



Upwey High School



Information Booklet 2017

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Welcome to Upwey High School



Welcome to Upwey High School.

We are a comprehensive medium-sized secondary school, located in the Dandenong Ranges, 40 kilometres east of the city of Melbourne in Victoria, Australia. The school is in a magnificent mountain setting amongst the slopes and mountain ash on the edge of the Sherbrooke Forest. There are beautiful views of the surrounding Dandenongs and the site integrates well with the adjoining Upwey-Tecoma Recreational Reserve and facilities.

Established in 1937, our school has a strong sense of local community and a history in the provision of education in the Dandenong Ranges. We are 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 VCE, VET and VCAL programs, ensuring that the needs of all students attending this school are met.

School Vision

We aim to develop students who will be resilient and responsible, highly motivated, lifelong learners.

Through the establishment of positive relationships and high expectations, students will be encouraged to reach their full potential.

Values

Integrity
Personal Best
Citizenship
Responsibility
Tolerance
Respect



Community Expectations

1. Mutual respect
 - actively listening to others
 - being courteous and acting appropriately
 - supporting the learning of others
2. Be prepared for learning
3. No put downs
4. Follow reasonable instructions from teachers
5. Care for school property and the grounds

Curriculum

We organise into two subschools:

Middle Years – year levels 7-9, and

Later Years – year levels 10-12.

Throughout the Middle Years we organise around a 'significant teacher' model. This means that all Year 7-9 classes have two teachers who have each class for about two-thirds of the time. These teachers know their students very well.

Teaching Teams work together to look after the curriculum and the wellbeing of students at each year level. All teachers work in one main teaching team.

Upwey High School prides itself on the comprehensive curriculum that is offered.

There is a broad-based educational core for Years 7-9, with increased diversity of choices at Years 10-12. Languages offered are French and Japanese. Our senior school organization enables us to offer a full range of VCE subjects, a VCAL program (*School Based Apprenticeships and Traineeships Scheme*) and access to a large range of Vocational (VET) subjects. Students have a smooth transition into tertiary education and their employment opportunities are maximised.

Upwey High School recognises that students have different needs and abilities: for this reason we use a differentiated approach in our teaching. The large range of pathways possibilities in Years 10-12 caters effectively for our students.

A Bring Your Own Device (BYOD) scheme operates from Years 9 through to 12. Years 7 and 8 students are issued with a notebook computer, at no cost to families. The school also has five networked computer rooms as well as netbooks sited in the Year 7 and 8 Learning Commons. The school has an extensive Student Learning Management System and substantial digital resources.

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 and our staff.

A snapshot of our curriculum at each year level includes:

Years 7 and 8 – Focus on Foundational Learning

- ❖ *Literacy and numeracy intervention programs*
- ❖ *Year 7 study both French and Japanese – Year 8 make the choice of either*
- ❖ *Students complete a range of experiences in Technology and Art. This provides the students with an opportunity to study Food Technology, Materials Technology, Electronics, Music, Drama, Ceramics, Textiles, Painting, Drawing and Graphics.*

Year 9 – Focus on Challenge

- ❖ *Students complete integrated units, allowing in-depth study of 'big question' issues*
- ❖ *A focus on the development of skills in leadership, decision making and initiative is introduced via special programs such as The Brave New World, City Experience, Pathways, Bush Camp, Leadership Training and through sporting opportunities and preparation for the Year 10 Tour to Central Australia*
- ❖ *Students complete studies in Art and Technology in an elective system*
- ❖ *Enhancement programs continue across all learning areas*
- ❖ *Career counseling is formally introduced. The Careers and Pathways Centre is open to students at all year levels and our staff can provide assistance and advice to students at any point in their schooling. Parents are also welcome to speak with them.*

Year 10 – Focus on Exploring Pathways

- ❖ Mathematics and English are core studies
- ❖ Science is core for one semester
- ❖ Students elect seven semester based units covering at least three of the four remaining learning areas
- ❖ Students can study VCE Unit 1 & 2 subjects and a range of VET subjects
- ❖ Work Experience Program can be completed by arrangement at the end of Term 2.

Years 11 and 12 – Future Directions

- ❖ Students have the choice of about 40 VCE subjects
- ❖ Nearly 50 VET (Vocational Education Training) subjects are also offered through the Mullum Cluster, enabling students to complete a TAFE certificate during their VCE studies
- ❖ VCAL (School Based Apprenticeship and Traineeship) Programs are conducted for students in Years 11 and 12
- ❖ Educational Pathways are provided in both traditional academic areas and in vocational education, ensuring the needs of all students attending this school are met. If you are interested, a copy of our Later Years Handbook is available on our website.

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.

