



Southern Cross School K—12

Creating Successful Futures

SCHOOL HANDBOOK



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Foreword

Welcome to Southern Cross School K-12

The school opened in 1971 under the principalship of Mr Gordon Lang, and was considered a unique school in terms of its organisational structure and open learning mode of education. From the humble beginnings of 3 teachers and approximately 80 students, the school now has an enrolment of approximately 900 students from Kindergarten to Year 12, studying in standard face to face, support unit and distance education modes.

The Distance Education Centre caters for 100 full-time and 240 part-time students in Years 7-12 from Woolgoolga to the Queensland border and west to Tenterfield.

Ballina Shire Council has contributed significantly to the development of the site, particularly in terms of the gymnasium and grounds.

Southern Cross School K-12 is characterised by a supportive and co-operative home/school relationship. Parental and community support for the school is strong, and is demonstrated in a number of ways including canteen assistance, classroom helpers, P & C activities, sponsorship and general participation in a range of student and school activities and events. This relationship is greatly valued by the school staff.

Southern Cross School K-12 has a strong focus on quality teaching and learning, encouraging a willingness to take risks and to achieve at a "personal best" level.

The annual Arts & Craft Festival is an example of the school's continuing commitment to the community where both groups benefit from the event which has been a feature since 1973.

Our school is named after the plane in which Sir Charles Kingsford-Smith completed his epic flight from Oakland, San Francisco, to cross the Australian coast at Blackhead early (9.50 am) on the morning of (Saturday) 9th June, 1928. Often described as the greatest flight in aviation history, Smithy's skill is remembered by us with pride with the completion of this very practical monument, 'Southern Cross' School'. (Welcome address in the first Arts Festival Program, 1974, by Relieving Principal, Barry Trotter)

PRINCIPALS

1971-1973	L.G. Lang
1974	B. Trotter
1975-1983	A.J. Milne
1984-1993	W.B. Proudfoot
1994-2002	R.L. Campbell
2003-2005	A. Simmons
2005-current	J. Baker

SCHOOL SITES

1971-1992 Manly Street K-6 site
From 1993 Chickiba Drive K-12 site

- 1971 The inaugural year of Southern Cross Primary School which began at the Ballina Presbyterian Church Hall while the Manly Street site was being built. The new site and buildings were occupied 25 May, 1971. Three staff were on duty 2 February, 1971: Principal Gordon Lang, Mr John Heber and Miss Jo Robinson with enrolments of 70 students K-6, beginning 3 February, 1971.
- 1972 Friday 13 October, 1972 the Official Opening of Southern Cross Public School by His Excellency Sir Roden Cutler, VC, KCMG, KCVO, CBE, KStJ.
- 1992 Relocation of Southern Cross Public School to K-6 premises at present Southern Cross School K-12 site, Chickiba Drive, East Ballina.
- 1993 Official Opening of Stage 1 by Honourable Virginia Chadwick, Minister for Education, Training and Youth Affairs.
- 1994 First Year 7 at Southern Cross School K-12.
- 1995 Official Opening of Stage 2 by Mr Don Page MP, Member for Ballina on behalf of Honourable V. Chadwick Minister for Education, Training and Youth Affairs.
- ◆ Year 9 enrolments taken, becoming the first Year 12 in 1998.
 - ◆ First secondary students enrol in Distance Education: 40 full-time students and 60 single-subject students.
- 1997 First full-time Distance Education students complete Year 12.

SPECIAL EVENTS

- 1974 The first of the Southern Cross Arts Festivals, now a yearly tradition.
- 1997 Charles Kingsford-Smith Centenary Celebrations (b. Brisbane 1897) with Nancy 'Bird' Walton, AO, OBE (pioneer aviatrix and student of Charles Kingsford-Smith)
- 1998 Commemoration of 70th Anniversary of First Pacific Flight.

In welcoming you to Southern Cross School K-12, we ask that you take the time to read the information contained in this booklet, and to contact the school regarding any concerns or queries you may have. Our aim is to prepare your child for a life of learning that is supported by strong and positive links between the school and home, thus ensuring we continually strive to uphold our motto of "Towards Tomorrow".

