



Brookton District High School

Independent Public School Since 2015

Preparing today's child for tomorrow's world.



INFORMATION BOOK 2023

Brookton District High School

Our Vision

At Brookton DHS we provide our students with the skills, knowledge and attitudes to enable them to become lifelong learners and to make positive contributions to the society in which they live.

Brookton District High School is a friendly and welcoming school, committed to providing the best possible education for the children of the Brookton community and surrounding areas. We believe that every staff member, parent and child is a partner in that child's learning journey. Our school continually monitors the learning of each child and makes great effort to analyse student progress. We believe that every student can learn and that every student can achieve their individual excellence.

At Brookton District High School our motto is '**Strive**'.

School Context

Brookton District High School is situated in the South Avon Valley Region 137km from Perth. The area is mainly engaged in rural pursuits with services that support these activities. Students are from farming and town families and our current enrolment is 140 students, catering from Kindergarten to Year 10, with approximately a third of the student population being Aboriginal.

The school conducts specialist programs in Physical Education, Information Technology and has begun implementing STEM learning opportunities using Coding, Robotics and Multimedia. The school has invested in sets of iPads and has trained staff in their use to support STEM learning. Secondary students are engaged in a number of enterprise activities, for example, Design and Technologies, Home Economics, Robotics, STEM coding, Sports Academy and Outdoor Education.

The school is well resourced with facilities that include a computer lab, two dedicated science labs, a design and technology center, a home economics room and a teacher resource centre. The school grounds are attractive and well maintained and provide playing areas for all groups. The school receives outstanding support from our very active School Board and P&C Association.

Our Aim

Our aim is for Brookton District High School to become the school of choice for Brookton and surrounding areas.

Our Positive Behaviour Values

Brookton District High School has implemented a School Wide Positive Behaviour Support program to ensure that expected behaviours are explicitly taught, modelled and reinforced. With contributions from students, staff and community members, four expectations were developed to help every student "SOAR" to achieve their greatest potential.

- We are **Safe**
- We are **Organised**
- We are **Achievers**
- We are **Respectful**



Staff

Teaching Staff

Principal
Deputy Principal
Kindergarten/Pre-Primary
Pre-Primary/Year 1
Years 2/3
Years 4/5
Years 5/6
Years 7/8
Years 9/10
LOTE
Art
Primary Science
Secondary English/HASS
Secondary Maths/Science
Physical Education/Health
ECE DOTT Provider
Support Teacher

Mr Darren Simpson
Ms Kris Dewson Hall
Mrs Carolyn Watts
Mrs Liz Lange
Miss Josephine Lee
Mr Dean McIntyre
Miss Donelle Fox
Mr Ravi Brundavanam
Mr Ryan Sheridan
Ms Charlene Hayden
Ms Kris Dewson Hall
Mrs Fiona Sudholz
Mrs Jonica Macinnes
Mr Ravi Brundavanam
Mr Ryan Sheridan
Mrs Ainsley Cousins
Mrs Fiona Sudholz

Non-Teaching Staff

Manager Corporate Services
School Officer
School Officer
Technical Support Officer
Library Resource Officer
AIEO
Education Assistants

Mrs Amy Eva (Mrs Roslyn Wright, currently on leave)
Mrs Rebecca Eva
Mrs Helen Simpson
Mrs Susan Nelson
Mrs Naomi Eyre
Mrs Tarlah Seaman
Mrs Val Cliff
Ms Lee Cliff
Mrs Kerry Davis
Miss Samantha Day
Mrs Heidi Evans
Mrs Naomi Eyre
Mrs Jenessa Ferguson
Miss Rebecca Gillham
Mrs Elaine Hutchinson
Mrs Annette Sheridan
Mrs Leonie Taylor
Ms Bianca Varcoe
Ms Aoife Quain
Mr Paul Whillier
Mrs Mandy Audsley (Cleaner in Charge)
Mrs Barbara Legge

Chaplain
Gardener
Cleaning Staff

Western Australian Curriculum

The Western Australian Curriculum focuses on an entitlement for all students while acknowledging that the needs and interests of students vary. As a result, the curriculum sets out what is expected for all students to learn as well as articulating additional learning options. The first four areas of the Australian Curriculum have been written with the intention that they are taught to all students in each year of schooling from Foundation to Year 10. Decisions about the structure of the remaining areas will be the subject of consultation.

