



## **An Introduction to Upwey High School**

Upwey High School is a co-educational year 7-12 school of approximately 1250 students. Established in 1937, the school celebrated its 70<sup>th</sup> anniversary last year. It is a school with a strong sense of local community and one that has a distinct history in the provision of education in the Dandenong Ranges. It was, for many years, the only secondary school east of Box Hill. It is a school where successive generations of families have been educated and a school to which they proudly return. Upwey High School provides educational pathways for students in both the traditional academic area and in a vocational area ensuring that the needs of all students attending this school are met.

### **Upwey High School believes it has a responsibility to its students to:**

- encourage and support the personal growth of the individual and develop the student to value learning as a lifelong experience.
- assist students to achieve their full academic potential
- provide ongoing support for their welfare needs
- provide a wide range of academic, sporting and social activities aimed at developing the whole person.
- ensure thorough preparation for students wishing to access tertiary education
- provide clear direction and preparation for career pathways which include opportunities to access industry training and experience whilst studying at Upwey
- develop positive work ethics and work skills that will hold students in good stead both at school and beyond.

## **Profile of an Upwey High School Student**

Our students recognise that Upwey High School is a learning community. They are willing and able, and ready to participate and take advantage of the many avenues for success within the classroom and the various school programs such as Art and Sport. Our students take pride in their achievements be they large or small.

Upwey High School students accept that they have a responsibility to learn, have the confidence to try new things and persist in seeing things through.

Our students value and respect each other's differences, appreciating that difference enriches the learning experience.

Upwey High School students know that they are valued as an individual and are willing to be part of a cohesive learning environment.

An Upwey High School student is friendly and easy to get along with. They have a positive outlook. They feel confident and safe within the school community and in the knowledge that the school cares for them.

## **Catering for students**

A comprehensive curriculum is offered across all year levels through a broad-based educational core for Years 7-10 with increased diversity of choices at upper levels. Languages offered are French, German and Japanese. Our large senior school enables us to offer a full range of VCE subjects, as well as providing links with industry and TAFE courses, resulting in a smooth transition into tertiary education and maximized employment opportunities.

Upwey High School recognizes that students have different needs and abilities. Acceleration, enhancement and remediation programs are available to students. These include

- Accelerated studies in Mathematics and/or English – entry at Yr 7 and completing 4 years of study in either or both subjects in 3 years.
- Enhancement Programs in many subject areas
- A comprehensive tutoring program for students
- Select Year 10 students having the opportunity to undertake VCE studies,
- A “Worklink” program involving industry placement to assist students experiencing difficulty with traditional curriculum.

The school has five networked computer rooms as well as several computer mini-labs. In addition, computers for students’ use are located in the Library, in the VCE Centre, in the Science and Technology building. Students can access the Internet and Intranet and undertake on-line learning in some subjects.

An established, comprehensive music program includes individual instrument tuition, theory work to AMEB standard and several bands and instrumental groups at various levels including vocals. The Dandenong Ranges Music Council is housed on the school site and a grant is enabling us to develop an after-hours music school.

Many other extension activities are offered. There are very successful Sports, Arts and Performing Arts programs including exhibitions and performances. In addition the school offers well-developed Peer Support and Camps Programs as well as an active Student Representative Council.

We invite you to discuss aspects of the educational program from Year 7 and beyond, student support and management, student leadership opportunities and our facilities with our Principal team, Junior School team and our teachers

## **Year 7 Transition and Orientation**

The first few weeks of Year 7 focus on the completion of a smooth transition from Primary School to High School. The first week is dedicated to this process and is known as Orientation Week. In this week students do a variety of activities related to organisational skills, the subjects they will be studying, peer support and friendship building.

Classroom teachers assist students in the organization of their locker and exercise books, how to use a student organiser (diary), how to read a timetable and generally provide students with the ability to move through the school and the school day confidently.

Teachers in each subject area have students participating in activities focused on developing skills and good work habits. These skills will give students a sound foundation in the subject and a clear understanding of expectations. For example in Science, students become familiar with the format of a science practical lesson through achieving their Bunsen burner licence. In computers, students are given their “log in” code, are shown how to set up their computer space, establish a print account, how to access the internet and school intra net. Students do an introductory session on how best to utilise the library and its many resource facilities to compliment their studies.