John Baker
Principal

Southern Cross School K-12

TEACHING AND LEARNING STATEMENT

At Southern Cross School K-12, our prime purpose is to prepare students for a life of learning

We believe that:

- Every child can learn
- Children learn best by doing

At Southern Cross School K-12 we will endeavour to:

- Cater for individual children's needs
- Develop students as independent, co-operative and responsible learners
- Encourage students to be critical and creative thinkers
- Develop in students positive self-esteem and respect for others
- Provide opportunities where success and achievement are attainable for all
- Ensure that learning is supported by strong and positive links between students, school and the community.

Statement of Purpose

Southern Cross School K-12 endeavours to provide a safe and happy environment where students and staff live and learn together. We value and respect each other. There is the expectation that we accept responsibility for our own behaviour.

Supporting this are the following core rules that all students in NSW government schools are expected to adhere to.

THE CORE RULES

All students in NSW government schools 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.

Behaviour that infringes on the safety of others, such as harassment, bullying and illegal or anti-social behaviour of any kind, will not be tolerated.

Anti Harassment Policy

- Southern Cross K-12 has a zero tolerance policy in regards to bullying and harassment.
- There is a strongly developed pro-active component involving a social skills program taught in K-6 and welfare classes.
- Targeted students are supported in a weekly program.
- PDHPE support the policy in their programming.
- Students are encouraged to support the school's approach via peer mentoring reporting incidents of harassment, being involved in mediation.
- Communication is maintained via Year Advisers, Assistant Principals, welfare meetings.
- In 2006 Boys/Girls Supervisors and Year Advisers will target harassment.

Staff Procedures:

- Staff will make clear that harassment is a serious and unacceptable behaviour.
- Students will be informed that the situation will be referred to appropriate staff – Assistant Principals in K-6, Year Advisers in 7-12.
- Staff members will complete an incident report that will be entered on RISC by either Mr Cam or Mr Mewing.
- Where a resolution is not reached or the incident is repeated – the Deputy Principal is to be notified.
- Such students will be registered in “The Bully Book” and will sign an agreement with the school.
- If the behaviours persist – suspension from school will be considered.
- School Counsellors and parents will be involved where relevant.

Southern Cross School K-12

Executive Staff

Senior Executive

Mr John Baker, B.Sc., Dip.Teach, J.P.	Principal
Mr Wayne Mewing, B.A.,M.A.C.E.A.	Deputy Principal (Welfare)
Ms Shaun Eastment, B.Sc.Ed.,M.Ed.Admin, M.A.C.E.A.	Deputy Principal (Curriculum)
Mr David Cox, B.Ec., Dip.Ed.	Deputy Principal (Distance Education)

K-6 Executive

- Mr Greg Cam, B.Ed. - Relieving Deputy Principal (K-6)
- Mr Alan Orchard, B.Ed, Dip.Teach, M.S.Ed - Assistant Principal (K-6).
- Ms Llewenna Butt, Dip.Teach - Executive Teacher K-2.

7-12 Executive

- Mrs Sandra Rosner, B.A., Dip.Ed., Head Teacher English
- Mr Brett Rhodes, B. Sc,Dip Ed M.Ed Admin, Head Teacher Mathematics
- Mr Robert Drury, Dip.Teach. – Head Teacher Science
- Mr Trevor Smith, B.Ed. (Sec.Soc.Sci.) - Head Teacher HSIE
- Mr Ian Miller, B.Ed (PE) – Head Teacher PD/H/PE
- Mr Greg Armstrong, - B.A., Dip.Ed., M.Ed. - Head Teacher Languages
- Ms Sharon Hodgson, B.A.(Vis.Arts), Dip.Ed. (Sec.Art) - Head Teacher Art
- Mr John Shirm. B.A., B.Ed., M.Curr.St. - Head Teacher TAS
- Mr Andy Browne, B.Ed(Std),B.A.,Dip.Ed.,G.Dip.Sp.E. - Head Teacher 7-12 Support
- Mr Matthew Moss, B.Ed.(Maths) - Head Teacher Teaching & Learning
- Ms Kim Edwards, B.Ed., Dip.Teach. - Head Teacher Welfare
- Mrs Kate Lee, B.A., Dip.Ed. - Head Teacher Distance Education
- Mr John McVeigh, Head Teacher Distance Education
- Mrs Yvonne Graham, B.Ed (Home Ec.) - Head Teacher Administration
- Mr Phil Dowling, - Head Teacher Administration
- Mr John Starr, Head Teacher Teaching & Learning

Administration and Support

- Carol Hollingsworth, Ass.Deg.Bus. (School Administration) –Administration Manager
- Carol Sheahan, C.A.L. – Administration Manager (Distance Education)

Distance Education Centre

Southern Cross Distance Education Centre caters for secondary Distance Education students from Woolgoolga to Tweed Heads and west to Tenterfield. From 1995 the centre has been located in the former administration block. The centre caters for years 7-12 with a current enrolment of 208 full-time and 423 single-subject students.

