Welcome to

- Respectful
- Responsible
- Safe
- Learners

Lithgow High School
Academic
- Gifted/Talented Program
- Graded classes – Mathematics/Science/History Geography
- Good HSC results
- Homework centre
- Study Days
- Science/Mathematics/English competitions
- Awards at local show
- Reading programs
- Norta Norta Tutoring
- Independent Learning Centre
- Wide range of elective subjects in Stages 5 and 6
  Year 12 CSU Study Days

Sporting
- Swimming Carnival
- Sporting facilities
- School sport
- Representative teams
- Ski trip
- Youth Olympics
- Field Fiesta

Cultural
- Musicals
- Bands
- Debating
- Drama
- Excursions
- Choir
- Art Express
- Film making
- Exchange students
- Chess Club
- Festival of Speech
- Japanese Visit

Leadership
- Captains, Vice Captains, Prefects
- Student Representative Council
- Peer Mediators
- Peer Skilling
- Reading Tutors - Gamma
- Alpha
- Beta
- Zeta
- Kappa
- Press Club
- House Captains

Welfare
- Behaviour support program
- Learning support program
- Support faculty
- Reading program
- School counsellors
- S.T.L.A.
- Student support scheme
- Student Commendation Scheme
- Zee Gang
- Positive Behaviour for Learning
- Peer Mediation
- Anti Bullying Initiatives

Community
- Community access
- Connection to TAFE
- Work experience
- P & C
- Connections to universities
- Try a Trade
- Trade school
- Connections to W.G.E.C.
- Guest speakers
- Back to School Days
- Parent Welcome Barbecue
- Year 7 Parent Workshops
- Focus Group Survey

Others
- School website
- Wide subject selection
- Convenient location
- Highly qualified staff
- Variety of specialised rooms
- Interactive whiteboards
- Teleconferencing
- Careers
- Community Contact Officer
- Healthy canteen
- Careers market
- Famous ex-students
- Ag farm
- SAS staff
- Recycle program
- Connected classrooms
- Mufti Days
- Connected Classrooms
- National Tree Planting Day
- Landcare
- Clean Up Australia Day
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Welcome to our learning community at Lithgow High School!

The school’s motto is *per ardua ad astra*, or in Wiradjuri, *Wuurrawin gandamay maldhangu budhugu*. In English; “through hard or difficult work to the stars.”

Our commitment is to ensure all learners strive for excellence. The school entrenches a culture that recognises, promotes and celebrates success for the diversity of learners. Students of all ability levels, socio economic backgrounds, ethnicities have the opportunity to be successful at school. The school makes a commitment to deliver engaging learning experiences.

Lithgow High School offers a wide range of academic, cultural, social and sporting experiences. Students should never lose sight of their main purpose in being here: **to develop knowledge and skills to become valuable members of our community and broader society.** Our expectation is that every student will be a **respectful, safe, responsible learner.** The school expects students to take responsibility for their learning and for their actions and to maximise their participation in school life. We will assist them to do so.

Parents and carers are partners in our mission to ensure success for students. We provide a range of opportunities to connect with your child’s school. The school provides parent information evenings, regular newsletters, the website and school facebook page and the parent portal. The Parents’ and Citizens’ Association (P&C) is an important consultative body of the school. It meets the first Monday of every month at 6.00pm in the school hall foyer. All parents are encouraged to come and have their say. Parental enthusiasm, participation and support can only enhance students’ learning and positive participation within the school. We urge families to take up opportunities for involvement which are regularly published in our Newsletter.

Lithgow High School is an inclusive community school with a proud reputation and high expectations for student participation, achievement and success. We work hand-in-hand with partner schools in the Western Gateway Education Community and with universities and TAFE. We offer a breadth and depth of opportunities and high academic expectations from K to 12 which can only be found in public education. Ours is a cohesive school community where families, students and teachers work together for student success.

Welcome to your inclusive, successful, community school.

Ann Caro
Principal
SCHOOL STAFF

Senior Executive

Ann Caro
Principal

Phillipa Byrne
Deputy Principal
Curriculum
Years 11-12

Matt Quirk
Relieving Deputy Principal
Management
Years 7-10

Head Teachers

Head Teachers may be in charge of faculties or they may have special responsibilities in the school or both. They are the people you should see first if you have any problems.

Brett Jeffers
English

HSIE TBA

Peter Brownlow
Computer VET ICT

Ray Stoneley
Mathematics

Jeff Dean
PDHPE

Lee Middleton
Science

Matthew Quirk
Support

Michael Palmer
Rlg HT TAS

John Bawden
Creative & Performing Arts

Karin Mawhood
Teaching & Learning

Sam Cowie
Welfare Co-ordinator

Rebecca Hamment
Welfare Co-ordinator
**Student Advisers**

Each year has a Student Adviser who looks after the welfare and pastoral care of students in that year. Student Advisers are always available to help with any problems that you may have.

- **Ross Guihot and Debbie-Lee Reilly**  
  Year 7
- **Erich Mantei and Renee Scheurer**  
  Year 8
- **Lindsay Dunn**  
  Year 9
- **Brodie Alexander**  
  Year 10
- **Nicholas Dingle**  
  Year 11
- **Alan George**  
  Year 12

**Community Liaison Officer**

- **Sam Luchetti**

Our Community Liaison Officer is available to assist parents/caregivers in a number of ways. These include:

- Encouraging parents and the community to become involved in our school by supporting and participating in planned activities;
- Providing effective communication between the school, parents, caregivers and the community in relation to how the school is organised and operates;
- Promoting the academic, sporting and cultural achievements of the students at our school;
- Networking with community organisations to utilise resources and provide interagency links to relevant school personnel;
- School Absentee Callout Program
- Clothing Pool
School Counsellors

The School Counsellors, Suzanne Collum and Marjanna Gilchrist, are specially trained members of the Welfare Team. The School Counsellors provide the expertise to assess the individual needs of anyone experiencing difficulties at school. The School Counsellors can be reached at the school and are available to talk to parents at any time. Please make an appointment if you would like to speak with them.

School Leaders

School Captain
Emily Thompson

School Captain
Benjamin Cox

Vice Captain
Stella Culliton

Vice Captain
Blake Holmes

Prefects

Bryce Altman
Kayla Anlezark
Sophie Beale
Joel Bilby

Courtney Clarke
Chris Gurney
Maddison Haddon
Jessie Luchetti
## Lithgow High School Expectations

<table>
<thead>
<tr>
<th>WE ARE</th>
<th>SCHOOL WIDE</th>
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</table>
| RESPECTFUL | Follow staff instructions  
Use appropriate language  
Keep the school free of put downs  
Respect property  
Keep the school environment clean |
| SAFE | Move around the school in an orderly manner  
Remain in Bounds  
Avoid any behaviour which may endanger yourself or others |
| RESPONSIBLE | Be in the right place at the right time  
Be a positive role model  
Speak politely and cooperate with others  
Be an active bystander and look out for others |
| LEARNERS | Bring all equipment  
Stay on task  
Work to the best of your ability  
Active participation in the learning environment |
TERM DATES FOR 2015

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<thead>
<tr>
<th>Term</th>
<th>Start Date</th>
<th>End Date</th>
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<tr>
<td>Term 1</td>
<td>Tuesday 27th January 2015</td>
<td>Thursday 2nd April 2015</td>
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<tr>
<td>Term 2</td>
<td>Monday 20th April 2015</td>
<td>Friday 26th June 2015</td>
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<td>Term 3</td>
<td>Monday 13th July 2015</td>
<td>Friday 18th September 2015</td>
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<td>Term 4</td>
<td>Tuesday 6th October 2015</td>
<td>Wednesday 16th December 2015</td>
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Years 7, 11 and 12 students will begin school on Wednesday, 28th January, 2015. Years 8, 9, 10 and Support commence Thursday 29th January 2015.

Autumn Holidays: Friday 3rd April (Good Friday) to Friday 17th April 2015
Winter Holidays: Monday 29th June to Friday 10th July 2015
Spring Holidays: Monday 21st September to Monday 5th October 2015
Summer Holidays: Wednesday 16th December to Thursday 28th January 2016

School Development Days (Student Free Days) are:
- Term 1: Tuesday 27th January 2015
- Term 2: Monday 20th April 2015
- Term 3: Monday 13th July 2015
- Term 4: Thursday 17th, Friday 18th December 2015

SCHOOL UNIFORM

JUNIOR (YEARS 7-10)

Compulsory Formal Uniform

- **Girl’s Top**: Sky blue & navy collared polo shirt. Navy blue woollen jumper or rugby jumper with school emblem. Shirts must be worn under V-neck jumpers.
- **Shorts**: Plain dark navy formal shorts. **Bike pants, long legged tights, denim jeans, football shorts, skimpy shorts and shorts of tracksuit material are NOT acceptable.**
- **Girl’s Pants**: Plain dark navy pants. **A thin white pin stripe down the leg of track pants is all that is acceptable as LHS uniform.**
- **Boy’s Top**: Sky blue & navy collared polo shirt. Navy blue woollen jumper or rugby jumper with school emblem.
- **Boy’s Pants**: Plain grey pants - NOT GREY TRACKSUITS. Or the navy blue tracksuit pants with the school’s logo.
- **Sports uniform**: Sports shorts, sports shirt & tracksuit - **compulsory for ALL Junior school.**
  *All students representing the school in sport are to wear the new dark navy & sky blue sports tracksuit.*

Optional Junior Uniform

- **Skirt**: Grey with dark blue and light blue check may be worn with stockings
- **Shirt**: Sky blue collared shirt with emblem.
- **Winter Coat**: Must be navy blue
SENIOR (Year 11&12)

Compulsory Formal Uniform

Girl’s Tops  White formal collared shirt with emblem. Plain navy blue rugby jumper or woollen jumper with school emblem.