The peer support program divides all Year 7 students into small mixed groups. The year 11 peer support leaders work through a program of activities which are designed to promote confidence, self esteem and friendship building skills. Health and Human Relations and Physical Education subjects continue with this focus in the class room and sports area.

The orientation period concludes with the Year 7 camp. The orientation program is a valuable, exciting and enjoyable experience for our Year 7 students and their teachers.

### **Profile of an Upwey High School Teacher**

Our school is a community that is made up of the following: administration, support staff, parents, students and teachers. Teachers play a key role in this community.

At Upwey High School, our teachers take pride in their profession. They have excellent credentials matched with enthusiasm. The teachers at Upwey High School enjoy the challenges and rewards involved in teaching. They encourage students to develop and meet their potential both academically and socially. Each student is recognised and valued as an individual.

Upwey High School teachers are approachable and always have time for students, be it in or out of class. This includes the school yard and in different social settings such as music, and drama performances, youth week, sports days and camps.

Upwey High School teachers are constantly developing and increasing their knowledge and refining their skills. This in turn ensures that a range of methods of teaching are employed to encourage effective learning. It also ensures that the school's curriculum is lively and full of interest. Upwey High School students reap the rewards of having dedicated and experienced teachers, who have their students' best interests at heart.

### **Highlights of Upwey High School's Curriculum Offerings**

Upwey High School offers a comprehensive curriculum in the eight key learning areas of Mathematics, English, Science, Technology, The Arts, Studies of Society and the Environment, Physical and Sport Education and Languages Other Than English. The following areas that we have highlighted for you and the Curriculum Enhancement section should be read in conjunction with the Curriculum Profile sheet.

#### **Year 7**

- A choice of one of three languages: French, German, Japanese
- An accelerated learning program in Mathematics and English
- A corrective reading program
- Single sex PE classes
- A comprehensive rotation of subjects within KLA studies. For example, in Technology students study Food Technology, Wood Technology, Textiles Technology Studies-Electronics

#### **Year 8**

- Special learning programs continue
- The accelerated learning program continues in Mathematics and English
- In SOSE, students study a semester each of History and Geography
- Metal Technology is added to Technology Studies
- An Art elective program is introduced, which can include Media Studies, Drama, Photography, Ceramics, Painting, Drawing and Graphics

## Year 9

- Commerce is introduced
- Studies in Art and Technology are on an elective basis
- A focus on the development of skills in leadership, decision making and initiative is introduced via special programs such as The City Experience, The Challenge Medal, Night of the Notables, The Real Game and through sporting opportunities and preparation for the Year 10 Tour to Central Australia.
- The accelerated learning program continues in Mathematics and English
- A practical work-oriented program is offered to selected students

## Year 10

- SOSE provides elective units of study
- Art and Technology studies offer more advanced units on an elective basis
- Students in the Accelerated program commence VCE studies in their work units
- Select students can study VCE Unit 1&2 subjects – incl. Literature, History, HHD, Geog.
- Students attend two weeks of Work Experience
- Career counseling is formally introduced. The Careers centre is open to students at all year levels and our two staff provide assistance and advice to students at any point in their schooling. Parents are also welcome to speak with them.

## VCE Studies – Years 11 & 12

- In 2008 students have the choice of forty subjects
- VET (Vocational Education Training) programs are offered in Multimedia, Music Industry, Hospitality and Electronics enabling students to complete a TAFE certificate during their VCE studies
- A VCAL / Apprenticeship Program is conducted for students in Years 11 & 12
- Educational Pathways are provided in both the traditional academic area and in vocational education ensuring the needs of all students attending this school are met. If you are interested, a copy of our VCE Handbook is available on our website.

## **Excellence in VCE results**

The 2007 VCE results demonstrate the success of our integrated approach, with students in both traditional and vocational pathways achieving excellent results. The Dux of the school in 2007 achieved an ENTER Score of 95.85.