Apart from scheduled mini-schools where students are invited to attend Southern Cross School K-12 for the day, teachers make regular home visits. Parents and supervisors also attend information and training sessions at the school. The unit is an Integrated Distance Education Centre where secondary staff teach in both mainstream and distance education modes.

K-12 Enrichment Programs

Apart from individual extension and enrichment programs, the following activities may be provided to students:-

- cultural exchange with Togane Senior High School (Japan)
- school bands and school choir
- Student Representative Council
- access to state of the art digital darkroom, video studio and music recording studio facilities
- participation in music and dance festivals
- participation in national Science, English, Mathematics, Computing and Geography competitions
- environmental education projects
- Christian fellowship group
- study skills (Years 9-12)
- debating/public speaking (Years 5-12)
- mentor program (Years 11-12)
- leadership program including peer tutoring
- peer leadership (Years 9-10) and reading tutor (Years 9-11) opportunities
- middle-school programs in Languages, HSIE, Info. Technology, Creative and Performing Arts and Spelling (Years 5-8)
- Circus program
- Self Select program for committed, independent learners
- social skills programs (K-6)
- performing arts nights
- Years 7-8 computer skills program.

General Information K-12

Attendance

A sound education depends on good attendance and punctuality. For all times absent, a note is required clearly stating date and reason for absence. The Department of Education and Training employs a Home School Liaison Officer to liaise with parents and follow up on poor attendance and unsatisfactory reasons for non-attendance.

Phone Messages

In an effort to reduce the number of interruptions to school routine, parents are asked to refrain from sending messages to pupils via the office, except in emergency situations.

Late Attendance

Students should bring a note from their parents explaining the reasons for late arrival at school. This should be presented when reporting to the office on arrival.

School Contributions

The Department of Education and Training provides staff, buildings and some funds for equipment, resources, stationery and printing. Other resources need to be purchased from voluntary school contributions. Contributions can be paid at the beginning of the year on enrolment or on a term basis. Credit card facilities are available at the front office. A separate note outlining procedures is sent to parents at the beginning of the year.

Voluntary K-6 contributions are \$40, Years 7-10 \$70 and Years 11-12 \$95.

For specialist equipment and supplies for some elective and compulsory practical subjects etc. particularly in Years 7-12, additional contributions will be notified to you separately. (Please read subject information booklets carefully for fees before selecting elective subjects).

The levied fees for Year 7 and 8 compulsory practical subjects are to meet the costs of consumable materials only is voluntary, but encouraged.

Reporting to Parents

Parents are encouraged to discuss their children's progress with staff at any time, and appointments can be arranged by telephoning the school. Formal reporting occurs twice a year at the end of Terms 2 and 4. A Parent/Teacher evening is also organised in the first half of the year (timing depends on the students year group – refer school calendar).

Student Assistance

A small allocation is provided to the school to assist students meet educational needs. This assistance can help meet costs such as:

- Uniform
- Elective fees
- Excursion fees.

See your Year Adviser (Years 7-12)/Class Teacher (K-6) or the administration office for further details and assistance.

Programming, Homework and Assessment

Programs – specific details for each subject are available in booklet form from the front office or the school webpage for years 7-10.

Our website address is www.sthcross-c.schools.nsw.edu.au

Homework – the school policy is available on request, however specific details for each subject (years 7-10 only) are also available in the booklet mentioned above.

Religious Instruction

K-2	9.00 am – 9.30 am	(Friday)
3-4	9.30 am – 10.00 am	(Friday)
Support Unit	10.00 am – 10.30 am	(Friday)
5-12	A Religious Instruction teacher has been provided for 5-12 students by the major Christian groups in Ballina. Years 7-10 receive timetabled lessons. Seminars are provided for Years 11 and 12.	