The Western Australian Curriculum pays explicit attention to how seven general capabilities and three cross-curriculum priorities contribute to, and can be developed through, teaching in each learning area.

The seven general capabilities are:

1. Literacy
2. Numeracy
3. Information and communication technology competence
4. Critical and creative thinking
5. Ethical behaviour
6. Personal and social competence
7. Intercultural understanding.

The three cross-curriculum priorities are:

1. Aboriginal and Torres Strait Islander histories and cultures
2. Asia and Australia's engagement with Asia
3. Sustainability.

Explicit Instruction

Brookton District High School is developing a whole school Explicit Instruction teaching approach in 2018. This means all teachers will begin the implementation of Explicit Instruction in their classrooms.

Explicit instruction aims to:

- Improve student performance in literacy and numeracy
- Improve students' progression and attainment across all learning areas
- Implement a structured, sequential and skills based curriculum
- Ensure consistent instruction practices across the school
- Increase student engagement and therefore lower opportunities for student disengagement.

Explicit Instruction supports our school vision, which is.

At Brookton DHS we provide our students with the skills, knowledge and attitudes to enable them to become lifelong learners and to make positive contributions to the society in which they live.

High Expectations

As teaching professionals and educators we have high expectations of ourselves. Just as the wider community has high expectations that their children come to a safe and caring learning environment that ensures that they are prepared and ready for life after school. The very first place we must ensure we have high expectations is with student behaviour.

PBS – Positive Behaviour Support





We want all students at Brookton DHS to S.O.A.R. That is, they are Safe, Organised, Achievers and Respectful in every area and situation in our school. All classrooms have S.O.A.R. behaviour matrix's clearly displayed which provides clear guidelines on what this looks like in all areas of the school.



PBS Behaviour Matrix

It is important all staff and students are familiar with our PBS Behaviour Matrix. If teachers see students not adhering to these expectations, it is then an opportunity to explicitly teach what it looks like to S.O.A.R at our school. Positively recognising students demonstrating these behaviours using Class Dojo is highly encouraged and expected.

	<h3>We are SAFE</h3>	<h3>We are ORGANISED</h3>
LEARNING AREAS <ul style="list-style-type: none"> ➤ Classrooms ➤ Library ➤ Oval (Sport) ➤ Art/Music Room ➤ D&T Workshop Home Ec. 	<ul style="list-style-type: none"> • Listen to instructions carefully. • Use equipment properly. • Use safety equipment in sport, D&T, Home Ec. • Ask for permission to leave the class. • Stay calm. • Know it is ok to ask for help. • Move around safely & carefully. • Keep our hands & feet to ourselves. 	<ul style="list-style-type: none"> • Bring what is needed for all classes. • Are on time for all classes. • Finish all work on time. • Make sure your desk is tidy & ready for learning. • Put things back where they belong.
SCHOOL GROUNDS <ul style="list-style-type: none"> ➤ Oval ➤ Undercover Area ➤ Playground ➤ Toilets ➤ Veranda's 	<ul style="list-style-type: none"> • Are Sun Smart. • Are hygienic. • Use equipment co-operatively. • Walk on the verandas. • Stay within the school grounds. • Keep our hands & feet to ourselves. • Sit on the benches in the undercover area. • Use water fountains for drinking only. • Open & close all doors safely. 	<ul style="list-style-type: none"> • Always wear our hat. • Are on time. • Go to the toilet & get a drink during breaks. • Bring a water bottle.
USE OF TECHNOLOGY <ul style="list-style-type: none"> ➤ Online ➤ Computer Room ➤ iPads ➤ Art/Music Room ➤ D&T Workshop / Home Ec. 	<ul style="list-style-type: none"> • Are Cyber Safe. • Access the right websites. • Keep our passwords safe. • Wear protective equipment. • Follow instructions for the safe use of equipment. 	<ul style="list-style-type: none"> • Remember our passwords. • Remember our iPad number. • Bring the required equipment to class. • Remember to log on & off properly.
SPECIAL EVENTS <ul style="list-style-type: none"> ➤ Incursions ➤ Excursions ➤ Assemblies/Carnivals 	<ul style="list-style-type: none"> • Stay in our designated area. • Are Sun Smart. • Listen to & follow all instructions. • Stay with our class or buddy. • Wear correct school uniform. 	<ul style="list-style-type: none"> • Get permission slips & payments in on time. • Bring the required clothing & equipment. • Go to the toilet before a bus trip. • Are on time. • Are prepared for assemblies.