Girl’s Skirt  Plain dark navy skirt, stockings may be worn under skirt plain dark navy long pants.

Girl’s Pants  Plain dark navy long pants. A thin white pin stripe down the leg of track pants is all that is acceptable as LHS uniform.

Boy’s Tops  White formal collared shirt with emblem. Navy dark blue rugby jumper or woollen jumper with school emblem.

Optional Senior Uniform.

Boy’s Pants  Plain grey long pants - NOT TRACKSUIT. Or the navy blue tracksuit pants with the school's logo.

Shorts  Plain grey shorts and white and navy polo shirt with school emblem Bike pants, football shorts, long tights, denim jeans, skimpy shorts and shorts of tracksuit material are not acceptable.

Blazer  Navy school blazer with school emblem or navy winter coat.

Shoes  Formal Occasions - black Leather shoes must be worn All other occasions leather shoes preferably black must be worn. Shoes must completely cover the feet and socks are to be worn at all times. Adequate protection for feet is necessary for all practical lessons due to WH&S standards which must be met (Science, Technology, Visual Arts). A change of clothes and running shoes are required for P.E. lessons. Open toed shoes, thongs, ballet flats, sandals, ugg boots and light weight canvas shoes are not acceptable. Students who arrive at school with unsafe shoes will have their parents/caregivers contacted and they will be asked to bring safe shoes to the school.

NOTE: Beanies, hats and scarfs can be worn for warmth in colder months.

A warm Jacket is available from the uniform shop.

Uniform Policy

The school and school community will have endorsed the wearing of school uniform. The uniform was chosen by the student and parent community. All students are expected to be in uniform every day. The Uniform Shop which is situated across from the School Administration Office, and is open Tuesday & Thursdays (see Page 11).

Students out of uniform may be excluded from certain activities:

- On excursion , unless mufti is required on the permission note
- For WH&S reasons NO HOODED TOP (jacket/jumper) is to be worn by any student at ANY TIME. NO LOGO's are to be visible on clothing. Intruders to the school are easily detected if everyone is in full school uniform.
- if their clothing does not meet agreed upon school community standards outlined in the school uniform requirements, and might be considered damaging to the image of the school in the wider community;
• Where the health and safety of the student or of other students, particularly as defined by occupational health and safety legislation, would be compromised.

• A student who is not in uniform may be loaned replacement school uniform garments at the Welfare Coordinator’s Office at the start of period 1. These items are to be returned at the end of the day.

• The discipline system, including lunch detentions, and/or exclusion from some classes, may be used for students who are frequently out of uniform or who refuse to follow the school policy on uniform.

• Financial assistance is available for families experiencing difficulties. Most items of the school uniform are available for purchase from the school Uniform Shop. The school can support parents/carers in creating a second hand clothing pool.

If you arrive out of uniform you will be referred to a Deputy Principal on your way to class.

For the Department of Education policy:


Mufti/Non-uniform Days - Minimum Dress Standards

From time to time we have mufti days which are run by the SRC. These days raise money for charities or for the SRC which in turn assists students and makes improvements to the school.

Our simple minimum standard is:

✓ tops must have sleeves (no singlet tops)
✓ tops must meet pants or skirts (i.e. no bare midriffs)
✓ necklines of girl’s tops must not reveal cleavage.
✓ shorts and skirts may not be skimpy
✓ feet must be completely covered by the shoes for safety purposes and socks must be worn;
✓ clothing must not have offensive language, symbols.
**SHOP DETAILS**

The School Uniform Shop is located On Campus at Lithgow High School.

You can also purchase the uniform online at [www.alintaapparel.com.au](http://www.alintaapparel.com.au)

Opening hours during school terms are:

**Tuesday & Thursday Mornings 8.00am - 10.00am**

The Uniform Shop can be contacted to make fitting appointments by:

- **Email:** [lithgowhigh@alinta.com.au](mailto:lithgowhigh@alinta.com.au)
- **Phone:** (02) 6352 3494


We open additional hours during Summer Holidays and selected busy periods. Keep an eye out for the newsletter for additional opening hours.

**Payment Options**

- **Lay-by** - We accept lay-by (50% deposit)
- **Payments** - Cash, Credit Card, or Debit Credit Card.

---

**Junior Uniform**

![Junior Uniform](image)
## ALINTA UNIFORM SHOP PRICE LIST 2015

### GIRLS UNIFORM : 7 - 10

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<th>Sizes</th>
<th>Price</th>
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<tbody>
<tr>
<td>S/S Blouse  - sky</td>
<td>All Sizes $37.00</td>
</tr>
<tr>
<td>Formal Polo - sky</td>
<td>All Sizes $38.00</td>
</tr>
<tr>
<td>Formal Skirt - tartan</td>
<td>All Sizes $63.00</td>
</tr>
<tr>
<td>Girls Fitted Pants</td>
<td>All Sizes $49.00</td>
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### GIRLS UNIFORM : 11 - 12

<table>
<thead>
<tr>
<th>Sizes</th>
<th>Price</th>
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</thead>
<tbody>
<tr>
<td>S/S Blouse - white &amp; deluxe fabric</td>
<td>All Sizes $39.00</td>
</tr>
<tr>
<td>Formal Polo - white</td>
<td>All Sizes $38.00</td>
</tr>
<tr>
<td>Formal Skirt - navy</td>
<td>All Sizes $59.00</td>
</tr>
</tbody>
</table>

### Accessories

<table>
<thead>
<tr>
<th>Sizes</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Footy Socks</td>
<td>All Sizes $12.00</td>
</tr>
<tr>
<td>Microfibre Tights</td>
<td>All Sizes $9.50</td>
</tr>
<tr>
<td>Gloves</td>
<td>One Size $8.00</td>
</tr>
<tr>
<td>Scarf</td>
<td>One Size $11.50</td>
</tr>
</tbody>
</table>

### SALE ITEMS

<table>
<thead>
<tr>
<th>Sizes</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deluxe Jacket</td>
<td>All Sizes $50.00</td>
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### BOYS UNIFORM : 7 - 10

<table>
<thead>
<tr>
<th>Sizes</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Formal Polo - Sky/Navy</td>
<td>All Sizes $38.00</td>
</tr>
<tr>
<td>Boys Formal Shorts</td>
<td>All Sizes $47.50</td>
</tr>
<tr>
<td>Boys Formal Trousers</td>
<td>All Sizes $49.00</td>
</tr>
</tbody>
</table>

### BOYS UNIFORM : 11 - 12

<table>
<thead>
<tr>
<th>Sizes</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>S/S Shirt - white</td>
<td>All Sizes $34.00</td>
</tr>
<tr>
<td>Formal Polo - white</td>
<td>All Sizes $38.00</td>
</tr>
<tr>
<td>Boys Formal Shorts</td>
<td>All Sizes $47.50</td>
</tr>
<tr>
<td>Boys Formal Trousers</td>
<td>All Sizes $49.00</td>
</tr>
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</table>

### WINTER UNIFORM

<table>
<thead>
<tr>
<th>Sizes</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knitted Jumper</td>
<td>4 - 14 $62.00</td>
</tr>
<tr>
<td></td>
<td>XS - 3XL $69.95</td>
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### Rugby Jumper

<table>
<thead>
<tr>
<th>Sizes</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>All Sizes $51.00</td>
</tr>
</tbody>
</table>

### SPORTS UNIFORM

<table>
<thead>
<tr>
<th>Sizes</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sports Polo</td>
<td>All Sizes $38.00</td>
</tr>
<tr>
<td>Sport Shorts - Girls</td>
<td>All Sizes $35.00</td>
</tr>
<tr>
<td>Sport Shorts - Boys</td>
<td>All Sizes $35.00</td>
</tr>
<tr>
<td>Tracksuit Jacket</td>
<td>All Sizes $70.50</td>
</tr>
<tr>
<td>Tracksuit Pants</td>
<td>All Sizes $44.00</td>
</tr>
<tr>
<td>Sports Cap</td>
<td>One Size $15.00</td>
</tr>
</tbody>
</table>

---

**Senior Uniform**

![Senior Uniform Image](image1)

![Senior Uniform Image](image2)
Core rules in NSW Public Schools

All students are expected to:

- Attend every school day, unless they are legally excused, and be in class on time and prepared to learn.
- Maintain a neat appearance, including adhering to the requirements of the school’s uniform or dress code policy.
- Behave safely, considerately and responsibly, including when travelling to and from school.
- Show respect at all times for teachers, other school staff and helpers, including following class rules, speaking courteously and cooperating with instructions and learning activities.
- Treat one another with dignity and respect.
- Care for property belonging to themselves, the school and others.

RULES CONCERNING MOBILE PHONES & OTHER DEVICES

Urgent phone messages to students are to be made through the School Office on 63521422.

To prevent a device from disrupting the normal routine of the learning environment of the school and being used as a means of bullying or harassment the following rules apply.