Library

All children are encouraged to borrow from the K-6 and 7-12 libraries, and procedures for borrowing are explained to students by the librarians. Parents/students are responsible for the replacement costs of books lost or damaged. The libraries are open 5 days per week. K-6 children can also purchase books through the Book Club.

Sports Day

K-6	Sports day varies from term to term.
7-8	Sports are organised as part of the PD/H/PE period allocation
9-10	Thursday periods 1-2.
11	One period integrated (per week).
12	Sport is optional at the same time as Years 9-11.

Sporting House Colours

Lyon (named after Harry Lyon – American navigator)	Blue
Ulm (named after Charles Ulm – Australian co-pilot)	Yellow
Warner (named after Jim Warner – American radio operator)	Red
Smith (named after Charles Kingsford Smith – Australian Commander – pilot)	Green

Bus travel

Bus travel is available to all children in classes K-2. Students in classes 3-6 are eligible if they live further than 1.6 km distance on a radius from the centre of the school site rather than by the nearest practicable walking route.

To be eligible for free travel, any student in Years 7-12 must now reside more than 2 kilometres (radial distance) from the school, or 2.9 kilometres or more by the most practicable walking route to the nearest point of entry to the school.

Despite this criterion, students who do not fall within this category may apply for special consideration on safety, medical, or other special grounds. These applications are made to and assessed by the Department of Transport.

Senior students (years 11, 12) whose classes begin before 9.00 am or finish after 3.25 pm can apply for a pass to access standard bus services (via the Administration Office).

Uniform

(see Appendix 1 for details)

Students are required to wear approved school uniform. This was decided by parents to help to establish student identity as part of the school, and to reinforce desirable habits of dress. Uniforms are available from the uniform shop which is located near the 7-12 school canteen.

A clothing pool exists to assist those who have difficulty obtaining school uniforms. Students who do not comply may not be able to participate in some activities such as excursions, where correct uniform is required.

Parent Groups

Parents' and Citizens' Association

The Parents' and Citizens' Association meets on the second Monday of the month commencing at 7pm in the 7-12 Library. K-6 issues are dealt with first, then Support Unit, 7-12 issues and lastly whole school issues.

Parents of all children are encouraged to attend.

Canteens

The canteens in both K-6 and 7-12 areas of the school are open daily. Lunch orders for K-6 should be written on a bag, including the student's class and left at the canteen before 9.00 am. No ordering is required in the 7-12 canteen. The canteens need voluntary assistance. Should you be able to give some of your time, it would be appreciated by the supervisors and students.

Working Parties

As issues arise, groups of students, staff and parents are invited to form working parties eg School Uniform Working Party, Curriculum Committee, Year 12 organisation.

School Administration

Principal: is responsible for the organisation, management, supervision and efficiency of the school. Parents who wish to make an appointment with the Principal should contact the school office on 0266 860503.

Deputy Principals: are responsible for the efficient operation of the school from day to day. They are concerned with the organisational planning of the school and the general supervision of staff and students. They also have a responsibility for curriculum development and implementation as well as dealing with matters relating to student behaviour and the welfare of students. Appointments can be made by contacting the school office.

School Counsellor: supports students referred by the principal, members of staff, parents or student self-referral. Parents may make appointments for interviews by contacting the school office. Students seeking help should make appointments for interviews directly with the Counsellor.

Administration Managers (Face to Face and Distance Education): the administration managers are responsible for the efficient management of the school offices. Their role is to provide administrative support to staff, and liaise with parents regarding matters pertaining to students and general administrative issues.

School Office Staff: available to parents and students for general information on school activities. Appointments to see the Principal and other members of staff and enquiries regarding payment of fees and travel passes should be made through the office.

School Hours

Children should NOT be sent to school before 8.30 am as teachers are not on duty until this time.

Years K-6

- School commences at 8.55 am and concludes at 2.55 pm.
- Teaching staff are on duty in the playground at the following times:

8.30 – 8.55 -	Before school
11.00 – 11.30-	Recess
1.00 – 1.35 -	Lunch
2.55 -	Bus Supervision

Years 7-12

- Years 7-10 school commences 8.55 am and concludes at 3.25 pm.
- Years 11-12 may start at 8.00 am. Finishing times depend on the courses selected.

Curriculum Statements

K-6

Apart from ENGLISH and MATHEMATICS the following KLAs are studied.