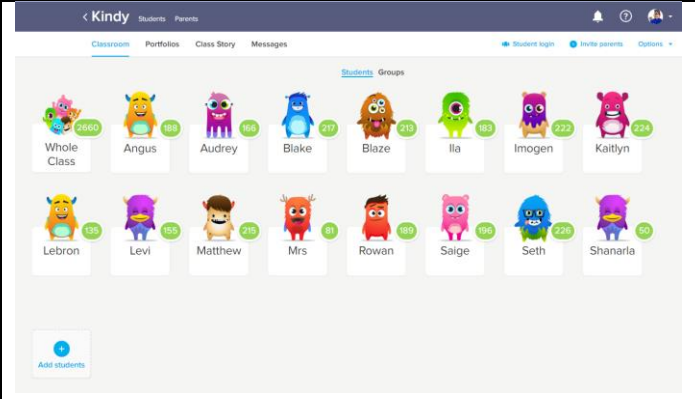
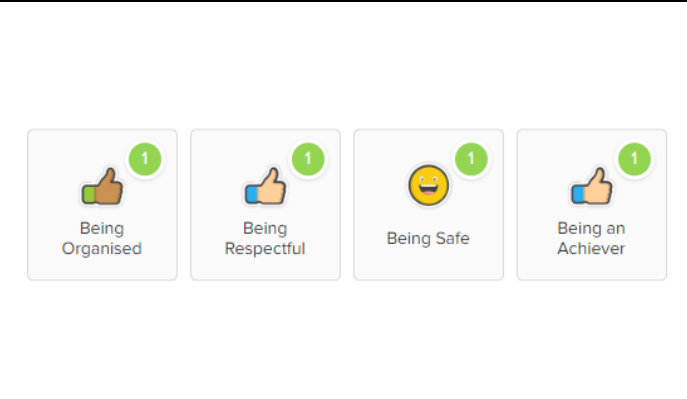
	<h2 style="text-align: center;">We are ACHIEVERS</h2>	<h2 style="text-align: center;">We are RESPECTFUL</h2>
LEARNING AREAS <ul style="list-style-type: none"> ➤ Classrooms ➤ Library ➤ Oval (Sport) ➤ Art/Music Room ➤ D&T Workshop Home Ec. 	<ul style="list-style-type: none"> • Always strive to do your best. • Work hard. • Support other people. • Listen. • Ask questions. • Work together. • Keep trying until we get it, even if it's hard. • Set personal goals & work towards achieving them. 	<ul style="list-style-type: none"> • Work quietly. • Raise our hands to speak. • Listen to the person speaking. • Always speak kindly to others. • Work our hardest. • Accept the rights & opinions of others.
SCHOOL GROUNDS <ul style="list-style-type: none"> ➤ Oval ➤ Undercover Area ➤ Playground ➤ Toilets ➤ Veranda's 	<ul style="list-style-type: none"> • Follow all school expectations. • Are nice to others. • Share all equipment. • Are inclusive of others. • Follow the rules of all games. • Have fun & enjoy ourselves. 	<ul style="list-style-type: none"> • Put all rubbish in the bin. • Help people who are hurt or upset. • Use the toilets properly. • Use things for their intended purposes. • Consider the cleaners. • Use the verandahs correctly. • Stay within school boundaries.
USE OF TECHNOLOGY <ul style="list-style-type: none"> ➤ Online ➤ Computer Room ➤ iPads ➤ Art/Music Room ➤ D&T Workshop / Home Ec. 	<ul style="list-style-type: none"> • Use the correct websites. • Listen to & follow all instructions. • Meet deadlines. • Use our time productively. • Respect all equipment. • Do our own work. • Follow the procedure carefully. 	<ul style="list-style-type: none"> • Respect the privacy of others. • Use headphones when required. • Use all equipment correctly. • Ask politely for equipment. • Follow the classroom expectations. • Listen to instructions.
SPECIAL EVENTS <ul style="list-style-type: none"> ➤ Incursions ➤ Excursions ➤ Assemblies/Carnivals 	<ul style="list-style-type: none"> • Practise to do our best. • Always try our hardest. • Complete all required tasks when on excursions. • Listen attentively. • Are helpful. • Join in with all activities. 	<ul style="list-style-type: none"> • Actively listen to others. • Encourage & support others. • Show good sportsmanship. • Celebrate the efforts of others. Always use our manners.

