The 2016 school year is well underway and I would like to extend a very warm welcome to all families of Year 7 students and families new to the community.

The year has started off very well with a full complement of staff, although there have been some changes due to promotions and transfers. The Principal, Mr Cheadle is on extended leave and I will relieve as principal for Term 1; Mr Brett Hugo commenced as Deputy Principal late last year, replacing Mr Robert Elbahou who has been promoted to Deputy Principal at James Busby High School; Mrs Bethaney Waters has been promoted to Head Teacher Creative and Performing Arts at Cabramatta High School and Ms Jennifer Young is acting Head Teacher, PDHPE and CAPA until the position is filled.

As part of our focus on delivering high quality teaching and learning, we have created a new position, Head Teacher Teaching and Learning. This position will be filled by Ms Deidre Williams and Mr Dai Dong is relieving as Head Teacher TAS.

We have a very busy program of innovative programs planned for your children and their teachers this year and we will be keeping you informed as to the details via this newsletter and also via our website. We commenced this program last week with a study skills workshop, delivered by Elevate for students in the Aspire classes, followed by a parent evening. We intended to trial this program and are pleased to announce that it was so well received by both students and parents, that we are creating a new position, Head Teacher Teaching and Learning. This last position will be filled by Ms Deidre Williams and Mr Dai Dong is relieving as Head Teacher TAS.

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Renovations!

During the vacation, work commenced on the renovation of the school canteen. A temporary canteen is being run from the hall until the works are completed. These renovations are part of the Kids Canteen project. The P&C was also successful in being awarded a grant of $120,000 towards the Kids Cafeteria and as part of these initiatives, the canteen is now operated by the P&C, through a small separate Canteen Committee. I would like to thank the P&C for being so supportive in agreeing to assume this responsibility and also thanks to Mr Newing, Head Teacher HSIE who is coordinating the projects.

P&C Meeting

All parents are welcome to participate in the P&C which is a great support to the school and our programs. Please come along to the next meeting which will be held on Wednesday 24 February.

Leave During School Term

Just a reminder that leave during school terms must be applied for and will not be automatically granted. Please do not make holiday arrangements during term time as students will miss important assessments or class time. Of course, there are often family emergencies and these will be supported of course. If you need to apply for leave during school terms, please allow at least two (2) weeks between the date of the intended leave and the time you submit the application. Supporting documentation must be attached to your application. In the case of an emergency, please complete the application and ask to speak with the Principal. If you have any questions regarding leave during term time, please contact the school.

Jan Dolstra
Rel. Principal

IMPORTANT INFORMATION

EARLY LEAVE OF STUDENTS

Students will not be allowed to be dismissed from school for appointments of any kind unless they are picked up and signed out of school by a parent at the Administration Office. This procedure is for the safety and the security of all students.

PASS IT ON

The Welfare faculty maintains a uniform pool to assist students in need. If you have any uniforms or jumpers, etc that are in good condition and you would like to PASS IT ON to our students, please leave the items at the Front Office.

Your kind generosity would be greatly appreciated.
ACCESS ONTO SCHOOL GROUNDS

A reminder that parents are NOT permitted to drive into the school grounds when dropping off or picking up their child/children. The slip lane (Acres Lane) adjacent to the school driveway is the preferred option. This rule was put in place some time ago to minimise traffic through the school, which would minimise the risk of injury to all students, staff and visitors of the school.

Furthermore, any parent with prior appointments that require access into the school car park, a reminder that the school is a 5 km zone.

Thank you for your understanding and co-operation.

SCHOOL CALENDAR

**Week 5 – Term 1**
- 24 Feb  P & C Meeting at 6.30 pm in Common Room (B Block)
- 26 Feb  School Photos Catch Up Day

**Week 6 – Term 1**
- 1 Mar  Years 11 and 12 Boys KO Soccer
- 4 Mar  Support Community Access

**Week 7 – Term 1**
- 10 Mar  Years 7&8 Vaccinations and catch-ups
- 10 Mar  Sweet Treat Day
- 10 Mar  Zone Swimming
- 10 Mar  G120 Schoolboy Trophy Round 1
- 10 Mar  Year 10 Work Ready Day – Ingleburn RSL

**Week 8 – Term 1**
- 14 Mar  Year 10 Work Education students only – Work experience – All week
- 17 Mar  Year 11 U-Turn the Wheel
- 18 Mar  Support Community Access

**Week 9 – Term 1**
- 22 Mar  School Cross Country Carnival
- 23 Mar  P & C Meeting at 6.30 pm in Common Room (B Block)

**Week 11 – Term 1**
- 4 Apr  Year 7 Swim Scheme – All week
- 8 Apr  Last day Term 1

*All dates and information are correct at time of printing however changes may occur due to unforeseen circumstances. We apologise for any inconvenience this may cause.*
On behalf of the P&C I would like to welcome our new students and their families and welcome back our existing students and families.

