Welcome to Carlingford High School.

The following information is a guide to assist new students settle more easily into high school life and will give parents further information about the school.

For students it doesn’t supply all the answers to high school – some you will have to find out for yourself.

If you are unsure about something - ask! Ask teachers, other students, or the administration staff - they will help you.

Remember your participation in the academic, sporting, cultural and social activities of the school will result in greater satisfaction, fun and achievement for you.

I hope your time at Carlingford High School will be both happy and rewarding.

Robert Clarke
PRINCIPAL

2006
# Introduction to Carlingford High School

## CONTENTS

### A - SCHOOL ORGANISATION

<table>
<thead>
<tr>
<th>No.</th>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>The School Day (Bell Times)</td>
<td>3</td>
</tr>
<tr>
<td>2</td>
<td>Attendance and Roll Mark</td>
<td>3</td>
</tr>
<tr>
<td>3</td>
<td>Transport to School</td>
<td>4</td>
</tr>
<tr>
<td>4</td>
<td>General School Contributions</td>
<td>5</td>
</tr>
<tr>
<td>5</td>
<td>Assessment of Student Progress</td>
<td>5</td>
</tr>
<tr>
<td>6</td>
<td>Homework</td>
<td>5</td>
</tr>
<tr>
<td>7</td>
<td>Parent Contact with School</td>
<td>6</td>
</tr>
<tr>
<td>8</td>
<td>Keeping in Touch with school Events</td>
<td>6</td>
</tr>
<tr>
<td>9</td>
<td>Special Reports</td>
<td>7</td>
</tr>
<tr>
<td>10</td>
<td>Detention</td>
<td>7</td>
</tr>
<tr>
<td>11</td>
<td>Student Learning Centre (Library)</td>
<td>7</td>
</tr>
<tr>
<td>12</td>
<td>Canteen</td>
<td>8</td>
</tr>
<tr>
<td>13</td>
<td>Lockers</td>
<td>8</td>
</tr>
<tr>
<td>14</td>
<td>Assemblies</td>
<td>8</td>
</tr>
<tr>
<td>15</td>
<td>Clinic</td>
<td>9</td>
</tr>
<tr>
<td>16</td>
<td>Lost Property</td>
<td>9</td>
</tr>
<tr>
<td>17</td>
<td>Punctuality</td>
<td>9</td>
</tr>
<tr>
<td>18</td>
<td>Sport</td>
<td>9</td>
</tr>
<tr>
<td>19</td>
<td>Sale of Uniforms</td>
<td>10</td>
</tr>
<tr>
<td>20</td>
<td>Valuables at School</td>
<td>10</td>
</tr>
</tbody>
</table>

### B - STAFF

<table>
<thead>
<tr>
<th>No.</th>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Senior Executive</td>
<td>11</td>
</tr>
<tr>
<td>2</td>
<td>Head Teacher</td>
<td>11</td>
</tr>
<tr>
<td>3</td>
<td>Year Adviser</td>
<td>11</td>
</tr>
<tr>
<td>4</td>
<td>Support Staff</td>
<td>11</td>
</tr>
<tr>
<td>5</td>
<td>Staff Other Duties</td>
<td>12</td>
</tr>
<tr>
<td>6</td>
<td>Administration Staff</td>
<td>12</td>
</tr>
</tbody>
</table>

### C - THE CURRICULUM

### D - EXTRA CURRICULAR ACTIVITIES

<table>
<thead>
<tr>
<th>No.</th>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Student Representative Council</td>
<td>15</td>
</tr>
<tr>
<td>2</td>
<td>I.S.C.F. / M.A.D.</td>
<td>15</td>
</tr>
<tr>
<td>3</td>
<td>Creative Arts - Music</td>
<td>15</td>
</tr>
<tr>
<td>4</td>
<td>Debating and Public Speaking</td>
<td>16</td>
</tr>
<tr>
<td>5</td>
<td>Other Extra-Curricular Activities</td>
<td>16/17</td>
</tr>
<tr>
<td>6</td>
<td>Writing Awards</td>
<td>17</td>
</tr>
<tr>
<td>7</td>
<td>Use of School After Hours</td>
<td>17</td>
</tr>
<tr>
<td>8</td>
<td>Charities</td>
<td>18</td>
</tr>
<tr>
<td>9</td>
<td>Student Financial Support</td>
<td>18</td>
</tr>
<tr>
<td>10</td>
<td>P &amp; C Association</td>
<td>18</td>
</tr>
<tr>
<td>11</td>
<td>School Council</td>
<td>18</td>
</tr>
</tbody>
</table>

### E - SCHOOL CONDUCT CODE

### F - UNIFORM CODE - JUNIOR SCHOOL

### G - UNIFORM CODE - SENIOR SCHOOL
A – SCHOOL ORGANISATION

(i) THE SCHOOL DAY

The school timetable is constructed over 10 days (fortnight). Students soon learn to read their timetable as a day number (Day 1 to Day 10) and not as a day of the week. Each day consists of 5 teaching/learning periods with each period lasting for approximately 63 minutes.