<i>Science and Technology:</i>	Includes learning about built environments, communication, living things, physical phenomena, products and services, the earth and its surroundings, designing and making and technologies. The processes of investigating, designing, making and using are important components.
<i>Human Society & Its Environment (HSIE)</i>	Includes using enquiry processes to learn about ourselves and others.
<i>Creative & Practical Arts (CAPA)</i>	Includes learning about, creating and performing where applicable in the areas of Music, Visual Arts and Craft.
<i>Health, Physical Education & Personal Development</i>	Includes learning about healthy lifestyles, safety and personal decisions. It also includes participation in a wide variety of activities aimed at developing physical fitness and games skills.
<i>Languages Other Than English (Languages)</i>	Years 5 and 6 classes participate in Japanese and French lessons.

YEARS 5-8

Southern Cross School K-12 is unique in that:

- It plans for education K-12 on the one site.
- The Year 7 intake comes from only 2 major feeder groups.
- This gives us an outstanding advantage in planning for Middle School Education (i.e. years 5-8).

For 2005 the advantages to students at both Southern Cross School K-12 and Lennox Head Primary School will include:

- A continuous experience in literacy
- A continuous experience in information technology
- A continuous experience in either French or Japanese
- A continuous experience in HSIE (social studies/ history/ geography/ commerce/ civics)
- Access to opportunities in musical performances.
- Access to opportunities in art, school bands and debating.

YEARS 7-12

Years 7 and 8: all students study English, Mathematics, Science, Australian History and Geography, Visual Arts, PD/Health/PE, a language other than English (Japanese or French), Technological & Applied Studies (where students experience a range of TAS subjects) and Music. Technology Across the Curriculum (TAC) is also an integral component of the curriculum. One welfare period is run by the Year Adviser each fortnight.

Years 9/10: students study English, Mathematics, HSIE, Science and PD/H/PE. They select three elective subjects from a range offered, details are available in a Year 9 elective booklet. Two of these electives run for 2 years. The other is re-selected for Year 10.

Years 11/12: the only compulsory subject is English. Patterns of study are available for students in the following categories: i) HSC with UAI; ii) HSC without UAI; iii) School-to-Employment Program.

For details of the courses available in the senior years, a comprehensive outline and description is available from the school office.

SELF SELECT YEARS 5-10

The self select program at Southern Cross School K-12 is designed to motivate students to set and achieve higher academic standards.

This program recognises and caters for the needs of students who desire to make a commitment to, and assume responsibility for, achieving their best educational outcomes.

Considerably more is expected of self select students in terms of attendance, attitude, participation and achievement.

Student Welfare

K-6

A copy of the Pupil Conduct Code is issued to families. The Code outlines the rights and responsibilities of students in the school. The Code is discussed in class at the beginning of each year.

As well, a K-6 Student Welfare Committee operates in the school. Members of the committee consist of teachers, counsellors and support teachers as well as the Deputy Principal Welfare.

7-12

A copy of the school's statement of rights and responsibilities for students is issued to families, along with an outline of:

- a) the merit system used to acknowledge those students who are participating positively in school life
- b) the procedures used to assist students experiencing difficulty in behaving in ways appropriate for school life.

General Administration Years 7-12

Roll Call

Years 7-10:

This takes place from 8.55 am to 9.05 am. It is the responsibility of each student to ensure his/her name is marked on the roll. Failure to do so will result in being recorded as absent for the day.

Years 11-12

School commences at 8.00 a.m. and ends at 3.25 pm. Depending on their individual selection of subjects, student's hours will vary.

Late Arrival

If you are late to school and miss roll call you should report to the front office.

Lateness to Class

Students who are detained by a teacher, causing them to be late for their next class, must obtain a note from that teacher.

Leaving School Early

If students have parental permission to leave school early a parental note must be given to the front office and students must sign out in the appropriate register.

Office Messenger Duties

It is the policy for Year 7 students to perform the duty of office messenger. The duty entails doing errands for the Principal, Deputy Principal and the office staff. When not so occupied the student will carry on with his/her appropriate school work eg reading school novels, mathematics exercises.

Being office messenger is a valuable means of becoming acquainted with our large school. It also helps a student develop a sense of responsibility and often diminishes the initial anxiety that many feel in coming into contact with unfamiliar staff and rooms. Parents who do not wish their child to do this duty should contact the Year Adviser via the Administration Office.