Successful results for our students support the teaching and learning practice at all year levels and the commitment of our teachers to provide engaging and stimulating programs.

## CURRICULUM PROFILE

YEAR 7	YEAR 8	YEAR 9	YEAR 10	V.C.E.
ENGLISH (4 pw-2sem)	ENGLISH (4pw-2sem)	ENGLISH (5pw-2sem)	ENGLISH (5pw-2sem) LITERATURE	ENGLISH ENG. LITERATURE FOUNDATION ENGLISH
FRENCH or GERMAN or JAPANESE (3pw-2sem)	FRENCH or GERMAN or JAPANESE (3pw-2sem)	FRENCH or GERMAN or JAPANESE (3pw-2sem)	FRENCH or GERMAN or JAPANESE (4pw-2sem elect)	FRENCH GERMAN JAPANESE
MATHS (4pw-2sem)	MATHS (4pw-2sem)	MATHS (5pw-2sem)	MATHS (5pw-2sem)	GENERAL MATHS MATHS METHODS FURTHER MATHS SPECIALIST MATHS FOUNDATION MATHS
SCIENCE (3pw-2sem)	SCIENCE (3pw-2sem)	SCIENCE (3pw-2sem)	SCIENCE (4pw-2sem)	PHYSICS CHEMISTRY BIOLOGY PSYCHOLOGY
SOCIETY & ENVIRONMENT (3pw-2sem)	HISTORY & GEOGRAPHY (3pw-1sem each)	HISTORY & GEOGRAPHY (3pw-1sem each) COMMERCE (3pw-2sem)	SOCIETY & ENVIRONMENT (4pw-2sem) COMMERCE (4pw-2sem) Electives	HISTORY / GEOGRAPHY ACCOUNTING LEGAL STUDIES PHILOSOPHY INTERNATIONAL STUDIES INDUSTRY&ENTERPRISE BUSINESS MANAGEMENT
ARTS Art (rotation of variety of media) (3pw-2sem)  Music (compulsory) (2pw-2sem)	ARTS Art Print Making Graphics Textiles Ceramics Drama Photography Media (3pw-4terms rotation) Music (compulsory) (2pw-2sem)	ARTS Art Ceramics Drama Photography Graphics Textiles Music (4pw-1sem elective)	ARTS Art Ceramics Print Making Photography Media Graphics Textiles Music Drama (4pw-1sem elect)	ART STUDIO ARTS (sculpture/ceramics/ jewellery/printmaking/ photography) MEDIA THEATRE STUDIES MUSIC (Group / Solo) VISUAL COMMUNICATION
PHYS.ED (2pw-2sem) HHR (2pw-2 terms each)	PHYS.ED (2pw-2sem) HHR (2pw-2 terms each)	PHYS.ED (4pw-1sem) HHR (4pw-1sem)	PHYS.ED (4pw-1sem) elective	PHYS.EDUCATION HEALTH & HUMAN DEVELOPMENT
TECH.STUD Food tech. Wood tech. Systems Tech Textiles (2pw-1 term each) Computer Studies (2pw-2sem)	TECH.STUD Food tech. Wood tech. Systems Tech Jewellery (2pw-1 term each) Computer Studies (2pw-2sem)	TECH.STUD Food tech Wood tech. Textiles Jewellery Computer (4pw-1sem) elective	TECH.STUD Food tech. Wood tech. Textiles Jewellery Electronics Computer (4pw-1sem) elective	INFORMATION TECHNOLOGY SYSTEMS & TECHNOLOGY (Electronics) DESIGN & TECHNOLOGY (Jewellery/Cabinet Making) FOOD & TECHNOLOGY
				V.E.T. HOSPITALITY MULTIMEDIA ELECTRONICS MUSIC INDUSTRY

## Curriculum Enhancement

We are extremely proud of the many and varied programs which we offer to students to enhance and enrich their learning. These programs complement our formal curriculum, motivate and stimulate our students to want to learn and share experiences and give of themselves. The following list and table outline examples of programs that are available to students at all levels of the school.

## Overseas Tours

We have links with two sister schools in Germany and Japan and each year our students either travel to Germany or Japan or host students from these schools. This year we have hosted a German visit in March and will visit Germany in September.