1. Student’s phones must be turned off and out of sight during class.
2. Phones or devices may not be taken into examinations under any circumstances.
3. Mobile phones cannot be used on any field trip or excursion without the permission of the teachers.
4. Students must not use any device for purposes of harassment, disruption, embarrassment or annoyance.
5. It is illegal to photograph or record anyone without their permission.
6. All devices brought to school are used entirely at the owner’s risk. The school takes no responsibility for loss, theft, or damage.

Persistent misuse of a phone or device will result in confiscation by the Deputy to hand their phone in for the day. The phone will be put in secure storage for the remainder of the day. Refusal to comply with teacher directions will be regarded as defiance and a greater penalty will result.

School curriculum

Lithgow High School has a wide range of courses for students. There is greater choice in the later years of schooling. The curriculum is divided into three stages: Stage 4, Stage 5 and Stage 6. Stage Booklets give details of each of the courses. The Support Faculty caters for students with special needs.

Stage 4 - Years 7 and 8

Year 7 students experience a wide range of courses. English, Japanese Language, Mathematics, PD/H/PE, Science and Technology will be studied for the whole year. Drama, Geography, History, Music and Visual Arts will each be studied for one semester. An Integrated Learning Project will be undertaken for one semester.
Year 8 students study a core and elective pattern. The core courses are English, Mathematics, PD/H/PE, Science, Technology and a semester each of Geography and History. Students will also study Music and Visual Arts. Students may study two electives, one in each semester; there is a wide variety of choices.

**Stage 5 - Years 9 and 10**

Over Years 9 and 10, students must study the following core subjects.

- English
- Geography
- History
- Mathematics
- Personal Development, Health and Physical Education
- Science

Students will also study a selection of 100 hour or 200 hour courses chosen from a wide range of electives.

Mathematics classes are graded according to the course studied. There is an advanced class in each of:

- English
- Geography
- History
- Science

Students who do not complete their Higher School Certificate will be issued with a ROSA (Record of School Achievement).

**NAPLAN**

The school strongly recommends all students sit the NAPLAN tests in Year 7 and 9. The individual results provide diagnostic information about the student and assists the school and parents in providing appropriate education pathways.

**Stage 6 - Years 11 and 12**

In Stage 6, subjects are given a unit value. There are a few one-unit subjects, but most subjects are two-unit, such as Chemistry 2 Unit or Geography 2 Unit. To gain a Higher School Certificate, students in Stage 6 must take at least twelve units of subjects in the Preliminary Year (Year 11) and ten units in the HSC Year. (Year 12), although the school recommends the 12 units are continued in Year 12.

The only compulsory subject in Stage 6 is English. Students must take at least two units of English in both the Preliminary and the HSC Years. There are other rules concerning the pattern of subjects students can take in Stage 6. These can be found in the *Stage 6 Booklet*.

At the end of Year 12, students sit their HSC examinations. The marks gained in those examinations are recorded on each student's Higher School Certificate along with a School Assessment mark for each course. As well as this, Stage 6 students who take the appropriate pattern of courses will receive an Australian Tertiary Admission Rank (ATAR). This is required by students seeking entry to university after completing their HSC.
ARTWORK - YEAR 12, 2014

Alice Reti-Steele
Grace Finlay
Sam Forbes

Shannon Habegger-Dawson
Tegan Walsh

Hannah Muir
<table>
<thead>
<tr>
<th>Year 7</th>
<th>Year 8</th>
<th>Year 9</th>
<th>Year 10</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>7</td>
<td>English</td>
<td>9</td>
</tr>
<tr>
<td>Geography History (one semester each)</td>
<td>2.5</td>
<td>Geography History (one semester each)</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics</td>
<td>7</td>
<td>Mathematics</td>
<td>9</td>
</tr>
<tr>
<td>Science</td>
<td>7</td>
<td>Science</td>
<td>8</td>
</tr>
<tr>
<td>Technology</td>
<td>6</td>
<td>Technology</td>
<td>6</td>
</tr>
<tr>
<td>Language</td>
<td>6</td>
<td>Options (one semester each)</td>
<td>6</td>
</tr>
<tr>
<td>Integrated Learning Project</td>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Music (one semester)</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Performing Arts (one semester)</td>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Visual Arts (one semester)</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Religious Education</td>
<td>1</td>
<td>Religious Education</td>
<td>1</td>
</tr>
<tr>
<td>PD/H/PE</td>
<td>5</td>
<td>PD/H/PE</td>
<td>5</td>
</tr>
<tr>
<td>Sport</td>
<td>4</td>
<td>Sport</td>
<td>4</td>
</tr>
<tr>
<td>Study Skills</td>
<td>1</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Preliminary & HSC Courses, 2015
Board Developed Courses
These count towards the HSC and the ATAR.
(All are 2 Unit unless otherwise indicated. Course costs nil unless otherwise indicated.)

Agriculture  Cost: $50
Ancient History
Biology
Business Studies
Chemistry
Community and Family Studies  Cost: $5
Drama  Cost: $10
Engineering Studies  Cost: $20
English
    English Advanced
    English Extension  (1 Unit)
    English Standard
Food Technology  Cost: $35
Geography
Industrial Technology:
    Automotive, Timber, Metal or Graphics  Cost: $50
Legal Studies
Mathematics
    Mathematics
    Mathematics Extension  (1 Unit)
    Mathematics General Prelim 1 & HSC 2
Modern History
Music 1
Personal Development, Health and P E  Cost: $5
Physics
Senior Science
Society and Culture
Software Design & Development  Cost: $35
Textiles and Design  Cost: $65
Visual Arts  Cost: $40

Vocational Education Courses*
Construction  Cost: $70
Information Technology  Cost: $35
Metal and Engineering  Cost: $80
Primary Industries - Agriculture  Cost: $70
TVET Electrotechnology  *
TVET Hospitality  *
TVET Human Services  (4 Unit)
TVET Tourism and Events  *

* Category B Courses

Board Endorsed Courses
These count towards the HSC but not the ATAR.
(All are 2 Unit unless otherwise indicated. Course costs nil unless otherwise indicated.)

School Courses
Mathematics General Prelim & HSC 1
English Studies CEC
Exploring Early Childhood  Cost: $10
Photography, Video & Digital Imaging  Cost: $45
Sport, Lifestyle & Recreation Studies  Cost: $5

TVET Courses
Animal Care
Beauty Therapy
Children’s Services
Community Recreation
Hairdressing
What do I do if I have a problem?

There are many people who can help you if you need assistance.

- Your classroom teacher or the teacher on playground duty
- Your Student Adviser
- Faculty Head Teacher
- Welfare Coordinator
- The School Counsellors
- The Principal or Deputy Principals

All these people are good listeners and will often be able to solve your problem quickly. Do not hesitate to tell them of anything that is causing you concern.

The Peer Mediators (Yr 10-12 selected students) have also been trained in confidential conflict resolution. Your problems / concerns can be placed in the “Speak up” boxes. One is outside the Deputy’s offices and there is one in the Library. The school can do nothing about problems students are experiencing if they do not let somebody know.

What happens if I get lost on my first day?

Lithgow High School is a large school. It can be a confusing place until you get used to the location of the rooms. A map is provided at the end of this booklet. If you do get lost ask a teacher or a Senior Student to help you. Each of the buildings has a name, with large signs on every building. They are named after the original coal mines in Lithgow.

- Bowenfels
- Eskbank
- Hermitage
- Invincible
- Methven
- Vale of Clwydd
- Zig Zag

The rooms are numbered according to the building, the level (floor) within the building and then the position of the room. For example, Room Z21 would be Zig Zag building, 2nd floor, 1st room. It would be said “Z-2-1”, not “Z twenty one”.

How do I read my timetable?

Lithgow High operates on a two-week cycle, meaning that after every two weeks, you start back at the beginning of your timetable, on Week 1, Day 1. In each day you will have six lessons plus reading/roll call. An example appears below.

<table>
<thead>
<tr>
<th>Monday</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>RC Roll Call</td>
<td>ROLLE27</td>
<td>Mr L Dunn</td>
<td>E27</td>
</tr>
<tr>
<td>P1 English</td>
<td>8ENG1</td>
<td>Mr Jeffers</td>
<td>B37</td>
</tr>
<tr>
<td>P2 TAS</td>
<td>8ITT21</td>
<td>Mr M Palmer</td>
<td>V15</td>
</tr>
<tr>
<td>P3 Creative Arts</td>
<td>8ART21</td>
<td>Mr J Bawden</td>
<td>B13</td>
</tr>
<tr>
<td>P4 HSIE</td>
<td>8HIS21</td>
<td>Mr T Gasparre</td>
<td>Z33</td>
</tr>
<tr>
<td>P5 Science</td>
<td>8SCI1</td>
<td>Mrs L Middleton</td>
<td>I11</td>
</tr>
<tr>
<td>P6 PDHPE</td>
<td>8PDHB1</td>
<td>Mr J Dean</td>
<td>GYM</td>
</tr>
</tbody>
</table>

This is the name of the class you have.
This is the code for your Year and your class.
This is the Teachers name that will be in your class.
This is the room where the class will be held.
When does school start each day?

Roll Call and Reading

Each day school will commence at 9.00am with Roll Call/Reading. Students must move directly to their Roll Call class when the warning bell rings at 8.57am.