Class Dojo

Class Dojo is a digital platform allowing staff to give students feedback, share moments and communicate with parents. It is preferred that the first four behaviour expectations used in Class Dojo Are Safe, Organised, Achievers and Respectful. It is important that all classes use the same language when discussing behaviour expectations in each classroom and S.O.A.R enables our school to achieve this.

Students receive positive, negative and zero-point feedback, suited to each class and aligned with S.O.A.R. Feedback may be given by any staff member, with an emphasis on the feedback being immediate and positive. Each point earned by a student is seen as a positive interaction with a teacher and staff member at school. The objective is to see many more positive student interactions than negative.

To participate you need to sign up for Class Dojo. It is a simple free app for IOS and Android or you can login at www.classdojo.com. You will receive further information from the class teacher at the beginning of the year and any new parents will be invited to join the class.

	
A classroom setup with Class Dojo will look like this.	School Wide behaviour expectations

School Creed

In our lives at this school,
 We behave towards others as we would like them to behave towards us.
 We are Safe, Organised, Achievers and Respectful at all times.
 And by doing so,
 We will grow up to be active citizens of our country.



General Information

Term Dates - 2023

TERM 1	Wednesday 01 February to Friday 06 April
TERM 2	Monday 24 April to Friday 30 June
TERM 3	Monday 17 July to Friday 22 September
TERM 4	Monday 09 October to Thursday 14 December

Please note that start dates for the beginning of each term may be subject to change due to **Pupil Free Days**. Please check term calendars and newsletters for updated information.

School Times

	Monday	Tuesday - Friday
School commences:	8.45am	8.45 am
Morning recess:	10.40 am to 11.00 am	10.40 am to 11.00 am
Lunch:	12.40 pm to 1.20 pm	12.40 pm to 1.20 pm
School concludes:	2.40 pm	3.10 pm

Students are not to arrive at school before 8.30am unless they are attending Breakfast Club

Contribution

In accordance with the School Education Act 1999 (Amendment) and the Department of Education – Contributions, Charges and Fees, schools can charge up to \$60.00 for students from Kindergarten to Year 6.

A voluntary contribution is requested from families to support the educational program at Brookton District High School. This contribution is used towards the cost of materials, services and facilities used by students in all educational programs. Contributions collected contribute towards:

- Photocopying for class work and homework packages.
- Classroom resources, e.g. computer and science consumables, paper, files, reading book sets.
- Physical Education, Art and Library equipment.
- Classroom activities and incentives.

The contributions are as follows:

Kindergarten	\$ 40.00
Pre-Primary to Year 6	\$ 60.00
Secondary	\$235.00

Voluntary contribution payments can be made by cash, EFT or by direct deposit. School banking details are below, ***please use Student name as reference***

BSB: 633 000
ACC: 118772029

Payment plans are available and encouraged.

Enrolment Records

It is important that each student's Admission Records be kept up to date. Please inform the school of any changes that need to be made especially contact telephone numbers and variations to your child's medical condition.

Transfer of Children

Students who transfer to another school only need to collect their personal belongings. Record files/reports/medical information etc., are forwarded to the new school when a transfer note is received from the new school.

Communication

Communication is achieved through MGM OutReach message system, Class Dojo, Sharing/Work Sample Portfolios, Student Test Books, Semester Reports, Parent Interviews, Parent Information Nights, General Discussion, Assemblies and Carnivals. Parents are also encouraged to visit school at any time to discuss programs and their child's progress. However, an appointment is necessary if you wish to discuss matters with teachers. Please assist us by avoiding unnecessary interruptions to the learning program.

Issues related to the school are discussed at meetings with the School Board and Parents and Citizens Association. Open forum sessions to address parent questions about our school and the educational program are conducted as the need arises.

Assemblies

There are two School Assemblies held each term on a Thursday morning commencing at 9.00 am. Each class takes a turn at organising and running an Assembly during which they present an item. Parents are encouraged to attend Assemblies to support their children.