Our Year 9 Girls' Volleyball Team tours to New Zealand in November to compete in the NZ National Titles.

## Camps and Tours

In 2008 the following camps and tours will be held:

- \* Year 7 Orientation Camp
- \* Year 8 Adventure Camp
- \* Year 9 City Experience
- \* Year 10 Tour to Central Australia
- \* Year 11 Queensland Tour
- \* Year 11 Physical Education Camp
- \* VCE Art Camp
- \* Musical Production Camp 7 – 12
- \* Bike Riding Tour – Year 11
- \* “Advance” program Surf Camp – Years 10, 11 & 12
- \* Volleyball National Titles Camp – Years 7 –12

## Extra Curricular Activities

There is a wide range of activities available to all students throughout school.

Students have the opportunity to be involved in camps at all year levels but there are also various curriculum excursions. Every effort is made to provide programs that enhance cultural and artistic interest, sport and leisure pursuits and the education enrichment. Valuable school leadership and community service also come from involvement in these activities.

- **The Student Representative Council (SRC)** provides a forum for students participating in the policy and decision making for the school. Representatives are elected by fellow students and two SRC members are members of the School Council.
- **Specialist Volleyball Program**  
Upwey High School has for many years, been recognised as a top Volleyball school in Victoria. Due to this interest from staff and students an out of hours specialist Volleyball Program, supported by the Department of Education and Volleyball Victoria, was established in February 1996. This program is open to both boys and girls and is staffed by experienced coaches who have had experience at International, National and State Levels. Further information is available from the Volleyball Co-ordinator.
- **Peer Support Program**  
This program is supported by Rotary and enables Year 11 students to be trained in leadership skills. They then conduct regular meetings with a small group of Year 7 students during the first half of the year with the main aim of ensuring a smooth transition into secondary school.

Some of our other enrichment activities include:

MUSIC	Bands	Music Lessons	Camps & Tours
PERFORMING ARTS	Drama & Theatre Studies Performances including street drama	Musical Ensemble Groups Instrumental tuition	Annual Musical Production Music Workshops
ART	Club	Exhibitions	Tour
MATHS	School Competitions Peer Support/Tutoring	National Competitions	Homework Club
SPORT	Recess and lunch activities Yr 7 –12, over 30 sporting activities “Advance” Surf program	Interschool and state competitions Volleyball Program	Camps & Tours Sports Carnivals State, National & International Competitions
COMMUNITY SERVICE	Peer Support Program Yrs 7 & 11	Student Representative Council Senior Citizen Programs	Amnesty International
LEADERSHIP	Year 9 Focus	SRC & Home Group Representatives	School Captains House Captains
LEARNING SUPPORT	Support for all students with learning needs	Individual support – withdrawal Group support – class	Homework club
ENGLISH	English Festival Support / Peer Tutoring	Debating Team	English Competition
GENERAL	Music Nights School Magazine	Year 11 Deb Ball Graduation Dinner	Library
END OF YEAR PROGRAM	Presentation Night	KLA Program Days	Year Level & Whole School Excursions

## **School Facilities**

### ***Basketball Stadium***

Upwey has a double court basketball stadium which is also used as a community facility. This enables us to run a full range of Sports and PE activities and students can also compete in competitions outside of school hours.

### ***Music/Drama***

We have a drama studio equipped with lighting and wardrobe space and students have access to Drama right through to VCE. There is also a keyboard laboratory, a computer/music room and practice rooms. Students are able to study Music through to VCE. A school production/musical is held every year. In 2007, our production was “*A Chorus Line*”

### ***Library***

The library is open from 8:30am – 5:00pm Monday to Wednesday and 8:30am – 4:30 pm on Thursday and Friday. Students can arrange access to computers during the day. A range of video and audio equipment is available for overnight or weekend use.