Assemblies will be held on Tuesdays.

During the first five minutes of roll call the teacher will mark the roll electronically and read the Daily Communication (DC). It is your responsibility to make sure your name is marked off. Answer your name loudly, especially if the teacher does not know you. Tell the teacher if you do not hear your name called. In most roll call classes, the remaining fifteen minutes are devoted to silent reading.

For reading:

♦ you are expected to bring your own reading material - a novel is the most popular option
♦ books are preferred to magazines
♦ your reading material must be appropriate for school (your teacher will be able to tell you if your material is suitable).

Lateness to school

Students arriving after 9.00am MUST have a note to explain the lateness. Failure to bring a note within 7 days will be recorded as “unexplained”. Notes must have your NAME, YEAR and ROLL CALL printed clearly across the top.

If you do not get to your roll call room by 9.00am, you:

• must go to the Print Room and sign in, you will receive a late note pass from the Print Room lady, this is then taken to your roll call or class teacher.

Repeated lateness without a note will result in detentions discuss with DPs

If you arrive after 9.20am you:

• must go to the Print Room
• will be marked present by the Print Room/Office and be given a Late Pass for next lesson.

If you continually arrive after 9.20am without a note, you will be sent to the Deputy which will result in an afternoon detention.
### BELL TIMES 2015

<table>
<thead>
<tr>
<th>Normal Period Days (Mon, Wed, Thurs &amp; Fri)</th>
<th>Assembly Days (Tuesday)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Warning Bell</td>
<td>Warning bell</td>
</tr>
<tr>
<td>8.57am</td>
<td>8.57am</td>
</tr>
<tr>
<td>Roll/Reading</td>
<td>Roll Call</td>
</tr>
<tr>
<td>9.00am</td>
<td>9.00am</td>
</tr>
<tr>
<td>Period 1</td>
<td>Assembly</td>
</tr>
<tr>
<td>9.20am</td>
<td>9.05am</td>
</tr>
<tr>
<td>Period 2</td>
<td>Period 1</td>
</tr>
<tr>
<td>10.10am</td>
<td>9.38am</td>
</tr>
<tr>
<td>Recess</td>
<td>Period 2</td>
</tr>
<tr>
<td>11.00am</td>
<td>10.25am</td>
</tr>
<tr>
<td>Period 3</td>
<td>Recess</td>
</tr>
<tr>
<td>11.30am</td>
<td>11.12am</td>
</tr>
<tr>
<td>Period 4</td>
<td>Period 3</td>
</tr>
<tr>
<td>12.20pm</td>
<td>11.42am</td>
</tr>
<tr>
<td>Lunch</td>
<td>Period 4</td>
</tr>
<tr>
<td>1.10pm</td>
<td>12.29pm</td>
</tr>
<tr>
<td>Period 5</td>
<td>Lunch</td>
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<tr>
<td>1.40pm</td>
<td>1.16pm</td>
</tr>
<tr>
<td>Period 6</td>
<td>Period 5</td>
</tr>
<tr>
<td>2.30pm</td>
<td>1.46pm</td>
</tr>
<tr>
<td>End of Day</td>
<td>Period 6</td>
</tr>
<tr>
<td>3.20pm</td>
<td>2.33pm</td>
</tr>
<tr>
<td>End of Day</td>
<td>End of Day</td>
</tr>
<tr>
<td>3.20pm</td>
<td>3.20pm</td>
</tr>
</tbody>
</table>

**Week 1 Year 7-9 in the Gym**  
**Week 1 Year 10-12 in the Hall**  
**Week 2 Year 7-9 in the Hall**  
**Week 2 Year 10-12 in the Gym**

## Assemblies held on Tuesdays

The bell rings to start the day, at change of periods, for recess, lunch and at the end of the day. A warning bell will sound three minutes before the bell, at the beginning of the day, end of recess and end of lunch. Everyone is expected to gather their belongings and move off to class immediately on the three minute bell. It is **NOT** a time to linger and talk. You must be out of the playground by the bell to start the lesson.

### Attendance

Attendance at school for everyone under 17 years of age is **compulsory** and it is the parent’s or caregiver’s legal responsibility to ensure that you attend school every day. A note to explain absences must be presented to your roll teacher within seven days of any absence. All “unexplained” absences are recorded on your school reports each semester. The Office will send a letter home every week to any student who has an unexplained absence.

HSC (Year 12) students might not have timetabled classes on Wednesday afternoons. This time is provided for study purposes, extension courses, vocational courses and schoolwork.

### Leaving early

Medical and dental appointments should be scheduled outside school. Parents need to be aware that the school will give permission to leave early for special reasons only if you have a note. However, leave will not be given for unjustified absences such as hairdressing appointments, shopping trips or part-time work.

The student gets a Gate Pass. When it’s time to leave, the student signs out at the front Office.

The note should clearly indicate the following details across the top of the note:

- Student’s full name  
- **year**  
- **roll call**

The note must include:

- **date**  
- **time of departure**  
- **reason for leave**  
- **contact telephone number**

Students may be asked for their Gate Pass by police or Department of Education & Communities officials, once they are outside the school grounds.
Notes from parents
A note from parents is required to explain:

♦ whole day absence
♦ need to leave school early;
♦ lateness to school;
♦ Inability to participate in PE or Sport because you are ill or injured (if you are unable to participate in Wednesday sport you must go to the Library and use the facilities to do schoolwork - you may not go home for the afternoon);
♦ Out of uniform - Uniform Passes are available from the Deputy Principals, Welfare Coordinator or Head Teacher at the SRC desk every morning.

Parent and Student Portal Information
This is a web based system that allows you to access certain parts of our welfare and administration system such as student notices, online parent teacher evening booking sheets, student timetables, published reports, the student welfare and behaviour register, attendance information. It also gives students access to an electronic diary. The capacity is expanding each year at the moment only seniors get full access to their mark book which gives dates and grades for formal assessment tasks

If you want to use this system though you do need to get your millennium password by ensuring we have your family email address.

We will resend all passwords out at the end of Week 4 each term to update all new emails and to accommodate those who have lost their password. So get your email in to ensure you do not miss out.

To access the portal you need to log into the millennium PARENT portal:
www.millenniumschools.net.au/portal/

Here you will need to add your username which is your family number, your password and your school which is just Lithgow. All of which will be emailed to you. Though as the word password is in the email some email systems send it automatically to your spam folder so do watch out for this.

To access the online parent teacher evening booking sheet:

• Log into the parent portal
• Click on parent interviews – towards the bottom on the left hand side

(You will only see and be able to access the booking system one week prior to the set date)

• Click book interview for the required system
• Click once in a vacant time slot at a time you require for each teacher – click again to cancel
• Click on print interview schedule once finished
• Print as per your device

Repeat if you have more than one student to do – you cannot double book yourself but you will need to print a separate sheet for each student. If you have problems accessing Millennium please contact the school.

To access the portal you need to log into the millennium STUDENT portal:
This is a web based system that allows you to student notices, student timetables, published reports, the student welfare and behaviour register, attendance information and in some classes lesson notes and assignments. It also gives you access to an electronic diary.
The capacity is expanding each year at the moment only seniors get full access to their mark book which gives dates and grades for formal assessment tasks.

To use this system though you do need to use your millennium user name and password. This will be sent to you early in the year via your DEC student email. This will give you the link to the login page, your student user name and your password. Once in have a look around and set up your e diary.

If you have problems accessing Millennium see Mrs Middleton in Science.

**Excursions**

The teacher organising the excursion will give you a Permission Note which will contain the details of your excursion. There is a return slip at the bottom of the permission note which must be returned with any payment that may be necessary.

Permission notes are returned to the organising teacher and payments are made at the front office. A receipt will be issued for each payment. **School uniform is required** for every excursion unless otherwise stated on the permission slip. You will not be able to attend if not in the correct uniform on the day and no refund will be given. You must listen carefully when being told about any excursion details. If your money or permission note is late, you will not attend the excursion.

**Sickness at school**

The clinic is located in the Zig Zag building, near the Office. If you are feeling sick in class, your teacher will give you a note to go to the clinic. Except for Recess and Lunchtime. **DO NOT** go to the Clinic without a note as you will be sent back to Class to get one. A note cannot be sent in to cover all incidents.

Parents will be contacted to collect you.

**Medication at school**

Any student on any medication, including analgesics and antibiotics, MUST have the appropriate forms completed (Ventolin is accepted) before medication will be issued by Staff. These forms are:

- a parent’s/caregiver’s form;
- a doctor’s form; and
- A Deed of Indemnity form.

These forms are available from the office.

With the exception of asthma medication at no time should you carry any form of medication at school. Asthma medication should be carried by all asthma sufferers at all times.

Under no circumstances are you to self-medicate. After completion of appropriate paperwork all prescribed medications are to be handed in their original containers to the designated personnel in the school. It is the preferred option for all medication to be administered outside of school hours.

**Accidents and Emergencies**

There are a few common sense rules to follow to avoid accidents. However, in the event of an accident you should find the nearest teacher and tell him/her what has happened.

If you cannot find a teacher quickly, go to the Deputy Principal’s office and tell him/her what has happened. If you saw the accident happen tell the teacher you are a witness. (You may be required to write out a statement about what happened for the school’s injury register.)
If there is an emergency at school - one of two things will occur:

- **Short repeated bells will ring for an EVACUATION** - when everyone must assemble on the oval.
- **A continuous siren will sound for a LOCKDOWN** - when everyone must stay locked in a room.