The P&C Association meets in the school staff Common Room in B Block at 6.30pm on the fourth Wednesday of each month (except during school holidays)

Membership is open to everyone - parents, caregivers, grandparents, teachers, students and members of the whole community. By working together people who care can make a difference. Participation in the education process is one of the best expressions of support that you can give to your child.

Although the P&C Association is not required to raise money, fundraising is an important part of our activities. At the moment funds are raised through Uniform Shop sales, Sweet Treat Days, Bunnings BBQ's, Mother's Day and Father's Day stalls, sale of the Entertainment book and various other activities. Any suggestions for fundraising ideas would be greatly appreciated.

I hope that you will consider getting involved in the P&C Association. We are all busy, committed parents and members of the community. Members do not need to attend every meeting however regular attendance is the best way to find out what is happening around school. I will also ensure that decisions taken are carried out and that funds are spent according to the wishes of the majority.

I look forward to meeting new people at our first meeting of the year on Wednesday, 24 February. Home baked treats, tea and coffee will be available for supper.

Uniform Shop

It has been a very busy time in the Uniform Shop since 18 January. It is great to see the majority of students wearing the correct school uniform. Parents are reminded that the everyday school shirt/blouse is a cotton button-up shirt with the school logo. Lemon and white polo shirts are NOT school uniform as this style was deleted five years ago, also straight skirts for the girls are NOT school uniform also deleted five years ago. The correct girl’s skirt has pleats at the front. If you’re experiencing financial hardship please make an appointment to speak to the Principal or Deputy Principals.

Sweet Treat Day - Thursday 10 March

The P&C will be running a Sweet Treat day during recess and lunch outside the school hall. There will be Krispy Kreme Doughnuts, brownies, cookies, cupcakes, toffees and lots more. Treats will cost between 50 cents and $2.

Next P&C Meeting

The first meeting for the year is on Wednesday 24 February, come along and meet some of our other parents/caregivers and find out what’s happening around your school this term. Also come and enjoy some home baked treats, tea/coffee for supper.

Sue Roberts
P&C President

UNIFORM SHOP HOURS

Purchases of the new school uniform may be made during the following hours.

Thursday mornings
8.00am – 10.00am

EFTPOS and Credit card payment is available.

All sales benefit the school with a percentage of each item sold going to the P&C.

ANTI-RACISM
– A MESSAGE FROM THE ARCO

Ingleburn High School has a strong commitment to Multicultural Education, equity and equality. These beliefs permeate all of our school policies including our Anti-Racism Policy, the Cultural Diversity and Community Relations Policy, Multicultural Education in schools, the Aboriginal Education and Training Policy and the Complaints Handling Policy, amongst others. This ethos is embedded in our teaching practice and not only is it taught explicitly to students, but it also forms part of our expectations of the safe, respectful learners that attend Ingleburn High School.

Any member of the school community has the right to lodge a complaint and seek a favourable resolution if they have been the victim of racial vilification in the school context. The resolution of such complaints can be either formal or informal depending on the severity and frequency of the abuse. It is my duty as an Anti-Racism Contact Officer (ARCO) of Ingleburn High School to handle such complaints and to provide mediation, education and monitoring that leads to reduced recidivism of racial abuse in our school.

If any student experiences such vilification, they are encouraged to speak to their teacher and to see myself in the History, Languages and Music Faculty in BR0064. If you have any questions regarding our policies or the resolution process, please contact me through the school’s front office.

Mr D. Levkovski
ARCO Representative
PARENT ONLINE PAYMENTS (POP)

POP is now user friendly on mobile devices. Behind the scenes Westpac has been working on an upgrade to the POP webpage attached to our school’s website. In the past using the ‘$ Make a payment’ page through a mobile device or tablet has not been as easy as on a computer. Now, automatically, when parents click on this page, via a mobile device, you will be able to complete the online form with ease.

Items that can be paid include school contributions, subject fees and excursions. There is also a category called ‘Other’ this is to cover items not covered in the previous headings, ‘Other’ can be used to make a complete payment of a school invoice.

When you access the $ Make a payment you must enter:

- the students name, and
- class and reference number OR
- the students name, and
- date of birth.

These details are entered each time you make a payment as student information is not held within the payment system. There is also the option to enter the Student Registration Number and Invoice number these are not used at our school, please leave blank.