### ***First Aid Room***

First Aid is provided during school hours in a specially equipped room. A trained nurse is present between 10:00am – 2:00pm daily. In case of illness or accident the student is, if necessary, taken for medical attention. Every effort will be made to contact parents at the telephone number advised by them. It is vital that such emergency number information is kept up to date during the school year. Parents are advised to take out Ambulance Fund Subscriptions. **Please do not send your children to school if they are unwell before the school day commences.**

### ***Careers Centre***

Upwey has a fully qualified Careers Counsellor who oversees the Work Education Program, Year 10 Work Experience, Year 12 Tertiary applications and can provide Careers guidance and counselling. The careers centre contains a wide selection of University and TAFE handbooks and many other resources including the Job and Course Explorer computer program (JAC) and career videos. Students from years 7 to 12 are welcome to visit the centre and receive advice.

### ***Lockers***

All students are allocated lockers in which to store books and other materials. Every student is expected to safe guard the security of his/her locker. The school does not take responsibility for thefts from lockers. Money and articles of value should not be placed into lockers, but taken to the Co-Ordinator for safe keeping. Students are required to have a combination lock (available from the school) on their lockers.

### ***VCE Centre***

Our VCE study centre enables all our senior students to have access to private study facilities, careers advice, and computer and internet access.

### ***Dandenong Ranges Music Council***

The headquarters of DRMC is located within the school grounds and this enhances the school music program, giving access to private tuition and a large range of bands and ensembles.

## **Communication**

### ***Reports***

Students are assessed on an ongoing basis on class work, assignments, tests and various criteria determined by the subject teachers and Learning Area Co-ordinators. Progress Reports are issued at the end of each term and a full, written report each semester. Parent/Teacher interview evenings are held mid-semester at the end of terms one and three. Interim reports are also available from the Level Co-ordinators when the need arises.

### ***Newsletters***

One major source of information for parents is the fortnightly Newsletter, which is posted to each family. This gives notice of special dates, events and the news of what is happening within the school community. In addition special notices will be distributed by mail to inform families of special events.

### ***Parental concerns***

If you have any concerns regarding the welfare of your child or school in general, please don't hesitate to contact us using the school diary or, if you wish, a telephone call or email.

### ***Update of personal information***

Parents are asked to let the school know immediately of any change of address or work or home telephone number. It is vital that this information is kept up to date in case your child falls ill or has an accident at school.

### ***Exit Forms***

Students either leaving school permanently or transferring to another school are to obtain and complete an exit form from the appropriate Year Level Co-ordinator at least two days before leaving the school.

### ***Lateness***

Students are expected to be punctual to all classes and a late pass system operates. Detention will result from lessons missed and all absences must be explained with a note from the parents. Such notes should include student's name, home group, date of absence(s) and a reason for absence(s).

### ***Day of no school***

Written notification will be given when regular school days are cancelled for such things as curriculum or correction days or unusual circumstances. Students not directly involved in activities such as camps, excursions or sports meetings are expected to attend school on days when these events occur.

## School Management

The school is divided into three separate schools (junior, middle and senior). On two days, Tuesdays & Thursdays, students attend in two shifts allowing us to ensure that all students have maximum access to all specialist facilities. The split lunch time encourages students to optimize their use of facilities and equipment.

Monday		Tuesday & Thursday "Late shift" days		Wednesday & Friday	
Locker Bell	8.30	Locker Bell	8.30	Locker Bell	8.30
Warning Bell	8.45	Warning Bell	8.45	Warning Bell	8.45
Period 1	8.50	Period 1	8.50	Period 1	8.50
Period 2	9.38	Period 2	9.38	Period 2	9.38
Recess	10.26	Recess	10.26	Recess	10.26
Period 3	10.50	Period 3	10.50	Period 3	10.50
Period 4	11.38	Period 4	11.38	Period 4	11.38
Period 5	12.26 Lunch (all)	Period 5	12.26 (Jnr. Lunch)	Period 5 Assem / HG	12.26
Period 6	1.14	Period 6	1.14 (Snr. Lunch)	Period 6 Lunch (all)	12.40
Period 7	2.02	Period 7	2.02	Period 7	1.28
Finish	2.50	Period 8	2.50 (Jnr. Finish)	Period 8	2.16
		Period 9	3.38 (Snr. Finish) 4.26	Finish	3.04

## Homework and Student Planner

Regular homework and study are valuable and important aspects of student learning. Both contribute to the understanding and reinforcement of school work and the development of study habits. The successful implementation of the homework/study policy depends on parents, students and teachers fulfilling particular expectations.