For an **evacuation**, you are to move quickly and in an orderly manner to the school oval. All students are to assemble in roll call classes - teachers will be holding up roll call class number signs - on the far side of the oval. Your teacher will escort you to the correct place on the oval. An emergency exit plan is on display in every room of the school.

Once on the oval, your roll call teacher will mark the roll. You must remain seated with your roll call class on the oval until you are told to return to class.

For a **lockdown**, you must remain in your classroom and listen to your teacher's instructions. The door to your room will be locked, and the door to your building will be locked to stop an intruder entering.

If you are outside your classroom or in the playground when a LOCKDOWN occurs, you must go with your teacher.

If you are not with a teacher, you must enter the closest room with a teacher and stay there until the LOCKDOWN is over.

Each semester, the school will run drills to allow students to practise these routines.

**School fees**

Fees are charged to cover the costs of consumables required to ensure the best possible resources for our students. Fees, where possible, should be paid at the start of the year so that students receive the benefit.

Fees can be paid at the office each day between 8.30am and 9.00am, at recess between 11.00am and 11.30am on Monday - Thursday, and every day at Lunchtime between 1.10pm and 1.30pm. Fees may now also be paid online direct to: Westpac, Lithgow High School, BSB No: 032-001 Account No: 15-3857. It is imperative that you include your student’s full name, and student ID number when paying fees in this manner.

**Financial Assistance**

If you require assistance, **scholarship forms are available at the office and need to be returned there after completion**. Lithgow High School provides financial assistance to any student under the age of 15 at the school to help while he/she attends school full time.

The assistance can help with:

- subject costs;
- school uniform;
- school shoes;
- school excursions; and
- other costs associated with school.

Please do not hesitate to contact the Welfare Coordinator.
**School Contributions**

Our Parents and Citizens Association support the request from parents for a General School Contribution.

Our school needs your contribution as this will significantly enhance the resources made available to students.

The **GENERAL SCHOOL CONTRIBUTION for 2015** is well below the state average for secondary schools.

- Students in Years 7, 8, 9 and 10.......................... $60 per year
- Students in Years 11 and 12.............................. $75 per year

When there are more than two children in the family, the eldest two children attending school each contribute the full amount.

The funds raised will be spent on:
- extra text books and library books; and
- computer software for use by students.

**Parents and Citizens Association**

Meetings are held on the first Monday of the month at 6.00pm in the Hall foyer. All parents are encouraged to attend. By being part of the L.H.S. P&C, parents are able to ask questions and to understand and participate in the reasoning behind policies and procedures, from student welfare to school excursions. P & C members also form part of the School Evaluation Team to assist in school planning and evaluation.

The school seeks to work hand-in-hand with parents and caregivers to support and enhance student learning.

All parents and carers are most welcome. Dates are published in the newsletter. Meetings finish at 7.30pm.

**P & C Association executive members for 2014 - 2015 are:**

- President ................................................. Jo Holmes
- Vice President........................................ Sandra Forbes
- Secretary (Minutes)................................. Penny Brogan
- Secretary (Correspondence)............... Katrina Burnett
- Treasurer ................................................ Tracey Lawson
- Publicity.................................................. Sam Luchetti

Parents are also invited to participate in the various school committees which work actively to support and improve our school.

**Recognition and Leadership**

The table on the following page shows how the school recognises and rewards positive behaviour and attitudes, and you will have the opportunity to move up through the Bronze, Silver, Gold and Blue levels to the School Commendation Award, which is the highest level of achievement.

If you display negative behaviour and attitudes, you will move through Green, Orange and Red levels where staff members will work with you to develop more positive behaviour and attitude.
Support for Students?

Lithgow High School prides itself on an excellent Welfare and Student Leadership structure. There is a strong belief in empowering students to help and support each other. Several key welfare groups are:

- School Captains, Vice Captains and Prefects and twelve students who represent the school at official functions and perform as School Leaders at many school activities;
- Student Representative Council (SRC) - main student body comprising of students from Years 7 to 11 who raise money for, and coordinates social activities for all students; Makes improvements on behalf of the student body.
- Peer Mediators - Year 11 assisting junior students deal with friendship issues and conflict with others;
- Peer Skillers - Year 9 mentors helping Year 7 “step up” to high school.
- Reading Tutors - These Year 10 students work with a Year 7 student each day and assist them with reading, spelling, writing and comprehension activities. They encourage and support their Year 7 student.
- The “Zee Gang” - a group of students who run a quiet space in Z31 at recess and lunch;
- “The Hub” - a safe place for students at recess and lunch. A group of students regularly access the Hub at this time, plus any additional students that might require some TLC in a time of crisis. A spin off is that these students develop their own social network and a sense of belonging.
- The ILC - providing a teacher supported environment for students working out of the mainstream classroom.
- “The Edge” - for students interested in support from Scripture.
- Support Mentors - mainstream students who assist specific students in the Support Faculty.
- Alpha - a Year 12 roll call of chosen school leaders including Captains, Vice-Captains and Prefects. Their role includes Formal Occasions, School Assemblies, Rostered Duties, and Event Management.
- Beta - a Year 11 roll call of chosen school leaders whose role is Student well-being and Social harmony. They encourage fairness and respect of others.
- Zeta - a Year 9 roll call of chosen school leaders for the role of Peer Skilling and improving the school environment.
- Kappa - a group of Year 7 & Year 8 developing and nurturing leadership qualities for future leadership roles and developing small initiatives to completion.
<table>
<thead>
<tr>
<th>Stage</th>
<th>Description</th>
<th>Stage 4 (Yrs 7&amp;8)</th>
<th>Stage 5 (Yrs 9&amp;10)</th>
<th>Stage 6 (Yrs 11&amp;12)</th>
</tr>
</thead>
</table>
| School Commendation | Requires:  
30 teacher signatures  
10 specific School Services | • School Commendation certificate | • School Commendation certificate | • School Commendation certificate |
| School Blue | Requires:  
40 teacher signatures  
6 School Services | • Blue certificate  
school pen | • Blue certificate  
school pen  
attend a Blue Day (term 3&4) | • Blue certificate  
school pen  
attend a Blue Day (term 3&4) |
| Gold Level | Requires:  
40 teacher signatures  
3 School Services | • Gold certificate  
attend Luna Park excursion (Yr 7)  
attend Castle Mountain excursion (Yr 8) | • Gold certificate  
attend Castle Mountain excursion (Yr 9)  
attend Snow Trip (Yr 10) | • Gold certificate  
Senior car park privilege |
| Silver Level | Requires:  
28 teacher signatures  
one School Service | • Silver certificate  
first choice at Wednesday sport | • Silver certificate | • Silver certificate |
| Bronze Level | Requires:  
20 teacher signatures | • Bronze certificate  
attend a Movie Afternoon | • Bronze certificate | • Bronze certificate |

**Starting Point**

**Green Level Classroom Card**
Received for not working properly or being disruptive, uncooperative and disobedient in a particular subject.
- letter sent home by Classroom Teacher or rings parent
- student will remain on this card for two weeks or until the Head Teacher is confident there is a marked improvement

**Head Teacher Status**
Failure to improve behaviour after 2 weeks on Classroom Card
- HT ring parent
- HT organises & conducts parent interview
- Behaviour Agreement compiled & signed.

**Orange Level School Card**
Received on return from suspension, or for being repeatedly disruptive, uncooperative and disobedient in the classroom or playground, or for being on three Head Teacher cards
- letter sent home by SST Year Coordinator, or Deputy or Principal
- student will remain on this card until ten satisfactory cards have been complete and may be placed into a Behaviour Workshop

**Red Level Principal or Deputy Principal**
For persistent disobedience, little evidence of altering poor behaviour and not responding to the support offered at Orange level.
- Phone call to parent by Deputy or Principal
- Letter sent home by Deputy or Principal
- student will remain on this card until ten satisfactory cards have been completed and may be placed into a Behaviour Workshop

**Attendance Card (Blue Card)**
For monitoring the attendance of students who have truanted school or "skipped" class.
- letter sent home by Attendance Team Year Coordinator
- student will remain on this card until attendance is deemed satisfactory

**School Card (Cream Card)**
For monitoring the progress and welfare of students who have been experiencing difficulties with health, family issues or friends.
- letter may be sent home by the SST Coordinator, Year Adviser or HT Welfare
- student will remain on this card until it is deemed not necessary

**Playground Card (Yellow Card)**
For monitoring students who have infringed the school Anti-Smoking Policy.
- letter sent home as per the school Anti-Smoking Policy or for playground issues
- student will remain on this card until ten satisfactory cards have been completed

**Time Out Card (Mauve Card)**
To enable identified students to take time out from class for specific reasons.
- card organised through Deputy Principal, HT Welfare or LST
- student will remain on this card until not deemed necessary
‘The Hub’

The Hub is a school space especially created to support mainstream students who have been identified as requiring learning support or a safe place for time-out. The Hub also provides a supervised and quiet retreat from the playground at break times, if students wish to choose this option.

Specialist Teachers and Teachers’ Aides provide support and encouragement for individual students to problem-solve any barriers to their successful access to the school curriculum. Close ongoing communication with families is essential in planning learning and support programs for students with additional needs.