Honour Certificates are presented at assemblies. Parents are notified if their child is to receive a Certificate so they may be present at the assembly.

Absences from School

In line with the Department of Education Attendance Policy attendance data is recorded every day. If your child is going to be absent please notify their teacher either verbally, by written notification, via class dojo or by sending a text message to **0438 942 354**, the school's MGM OutReach message system. Parents should ensure that this requirement is met promptly. Requests for family holidays taken during school time need to be applied for in writing to the Principal for approval before the date/s involved.

Leaving School Grounds

A 'Permission to Leave School Grounds' Form is forwarded home at the beginning of the school year. *This form needs to be completed to give your child permission to leave school grounds to go home for lunch, students are not permitted to go downtown during the lunchtime break. Leaving school grounds is a lunchtime only privilege **and students are not permitted to leave school grounds at recess time.*** Children must produce a note from parents if they wish to leave school grounds during school hours for a different reason than above or if it is not on a regular basis.

Factions

New students are placed in factions after they have enrolled. A letter notifying parents of the allocated faction will be forwarded after enrolment. Factions are as follows:

Avon	(Green)
Dale	(Gold)
Seabrook	(White)



The faction system forms the basis of healthy competition between groups. The basic objective of the system is to foster a feeling of belonging which will enhance school spirit. A Swimming Carnival is held in first Term. The Cross Country in Term Two and an Athletics Carnival in third Term.

Behaviour Management in School Student Care Policy

The school has a detailed policy for managing student behaviour. This policy is the basis of school and classroom discipline. Discussion on the policy is welcomed. This policy is constantly under review by staff and the School Board. A copy is available on request or on our school website <https://www.brooktondhs.wa.edu.au/school-information/pbs/>

Reports

The school reporting system is in line with the Department of Education requirements. Endorsed reports will be sent home at the end of each Semester (Term 2 and Term 4).



Parent/Teacher Interviews

Parents are encouraged to discuss their child's progress regularly with the class teacher by arranging a time of mutual satisfaction. Please contact the class teacher to make an appointment to clarify any questions you may have about the learning program. Children will benefit greatly from your interest and involvement in their education.

Canteen

The Canteen is co-ordinated by a Canteen Committee and run by a Canteen Manager. It is open on a Tuesday and Friday for recess and lunch. Details of the canteen menu and prices can be obtained from Administration or from the school website brooktondhs.wa.edu.au. Parents may be asked to join the canteen roster in order to keep costs to a minimum.

Breakfast Club

Breakfast Club is held every morning from 8.15 am to 8.45 am from the Canteen in the Undercover Assembly Area. All students are welcome to attend.

In Term Swimming

All primary school children attend swimming lessons as part of their Physical Education program at the Brookton Aquatic Centre. Children not attending need to produce a note from parents to say why they are being excluded from the school program.

Interschool Sport

Brookton District High School competes with Pingelly Primary School, Beverley and York District High Schools. A Swimming Carnival is held in Term 1, a Cross Country event in Term 2 and an Athletics Carnival is held in Term 3.

Excursions

Excursions to places of interest, attendance at sports carnivals and visits to community services are part of the Education program. Parents are required to give written permission for their child to travel by vehicle to venues out of the school confines.

Money

Generally, when money is forwarded to the school for a specific purpose it should be in a clearly marked envelope sent home by the school stating the child's NAME, CLASS, AMOUNT enclosed and PURPOSE and returned to Administration in the mail box provided.

Footwear

Children are to wear suitable footwear to and from school on all occasions. Thongs, Masseurs, Crocs and slides are not permitted to be worn at school.



Lost Property

A 'Lost Property Box' is kept at school in the Administration Office. Articles of clothing and other items are deposited there if no owner can be found. Please help us to return lost articles to their rightful owners by ensuring they are clearly named with your child's name.

Smoking on School Premises

Our School is a smoke free environment. Parents are requested to support this by not smoking anywhere on premises and modelling a healthy attitude by not smoking in view of children arriving or leaving school. Thank you for helping us to promote a healthy ethos.

Library

The School library is supported by our own Library Officer 2 days per week, with the help of classroom teachers when the library officer is absent. Children's borrowing and returns are recorded on the computer and each book may be borrowed for two weeks at a time. Any book that is damaged or lost is the responsibility of parents to replace. Library books must go home in a library bag.