The bell times:  
- warning bell @ 8.43

<table>
<thead>
<tr>
<th>Period 1</th>
<th>Period 2</th>
<th>Recess</th>
<th>Period 3</th>
<th>Period 4</th>
<th>Lunch 1</th>
<th>Lunch 2</th>
<th>Period 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roll Call</td>
<td>Roll Call</td>
<td>Recess</td>
<td>Roll Call</td>
<td>Roll Call</td>
<td>Lunch 1</td>
<td>Lunch 2</td>
<td>Roll Call</td>
</tr>
<tr>
<td>8.45 – 8.52 am</td>
<td>8.52 – 9.56 am</td>
<td>11.00 – 11.18 am</td>
<td>12.22 – 1.26 pm</td>
<td>1.26 – 1.46 pm</td>
<td>1.46 – 2.06 pm</td>
<td>2.06 – 3.10 pm</td>
<td></td>
</tr>
</tbody>
</table>

(ii) ATTENDANCE AND ROLL MARK

Students attend every day for every lesson unless sickness or an emergency arises. A daily absentee sheet is compiled to enable staff to check attendance each lesson.

Rolls are marked daily. Notes are required to explain absences. If notes are not presented, absences are recorded as unexplained and eventually indicated on reports. This reflects badly when students are asked to supply reports for job interviews. School Certificate and Higher School Certificate rules require satisfactory completion of courses before awards are made. Further details will be given to students within the appropriate assessment booklet. Absentee notes are to be brought to school on the day following an absence.

Fractional truancy is a term used to indicate an absence from one or several lessons, but not a whole day. It is not acceptable and no excuse can be given.

Pupils arriving late, or requesting permission to leave school early, must present a note to the relative Deputy Principal (located in A Block) (before school if leaving early). A reasonable excuse must be given.

Year 12 may miss periods 1 and 5 if no timetabled lesson exists. All senior students must be at school at all other times.
(iii) TRANSPORT TO SCHOOL

Students are expected to move directly to and from school and be well behaved at all times. Care at busy roads is regularly impressed upon students. Pedestrian crossings and traffic lights must be used if available.

- Children who live within the 2.0km radial distance circle from the school, and who are required to walk more than 2.9km are entitled to a Travel Concession Pass. The administration office deals with all bus passes. Bus companies have total support from the school if they withdraw a pass from any student causing difficulty.

Various bus companies service the school. The most frequently used are -

**State Transit - phone 131 500 or www.131500.com.au**

State Transit services areas including Epping, North Rocks, Baulkham Hills, Parramatta, Carlingford and West Pennant Hills. Contact the bus company for the latest timetable.

**Glenorie Bus Company - phone 9651 1944**

Glenorie Bus Company services areas including Castle Hill, Carlingford and North Rocks. Contact the bus company for the latest timetable.

- Students riding a bike to school must take care to follow road traffic rules. A permission note has to be signed by parents and returned to the Deputy Principal Administration. Bikes must be locked. No responsibility will be taken for the security of bikes whilst on school premises.

- Senior students are permitted to drive cars/motor cycles to school provided they have completed the permission form available from the Deputy Principal and returned it signed by parent/guardian. Vehicles may only be driven to and from school NOT to sport venues or during recess, lunch or study periods. Students are not allowed to be at their vehicle during the school day.

The student car park is out of bounds except before roll call and after school.
(iv) GENERAL SCHOOL CONTRIBUTION

Schools cannot provide the services needed solely on government funding. Therefore a contribution is requested. Special fees are payable where the subjects involved require materials (e.g. Home Economics, Woodwork, etc).

Our school contributions are kept to a minimum thanks to profits from our school canteen and the support of our P & C Association. Payment by all parents means the burden is shared equally. A schedule of fees is available from the administration office.

(v) ASSESSMENT OF STUDENT PROGRESS

The school regularly assesses the learning of all students, with reports being issued at the half-year and end of year. Each faculty has differing objectives so assessment techniques will vary. If we are concerned about a student’s progress or attendance, parents will be notified and an interview arranged. Parents are also invited to arrange an interview should any concerns arise with student progress. To do this, a phone call to the School to arrange an interview time will be necessary. Parent/teacher evenings are arranged to follow up the issue of half-yearly school reports. Year 7 students will also be issued with an interim report in term 1. This report focuses on how well the student has settled into high school.

(vi) HOMEWORK

Just as assessment procedures vary from subject to subject, so will homework requirements. Some practical subjects require little or no homework, others require much more. Homework should be interesting and meaningful, encourage learning and set positive study habits. When homework is done regularly and with care and attention, it usually indicates a good understanding between parents, students and teachers. As a guide, the following is the expected length of homework time.