Hub staff actively collaborates with classroom teachers to design opportunities for success and a sense of achievement within the classroom environment. The Hub enables flexibility in timetabling and planning to meet the particular learning needs and strengths of individual students.

‘The Independent Learning Centre (ILC)’.

The ILC is a specific resource based learning centre that caters for independent learning by individual students or small groups of students. Students are able to access available technology such as desktop computers and ipads. With the assistance of the ILC teacher, class teacher, ILC and whole school resources, a negotiated agreement about working in the ILC is developed.

The aim is to provide a stimulating, engaging and challenging work environment for students who are working in the ILC. It also provides a flexible alternative for students to complete their work.

Students undertaking course in the I.L.C. will:

♦ Find purpose, enjoyment and relevance in learning
♦ Focus on specific goals to enhance career choice
♦ Establish short, mid-term and long-term goals, which give meaning to educational, social and family life
♦ Develop strengths on which to learn about problem solving
♦ Develop ‘social skills’ to enhance positive relationships and build confidence in dealing with people
♦ Feel and be successful
♦ Develop an increased sense of self-esteem and self confidence
♦ Feel empowered to design and take responsibility for their own learning
♦ Study a broadened curriculum that otherwise may not be available to them

School Reports

Two reports are provided during the year at the end of each semester. These reports are designed to:

♦ inform your parents of your progress; and
♦ be kept as a record of your progress at school for the use of prospective employers and as part of your school reference.

Parent/Teacher Evenings are also part of the process of reporting on student progress. They occur twice a year. We strongly encourage you to attend.

Appointments may be made to see Head Teachers, Student Advisers, the School Counsellors or Class Teachers by phoning the school.
The Careers Adviser

The Careers Adviser, Mr. G. McQueen, has a wealth of information about university courses, TAFE courses, scholarships, traineeships and apprenticeships. He also organises work experience and arranges some courses. Mr. McQueen also gives guidance for students choosing to do Pathways and provide advice on Board of Studies requirements.

The School Library

The school library is a multi-function dynamic environment that caters to the needs of ALL students. Along with the traditional fiction and non-fiction book resources, students have access to different forms of technology, including iPads and laptop computers, enabling them to meet their needs as 21st Century learners.

The library is open to all students from 8.30am-3.30pm daily. Students have access to the library before school, recess and lunch (except Thursday lunch which is for senior students only). During this time students may borrow from the extensive library collection or conduct research for assessment tasks. They can play games such as Uno, Scrabble, Chess, talk quietly, or read a magazine/book from our large selection in the silent reading area.

Mrs Cross is the Teacher Librarian. She is available to give students assistance in class and also at break times. Please do not hesitate to ask for assistance from any of the friendly Library staff.

The Library operates on a photo ID card system. Year 7 students are issued their Library card in Term 2; however, they may borrow resources from Day 1 Term 1. Once cards are issued, students need to carry these with them at all times so that resources, textbooks, laptops, iPads and games may be borrowed. Students are issued with new cards in Years 7,9 and 11. New students arriving after photo day will have their photo taken by Library staff and a card issued.

Students are encouraged to read daily and the school library purchases new fiction books frequently throughout each school term. Students are also encouraged to provide suggestions of books they would like to see in the Library. There is a suggestion sheet located on the Library circulation desk.

You can borrow up to:

- Seven books if you are in Year 7
- Eight books if you are in Year 8
- Nine books if you are in Year 10
- Twenty books if in Years 11 or 12

These figures include your subject textbooks and please note if books are not returned on time you will not be able to borrow other resources. Also, if you lose or damage a library book or textbook it is your responsibility and a replacement will need to be paid for. Never lend a book you have borrowed to a friend, if they do not return it you will still be responsible for replacement costs.

It is possible to reserve a book. Just ask at the Library desk.

Selected student may also attend the Library to work in the Independent Learning Centre, or to work with our Learning Assistance Support Teacher’s or Student Learning Support Officers. They may also attend virtual excursions or video conferences.

The most important thing to remember that the Library is here to help you never be afraid to ask for assistance if required.

Loss of Your Library Card

You need to pay $2 for a replacement library card through the office and then take the receipt to the Library where the card will be issued.
Internet Use

Yes you may use the internet! Everyone in the school has access to a range of computer equipment. This equipment is designed to assist you in your learning. This technology includes access to the Internet. Internet access is provided from over one hundred computers. You are able to access this technology individually as well as in a whole class group. Provisions are also made for student use outside class time.

The Support Faculty

The school has a Support Faculty that caters for students with a range of additional needs. Students may access the Support Faculty to develop skills around academic, behaviour and social supports. All students have an individual learning plan that is completed in consultation with all the necessary stakeholders. Students are placed on individual patterns of study that may include a range of regular outcome courses, TAFE courses; work experience and life skill based activities designed provide the best opportunity for all students to reach their full potential. All students in the Support Faculty are eligible for a Life Skills Higher School Certificate and can progress beyond that level of study.

Enrichment activities

At Lithgow High we offer lots of opportunities for students to excel in class and by taking part in extra curricular enrichment programs. Each faculty offers a variety of activities including: school visits by various artists or professionals in their field; Science, English and Maths competitions, debating and sporting teams and opportunities to be in musical, drama and dance productions. There are also a wide variety of out of school excursions to enhance students learning opportunities. The Gifted and Talented Committee are responsible for selection of the Enrichment/Extension class that runs in Year 7. They also oversee GATS activities and programs for students in other years. Ixtend is one program that runs every year for motivated independent learners in years 7 and 8. As part of this project students work independently on a variety of projects that are then showcased at an Expo Day with other participating schools. Lithgow High also caters for students who are enrolled in the NSW Xsel Virtual Selective High School.

Sport

Lithgow High School has an excellent record of sporting achievement and has a very proud tradition in sport. We compete in Combined High Schools knockout competitions and in many other sporting competitions including the inaugural inter-school Marsden High City and Country Challenge. Students have the opportunity to represent at school, area, state and national level. Sporting excellence is encouraged for both boys and girls at the school.

Lithgow High School has had a large number of Area and State sporting titles and representatives in Regional and Combined High School and Australian sporting teams.

Sport is compulsory for Years 7, 8, 9 and 10 and optional for Years 11 and 12. Years 7 and 8 are timetabled for Sport together on Wednesdays after lunch. Years 9 and 10 do Sport together on Tuesdays between recess and lunchtime. Lithgow High School offers a numbers of sporting activities located both on the school grounds and using town venues and facilities. The school also provides some sports at nil cost to students, however, all town venues will incur a travel and venue cost.
There are a **large range of sporting and recreational activities available:**

- Archery
- Basketball
- Bushwalking
- Bootcamp
- Cattle Show
- Cricket
- Mixed Martial Arts
- Multi - Sports
- Netball
- Skating
- Soccer
- Volleyball
- Swimming
- Table Tennis
- Taekwondo
- Tennis
- Touch Football
- Turf Hockey

Sport is a compulsory part of the school curriculum and provides you with opportunities to take part in a large range of activities, build your team skills and make new friends.

**Other extra-curriculum activities**

There are lots of activities in which you can be involved, including:

- student leadership groups or activities;
- swimming and athletics carnivals;
- the Festival of Speech, debating and public speaking;
- rock bands;
- school musicals;
- competitions in Mathematics, Science, Geography, English and History;
- national Tree Planting Day;
- the Mock Trial competition;
the computer club;
- gifted and talented activities;
- performance nights;
- fund raising for charities;
- Scripture (The Edge);
- the Dare to Succeed study program;
- the Student Representative Council; and
- School prefects, school captains and vice captains......... and many more.

Information about these activities is outlined on the Daily Communication (DC) and at School Assemblies. Listen for them!

Lithgow High School enters most Western Region and CHS knockout competitions.

**Have Your Say!**

There are two purple “Speak-Up” boxes for student use: one in the Library and one near the Deputies offices in Zig Zag building on level 2. These boxes can be used to:

- enter student competitions;
- give ideas to the SRC about change or social activities;
- report “Unacceptable Behaviour” of other students towards you for the Peer Mediators to help you resolve;
- make complaints about the school environment to the Principal.

Forms are available at the “Speak Up” boxes. You do not have to put your name on the form.

**How to know what is happening in the school?**

The Daily Communication (DC) is read to classes during Roll Call at the beginning of the day. Be sure to listen carefully.

School Assemblies and Year meetings are held regularly. Noticeboards are in the Zig Zag foyer on Level 1 or near the SRC desk.

**How do parents know what is happening?**

- A Newsletter is sent home two to three times per term. Do not keep this in your bag or forget to give it to your parents/caregivers. The newsletter can also be sent via e-mail if your parents/caregivers provide their email address to the school. We strongly encourage this.

- The school’s website and Facebook site contains a wealth of information for parent and students.

- The P & C Association meets at 6.00pm on the second Monday of each month in the Boardroom. We recommend that parents attend to find out what is happening in the school and to assist school development. Parents can come along at 5.50pm and enjoy a cup of tea or coffee before the meeting starts.

- The Lithgow Mercury regularly publishes items about Lithgow High School programs and achievements.
The school has a Community Liaison Officer (CLO), Mrs Sam Luchetti, whose role is to liaise between the school and the wider community and to help parents gain a greater understanding of the school.