School to Work Planning

The School has a full-time Careers Adviser to co-ordinate a program of School to Work Planning from Year 7 to Year 12 and to provide a counselling service to individual students. Parents may also arrange interviews with the Careers' Adviser. The school provides a Careers computerised Reference Centre as well.

Head Teachers are responsible for the planning and teaching of the courses of study provided in each of their respective subjects. They place students in appropriate classes and are responsible for determining a student's progress and assessment. They are available, by appointment, for discussions with parents.

Year Advisers are responsible for the personal welfare of the students in their year. They check on progress, attendance, behaviour, etc and if necessary, contact parents. Students should always feel free to approach their Year Adviser. Parents, by appointment with the Year Adviser, may obtain a full report on a student's progress in all subjects, conduct and adjustment. Parents are encouraged to meet with the Year Adviser and should feel free to make contact whenever possible.

The Supervisor of Girls assists female students with problems which may arise. She is also concerned with supervising the general conduct of the girls, relationships with peers, the appropriateness of their dress and appearance and any difficulties which may arise.

The Supervisor of Boys assists male students with problems which may arise. He is also concerned with supervising the general conduct of the boys, relationships with peers, the appropriateness of their dress and appearance and any difficulties which may arise.

INFORMATION RELATED TO SCHOOL ATTENDANCE/ABSENCE

The following information contains procedures that must be adhered to when a student is absent from school or intending to be absent from school.

1. If a student is absent from school a note should be provided to the school upon their return. The note is to be handed to the roll call teacher as soon as possible. The following information is required by the school:
 - ◆ full name of the absent student
 - ◆ roll group and year group
 - ◆ date
 - ◆ dates of absence
 - ◆ explanation of the absence
 - ◆ signature of the parent/guardian
2. If a student is aware of an absence in advance it will assist the school if a note of explanation could be supplied to the roll group teacher prior to the absence. Alternatively the parent/guardian can ring the school notifying the school of the absence (**and supply the school with a note of explanation upon the student's return to school**).
3. If a note is not received by the school within 7 days of the last day of absence an unexplained absence will be recorded. All notes are to be kept on file.
 - ◆ The number of absences, whole day and partial (lateness and part day), in a year is indicated on a student's report. This cannot be altered, and the school reports will not be adjusted/reprinted if the 7 day rule is not adhered to. Attendance information on school reports is a valuable source of information to prospective employers.
 - ◆ Unexplained absences will result in a deduction of Youth Allowance payments (as per advised by Centrelink – Senior students only).

Late Arriving Students

1. Students who arrive late to school are required to sign in via the administration office. They are required to provide a note of explanation for their lateness signed by the parent/guardian. The administration office will then provide the student with a late note to be presented to their teacher.

Partial Absences

2. Students leaving the school during the school day, intending to return or not, need to supply a note of explanation to the front office prior to the absence. The note should provide a reason for the leave, the time of departure and return. Students will be issued with a leave pass to show to relevant teachers when leaving the school.

3. If the student is returning to school later in the day, they must report to the administration office upon return to receive a note of admittance to class. Failure to follow this procedure will result in the student being deemed as truanting.
- ◆ Parents/guardians are requested to make appointments for their children outside school hours wherever possible.

It is important that the school keeps an accurate record of student attendances. Your assistance in these matters will be greatly appreciated.

SCHOOL UNIFORM POLICY

Adopted 1/8/05

The Department of Education and Training and Southern Cross School Community supports the wearing of school uniforms by students and the upholding of high standards of dress by students and staff.

The Southern Cross School Uniform is expected to be worn during school hours, while travelling to and from school, and while engaged in school activities out of school hours.

Principles upon which our Uniform Policy is based:

- ◆ The uniform identifies students within the community as belonging to Southern Cross School K-12 and develop a sense of pride and community among students.
- ◆ Wearing the uniform enhances the health and safety of students involved in school activities, including easy recognition of visitors within the school and of the students outside the school grounds.
- ◆ The use of a uniform supports affordability for families by eliminating the risk of peer pressure to wear transiently fashionable and expensive clothes.
- ◆ The use of a uniform caters for all students in a manner that is sensitive to gender and cultural and social issues and provide equal access to the full range of school activities.
- ◆ It is to be reviewed regularly and amended as needed.
- ◆ The whole school community has a role to play in encouraging the meeting of the standards set by the wearing of our uniform.