<table>
<thead>
<tr>
<th>Years</th>
<th>Homework Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 - 10</td>
<td>one to one and a half hours per night</td>
</tr>
<tr>
<td>11</td>
<td>two per night</td>
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<tr>
<td>12</td>
<td>three hours per night</td>
</tr>
</tbody>
</table>
(vii) PARENT CONTACT WITH SCHOOL

Contact with school is encouraged, especially in the early months of high school. Where there are concerns, discussion with a teacher or teachers is urged.

When contacting the school please endeavour to leave a landline phone number as mobile and STD numbers are inaccessible from most staff rooms. School Phone:- 9871.4222 or 9873.2830 or FAX:- 9873.1145

The staff of Carlingford High School can also be contacted by email. The address is: carlingfor-h.school@det.nsw.edu.au. Simply attention your email to the relevant staff member by including in the subject line the name of the staff member to whom you wish to direct the email. It will be forwarded to that staff member unread by the office. The emails are opened daily and regularly during the day. Alternatively you may email directly to staff personal email by typing as follows:- surname.firstname@carlingfor-h.schools.nsw.edu.au

It is recommended that:-
• **Concern over particular subject** - write or phone head teacher of faculty.
• **Concern over general progress or attitude** - write or phone student adviser
• **Concern over student conduct or well being** - write or phone the relevant Deputy Principal or the Head Teacher Welfare.
• **Concern over teacher** - write or phone **Principal**.
• **Concern over student’s social adjustment including harassment** - write or phone School Counsellor.

It is possible to arrange appointments with the Principal or Deputy Principals outside normal school hours where necessary.

(viii) KEEPING IN TOUCH WITH SCHOOL EVENTS

An internet website now allows parents to gather instant information on all upcoming school events.
This site can be accessed by logging on to:- [www.carlingfor-h.schools.nsw.edu.au](http://www.carlingfor-h.schools.nsw.edu.au)

The school produces a newsletter “Carlingford Calling”. This newsletter is issued fortnightly and is distributed through our students. It contains the latest happenings at Carlingford High School and includes student, year adviser, sport, P & C and community contributions. There is a list of events on the back page of each issue to keep you up to date with future events.
(ix) SPECIAL REPORTS

Half year and yearly reports are supplemented by special progress reports where the school has a concern over a student’s progress and/or conduct. A special interim year 7 report is provided near the end of term 1 to indicate how the student has coped with the transition from year 6 to year 7. In years 10 to 12 where teachers are concerned that courses are not being completed satisfactorily a special notification will be mailed home. This concern must be addressed immediately.

(x) DETENTION

Students who misbehave may be placed on after school detention, held on Tuesdays and Fridays from 3.15 pm to 4.10 pm. Parents are given at least 24 hours notice of such detentions via a letter given to the student to take home. Students may also be detained for one half of the lunch hour without notification to the parents. Parents are notified by mail as soon as their child accumulates three after school detentions.

(xi) STUDENT LEARNING CENTRE (SLC) (Library)

Carlingford High school aims to give a sound comprehensive education to all its students with the purpose of helping them develop into independent learners.

One of the best means of achieving this end is to ensure that all students have access to sources of information and training in accessing and using that information. This means we place the acquisition of information skills on the same level of importance as subject content and subject skills.

The student learning centre has a major role to play in this process:

- It provides the wide range of resources needed.
- It provides a system for organising those resources.
- It provides a part of the expertise needed for instruction in how to obtain access to resources and to the information in those resources.
- It gives students access to computing technology and to students’ personal files.

The best means we have discovered for teaching information skills, is to integrate them with subject content and subject skills and to present them to students in the form of units of work co-operatively designed by the subject teacher and teacher-librarian. These can be taught using the library resource collection.
Year 7 are given a one term orientation course in Term 1 of their first year in the school. Year 11 are given a similar, shorter, introduction to senior study. Both groups are provided with a booklet outlining SLC organisation and the information skills process.

The SLC is open every school day, from 8.00 am. to 3.45 pm.

It is staffed by one full-time teacher-librarian; one full-time school assistant and one part-time school assistant.

All students may borrow: Years 7-10, 3 items; Years 11-12, 6 items. The loan period is two weeks. Renewals are possible unless the item has been reserved. On some occasions, items in great demand might be placed on overnight loan.

(xii) CANTEEN

The canteen, following the Department of Education guidelines for a ‘Healthy Canteen’, provides an excellent variety of food and drink with an abundance of nutritious food available.

**Lunch orders can be placed when the canteen opens at 8:30 – 8:45am daily.**

To reduce waiting time, students must co-operate by lining up and not pushing in ahead of others. Students are expected to show courtesy towards the canteen helpers. The school needs voluntary helpers from our parent body to maintain the current level of service.

(xiii) LOCKERS

A limited number of lockers become available each year for students in junior years. Lockers are available for Year 11 and 12 students in E Block-senior area. There is a small fee to cover the hire and the cutting of a new key if the original one is lost. Year 7 students will be advised when lockers are available for purchase – this will be through the student daily notices in roll call.

