Newman Rd, (R) Hamilton Rd, (R) "Chermside Interchange Stop A" (due at 7.50), (L) Hamilton Rd, (R) Pflingst Rd, (R) White St to "Wavell High" District Stop (due at 7.59)

966 Departs "Zillmere South" stop on Zillmere Rd at 8.02am

Depart "Zillmere South" express stop on Zillmere Rd, then via Zillmere Rd, (R) Church Rd, (R) Beams Rd to TAIGUM SHOPS (8.07am) then straight ahead to Tedman St, (L) Hodgson St, (R) Macansh St, (L) Gledson St, (R) Percy St, (L) Lovegrove St, (R) Beckman St, Newman Rd, (R) Robinson Rd Overpass, (R) Railway Pde, (R) Newman Rd, (R) Hamilton Rd, (L) Pflingst Rd, (R) White St to WAVELL HIGH School District Stop

968 Departs "Pflingst Rd stop 43" at 7:42am

Depart Wavell High School Stop 43, Pflingst Rd (R) Rode Rd (L) Spence Rd (L) Hamilton Rd (R) Newman Rd (L) Ellison Rd (R) Piccadilly St (R) Copperfield St (L) Newman Rd (L) Railway Pde Under overpass (L) Up onto Robinson Rd overpass, Robinson Rd, (L) Sandgate Rd To Nudgee College CXP Stop (8.02am). Then via Sandgate Rd (L) Garozzo St (R) Groth Rd (L) Beams Rd (R) Taigum Interchange (8.09), Straight ahead Tedman St (L) Hodgson St (R) Macansh St (L) Gledson St (R) Percy St (L) Lovegrove St (R) Beckman St, Newman Rd (R) Robinson Rd Overpass (R) Under Overpass, Continue Railway Pde (R) Geebung Station, Newman Rd 8.19am), (R) Hamilton Rd (L) Pflingst Rd (R) White St to Wavell High School District Stop (8.34am)

969 Departs "Trouts Rd Stop 7" at 7.53am

Depart the "Trouts Rd" stop 7 on Trouts Rd (f-s Stafford Rd), travel via Trouts Rd, Parton St, (L) Rode Rd to "McDowall" express stop (McDowall Primary School), then via Rode Rd, around roundabout, Rode Rd, Depart McDowall Express Stop "Opposite School" at 8.05, (L) Brynner St, (R) Hoffman St, (R) Ifield St, (L) Rode Rd, (R) Chuter St, (L) Coleridge St, (L) Appleby Rd (R) Rode Rd", (R) Bristol St, (L) White St to Wavell High School (8.30am).

978 Departs "Aspley Hypermarket Stop B" at 7.40am

Depart Aspley Hypermarket, travel via (L) Albany Creek Rd, (L) Gayford St, (L) Gympie Rd, (L) Graham Rd, (R) Ridley Rd, (R) Beams Rd, (L) Carseldine Railway Station. Depart at 7.55; via (L) Beams Rd to Taigum Interchange at 8.01 Then (L) Beams Rd, (R) Sandgate Rd (set down Nudgee College students at "Nudgee College" express stop-far side Northumbria Rd). Depart at 8.10, via Sandgate Rd, (R) Zillmere Rd, (L) Newman Rd, (R) Robinson Rd Overpass, (R) Railway Pde, (R) Newman Rd to "Geebung Station" express stop (8.20), then via Newman Rd, (R) Hamilton Rd, (L) Pflingst Rd, (R) White St to White St District stop 8.35.

PM Services from Wavell High**917 Departs "Wavell High Oval Stop" on Edinburgh Castle Rd at 3.20pm**

Depart Edinburgh Castle Rd, travel EXPRESS via Edinburgh Castle Rd, (R) Fourteenth Ave, (L) Leckie Rd, (R) Castle St, Strathmore St, (L) Turner Rd, (R) Jardine St to Padua College Stop A (3.2) Then EXPRESS via Jardine St, (R) Clifford St, (L) Moree St, (R) Webster Rd, (L) Hamilton Rd to CRAIGSLEA Schools (Hamilton-Pullford Stop) 3.39. Then EXPRESS via Hamilton Rd, (L) Old Northern Rd, (R) Collins Rd to the "Collins Rd" Stop (far side Hawkes Ave), then all stops as required via Collins Rd, (R) Jinker Track, (L) Old Northern Rd Albany Creek High (4.03), (L) Albany Forest Drv, (L) Jagora Drv, (L) Frederick St, (R) Challinor Drv, (R) Thiess Drv, (R) Narrabeen Drv, (L) Albany Forest Drv, Morgan Rd, Faheys Rd West, Flamingo Drv, (L) South Pine Rd, (R) Karena St, (L) Brendale St to "Brendale" Express stop.