The Southern Cross School K-12 Uniform Policy includes the following uniform requirements:

K-6

Girls Uniforms:

- | | |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summer: | Royal navy blue divided skirt, skort or culottes
Gold tab-front polo shirt with collar and school emblem
Royal navy blue socks
Shoes should be black or white sports shoes with non-marking soles.
Hats – navy blue |
| Winter: | Royal navy blue chinook or sloppy joe with school emblem,
Royal navy blue track suit pants or royal navy blue slacks/pants. |

Boys Uniforms:

Summer: Royal navy blue shorts
Gold tab-front polo shirt with collar and school emblem
Shoes should be black or white sports shoes with non-marking soles
Hats – navy blue

Winter: Royal navy blue chinook or sloppy joe with school emblem,
Royal navy blue track suit pants or royal navy blue slacks/pants.

3-6 Sports Uniform:

Girls

Navy Southern Cross shirt (logo on back)

- Choice of:
1. Royal navy netball skirt
 2. Royal navy knit or nylon (taslon) shorts
 3. Royal navy bike pants (**not** stocked at canteen)

Boys

Navy Southern Cross shirt (logo on back)

Navy knit or nylon (eg taslon) shorts

NOTE: Blue/black denim jeans are not part of the approved school uniform.

7-12

Girls Uniforms:

T-shirt	Gold with royal navy blue collar/gold T-shirt
Skirt	Royal navy blue
Shorts	Royal navy blue
Culottes	Royal navy blue
Sloppy Joe	School royal navy blue/plain navy blue
Chinook	School royal navy blue with emblem
College Type Jacket	School royal navy blue
Socks	White/navy blue
Shoes	White or black with non-marking soles. (Leather uppers are required for practical subjects).
Cap/Hat	Royal navy taslon
Track Pants/slacks/pants	Are an acceptable winter option providing they match the jumper.

Boys Uniforms:

T-shirt	Gold with royal navy blue collar/gold T-shirt
Shorts	School royal navy blue cord type School royal navy blue rigger knit type
Socks	Blue/gold
Logo label	(for shorts) available from Canteen
Shoes	White or black with non-marking soles. (Leather uppers are required for practical subjects).
Sloppy Joe	School royal navy blue/plain navy blue
Chinook	School royal navy blue with emblem

College Type Jacket	School royal navy blue
Track Pants/slacks/pants	Are an acceptable winter option providing they match the jumper.
Cap/Hat	Royal navy taslon.

Year 11-12 Girls Uniforms:

T-shirt	White shirt with blue and gold trim collar .
Skirt	Royal Blue with gold tartan check
Shorts	Royal navy blue
Sloppy Joe	School royal navy blue/plain navy blue
Senior Jumper	School royal navy blue
Socks	White/navy blue
Cap/Hat	Royal navy taslon
Shoes	White or black leather uppers with non-marking Soles. (Leather uppers are required for practical Subjects).
Track Pants/slacks/pants	Are an acceptable winter option providing they match the jumper.

*Plus the current approved senior T-shirt or football jersey designed by the year cohort.

Year 11-12 Boys Uniforms:

T-shirt	White shirt with gold trim collar
Shorts	School royal navy blue cord type School royal navy blue rigger knit type
Socks	Blue/gold
Logo label	(for shorts) available from Canteen
Shoes	White or black leather uppers with non-marking Soles. (Leather uppers are required for practical Subjects).
Sloppy Joe	School navy blue/plain navy blue
Senior Jumper	School royal navy blue
College Type Jacket	School royal navy blue
Track Pants	Are an acceptable winter option providing they Match the jumper.
Cap/Hat	Royal navy taslon.

*Plus the current approved senior T-shirt or football jersey designed by the year cohort.

7-10 Sports Uniform:

Girls

Navy Southern Cross shirt (logo on back)	
Choice of:	1. Royal navy netball skirt
	4. Royal navy knit or nylon (taslon) shorts
	5. Royal navy bike pants (not stocked at canteen)

Boys

Navy Southern Cross shirt (logo on back)	
Navy knit or nylon (eg taslon) shorts	

NOTE: Blue/black denim jeans are not part of the approved school uniform.