(xiv) ASSEMBLIES

Full school assemblies are held on the quadrangle fortnightly. Year assemblies are organised when necessary.
(xv) **CLINIC**

Any student who becomes sick during the day should obtain a permission note from their class teacher *before* going to the administration office in A block where there are administrative staff who are trained first aid attendants. No sick student is to leave the school or not attend a class without permission. The administrative staff will contact parents where necessary. It *is not* expected that sick students will contact parents themselves. A **contact phone number is essential in cases of working parents.**

(xvi) **LOST PROPERTY**

Lost clothing is located in the administration office. Unnamed clothing not claimed after two weeks is given to the school clothing pool. If valuable property or money is lost or found, inquiries should be made at the administration office. It is strongly advised that large sums of money or valuables are not brought to school.

(xvii) **PUNCTUALITY**

Late comers must report to the **Deputy Principal** before proceeding to class. A **note from home is required** and may be brought the next day. Where students are frequently late, regardless of notes from parents, this information will be noted and parents contacted. Students are not permitted to enter class without having seen a Deputy Principal who will give a Late Pass.

(xviii) **SPORT**

All students at Carlingford High School are required to participate in the school sports program. Year 7 and 8 are integrated through the school timetable with all students participating in a variety of different sports with a strong emphasis being placed on the learning of appropriate skills.

Years 9-11 may elect to participate in either inter-school grade sport or select a recreational sport for the winter and summer semesters.

Carlingford High’s sports afternoon occurs each Thursday throughout the year. **NB Students can only participate in sport wearing the correct Sport/PE uniform.**

The Sport Organisers are located downstairs in E block.
(xix) SALE OF UNIFORMS

Carlingford High is a uniform school. Students attending school out of uniform face serious consequences.

The P & C Association operates a uniform shop, which offers the sale of new junior jackets (Yr 7-8), caps and ties; sports shorts, trackpants, jackets (Yr 9-12) and the whole range of second-hand clothing (depending on stock). This is located in C block and operates each Friday at lunchtime (1:26 to 2:06) and before school on the first and second day of Term One only. Volunteers help with the sale of clothing each Friday lunchtime. Students and parents are encouraged to donate their uniform to the uniform shop when they have outgrown it or when they leave school.

Students’ new uniforms are available at LOWES, Carlingford Court. When purchasing any clothing at Lowes, not specifically Carlingford High School uniform, mention the school and the uniform shop receives a discount.

(xx) VALUABLES AT SCHOOL

It is a school rule that students do NOT bring valuables to school as they are often lost or stolen. This includes money, jewellery, walkman radios, ipods, mobile phones or any type of photography/recording equipment. Money for school excursions etc should be paid to the office before school.

The school will not take responsibility for any of these items becoming lost or stolen.
B – STAFF SUPPORT

(i) The three senior members of staff are the Principal, and two Deputy Principals. All three are responsible for the total operation of the school, including support for students.

(ii) Unlike a primary school, a high school is divided into many different subject areas called departments or faculties. Each department has a person in charge, called the Head Teacher. Head teachers have curriculum responsibilities and are responsible for good teaching/learning practices in the classroom. There are twelve in all, their location being as follows:

- COMPUTING STUDIES – downstairs B block
- ENGLISH - upstairs E block
- HISTORY - downstairs E block
- HOSPITALITY/HOME SCIENCE - downstairs B block
- INDUSTRIAL ARTS - downstairs B block
- LANGUAGE - downstairs A block
- MATHEMATICS - upstairs D block
- CREATIVE ARTS - upstairs B block
- MUSIC – downstairs E block
- PHYSICAL EDUCATION - downstairs E block
- SCIENCE - downstairs D block
- SOCIAL SCIENCE - upstairs D block
- TEACHING/LEARNING – upstairs in E block

As well, there are two head teachers with administrative and welfare duties; they have offices in D block and A block. Head teachers have curriculum responsibilities and responsible for good teaching/learning practices in the classroom.

(iii) Each year group has a member of staff called a year adviser, who has a special role in being a contact person for students with difficulties regarding studies, other students or more personal problems. The year adviser is the most important contact person for students seeking help in any problem area of concern.

(iv) There are several other people who have special duties within the school. The teacher librarian is responsible for the library and its use, as a teaching and learning resource. The support teacher (Learning Difficulties) tests students for literacy and numeracy and assists in developing programs to help any students needing assistance. The careers adviser is able to assist students and parents in students’ career options, and in arranging Work Experience.
The **school counsellor** (located upstairs in A Block) is available for students and parents. The **ESL** teachers, located upstairs in B block, have the responsibility for assisting not only those students for whom English is their second language, but all students.