A note is sent home with each student when an excursion is planned.

On special occasions notes will be sent home or posted to your parents/caregivers.

Cancellations, carnivals and other information will be broadcast on 2LT and the school's Facebook site if necessary.

Our school’s website (www.lithgow-h.schools.nsw.edu.au) provides additional information.

Religious Education

Regular scripture classes are held for Year 7 and Year 8. A scripture teacher appointed by the Lithgow Christian Education Association takes these lessons and presents a Christian perspective on many of the issues facing teenagers.

For other years at school, no fortnightly religious education is provided. However, once per term a whole school SRE presentation, supported by local churches, is organised for students who wish to attend.

A regular student activity, “Cross Examination (exploring God’s purpose for our lives)” is a popular Friday lunchtime activity which you may attend. This is advertised on the school’s DC.

Driving to School

Only Stage 6 students can get permission to drive into the school grounds. We are interested in the safety of all students, so we have made these guidelines for Stage 6 students who drive. There is very limited parking for student driven vehicles on site.

Guidelines:

- **You must reach gold level** on the Student Support Scheme in Year 11 in order to receive a parking permit.
- You must show your permit card when asked by a member of staff.
- You must have permission to bring your car into the senior car park
- You may park only in the senior car park.
- You must obey traffic regulations at all times and drive very slowly when you are on school grounds.

**There is a 20 kph limit in the school grounds**

(Remember: back road gates are locked between 9.20am and 3.30pm). If you breach these guidelines, you may have your driving rights suspended or cancelled.

The School Canteen

Lithgow High School has an award-winning P & C run canteen. We buy and prepare foods that meet the guidelines set out by the NSW Canteen Association. We have a wide range of healthy foods and cater for vegetarian and special diets.

Our canteen is the main fundraiser for the school, which means every time your child buys from the canteen you are helping the school. To be able to serve the students quickly we need volunteers.

We work on a four week roster and your day starts at 10.45am and finishes at 1.40pm. Our volunteers are not required to handle any money, cut up food or clean. So come along and enjoy a day in our canteen. Our volunteers also have the opportunity to supervise the HSC and School Certificate exams and be paid by the Department of Education.
Our canteen provides a valuable facility for all students and relies heavily on parents for voluntary workers. The Canteen Manager or the Canteen Coordinator will gladly accept parent names as volunteers. Inquiries can be made at the canteen or by telephoning 6351 2308.

Canteen Manager.....Deb Russell          Canteen Coordinator.....Evonne Clough

OUR AWARD WINNING CANTEEN

CANTENE LIST 2015

<table>
<thead>
<tr>
<th>BREAKFAST</th>
<th>RECESS AND LUNCH</th>
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<tbody>
<tr>
<td>Pizza Scrolls</td>
<td>Sandwiches</td>
</tr>
<tr>
<td>Bacon and Egg Rolls</td>
<td>Meat Salad Rolls</td>
</tr>
<tr>
<td>Fruit</td>
<td>Salads</td>
</tr>
<tr>
<td>Fruit Salad</td>
<td>Bread Rolls</td>
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<tr>
<td>Yoghurt</td>
<td>Sausage Rolls</td>
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<td></td>
<td>Large Pies</td>
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<tr>
<td><strong>Salad Containers</strong></td>
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<tr>
<td>Super Salad</td>
<td>Cheese and Spinach Rolls</td>
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<tr>
<td>Meat and Salad</td>
<td>Chicken Tenders</td>
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<tr>
<td>Caesar Salad</td>
<td>Pizza</td>
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<tr>
<td>Pasta Salad</td>
<td>Pizza Rounda’s</td>
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<tr>
<td>Fruit Salad</td>
<td>Homestyle Soup</td>
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<td></td>
<td>Kelly’s Pies</td>
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<td><strong>Drinks</strong></td>
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<tr>
<td>Hot Chocolate</td>
<td>Sauce</td>
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<tr>
<td>Juice 200ml</td>
<td>Wedges</td>
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<tr>
<td>Juice 375ml</td>
<td>Banana Bread</td>
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<tr>
<td>Plain Milk 300ml</td>
<td>Ham and Cheese Croissant</td>
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<tr>
<td>Plain Milk 600ml</td>
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<tr>
<td>Flavoured Milk</td>
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<tr>
<td>Water</td>
<td>Chips</td>
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<tr>
<td>Up and Go</td>
<td>Muffins</td>
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<tr>
<td>Slushies</td>
<td>Finger Buns</td>
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<tr>
<td>Kyneton 350ml</td>
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<tr>
<td><strong>Snacks</strong></td>
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</tbody>
</table>

**These items to be ordered by end of recess**

- Sandwiches / Choose your bread: Hamburger $4.50
- Rolls: Chicken Burgers $4.50
- White: Lasagne $3.50
- Multigrain: Macaroni and Cheese $3.50
- Wholemeal: Egg and Bacon Rolls $4.00

**Fillings**

- Assorted Sandwiches $4.00

- Shaved Ham: Tomato Toasted Sandwiches extra $0.50
- Diced Chicken: Sour Cream
- Diced Turkey: Egg
- Beetroot: Sweet Chilli Sauce
- Carrot: Pineapple
- Cheese: Lettuce
- Cucumber
Year 7 Supplement 2015

Ebony Seymour - Year 7, 2014
Year 7 Student Advisers

This year there will be two student advisers, Mrs Debbie-Lee Reilly and Mr Ross Guihot. As your student advisers for the next six years of schooling, we would like to welcome you to Lithgow High School.

Student Advisers play an important role in the development of your child from Year 7 to young adults in Year 12. We are here to help your child have an easy transition from primary school to secondary school. We both can be found on the ground floor of the Invincible building, in the Science staff room.

Our role as Year Advisers is to:

- To help parents with any questions, concerns or enquiries about your child.
- Supporting classroom teachers with questions and concerns with students.
- Assisting the Welfare co-ordinators and School Counsellors with any concerns.
- Our major role is to encourage students to do their best at LHS and help with everyday issues.

Having both been Year Advisers previously, we understand that the first few weeks will be stressful for some year 7 students. So if there are any problems please consider speaking to either of us, we are more than happy to help.

Thank you,

Debbie Lee Reilly and Ros Guihot
Year 7 Student Advisers

CLASS NAMES FOR YEAR 7 2015

The class names given to the 2015 Year 7 cohort all relate to well-known New South Wales cave areas.

7A - 7 Abercrombie
Abercrombie Caves are located south of Bathurst and is well known for the beauty of its natural Arch which has been formed by Grove Creek flowing through it continually dissolving away the limestone. It is said that bushrangers used the caves in the 1830’s as a hide out and that when gold was discovered in the 1850’s goldminers held dances here. The dance floor and suspension bridge is the still a main feature of the Cathedral Arch today as to are the pre historic fossils of extinct mega fauna (giant wombats and kangaroos).

7J - 7 Jenolan
Jenolan Caves are located on the western edge of the Blue Mountains, 45 minutes south of Lithgow. The word ‘Jenolan’ means High Mountain. The area is best known for its Silurian marine fossils, calcite cave formations and extensive underground river system. For thousands of years, the Jenolan area has been part of the culture of local indigenous peoples. The area holds significance to the Gundungurra and Wiradjuri peoples, who knew them as Binomil Caves, they have also been known as the Binda or Fish River Caves. Farmer Charles Whalan first brought the caves to European attention in the 1840’s conducting tours in the area with his brother James. Jenolan Caves is the second cave area in the world designated for protection and conservation in 1866.
7W - 7 Wombeyan
Wombeyan Caves is the oldest cave area in the world being reserved for conservation in 1865 and is located approximately 50 km north of Goulburn. The Wombeyan Caves area was known to local Aboriginal people long before colonisation. Many of the show caves and visitor facilities today have names that are adaptations of local Aboriginal words. For example, Wombeyan means “grassy valley between mountains”.

The first official report of the existence of caves at Wombeyan was recorded by the Surveyor General of New South Wales, John Oxley in 1828. Oxley had been appointed to lead an expedition to search for grazing land for John MacArthur, the pioneer of the Australian wool industry. After five days travel on horseback from Berrima, the party reached the Wombeyan valley and set up camp near an archway (now known as Victoria Arch). During the night their horses strayed into the arch where the caves were found the next morning.

7Y - 7 Yarrangobilly
Yarrangobilly Caves are located in the north end of Kosciuszko National Park an hour south of Tumut and are New South Wales’ biggest limestone area, with hundreds of caves, a well-known thermal pool and numerous underground rivers. The caves were first discovered by the stockman John Bowman who found some cattle sheltering in the Glory Arch. The year was 1834 and he explored the cave with bark torches.

Sporting Houses in the school
Lithgow High School has a strong sporting tradition. Sporting houses compete in both the Athletics and Swimming Carnivals.

A - C  Blaxland – Blue  K - P  Oxley - Red
D - J  Lawson - Yellow  Q - Z  Wentworth – Green

Houses are determined by the first letter of your surname.

Study Requirements
Homework requirements vary from subject to subject. In some subjects homework is set after most lessons, and in other subjects longer assignments will be set. However, on most nights and on the weekend there will be some set work to do. Where homework has been specifically set, it should be seen by students and parents as an integral part of course work.