Each student will be given a school planner as part of their book requirements to assist in the organisation of their homework and study time.

It is expected that all students will complete several hours of homework and study each week according to their year level and learning needs in each subject area. To assist each pupil in developing a successful balance between school expectations and personal life activities, the following homework study times are suggested as a minimum.

**Year 7&8** 5 hours per week  
**Year 9&10** 8 hours a week

**Year 11** 11 hours a week  
**Year 12** 15+ hours a week

A study skills workshop is held at each year level to assist students in developing good study habits. Regular after-school tutorial and study sessions are also held at all levels at varying times.

### ***Students Obligations***

During each lesson, students must record any set homework/study and the completion date. The planner should not be used for personal notes. Students must have their planners with them at all times. Students must care for their planner, keep it clean and tidy and report its loss immediately to their Year Level Co-ordinator. These are also a means by which communication between parents, teachers and coordinators can be facilitated.

### **Transport**

School buses operate through several surrounding areas and are available to students who live in excess of 4.8 kilometres from their nearest school.

Bus times are as follows:

Bus 1	KALORAMA	Start 7:40am Ridge Road via 5 Ways, Olinda (7:55am) then Sherbrooke Road to School
Bus 2	SASSAFRAS	Start 8:00am Sassafras shops via Ferny Creek store, Tremont, (8:15am) to school
Bus 3	SENIOR STUDENTS' BUS	Start 10am (7:55am on Mon/Wed/ Fridays) at Pony Club via Nathalia Road, Belgrave South/Heights to school
Bus 4	NARRE WARREN EAST	Start 7:50am at Pony Club via Engelke Road,) Belgrave Heights Shops, Park Drive (7.58am) to school.
Bus 5	MONBULK-SELBY	Start 8.00am at Monbulk Safeway via Kallista then Ridge Road, Menzies Creek store to Selby (8:13am) to school.
Bus 6	BELGRAVE HEIGHTS	Start 8:12am at Power Station, via Glen Road (8:14am) to school
Bus 7	MT DANDENONG	Start (8.00 am) at Mt Dandenong Hotel, Sherbrooke Rd (cnr Monbulk Rd) (8.12) to school
Bus 8	SENIOR STUDENTS' BUS	Start 9:05am (7:45am on Mon/Wed/Fridays) at Mount Dandenong Hotel them via Sassafras, Kallista, Cooks Corner (10:00am) Harmons, Selby shops (10:09am) to school.

**Bus passes are issued to all eligible students and must be carried on all trips.**

### ***Train***

Upwey High School is located directly opposite Upwey Railway Station (Belgrave Line) with access provided via subway. Students do not need to cross Burwood Highway.

### ***Bicycles***

Bicycles must have a lock and be placed in the Bicycle area. The school accepts no responsibility for the safety of bicycles.

### ***Travel Concessions***

Travel concessions are available from the nearest station. If students provide two passport size photographs they will be signed at the Office.

### ***Local Bus routes***

The school can be accessed by several local bus routes.

Eg. Invicta Bus 693 travels through Mountain Gate, Ferntree Gully and Upper Ferntree Gully to Upwey High School. Further information can be obtained from their office or website.

## **School Uniform**

All students in Years 7-12 are required to be in full school uniform whilst at school and when travelling to and from school, sporting venues and excursions. The uniform is to be worn correctly and neatly. No jumpers are to be worn around the waist.

Students not in full uniform are to report to their Year Level Co-ordinator by the end of recess, with a note from their parent or guardian, to obtain a uniform pass.

Year Level Co-ordinators work with students to ensure that correct uniform is worn. All items of school uniform are to be purchased from our uniform shop.