(v) Besides these special positions, many other teachers have additional duties including the following:

- coaching sports teams, coaching debating and public speaking, directing musical and drama performances, supervising the ISCF (Inter School Christian Fellowship) and SRC (Student Representative Council)

(vi) All teachers in the school depend heavily upon the **administrative staff**. These non teaching staff manage the day to day running of the school - managing the administration office and OASIS computer system, assisting the Science and Home Science staff, working in the Library, supervising all the school duplicating and maintaining the grounds and buildings. Finally, the cleaning staff have the task of helping us to keep the school clean and tidy.
**C - THE CURRICULUM**

As students proceed from Year 7 to Year 12 their pattern of subjects changes considerably. Whereas Year 7 has no choice of subject, the only compulsory subject in Years 11 and 12 is English. The present curriculum is as follows, although changes do occur.

### Years 7 and 8

<table>
<thead>
<tr>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
</tr>
<tr>
<td>Mathematics</td>
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<tr>
<td>Science</td>
</tr>
<tr>
<td>History</td>
</tr>
<tr>
<td>Music</td>
</tr>
<tr>
<td>Languages other than English</td>
</tr>
<tr>
<td>(include French, Latin, German and Japanese)</td>
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<tr>
<td>Scripture (optional)</td>
</tr>
<tr>
<td>Visual Arts</td>
</tr>
<tr>
<td>Design and Technology</td>
</tr>
<tr>
<td>Physical Education and Health</td>
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<tr>
<td>Geography</td>
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<tr>
<td>Integrated Sport</td>
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<tr>
<td>Pastoral Care (Year 7)</td>
</tr>
</tbody>
</table>

### Years 9 and 10

**Compulsory**

<table>
<thead>
<tr>
<th>Subject</th>
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<tbody>
<tr>
<td>English</td>
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<tr>
<td>Mathematics</td>
</tr>
<tr>
<td>Science</td>
</tr>
<tr>
<td>Sport (grade or recreational)</td>
</tr>
<tr>
<td>Physical Education and Health</td>
</tr>
<tr>
<td>History and Geography (Year 10 only)</td>
</tr>
</tbody>
</table>

**Electives**

Students choose **three** electives – in Year 9; **two** electives – in Year 10 (Year 10-drop one elective & must study History and Geography).

The range of electives includes:-

<table>
<thead>
<tr>
<th>Subject</th>
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</thead>
<tbody>
<tr>
<td>Sports Excellence</td>
</tr>
<tr>
<td>Basic Electronics</td>
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<tr>
<td>Commerce</td>
</tr>
<tr>
<td>Computing Studies</td>
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<tr>
<td>Dance</td>
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<tr>
<td>Drama</td>
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<tr>
<td>French</td>
</tr>
<tr>
<td>Food Technology</td>
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<tr>
<td>German</td>
</tr>
<tr>
<td>Japanese</td>
</tr>
<tr>
<td>Geography</td>
</tr>
<tr>
<td>History</td>
</tr>
<tr>
<td>Metal Technics</td>
</tr>
<tr>
<td>Music</td>
</tr>
<tr>
<td>Sports Excellence</td>
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<tr>
<td>Technical Drawing</td>
</tr>
<tr>
<td>Textiles and Design</td>
</tr>
<tr>
<td>Visual Arts</td>
</tr>
<tr>
<td>Wood Technics</td>
</tr>
</tbody>
</table>
Years 11 and 12

**English**
Advanced, Standard and ESL English, English Fundamentals, Extension 1 (1U), Extension 2 (1U)

**Mathematics**
General Mathematics, 2UMathematics, Extension 1 (1U), Extension 2 (1U)

**Science**
Biology, Chemistry, Earth and Environmental Science, Physics, Senior Science

**Technological and Applied Studies**

**Human Society and Its Environment**
Ancient History, Business Studies, Economics, Geography, Legal Studies, Modern History, Society and Culture, History Extension (1U)

**Personal Development, Health and Physical Education**
PD/H/PE

**Creative Arts**
Drama, Dance, Visual Arts, Music 1, Music 2, Music Extension (1U)

**Languages Other Than English**
Japanese Beginners, Japanese Continuers, German Continuers, Japanese Extension (1U)

**One unit subjects:**
Photography
Visual Design
Sport, Lifestyle & Recreation

**Vocational Educational Courses (VET)**
Construction, Hospitality, Information Technology, Metals and Engineering, Business Services

**Please note:** Extension 1 Maths and Extension 1 English are offered in Years 11 & 12. All other Extension subjects are only offered in Year 12.
D - EXTRA CURRICULAR ACTIVITIES

(i) STUDENT REPRESENTATIVE COUNCIL

Students from each year in the school have the opportunity to represent their fellow students on the council. The council aims to assist students by advising the Principal and teachers of the needs of students. The council looks at ways of improving the facilities for students, has a regular say at assemblies and organises a range of student activities.

(ii) I.S.C.F./M.A.D.

The Inter School Christian Fellowship also known as M.A.D. (Make a Difference) meets regularly. The group is open to all and has a variety of activities to offer, ranging from studies to games. They also combine for camps with other schools.

The meeting room and time is announced at the beginning of each year.