941 Departs "Wavell High Oval Stop" on Edinburgh Castle Rd at 3.36pm

Departs Turner Rd app Jardine St, Then EXPRESS via Turner Rd (R) Strathmore St, Castle St, (L) Leckie Rd, (R) Edinburgh Castle Rd, (Wavell Heights High Stop 3.36pm), then left Pflingst Rd setting down as required from "Pflingst Rd" stop 46, right Hamilton Rd, left Newman Rd and usual 325 route to Boondall Railway Station

967 Departs "Wavell High Oval Stop" on Edinburgh Castle Rd at 3.27pm

Departs Wavell High Oval stop (Edinburgh Castle Rd), travelling EXPRESS to the "Marmont St" stop via Edinburgh Castle Rd, (L) Pflingst Rd, (R) Hamilton Rd, (L) Newman Rd, (L) Ellison Rd to the "Marmont St" stop. (then all stops, as required), (R) Piccadilly St, (R) Copperfield St, (L) Newman Rd, (L) Railway Pde, Up over Overpass, (L) Newman Rd, Beckman St, (L) Lovegrove St, (R) Percy St, (L) Gledson St, (R) Macansh St, (L) Hodgson St, (R) Tedman St, (L) Beams Rd, (R) Taigum Interchange

970 Departs "Wavell High Oval Stop" on Edinburgh Castle Rd at 3.17pm

Depart Wavell High Oval Stop, via Edinburgh Castle Rd (L) Shaw Rd (L) Rode Rd (R) Spence Rd (R) Hamilton Rd (R) Bilsen Rd, (L) Rode Rd, (R) Sandgate Rd (L) Sandgate Rd – travel via Nundah Village (L) Sandgate Rd, To Toombul Interchange – Platform D

971 Departs "Wavell High Oval Stop" on Edinburgh Castle Rd at 3.25pm

Depart Wavell High Oval Stop on Edinburgh Castle Rd, Travel EXPRESS to Nundah GCL stop in Nundah Village, via Edinburgh Castle Rd, (R) Rode Rd, (R) Sandgate Rd (L) Sandgate Rd – through Nundah Village (servicing Nundah GCL stop - app Station St and Sandgate Rd stop 1 - far side Buckland Rd), (L) Sandgate Rd, To Toombul Interchange "D" Then travel as a Northgate East 307 via usual route to Northgate (Oates Pde and Days Rd)

972 Departs "Wavell High Oval Stop" on Edinburgh Castle Rd at 3.25pm

Depart Wavell High Oval Stop - Edinburgh Castle Rd, Running EXPRESS via (L) Pflingst Rd, (R) Hamilton Rd, (L) Newman Rd to "Geebung Station" Express Stop.

973 Departs "Pflingst Rd Stop 46" (Inbound) at 3.17pm

Depart Pflingst Rd Stop 46 Inbound (approaching Highcrest St) at 3.17pm travel via Pflingst Rd, (R) White St (Wavell High District Stop in White St - 3.21pm), Then travel via White St, (R) Telopia Ave, (L) Rode Rd, (R) Ashworth St, (R) Blenheim St, (L) Bramcote St, (L) Chingford St, (R) Cherston St, (L) Bamber St, (L) Cranbourne St, (R) Risdon St, (L) Maundrell Tce, (R) Rode Rd, (L) Chuter St, (L) Coleridge St, (L) Appleby Rd, (L) Rode Rd, around roundabout, Rode Rd, (L) Brynner St, (R) Hoffman St, (R) Ifield St, (L) Rode Rd, (R) Parton St, Trouts Rd to "Trouts Rd" stop 7 (approaching Stafford Rd).

974 Departs "Wavell High Oval Stop" on Edinburgh Castle Rd at 3.30pm

Depart Wavell High Oval Stop at 3.25pm and then travels EXPRESS via Edinburgh Castle Rd, (L) Pflingst Rd, (R) Hamilton Rd, (L) to Newman Rd, (L) Railway Pde, Up over Overpass, (L) Newman Rd, (L) Zillmere Rd, (R) Church Rd, (L) Beams Rd, (R) Carseldine Station.

975 Departs "Wavell High Oval Stop" on Edinburgh Castle Rd at 3.23pm

Departs Wavell High Oval stop (Edinburgh Castle Rd), travelling EXPRESS to the "Muller Rd" stop 55 (on Lovegrove St - approaching Muller Rd), travelling via Edinburgh Castle Rd, (L) Pflingst Rd, (R) Hamilton Rd, (L) Newman Rd, (L) Railway Pde, Up over Overpass, (L) Newman Rd, Beckman St, (R) Lovegrove St to "Muller Rd" stop 55, (then all stops, as required) via (L) Muller Rd, (R) Roghan Rd, (R) Sandgate Rd, (L) Roscommon Rd, (R) Landsboro Ave, (R) Cardinal St, (L) Kingstown Ave, (R) Bard St, (R) Aberdeen Parade to Boondall Station. Then continues via Aberdeen Parade, (R) Stanworth Rd, Holmes Ave, College Way, Northumbria Rd, Garozzo St: (R) Groth Rd, (L) Beams Rd to the "Beams/Groth" Stop (far side Groth Rd).