### ***Summer (Boys & Girls)***

School navy shorts or navy trousers

School summer dress (girls)

Royal blue jumper (school logo)

Plain royal polo shirt (school logo)

Navy or white socks

Navy blue school cap

### ***Winter (Boys & Girls)***

School navy trousers

School winter skirt (girls)

Royal blue jumper (school logo)

Plain royal polo (school logo) / white skivvy

Navy or white socks or navy tights

Royal blue knitted jumper with school logo – by order only

### ***P.E. Uniform (boys & girls)***

Yellow T-shirt (school logo)

Royal blue shorts (school logo)

School track suit (shower proof) optional in winter

### ***Shoes***

The only acceptable footwear is plain black school shoes. For health and safety reasons students are NOT permitted to wear thongs or sandals to school. Students must not wear sports shoes with black rubber soles in PE class.

### ***Hats and Jackets***

Navy blue school caps are permitted to be worn outdoors.

Jackets must be navy, royal blue or the schools track suit jacket.

All hats and jackets must be removed once inside classrooms.

### ***Jewellery / Makeup***

Students with pierced ears are permitted to wear plain gold or silver sleepers or studs. No visible body piercing jewellery is permitted. Apart from watches no other jewellery is permitted. Makeup and coloured nail polish must not be worn to school.

### ***VCE Students***

VCE students wear a navy blue windcheater with Year 12 students being given the option of wearing the “Year 12 Windcheater” for that year. A white polo shirt with a VCE logo is also available. All other items of school uniform are required to be worn by VCE students.

## **Student Assistance / Welfare**

### ***Student Wellbeing Co-ordinator***

Upwey High School has an experienced Welfare Team who provide ongoing support to students. This team, comprises a Student Wellbeing co-ordinator (SWC), Youth Worker, Guidance Officer and Social Worker, can offer assistance with problems within and outside of school, difficulties with uniform, housing problems, referrals for counselling and liaison with other services available in the community.

### ***Special Needs Co-ordinator***

Students entering Upwey are tested for literacy skills and may be included in a language assistance program as a result of this. Assistance with Education Maintenance Allowance applications is also available from the Special Needs co-ordinator.

### ***Integration***

Students who have special needs due to a disability can have an integration support group set up to assist with their studies.

### ***Peer Support***

This self awareness program is designed to give senior students responsibility and provide Year 7 students with support during their first year at High School. The program aims to increase the student's self esteem, communication and relationship skills and the ability to make responsible decisions.

### ***Camps***

Within the first weeks of Year 7 an orientation camp is held. This is an activity based camp designed to develop personal responsibility, co-operation, respect, self esteem and personal achievement as well as providing the opportunity for students to develop friendships. Camps are also held at other year levels as well as for a specific purpose eg. Surf Camp and Ski Camp.

### ***School Council***

Eight parent representatives are elected to Council but there is also provision for other parents to be co-opted to the main sub-committees. Interested parents are always being sought to contribute to the school.

### ***Working Bees***

The buildings and grounds committee conducts regular working bees throughout the year and this provides excellent social contact with other parents as well as making a valuable contribution to the school.

### ***School Camps***

There is often opportunity for parents to assist in the camp program as an adult leader. All camps require a set adult / student ratio and parent assistance ensures that camps can operate without stretching limited staff resources.

## **Parent Participation**

We encourage you to respond to the opportunities that exist for parents to make considerable contributions to school life.

Parents can always assist by:

- Checking that the planner is being used correctly
- Checking that set work is completed by the due date
- Encouraging high standards of thoroughness and care to the best of the student's ability
- Ensuring that their child understands the set homework. If difficulties exist, contact should be made with the teacher.
- Providing an appropriate area and environment for their child to complete homework and study.

### ***Parent as Tutors***

Several parents assist small groups of students, particularly in their Maths classes.

## **GENERAL INFORMATION**

<b><i>TERM DATES</i></b>	
<b>2008</b>	<b>2009</b>
TERM 1: 29/01/08 – 20/03/08	TERM 1: 28/01/09 – 3/04/09
TERM 2: 27/04/08 – 27/06/08	TERM 2: 20/04/09 – 26/06/09
TERM 3: 14/07/08 – 19/09/08	TERM 3: 13/07/09 – 18/09/09
TERM 4: 06/10/08 – 19/12/08	TERM 4: 05/10/09 – 18/12/09