This is a secure payment system hosted by Westpac to ensure that your credit/debit card details are captured in a secure manner, these details are not passed back to the school.

You have the ability to check and change any details of the payment before the payment is processed. Receipts can be emailed and/or printed. Details of the payments are passed daily to the school where they will be receipted against your child’s account. As a receipt has been issued from the payment page a further receipt will not be issued by the school. For any enquiries regarding the Online Payment process please contact the School Administration Office.

CAREERS ADVISER REPORT

Year 7 – On Monday 9 May ALL Year 7 students will be participating in the following production in the school hall.

Funded by WSU and presented to you by Gibber the performance is offered on a first-come first-served basis and demand is expected once again to be high. Don’t miss out on this fantastic opportunity, email me today with your preferred date and time and I will get back to you with your confirmation.

Aim Higher is a dynamic, hard hitting 45 minute high energy “Magazine style” interactive performance that uses humour, music, multimedia and popular culture to engage, inspire and inform Year 7 students about the many different progression routes into tertiary education. Using identifiable characters and fun interactive scenarios that the pupils can relate to, we will dispel any preconceptions or negative attitudes towards learning beyond the compulsory education period, raising awareness of the specific routes into university and their accessibility for all.

Year 9 – Just another reminder that students can no longer apply for their TFN through school. ALL students must NOW APPLY ONLINE. Please see me if you need help with this. Just login to the ATO website and follow the prompts for Tax File Number.

Ingleburn High School has a Careers Website. Please logon at www.ingleburnhighcareers.com

It’s a wonderful new website that I am currently working through with your sons/daughters.

Year 10 – On 3 March invited Year 10 students will be participating in the steps@uws program. This program provides high school students the opportunity to increase their awareness of higher education and helps to raise their education and career aspirations. Please remind your sons/daughters to return their permission notes to either Ms Hamilton or Ms Koskinas.

Ingleburn High School runs a continuous Work Experience Program so please do not hesitate to contact me if you would like your son/daughter to participate in this program.

Years 11/12 – TVET students are enjoying their course and many are continuing on in their TVET course into 2017. Please do not hesitate to contact me if there is any concern you may have.

Year 12 – Students are now able to “drop” a subject but need to complete the necessary paperwork before doing so. These forms MUST be signed by myself as well as the Deputy Principal, Mr C Butler. Flexie passes will not be issued this year.

Mrs J. Duval
Careers Adviser
ATTENDANCE UPDATE

Welcome back to another year at Ingleburn High School.

The start of a new school year is an exciting time, and one in which valuable skills and knowledge are developed by students to set them up for a successful year to come.

As such, attendance is of vital importance to ensure that your child is obtaining the full benefits of the skills and knowledge being taught in classes.

The Department of Education requires 85% attendance for all school age students to satisfactorily meet the requirements of their academic year and to progress to the next. In practical terms, this means no more than 1 or 2 days off per term unless medical certificates can be provided to the school. This means that it is important to get a doctors certificate, where possible, whenever your child is absent from school.

This also counts for any time your child is late or needs to leave school early. Any absences, no matter how small the time period - be it an hour or a day - counts towards their overall total of absences and could easily see your child fall under the 85% requirement. Notes explaining absences must be handed in to the front office the very next day your child is at school.

The Department of Education sees justified absences (i.e. having a reasonable excuse for not being at school) as the following:

- being sick or having an infectious disease
- having an unavoidable medical appointment
- being required to attend a recognised religious holiday
- exceptional or urgent family circumstances e.g. Attending a funeral.

Again these rules apply to all absences, no matter how long or short they may be.

The school will email or text parents and guardians any day that students are marked absent from school. If you receive a message and feel that your child should be at school, please don't hesitate to contact the school. If for any reason your child will be absent from school and you are not sure of the Department of Education's requirements or have any general questions about your child's attendance, please feel free to contact me.

Further information relating to legal responsibilities, travel, etc. can be found at the back of this newsletter.

Ms L. Peters  
Head Teacher Administration (Rel.)

LEARNING SUPPORT AT INGLEBURN HIGH SCHOOL 2016

Learning Support at Ingleburn High School extends from Years 7 - 12. It offers a wide range of support for students who are having difficulties and need some extra support, both academically and socially at school.

Our Learning and Support Teachers are Mrs Bears and Mr Wallis. They have flexible timetables to ensure all students with learning difficulties and/or disabilities are catered for, and to provide professional development to the teachers of these students.

Our dedicated SLSO team (previously known as Teachers Aides) includes Mrs Carpenter, Mrs Hunter, and Mrs Neville. They work tirelessly across the school providing in-class support for our students and staff.