Technology

Each class has at least one computer to support student learning and all classes are linked to the Internet. A computer laboratory and sets of iPads have been established at the school to enable whole class activities to be conducted. Interactive Boards are available for every teacher.

The library is fully automated using the Bookmark Program and students can complete book searches and research information. Computers in the library have Internet access.

Information Technology is an ongoing priority and the use of technology in the curriculum is supported by all teachers. Mathletics is a fantastic mathematics program provided by the school for every student. They can even access it at home.



Scholastic Book Club





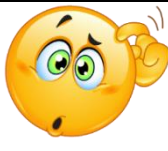


There are usually six releases of books per year and orders can be placed online or through the school via our Book Club Co-ordinator. If paying by cheque, please make cheque payable to Scholastic Australia.

Staff Meetings

Staff meetings for Brookton District High School are held after school hours and therefore do not disrupt any class programs.

Illness or Accidents at School

Children must not come to school when they are unwell.

I NEED TO STAY HOME IF....						
I have a Fever	I am Vomiting	I have Diarrhoea	I have a Rash	I have Head Lice	I have an eye Infection	I have been in Hospital
						
Temperature of 37 or higher.	Within the past 24 hours.	Within the past 24 hours.	Body rash with itching or fever.	Itchy head, active head lice.	Redness, itching, and/or crusty drainage from eye.	Hospital stay and/or ER visit.
I AM READY TO COME BACK TO SCHOOL WHEN I AM....						
Fever free for 24 hours without the use of fever reducing medication.	Free from vomiting for at least two solid meals.	Free from diarrhoea for at least 24 hours.	Free from rash or itching or fever.	Treated with appropriate lice treatment at home.	Evaluated by Doctor and have note to return to school.	Released by medical provider to return to school.

If a student is involved in a minor accident at school, care will be supervised by staff in the first aid room/sick bay. Parents and/or a Doctor will be contacted if necessary using the information on our School Data Base. Note - There is a need for this information to be kept up to date. If the accident is of a serious nature, students will be transported directly to hospital. Every attempt will be made to contact parents to meet their child at the hospital.

Medication

Please see below the process for managing the administration of medication to students when they are in the school's care. Except in an extreme emergency, e.g. unexpected anaphylaxis, medication can only be administered by school staff if appropriate documentation has been completed by parents/carers. This applies to both prescribed and non-prescribed medication.



Short Term Use of Medication (up to two weeks)

For administration of short term medication such as a course of antibiotics, our school requires written authority from parents/carers. This authority can be provided by completing and Administration of Medication form which can be obtained from School Administration.

The medication must be clearly labelled with the child's name and provided in packaging from the pharmacy or the manufacturer.

Documentation must be signed and dated by a parent or carer and provided to the school with the medication which will be held in the First Aid Room.

Long Term Use of Medication

If you require the school to administer medication to your child for a period of more than two weeks, and if you have not already done so, you may need to complete a Student Health Care Summary and a Management/Emergency Response Plan for your child's particular health need. In most instances, this documentation will have been completed upon enrolment or as part of the school's process for updating student health care records.

School Nurse

The School Nurse (Community Nurse) is available for advice by appointment and to conduct medical appraisal. Please contact either the school directly or the Brookton Health Service.

School Psychologist

A School Psychologist visits to assist teachers and parents with any problems of an academic, behavioural or social nature that a child may be experiencing. Parents will be consulted prior to children taking any tests initiated through the school psychologist. Parents may also request that a child be counselled or tested by the School Psychologist.

Head Lice

Unfortunately, head lice are part of the natural community. They will never be eradicated. Head lice can only be caught by close head to head contact. They do not jump or fly. Anyone can be infested with head lice, however they are most common in children, and it is not known why some children are more susceptible than others.

Managing Head Lice Prevention

Head Lice are **NOT** a sign of poor hygiene. In fact, they thrive in clean hair. The most effective way to reduce the likelihood of infestation is:

- Encourage children not to share hats, combs or brushes.
- Brush hair twice a day - which damages lice, deters them from breeding.
- Tying long hair back.
- Weekly check of children's hair (preferable Friday) so treatment can be initiated early if infestation is identified.