You should record your homework in your School Organiser to keep track of your workload. For all subjects it is recommended that you do progressive revision of the year’s work as well as revising work done in class during the day. Even if only a small amount of revision is done each day good study habits are being formed and reinforced.

To assist with developing good study habits, hints and suggestions are outlined in the School Organiser.

If, at any time, you have a question regarding your school work, make sure you discuss it with your class teacher or your Student Adviser.

The Learning and Support Teacher (LAST) is also available to give extra help to students as needed.

ENGLISH

You are expected to read widely in your own time. In most classes novels are to be read at home, and assignments are to be worked on at home where appropriate.
The HSIE faculty covers three main areas of study: Geography, History and Languages. Year 7 students do one semester each of History and Geography and study one language for two semesters.

**GEOGRAPHY**

(One semester = 2 terms)

Students cover two main topics:
- Global Environments: students examine both the biophysical and human aspects of the global environment. Throughout the course students use a variety of geographic skills and tools.

**HISTORY**

(One semester = 2 terms)

We cover three topics:
- **What is History?**
  This topic covers the strategies and skills used by historians and archaeologists to investigate the past.
- **One Ancient Society**
  Looks at social, cultural and historical aspects of one ancient society.
- **Medieval History**
  The focus is on European life and times during the Middle Ages.

You need to set aside regular time to complete ongoing assignments. This may involve research, model making or completion of class work.

**LANGUAGES**

(2 semesters = 4 terms)

Students study Japanese for the year.

You need to do a small amount of work at home between every lesson in order to gain the most out of the Year 7 course. This mostly consists of revision of class work. There will usually be one or two assignments each semester.

**INTEGRATED LEARNING PROJECT**

The Integrated Learning Project goes for one semester and is a part of the curriculum where you will work with other students to produce a significant piece of work that is related to a real world problem. This course includes outcomes from a number of faculties and is designed either to extend you or offer extra assistance in literacy and numeracy. You will work with others to complete a major project that will be presented at the end of the course.

In 2014 the major focus will be agriculture and the environment.
MATHEMATICS

Mathematics in Year 7 requires consistent work, both in class and at home. You will be lent workbooks from which homework will be set. It will be possible to purchase these books, to have as a source of revision questions. Work in Year 7 will require the use of a calculator; a set of geometric instruments will be an advantage. A grid book will be used for classwork and homework. A homework sheet, revising earlier work, will be issued each cycle and should be completed by students to prepare for their assessment tasks.

Students require a display booklet which will contain summaries, homework sheets and completed tasks. This will form a portfolio of the students work and will form part of the yearly dismissal.

Calculators are required for the study of Mathematics in Year 7 and should be bought as soon as possible. A scientific calculator, which can be used through to Year 12, is available from the Office for $20.00. It is preferable that this model is purchased so that there is consistency of calculators in classes. Calculators and equipment should be engraved or clearly marked with the student’s name. This can be done at the Office. A compass, protractor and ruler should be brought to each lesson.

Year 7 Mathematics Program will include:
- basic skills testing
- Integers
- Fractions and Decimals
- Angle Relationships, Properties of Geometric Figure
- Time
- Indices
- Patterns and Algebra
- Perimeter and Area
- Financial Mathematics
- Simple Probability
- Linear Relationships
- Data Collection and Representation

PERFORMING ARTS - DRAMA, MUSIC

Practical work will take place in class. A log book is kept to record information, ideas and feelings. Regular performances are a feature of this subject.

PERSONAL DEVELOPMENT, HEALTH AND PHYSICAL EDUCATION (PDHPE)

Year 7 students study Physical Education and Health. You will require a health book and will need an appropriate change of clothes and shoes for practical lessons.

Year 7 are given an introduction to areas of both Health and Physical Education. Areas of study include:

Physical Education topics:
- Fitness and Skills Testing
- Athletics
- Minor Skills
- Gymnastics
- Games
- Dance
Health Education topics:
- Nutrition and Physical Activity
- Relationships and Self Esteem
- Change

SCIENCE
Year 7 are given an introduction to the major fields of Science and to working safely in a science laboratory.

We study the following topics: How a Scientist Works; Solids, Liquids and Gases; Astronomy; Separating Substances; Animal and Plant Biology; The Earth and its Resources.

Stage 4 Science is a two year course so you really need to keep your bookwork in good condition and up to date. You will be given assignments for some topic areas.

You will be working in laboratories, so solid shoes **MUST** be worn for these lessons.

TECHNOLOGY
This course teaches you about the design process. It does this through having you complete a series of design projects. Central to each project is teaching you how to use a range of tools, materials and techniques. For each project you will complete a design folio. This is the story of your design project’s development, from your first rough ideas on paper to the final evaluation of the design solutions.

The course is practical in nature. There is a focus on skills as a way of learning. It is hands on and practical and skills based. You will be given three design projects to complete over the year.

**How you will be assessed**

You will be assessed on each of the design projects you undertake. For each project you will be given a mark out of 100. This mark will be made up of:

1. **Design Folio** - this is the story of the design project’s development, from the first rough ideas on paper to the final evaluation of the design brief solution. It is a document that will contain text, graphics and sample test materials.

2. **Project Management** - this will be marked progressively throughout the assessment task. It will be marked by the teacher observing how you work, how time is used and how problems are solved.

3. **The solution** - this is the solution or product that you produce as a result of the design process.

A lot of care will be taken in setting the design projects. When you are given the task you will not know how to do it, you will be taught the skills you need and you will complete the project in class time.

The design specialisations covered include: food, promotional, accessories, architectural, industrial and interior.
Safety
Before beginning any task it is very important to stop and think. You must ask yourself what safety procedures have to be put in place to prevent accidents or injury? It is essential to adopt a sound, safe working attitude to protect yourself and others from possible injury.

Common sense and careful personal workshop behaviour should ensure that nobody is exposed to risk. No activity is to be undertaken where these considerations have not been taken into account. If you are unsure then play it safe and do not undertake the activity until you are sure. Safety is an attitude of mind.

What you need
Students are required to have:

- A4 display folder. Preferably with a clear front cover. To be used to present the design folio
- A4 64 page exercise book
- One 30cm ruler with 1mm marks
- Sharpeners
- Sturdy enclosed shoes that cover the foot. This is a mandatory requirement. This is most important. If you do not have sturdy enclosed shoes you will be excluded from some activities.

Course Costs
There is a subject cost is $30 per year for both Year 7 and Year 8. This money pays for some of the consumables used during the course. The sorts of things it covers include, aluminium, binder rings, balsa wood blanks, CO2 cartridges, blank CDs, timber, nails, rivets, screws, leather, Perspex, groceries etc. This fee contributes to only some of the resources used.

Homework
Homework will be given as it relates to the completion of design projects. This may include research activities, formatting of work, or working on the actual project. Consideration needs to be given to the social and economic circumstances of students so as not to disadvantage any individual or group. An indicative time of about 30 minutes per week is considered appropriate.

VISUAL ARTS
In addition to the work in class, you will be documenting the processes you are developing for your practical work in a Visual Arts Process Diary (VAPD). Homework will take the form of a research assignment and you will have an end of semester test. Solid shoes MUST be worn for all practical lessons.

Bring Your Own Device (BYOD)
Yr 7 Students will have the opportunity to participate in BYOD.

BYOD is a strategy whereby students will be able to bring a familiar personal device to school to use as their primary technological device. The school will provide the ability to connect compatible devices to a filtered internet service. There is a permission form that needs to be understood and signed off on by both the student and their parent/guardian before a student brings their own device to school.

To find out more about BYOD visit http://byodsandpit.weebly.com
**Subject Costs**

Subject costs are set to pay for materials used in practical lessons. These costs are listed below.

- Technology $30.00
- Visual Arts $30.00 - (Kit includes paint set, pencil, brush, lino and VAPD)
- Agriculture $5.00

Necessary goods such as food, fabrics, pottery, clay, paints, leather and wood are bought in bulk at a much reduced cost and issued to you. Using these materials will be fun, rewarding and worthwhile.

As everyone in Year 7 takes each of these practical courses, these costs should be paid at the beginning of the year.

Where parents have difficulty in meeting these costs, they may apply for assistance via our Student Assistance Scheme. Please contact the Student Adviser or the Principal.

**Books you will need**

Following is a list of books you will need for the year’s work.

- **English** - 1 x 128 A4 page exercise book
- **Geography** - 1 x 96 page exercise book
- **History** - 1 x 128 page exercise book
- **Integrated Learning Program** - 1 x 128 page exercise book
- **Language** - 1 x 128 page exercise book
- **Mathematics** - 1 x 240 A4 page 5mm gridbook and a display folder
- **Music** - 1 x 96 page Quill line and manuscript book
- **PD/Health/PE** - 1 x 128 page exercise book (Health)
- **Performing Arts** - 1 x 48 page exercise book
- **Science** - 1 x 240 page exercise book NOT a botany book
- **Technology** - 1 x display folder, 1 x packet of A4 lined paper,
   - 1 x packet of A4 unlined paper

**NOTE:** Each student requires:

- Blue/black and red pens
- Lead pencils
- Ruler
- USB Drive
- Eraser
- Coloured pencils
- Paste
- Scissors
- Calculator
- Geometric instruments

**OPTIONAL BUT RECOMMENDED**

- **Dictionary** - of the pocket variety
- **Atlas** - or at least access to one

Liquid Paper and permanent textas are NOT allowed at this school.