982 Departs "White St" at 3.17pm

Depart Wavell High District Stop: in White St, travel via White St, (R) Telopia Ave, (R) Taylor St, (L) Pflingst Rd (MUST PICK UP WAVELL CONVENT STUDENTS AT STOP 46 PFLINGST RD IF REQUIRED), then Express via Pflingst Rd, (L) Hamilton Rd, (R) Chermide Interchange stop "A".

986 Departs "White St" at 3:17pm

Depart "White Street" District Stop, (R) Telopia Ave, (L) Rode Rd, (R) Webster, (L) Hamilton, (R) Maundrell Tce, (L) Albany Creek Rd, (R) Aspley Hypermarket . There is a 4 minute rest period and then this service becomes the 350 service (departing at 3.45pm), to the city via Bridgeman Downs, Everton Hills, Everton Park and Ashgrove Village.

320 Departs City at 2.45pm - Passes "White St Stop" at 3.17pm

Travels via usual route to Bonney Ave, (R) Bayview Tce to Eagle Junction State School (PICK UP STUDENTS IN BAYVIEW TCE) at rear of Eagle Junction State School, then (L) Armagh St, (L) Roseby Ave, (R) Bonney Ave & usual 320 route to Pflingst Rd, then (L) White St ("White St" District Stop in White St at 3.23pm). Then via White St, (R) Telopia St, (R) Taylor St, (L) Pflingst Rd and usual 320 route to Chermide Interchange.

Other Brisbane Transport Services**Depart: Cherside 'B' Rte: 338 Time: 2:41pm Days of operation: MoTuWeThFr**

Service sets down and picks up at all Cityxpress stops on Gympie Rd then Operates via usual route then (L) Explorer Drv (R) first roundabout U Turn at roundabout to Retirement Village then (L) Explorer Drv (L) Old Northern Rd and usual route. DURING SCHOOL TERMS Do not pass Albany Hills Primary School at Keong Rd before 3:07pm DURING SCHOOL TERMS travel via usual route to Queen Elizabeth Drv (L) Marilyn Tce to Bus Bay. Depart Eatons Hill State School 3:27pm via (L) Queen Elizabeth Drv and usual route to South Pine Rd then via Linkfield (L) Gympie Rd, veer (L) Gympie Rd, (R) Dixon St, (L) Strathpine Interchange

Depart: Cherside 'B' Rte: 338 Time: 3:40 pm Days of operation: MoTuWeThFr

During School Terms service travels via Hamilton Rd, @ Maundrell Tce to Craigslea High School ("Hamilton/Pullford" stop 41/42) then via Hamilton Road, (R) Maundrell Tce, (L) Albany Creek Rd and usual route

Brisbane Bus Lines

For service and details visit www.brisbanebuslines.com.au or contact by email on schools@brisbanebuslines.com.au or phone: 3354 3633

Hornibrook Bus Lines

For services and details visit www.hornibrook.com.au or contact by email on feedback@hornibrook.com.au or phone: 3284 1622.

For more up-to-date information please check with the following transport authorities:

- ◆ Public Transport Information for South East Queensland is available by phoning TRANSINFO 13 1230 or visit <http://translink.com.au/>
- ◆ Information for parents and guardians on the School Transport Assistance Scheme is available at: <http://www.tmr.qld.gov.au/Travel-and-transport/School-transport.aspx>
- ◆ Visit the website for bus services only To and From Wavell: <http://translink.com.au/travel-information/network-information/school-transport>

EVACUATION PLAN

SCHOOL MAP

LOCKDOWN MAP

THE WAVELL STUDENT

There is an expectation that each Wavell student would develop significantly in each of these areas during their secondary schooling.

Working with the support of the school and wider community in striving to fulfil potential.

Attitude being positive and optimistic towards the potential life role as family, community and work force member.

Values for being an active and informed member of our community with the ability to exercise judgement and responsibility in matters of morality, ethics and social justice.

Education for a broad knowledge base and thinking skills in analysis and problem solving, with the ability to become a confident and technologically competent member of the 21st century.

Life long learning in education, training and employment being highly valued and understanding the importance of achievement, hard working and planning.

Learning to have pride and respect in self, family, friends, school and country and acknowledging the balance between study, sport, culture and social commitment.

The above statement has been developed by the School Council in 1999 to provide strategic direction for the school and its students in the new millennium.



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