Camps and Tours

Year 7 - Orientation Camp
Year 8 - Surf Camp
Year 9 – Bush Camp

Year 9 – New Zealand Volleyball Tour
Year 10 - Central Australia Tour
Year 11 - Queensland Tour
Years 10-12 - Advance Program Surf Camp
Years 7-12 – Japan Homestay Tour
Years 7-12 – Noumea Homestay Tour
Years 10-12 – World Challenge in Nepal



Student Leadership

- ❖ **Homegroup Captains** are elected by their classmates (Years 7-9)
- ❖ **House Captains at each year level** are chosen after an application and interview process (Years 7-12)
- ❖ **School Captains** (4) are also chosen after an application, interview and student vote (Year 12). School Captains each lead a House across the school.
- ❖ The **Student Council** provides a forum for students to participate in policy and decision making for the school.
- ❖ **Year 9 students all complete leadership training** in preparation for being Peer Support Leaders in Year 10.
Peer Support is a program where Year 10 students act as a 'buddy' for Year 7 students. They also lead small groups of Year 7s through structured transition activities during Semester 1.
- ❖ The **Student Action Group** is open to any interested students. This group takes a leadership role in motivating and mobilising student interest and energy to various worthwhile projects.

Specialist Cocurricular Programs

❖ **Volleyball Program**

Upwey High School has, for many years, been recognised as one of the best performing Volleyball schools in Victoria. Our specialist Volleyball Program was established in February 1996. This program is open to both boys and girls and is staffed by coaches who have had experience at International, National and State Levels.

Further information is available from the Volleyball Coordinators.

❖ **Surf Life Saving Program (Advance)**

We have a long term partnership with Woolamai Surf Life Saving Club at Phillip Island. Nearly 70 Years 10-12 students are involved in the program. Around three-quarters of the Woolamai Club lifesavers are current or ex-Upwey High School students.

❖ **Instrumental Music Program**

There is a large program covering woodwind, brass, percussion, keyboard, guitar and voice. Students have one lesson a week and an ensemble rehearsal.

Students who are not in the Instrumental Music program can also participate in ensembles, including choir.

Some of our other enrichment activities include:

Music	Bands	Music Concert	Music Soirees
Performing Arts	Drama & Theatre Studies Performances	Musical Ensemble Groups Instrumental tuition	Annual Musical Production Music Workshops
Visual Arts	UDEC Arts Festival	Exhibitions	VCE Art Show
Mathematics Science	Peer Support/Tutoring	National Competitions	Talented Student programs
Sport	Yr 7 –12, over 30 sporting choices	House Sports (Swimming, Athletics, Crosscountry)	Interschool and state competitions
Talented Community Service	Peer Support Program Yrs 7 and 10 Primary School Visits	Student Council Senior Citizen Programs	Talented Student programs
English	Support / Peer Tutoring	School Magazine	English Performances
VCE	Dream Rangers	Dandenong Ranges Revision Program	Elevate Education Workshop
End of Year Program	Awards Night	Community Programs Years 7-9	Early Start Academic Program
General	Year 11 Presentation Ball	Graduation Dinner	Book Club



School Facilities

Classroom Spaces

Upwey has dedicated Years 7, 8 and 9 classroom areas each with an associated Learning Common and kitchen facilities.

Science and Technology Spaces

Specialist laboratories covering the areas of Food Technology, Information Technology, Materials Technology (Wood, Metal, Plastics and Glass), Electronics, Physics, Biology and Chemistry.

ICT Dedicated Laboratories

There are further dedicated ICT laboratories in the Art, Music and Media areas.

Visual Arts Building – Ceramics, Graphics, Photography (digital and film), Media

The Visual Arts are clustered around high-end ICT infrastructure. At one end is the Ceramics and Kiln Room, followed by our full-sized film Photography Laboratory, General Art and Multimedia areas.

Performing Arts Building - Music/Drama

We have a drama studio equipped with lighting and wardrobe space and students are able to study Music and Drama right through to VCE. There is also a recording studio, keyboard laboratory, a computer/music room and music rehearsal rooms.

Presentation Space

The 250 seat Presentation Space is our performance place where the School Production and Musical Soirees are performed; it is also our meeting place and Years 10-12 exam centre.

Basketball Stadium and Sports Grounds

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

We have our football/cricket ground, an outdoor fitness gym, outdoor netball and basketball courts and cricket nets.

Library/Reading Centre

The Reading Centre is open from 8:00am – 4:00pm. Monday to Friday. As well as choosing their fiction, students can access computer use here all day. There are also 12 classroom libraries throughout the school. Students are able to have open-ended loan books from the classroom libraries.

First Aid Room

First Aid is provided during school hours in a specially equipped room. A first aid officer is present between 9:00am – 3:00pm 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.

Careers and Pathways Centre

Upwey has a Careers Leader who oversees the Year 10 Work Experience, Year 12 Tertiary applications and can provide careers guidance and counselling. The Careers and Pathways Centre contains a wide selection of University and TAFE handbooks and many other resources including Career Voyage software and career videos. Students from Years 7 to 12 are welcome to visit the centre for advice.

Year 11 and 12 students also have a House Leader who oversees the maintenance of their individual Pathways Plans. These plans are regularly discussed and monitored and provide a roadmap towards the achievement of student goals and desired post-school destinations.

Lockers

All students are allocated lockers in which to store books, sports uniforms, computers and other materials. Students are required to have a combination lock (available from the school) on their lockers.

Later Years Centre

Our Later Years Centre enables all of our senior students access to private study facilities, careers advice and kitchen facilities before, during and after the school day.