(iii) CREATIVE ARTS

At Carlingford High a very comprehensive and extensive Creative Arts curriculum is offered. This provides students with a variety of opportunities to develop and extend their interests and talents.

Music

All Year 7 and 8 students have the opportunity in class to learn keyboard and guitar. They also learn to listen to, and compose music in creative ways. In Years 9-12, students who have a particular interest or talent in music may elect to study it in more detail. Carlingford High offers a range of activities to supplement the classroom experiences. These include -

- Concert Band 1 (available for more experienced players)
- Concert Band 2 (available for less experienced players)
- Stage Band 1 (for experienced players)
- Stage Band 2 (for less experienced players)
- String Ensemble (Years 7-12)
- Vocal Ensemble (Years 7-12)
A program of instrumental tutoring is available for any student who hires an instrument or owns their own. A limited number of instruments are available for hire each year. Students are encouraged however, to own their own instruments wherever possible.

Each of the performing groups has many opportunities for performances both at school and in the community. Each term a performance evening is organised eg. solo recitals, whole school concert, musical, Year 12 recital. The school has a high profile in the performing arts and is frequently asked to perform at a range of community events.

(iv) DEBATING AND PUBLIC SPEAKING

Participating in Inter School, extra curricular debating and public speaking is available to all students in Years 7 - 12. A public speaking competition, with generous prizes sponsored by the P & C Association, produces capable and entertaining speakers. Opportunities are there for students to participate in Youth of the Year for various organizations.

(v) OTHER EXTRA CURRICULA ACTIVITIES

The school regularly produces a school musical with extra opportunities for student involvement in dance and drama. Communication on these events are always well publicised. Carlingford High School is a participant in the Australasian Schools Competition.

1. School Spectacular

Each year choral, dance, music and stage management groups get opportunities to participate in this event.

2. Regional Festivals and International celebrations: Drama, Dance and Music

Harmony Day and International Day celebrate cultural and social diversity.

Each year, our students of dance, drama and music have an opportunity to participate in the Festival with groups representative of each performing art field moving through the audition phase to be part of the performance program.
3. Eisteddfods

There are many opportunities taken up to participate in Eisteddfods where achievement in performance is high, particularly with respect to musical performance.

4. Duke of Edinburgh Award

In collaboration with neighbouring schools, students are able to participate in this Award Scheme.

5. Swim School

Each year as part of our program of Learn to Swim and Lifesaving, older students have a leadership opportunity to assist the program by taking on roles as instructors and obtain higher qualifications.

6. Australasian Schools Competitions

Students have the opportunity to participate in all available competitions.

7. Leadership

Students each year have opportunities to participate in specific leadership programs: National Young Leaders, Leadership in Middle School (LIMS), Peer Support and Peer Mentoring programs.

(vi) WRITING AWARDS

Together with the public speaking competition, the P & C supports writing awards, providing students with opportunities to display their writing talents.

(vii) USE OF SCHOOL AFTER HOURS

The playing fields are available for community use after 4.30 pm. The rest of the school is not available for use unless the facilities are hired by a community group. Tennis coaching is available. The school courts are available for evening hire.
(viii) CHARITIES

The school regularly supports charities such as Stewart House, CANTEEN, Starlight Foundation and Legacy.

(ix) STUDENT FINANCIAL SUPPORT

Parents having difficulty in meeting school costs are invited to apply to the school for special consideration. A special government fund is available for assistance in needy cases. All enquiries should be made through the Principal and are treated confidentially.

(x) P & C ASSOCIATION

The P & C Association meets on the second Wednesday of each month at 7.30 pm in the Staff Common Room in A Block (admin block). Many interesting and varied topics are discussed.

(xi) SCHOOL COUNCIL

This group, with representatives from students, parents and teachers, meets 8 times a year prior to the P & C meeting.
E - THE FOLLOWING ARE THE RULES FOR EVERY STUDENT AT CARLINGFORD HIGH

IT IS IMPORTANT THAT YOU FOLLOW THESE

SCHOOL CONDUCT CODE

GENERAL
* Be polite, considerate and orderly.
* Follow teacher’s instructions and classroom rules.
* Respect the authority placed with all teachers.

IN CLASS
* Unless otherwise instructed, pupils are to line up outside the classroom beside the wall to allow passage for others.
* Pupils must obtain a note from the class teacher if they wish to leave the room during the period.
* The classroom is to be left in a tidy state.

OUT OF CLASS
* When moving around the blocks, keep to the left and walk in an orderly manner.
* No loitering in toilets.
* No riding of bicycles in the school grounds.
* Running is not permitted on paved areas.
* The only ball games permitted in the quadrangle area are handball and volleyball.
* The driveways are for vehicular access only and must not be used by students to enter or exit the school.
* Bouncing of balls in courtyards and the canteen area is not permitted (in the latter case unless supervised by a teacher).
* A note is to be obtained from the Deputy Principals to leave the school grounds during school hours.
* Carpark areas and behind the canteen are out of bounds.
* Upstairs areas in blocks are out of bounds during recess and lunch unless seeing a teacher or girls going to the toilets.
**UNIFORM**

Carlingford High School is a uniform school. If unable to wear the correct school uniform, a note will be needed so that an Out of Uniform slip can be issued.