Treatment

There are a number of head lice treatments available from local pharmacies. The Health Department of WA recommends that all treatment options be discussed with a pharmacist. There are alternative products available containing natural pesticides such as tea tree oil. The hair conditioner treatment has also been known to have good results. These products have shown varying degrees of effectiveness.

If you find head lice:

- Children should be excluded from school. Once the recommended treatments have commenced and all of the living lice and most of the eggs have been removed, the child may return to school.
- Treat with a recommended solution without delay. Be sure to read instructions carefully, and saturate the hair near the scalp.
- Layer the hair and divide into sections when applying the solution and again when combing out eggs after treatment.
- Check all other family members, including adults, and treat only those that are infested.
- Avoid drying hair with hair dryer after applying treatment solution as this destroys the insecticide.
- After treatment remove eggs with fingernails or metal fine tooth comb.
- Inform staff at school and close contacts/playmates so they too can check for head lice.
- Check hair every day for up to 21 days after treatment and remove any eggs found and thereafter weekly. Finding eggs after treatment does not necessarily indicate reinfestation or treatment failure.
- Check that you have informed all possible contacts including the school.
- If treatment fails twice, try a product with a different pesticide.



The single most effective way to control head lice is for children's hair to be brushed twice a day, checked once a week, and treated if lice are found. Regular inspection and manual removing of eggs from the hair is tedious, but is as

important as chemical treatment. Constant attention and care in the household, combined with good communication among contacts, are the best weapons against head lice.

Parents who have any concerns regarding the control or treatment of head lice are welcome to contact the School Health Nurse at the Brookton Health Service or the School.

Dress Code

Rationale

The Brookton District High School Dress Code is established to provide clear guidelines for all parents, students and staff to ensure that all students attending the school and excursions are neat and appropriately dressed for school activities. School uniform is compulsory for all Primary and Secondary students.

Expected Outcomes

The school dress code will:

- foster and enhance the public image of the school;
- assist in building school and team spirit;
- ensure students are safely dressed for specific school activities;
- encourage equity among students; and
- prepare students for work, as many work places have dress and safety codes.

Guidelines

- The school expects all students, in the compulsory years of schooling, to wear the approved clothing as detailed on the Uniform Order form.
- At all times, students are expected to wear their school dress appropriately and to maintain it in a clear and tidy state.
- A student who is not appropriately dressed will not be allowed to represent the school or participate in a school excursion that is not an essential part of the learning program.
- In specific circumstances, exemptions from the Dress Code may be approved by the principal.
- If students are unable to comply with the Dress Code, parents are asked to notify the school.
- All changes to the Dress Code must be approved by the School Board following wide consultation within the school community.

Exemptions

Parents/carers may apply to the principal for their children to be exempted from complying with the one or more requirements of the Dress Code for any of the following reasons:

- the unavailability of a component of the dress code;
- a matter relating to the student's health;
- a matter relating to the religious beliefs of the student or the student's family;
- a matter relating to the cultural background of the student or the student's family;
- any other matter which, in the principal's opinion, is sufficient to exempt the student from complying with the requirement.

On an application, the principal may grant an exemption, for such period as the principal thinks fit and subject to certain conditions. The school will keep appropriate records of exemptions as required by the *School Education Regulations 2000*.

The principal may revoke or vary an exemption at any time.

Availability of Dress Code Items

- The school uniform may be purchased through the P&C Association on specific days set by the P&C Uniform Committee.
- Second-hand uniforms may, from time to time, be available at the school.
- Students whose families may experience financial difficulties regarding the purchase of a uniform should contact the school to discuss the situation.

Footwear

Covered footwear must be worn specifically for the areas of Design and Technology, Home Economics, Science and Physical Education.

All shoes and sandals must have a closed in heel or strap. No platform shoes permitted only flat heels.

Accessories

Jewellery	No excess jewellery to be worn
Earrings	Stud earrings only to be worn at school
Rings	Flat signet ring only
Make-up/Nail Polish	No make-up or nail polish to be worn at school
Hair	Unnatural hair colours not accepted

Substitute T Shirts are not acceptable – shirts must have a school crest. No denim clothing for Primary and Secondary students. No body piercings, except earrings, should be visible at school.