Communication

Reports

Students are assessed on an ongoing basis on class work, assignments, tests and various criteria determined by the subject teachers and Domain Leaders. UHS operates a continuous reporting model, which means that reporting to families is ongoing through the year, via DayMap Parent Portal.

Interim reports are issued in terms 1 and 3 and a summary report is issued at the end of each semester. Parent/Student/Teacher interview afternoons are held each semester.

Newsletters

One major source of information for parents is the fortnightly newsletter, which is emailed (or posted) to each family each fortnight. 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 email or sms to inform families of special events.

School App

There is a school app, which can be accessed on the school website (www.upweyhs.vic.edu.au), available for use on smartphones.

The app has tabs covering: School events (calendar), newsletters, News and other Parent Info.

Communication with Teachers

All students and teachers have their own email address xxx@upweyhs.vic.edu.au

Teachers also all have their own direct telephone line. Voice messages feed onto their email account. This is a great way to communicate with teachers.

Class and School Absences

Students are expected to be punctual to all classes and a late-to-school pass system operates. It is extremely important for student learning that they attend all classes.

Families are notified at 10am by sms if a student is absent from school.

When a child is absent, parents need to provide an explanation for their absence. This can be done before or after the absence:

- Via phone, directly to the Attendance Officer on 9754-2838
- Via email, upwey.hs@edumail.vic.gov.au
- Via a return text
- Via the School App, or
- Via a written note (to the General Office) on the child's return to school.

The information required is: student's name, home group, date of absence(s) and the reason for absence(s).

Day of no School

Notification will be given when regular school days are cancelled due to unusual circumstances, for example, extreme weather conditions.

DayMap

The school has a well-developed and comprehensive student learning system called DayMap.

They can access this via the web 24/7. DayMap contains student information, assessment, details of each class including teaching handouts and homework, attendance and much, much more.

There is also a Parent Portal, where parents can check on attendance, student work and assessment. Details for accessing the Parent Portal are on the school website (www.upweyhs.vic.edu.au)

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	Mt Dandenong	Start (8.00 am) at Mt Dandenong Hotel, Sherbrooke Rd (cnr Monbulk Rd) (8.12) 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 passes are issued to all eligible students and must be carried on all trips.

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.

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.

Parent Participation

School Council

Eight parent representatives are elected to Council but there is also provision for other parents to be coopted to the main subcommittees. Interested parents are always being sought to contribute to the school.

Working Bees

The *Facilities and Resource Management 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.

Support Groups

There are active *Music*, *School Production* and *Volleyball Support Groups*. These groups support student involvement in these programs through physical support and fundraising.

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

School Uniform

All students in Years 7 - 12 are required to be in full uniform at school and while travelling to and from school. The uniform is to be worn properly. Shirts are to be buttoned up and tucked in. No jumpers are to be worn tied around the waist.

Students not in full school uniform are to report to the General Office to obtain a uniform pass before school (*a note or a phone call from the parent or guardian is required*).

Students are to wear full school uniform to and from sporting venues and excursions. On occasions, other arrangements may be made with approval of one of the Principal Team.

Later Years students have a white polo shirt with Later Years (or Senior School) logo. All other items of school uniform are required to be worn by senior students.

Summer(Boys & Girls)	Winter (Boys & Girls)	PE Uniform (Boys & Girls)
School navy long dress shorts with plain white socks (covering the ankle)	School navy trousers	Yellow T-Shirt (school monogram)
School navy trousers	School winter skirt (girls)	Royal blue shorts (school monogram)
School summer dress (girls)	Royal blue V-necked jumper (school logo)	Royal blue track pants (option in winter)
Royal blue polo shirt (with logo)	Royal polo shirt (with logo) or white skivvy	White socks (covering ankles)
Royal blue V-necked jumper (school logo)	Navy tights	
Royal blue waterproof jacket (school logo)	Royal blue V-necked jumper (school logo)	
	Royal blue waterproof jacket (school logo)	

Shoes

The only acceptable footwear is plain black polished leather sturdy shoes. The shoes must be lace ups (black laces only) or T-bars. Shoes must have a solid heel and sole (ie not ballet types or slip on shoes). For health and safety reasons, students are not permitted to wear thongs, canvas shoes, sandals or open-toed shoes to school.

Hats and Jackets

A plain navy blue cap or a plain navy beanie is permitted to be worn outdoors, no other hat/cap is permitted. Jackets must be plain navy or the school tracksuit jacket. All hats must be removed once inside school buildings.

Jewellery

Students with piercings will be permitted to wear plain gold or silver sleepers or studs. Watches are permitted. No other jewellery is permitted. Makeup and coloured nail polish must not be worn to school.

Student Wellbeing

Student Wellbeing

Upwey High School has an experienced Wellbeing team who provide ongoing support to students. This team, which comprises a Student Counsellor and a Chaplain, can offer assistance with problems within and outside of school, difficulties with uniform, housing problems, referrals to Educational Psychologists and Social Workers and liaison with other services available in the community.

Learning Support

Students entering Upwey are tested for literacy and numeracy skills and may be included in an intervention program where necessary.