* Regular uniform detentions are held, if this procedure is not followed.
* Smoking or the use of drugs is banned on school grounds.

**IN SUMMARY**

Students are expected to -

* Behave in a manner acceptable to the school.
* Recognise and conform to the rules of the school and the community.
## F - UNIFORM CODE - JUNIOR SCHOOL - YEARS 7 - 10

Carlingford High School is a uniform school and students attending school out of uniform face serious consequences.

<table>
<thead>
<tr>
<th>BOYS</th>
<th>GIRLS</th>
</tr>
</thead>
</table>
| **S** | **TUNIC** - drop waistline, navy & white pin-stripe dress with double white collar and navy tie  
(Note: Taslan wind cheater style jacket is **not** to be worn over dress)  
**SOCKS** - white short, no anklets |
| **U** | **SHIRT** - white short sleeve  
**SHORTS** - navy bermuda  
**SOCKS** – white ankle length, no anklets |
| **M** | **S** **U** **M** **E** **R**  
**TIE** - navy background with sky blue & white diagonal stripe - to be worn Terms 2 and 3  
**JUMPER** – V-neck, navy blue, wool blend or navy blue ‘sweat shirt’  
**JACKET** – microfibre, wind-cheater style, navy with sky blue or white piping. Matching track pants for sport and P.E. in Winter  
**SHOES** – PLAIN BLACK LACEUP LEATHER SCHOOL SHOES  
(no suede or jogger shoes)  
**CAP** - ‘C’ logo, navy blue |
| **W** | **BLOUSE** - long sleeve, shirtmaker style in navy and white stripe; a white or navy skivvy or polo neck skivvy can be worn underneath for warmth  
**SKIRT** - navy blue, 2 inverted pleats front and back  
**TROUSERS** - navy blue, front pleated, side pocket classic cut pant. Worn with white socks  
**STOCKINGS** - black tights and skin colour  
**JUMPER** – V-neck, navy blue wool blend, or navy blue v-neck ‘sweat shirt’  
**JACKET** – as per Junior Boys Code |
| **I** | **TOP** - long sleeve, white long sleeve  
**TROUSERS** - mid grey  
**SOCKS** - grey  
& white diagonal stripe - to be worn Terms 2 and 3  
**JUMPER** – V-neck, navy blue, wool blend or navy blue ‘sweat shirt’  
**JACKET** – microfibre, wind-cheater style, navy with sky blue or white piping. Matching track pants for sport and P.E. in Winter  
**SHOES** – PLAIN BLACK LACEUP LEATHER SCHOOL SHOES  
(no suede or jogger shoes)  
**CAP** - ‘C’ logo, navy blue |
| **N** | **S** **O** **R** / **P** **E** **A** **C** **E** **S**  
**TIE** - navy background with sky blue & white diagonal stripe - to be worn Terms 2 and 3  
**JUMPER** – V-neck, navy blue, wool blend or navy blue ‘sweat shirt’  
**JACKET** – microfibre, wind-cheater style, navy with sky blue or white piping. Matching track pants for sport and P.E. in Winter  
**SHOES** – PLAIN BLACK LACEUP LEATHER SCHOOL SHOES  
(no suede or jogger shoes)  
**CAP** - ‘C’ logo, navy blue |
| **E** | **S** **P** **O** **R** / **P** **E** **A** **C** **E** **S**  
**TIE** - navy background with sky blue & white diagonal stripe - to be worn Terms 2 and 3  
**JUMPER** – V-neck, navy blue, wool blend or navy blue ‘sweat shirt’  
**JACKET** – microfibre, wind-cheater style, navy with sky blue or white piping. Matching track pants for sport and P.E. in Winter  
**SHOES** – PLAIN BLACK LACEUP LEATHER SCHOOL SHOES  
(no suede or jogger shoes)  
**CAP** - ‘C’ logo, navy blue |
| **R** | **S** **P** **O** **R** / **P** **E** **A** **C** **E** **S**  
**TIE** - navy background with sky blue & white diagonal stripe - to be worn Terms 2 and 3  
**JUMPER** – V-neck, navy blue, wool blend or navy blue ‘sweat shirt’  
**JACKET** – microfibre, wind-cheater style, navy with sky blue or white piping. Matching track pants for sport and P.E. in Winter  
**SHOES** – PLAIN BLACK LACEUP LEATHER SCHOOL SHOES  
(no suede or jogger shoes)  
**CAP** - ‘C’ logo, navy blue |
| **T** | **S** **P** **O** **R** / **P** **E** **A** **C** **E** **S**  
**TIE** - navy background with sky blue & white diagonal stripe - to be worn Terms 2 and 3  
**JUMPER** – V-neck, navy blue, wool blend or navy blue ‘sweat shirt’  
**JACKET** – microfibre, wind-cheater style, navy with sky blue or white piping. Matching track pants for sport and P.E. in Winter  
**SHOES** – PLAIN BLACK LACEUP LEATHER SCHOOL SHOES  
(no suede or jogger shoes)  
**CAP** - ‘C’ logo, navy blue |
| **P** | **S** **P** **O** **R** / **P** **E** **A** **C** **E** **S**  
**TIE** - navy background with sky blue & white diagonal stripe - to be worn Terms 2 and 3  
**JUMPER** – V-neck, navy blue, wool blend or navy blue ‘sweat shirt’  
**JACKET** – microfibre, wind-cheater style, navy with sky blue or white piping. Matching track pants for sport and P.E. in Winter  
**SHOES** – PLAIN BLACK LACEUP LEATHER SCHOOL SHOES  
(no suede or jogger shoes)  
**CAP** - ‘C’ logo, navy blue |
| **E** | **S** **P** **O** **R** / **P** **E** **A** **C** **E** **S**  
**TIE** - navy background with sky blue & white diagonal stripe - to be worn Terms 2 and 3  
**JUMPER** – V-neck, navy blue, wool blend or navy blue ‘sweat shirt’  
**JACKET** – microfibre, wind-cheater style, navy with sky blue or white piping. Matching track pants for sport and P.E. in Winter  
**SHOES** – PLAIN BLACK LACEUP LEATHER SCHOOL SHOES  
(no suede or jogger shoes)  
**CAP** - ‘C’ logo, navy blue |