Valuable Items

No responsibility can be taken by the school for the damage or theft of items such as mobile telephones, electronic devices or precious belongings. Students are discouraged from bringing these items to school and are asked to leave them at home or hand into the office at the beginning of each day if they do bring them to school.



Mobile phones

The Department of Education does not permit student use of mobile phones in public schools unless for medical or teacher directed educational purpose.

It is important to note that it is not a requirement at Brookton District High School for students to have a mobile phone at school.

Brookton District High School recognises that an increasing number of parents/carers who for safety, security and/or emergency purposes wish to provide their children with mobile phones. This policy details the conditions under which mobile phones are permitted at Brookton District High School.

Conditions of Use

The use of mobile phones for all students will be banned from the time they arrive at school to the conclusion of the school day. This includes before school and at break times (off and away all day).

Secondary students (year 7 to year 10)

- Secondary students who bring their mobile phone to school are required to switch off, and hand their phone into the front administration office. The student owner of the phone will be recorded and the phones securely stored until collected from administration by the student at the conclusion of the school day.

Primary students (kindergarten to year 6)

- Primary school students should not bring a mobile phone to school at all.

Exemptions and Communication

- Exemptions to this ban include where a student requires a mobile phone: to monitor a health condition as part of a school approved documented health care plan; or
- Under the direct instruction of a teacher for educational purposes; or with permission of a teacher for a specified purpose.
- Smart watches, headphones and air pods, or other electronic listening devices, should not be brought to school



- Brookton District High School has duty of care for all students when they are attending the school. In emergencies, where students need to get in contact with parents/carers, students are to notify the appropriate school staff. If parents/carers need to contact their children, they are asked to contact the school directly.

Breaches of this Policy

- Breaches of this policy will be managed in accordance with the *School Behaviour Management Policy and Procedures*.

First offence

Students who do not comply with this policy will have their mobile phone confiscated and held at the administration office. The student can collect the mobile phone at the end of the school day.

Second offence

In the case of repeated inappropriate mobile phone use by a student, their mobile phone will be confiscated and held at the administration office. The parent/carer will be informed and requested to collect the mobile phone from the school at their earliest convenience.

Third offence

If a student breaches the Brookton District High School Mobile Phone Policy 3 times in one term they will be suspended for a period of one school day and lose their Good Standing.

Additional breaches

Further breaches of the Mobile Phone Policy will result in additional disciplinary action. In addition, the Principal will direct the withdrawing of the student's mobile phone from Brookton District High School for the remainder of the term.

Further Guidance

For the purposes of this policy, 'mobile phones' includes smart watches and associated listening accessories, such as, but not limited to, headphones and ear buds.



Parents and Citizens Association

The P&C Association meet once a term in the school library. Committees are as follows:

Executive

President:	Tim Evans
Vice President:	Stephen Keatley
Secretary:	Danni Chard
Treasurer:	Kathy Muller

Canteen Manager	Theresa Fancote
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Committees

Canteen, Sports and Grounds, Uniform, Kindergarten/Pre-Primary.

The Parents and Citizens Association of Brookton is an active body being involved in busy bees, canteen operations, school uniform sales, help at sport carnivals and fun-days. Fundraising is one of the many important functions of the P & C. Without the help of the committee and parents, many school projects would not be possible.

School Board

The School Board meets approximately twice per term and is comprised of Parent members, Community members, Teachers and the Principal. The Board also has representation from the Shire of Brookton. Members to this board are elected at the beginning of each year. A three-year Business Plan is drawn up annually to address the aims of the school and is based on data gathered from testing, teacher recommendations and parent suggestions. Priorities are decided collaboratively with Staff and the School Board and are supported by the School and P & C funds.

Board members are:

Chairperson	Tamara Lilly
Principal	Darren Simpson
Principal Deputy	Kris Dewson Hall
Executive Officer	Amy Eva (Acting MCS)
	Roslyn Wright
Teachers	Liz Lange
Shire Representative	Tamara Lilly – Councillor
P&C Representative	Tim Evans – President
Parent Representatives	Rosalie Pech Eva
	Damien Rushton
	Danielle Gault
	Kathy Muller
	Gavin Pepper



Seabrook Aboriginal Corporation Representative

Community Use of School Facilities

Integrity and Standards have advised the School that all School Resources Are Department of Education property and, as such, are not to be loaned to the general public.