2015 saw the inclusion of a Norta Norta SLSO and that has carried over into 2016. Ms Biffin assists with supporting the Indigenous students at Ingleburn High School. She is a valued member of our Indigenous Education Committee and works to provide in-class support for our Indigenous students, as well as on Indigenous programs and projects across the region.

We believe the only way to completely support a student is to have as much information as possible from parents, previous schools and other professionals. With this information, we create personal learning and support plans (PLaSP’s) for students with medical and learning needs in mainstream schooling. This is achieved in conjunction with the student and members of our team in a collaborative process in order to maximize the support offered to these students in their learning environments.

If you have any concerns regarding your child’s learning, health, mental health or disability please contact either Mrs Bears or Mr Wallis and arrange a time to talk with us.

Mrs S Bears  
Learning Support Team Coordinator  
Student Welfare Coordinator
Federation Of Parents and Citizens Associations of NSW

Express Engage and Enlighten State-wide Forums

"Building Capacity in Our P&Cs"

P&C Federation would like to cordially invite your P&C to attend our forum

When: Wed 23rd March 2016

Where: Camden Public School
John Street, Camden 2570
(In the School Library)

Time: 6pm – 9pm
Registration from 5.30pm

Light supper and refreshments provided

Registration Open Now!

Click to Register
For Further Information
Call Debbie:
Ph: 1300 885 982
or
email: projects@pandc.org.au
RSVP: 5pm
20th March 2016

"An Initiative of Federation of Parents and Citizens Associations of NSW
Funded by the NSW Government"
Compulsory School Attendance
Information for parents

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

What are my legal responsibilities?

Education in New South Wales is compulsory for all children between the ages of six years and below the minimum school leaving age. The Education Act 1990 requires that parents ensure their children of compulsory school age are enrolled at, and regularly attend school, or, are registered with the Board of Studies, Teaching and Educational Standards for homeschooling.

Once enrolled, children are required to attend school each day it is open for students.

The importance of arriving on time

Arriving at school and class on time:

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

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

What if my child has to be away from school?

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

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

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

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

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

Travel

Families are encouraged to travel during school holidays. If travel during school term is necessary, discuss this with your child’s school principal. An Application for Extended Leave may need to be completed. Absences relating to travel will be marked as leave on the roll and therefore contribute to your child’s total absences for the year.

In some circumstances students may be eligible to enrol in distance education for travel periods over 50 school days. This should be discussed with your child’s school principal.
My child won't go to school. What should I do?

You should contact the principal as soon as possible to discuss the issue and ask for help. Strategies to help improve attendance may include a referral to the school’s learning and support team or linking your child with appropriate support networks. The principal may seek further support from the Home School Liaison Program to develop an Attendance Improvement Plan.

What might happen if my child continues to have unacceptable absences?

It is important to understand that the Department of Education and Communities may be required to take further action where children of compulsory school age have recurring numbers of unexplained or unjustified absences from school.

Some of the following actions may be undertaken:

- Compulsory Schooling Conferences
  
  You may be asked, along with your child, to attend a Compulsory Schooling Conference. The conference will help to identify the supports your child may need to have in place so they attend school regularly. The school, parents and agencies will work together to develop an agreed plan (known as Undertakings) to support your child’s attendance at school.

- Application to the Children’s Court – Compulsory Schooling Order

If your child’s attendance at school remains unsatisfactory the Department may apply to the Children’s Court for a Compulsory Schooling Order. The Children’s Court magistrate may order a Compulsory Schooling Conference to be convened.

- Prosecution in the Local Court

School and Department staff remain committed to working in partnership with you to address the issues which are preventing your child’s full participation at school. In circumstances where a breach of compulsory schooling orders occurs further action may be taken against a parent in the Local Court. The result of court action can be the imposition of a community service order or a fine.

What age can my child leave school?

All New South Wales students must complete Year 10 or its equivalent. After Year 10, and up until they reach 17 years of age, there are a range of flexible options for students to complete their schooling.

Working in Partnership

The Department of Education and Communities recognises that working collaboratively with students and their families is the best way to support the regular attendance of students at school.

We look forward to working in partnership with you to support your child to fulfil their life opportunities.

Further information regarding school attendance can be obtained from the following websites:

Policy, information and brochures:


The school leaving age:


Do you need an interpreter?

Interpreting services are available on request, including for the hearing impaired. The Telephone Interpreter Service is available 24 hours a day, seven days a week on 131 450. You will not be charged for this service.

For further advice and questions contact your educational services team

T 131 536

Learning and Engagement

Student Engagement & Interagency Partnerships

T 9244 5129
www.dec.nsw.gov.au
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NSW Department of Education and Communities