**PLEASE LABEL ALL CLOTHING**
**G - UNIFORM CODE - SENIOR SCHOOL – YEARS 11 - 12**

Carlingford High School is a uniform school and students attending school out of uniform face serious consequences.

<table>
<thead>
<tr>
<th>BOYS</th>
<th>GIRLS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SUMMER</strong></td>
<td><strong>SKIRT</strong> – knee length skirt, key background with navy and sky blue plaid, 2 inverted pleats front and back polyester/viscose blend</td>
</tr>
<tr>
<td><strong>TROUSERS</strong> - mid grey</td>
<td><strong>TROUSERS</strong> – as per winter code</td>
</tr>
<tr>
<td><strong>SOCKS</strong> - ankle length socks- no anklets white with shorts, grey with trousers</td>
<td><strong>SOCKS</strong> - navy blue or white, no anklets</td>
</tr>
<tr>
<td></td>
<td><strong>STOCKINGS</strong> - sheer grey or skin coloured</td>
</tr>
<tr>
<td><strong>SHIRT</strong> - long sleeve chambray blue</td>
<td><strong>SHIRT</strong> – as per summer uniform</td>
</tr>
<tr>
<td><strong>TROUSERS</strong> - mid grey</td>
<td><strong>BLOUSE</strong> - long sleeve, peter pan collar, pin tucked front or shirtmaker style a sky blue skivvy or polo neck skivvy can be worn underneath for warmth</td>
</tr>
<tr>
<td><strong>SOCKS</strong> - grey</td>
<td><strong>TROUSERS</strong> - navy blue, front pleated, side pocket classic cut pant. Worn with white socks, no anklets</td>
</tr>
<tr>
<td><strong>TIE</strong> - navy background with school crest and diagonal stripe - to be worn Terms 2 and 3</td>
<td><strong>STOCKINGS</strong> - grey sheer or skin colour tights, no anklets</td>
</tr>
<tr>
<td><strong>JUMPER</strong> – v-neck, navy blue wool blend or navy blue ‘sweat shirt’</td>
<td><strong>JUMPER</strong> – as per Senior boys code</td>
</tr>
<tr>
<td><strong>JACKET</strong> – as per Junior Code</td>
<td><strong>JACKET</strong> – as per Senior boys code</td>
</tr>
</tbody>
</table>

**SPORTS / PE**

- **TOP** - pale blue CARLO polo shirt (available at canteen)
- **SHORTS** – microfibre navy and sky blue with white piping only
- **TRACKPANTS** – microfibre navy and sky blue with white piping only
- **SHOES** – joggers/runners
- **SOCKS** – white short, no anklets

Thursdays (Yr 11) - These items are the only items that may be worn to school all day.

<table>
<thead>
<tr>
<th><strong>ACCESSES</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BLAZER</strong> – navy blue, tailored style – optional (available from the school office)</td>
</tr>
<tr>
<td><strong>WINTER</strong> – plain blue or black scarf. No ‘beanies’ or alternative headwear</td>
</tr>
<tr>
<td><strong>JEWELLERY</strong> – Discreet jewellery such as studs, small sleepers, watch, one plain chain. No fashion or costume jewellery. No dangling earrings or hoop. No mirrored sunglasses.</td>
</tr>
</tbody>
</table>

**PLEASE LABEL ALL CLOTHING**