Responses to students who do not wear uniform include:

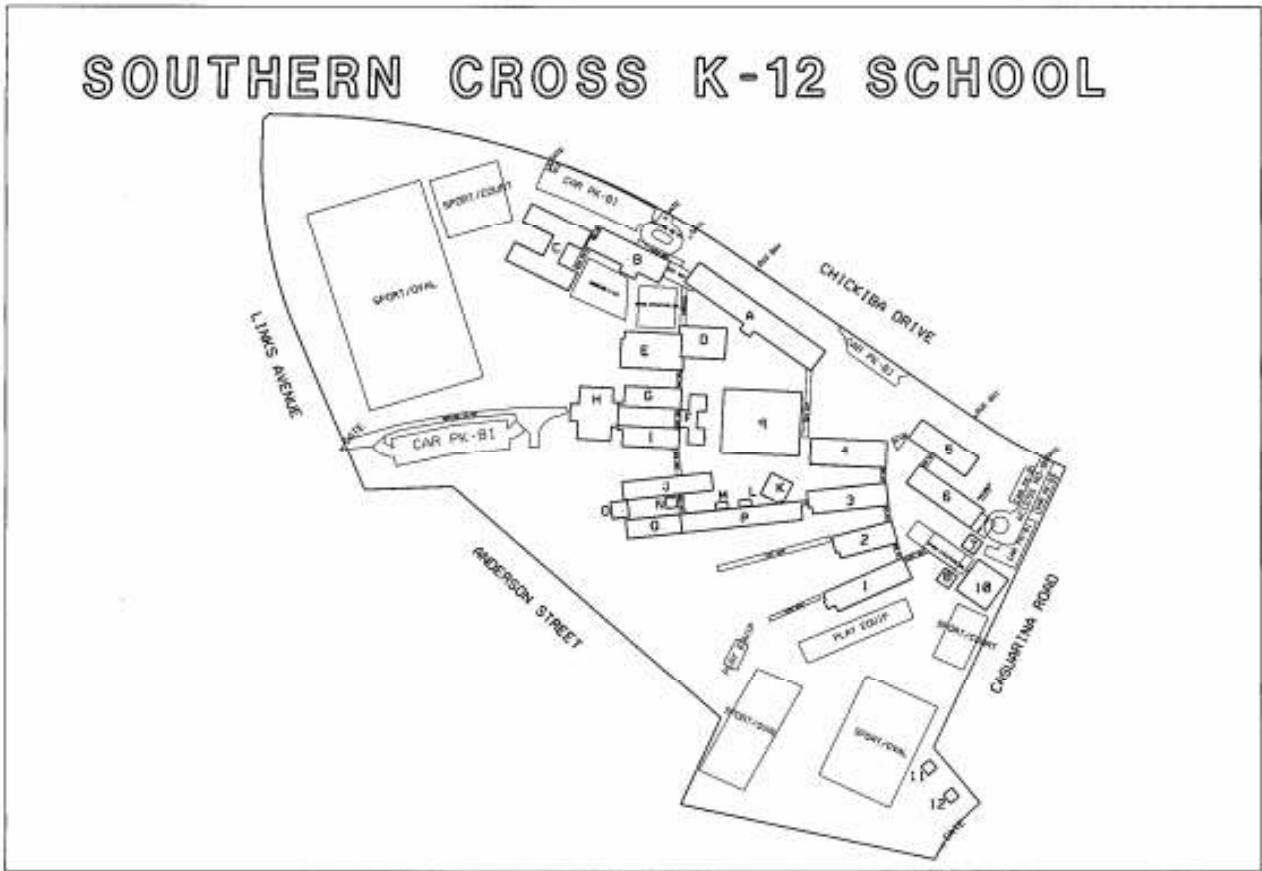
- ◆ Initially students should present a written explanation from a parent/caregiver as to the need to be out of uniform, and to contact the classroom teacher/year adviser if the situation is of an ongoing nature.
- ◆ Contact with the Principal should be made if the nature of the situation involves financial hardship, conscientious objections to the wearing of a uniform or any other reason.
- ◆ Where a student fails to wear the agreed school uniform, or part thereof, written advice will be provided to the parent/carer that if the matter is not remedied, detentions will be invoked. For students that fail to wear the uniform, they will be unable to attend any events in which they represent the school outside of the school including excursions, sport or cultural activities. Alternative arrangements for meeting the curriculum will be provided.

Please note:

1. When unable to wear school uniform on a particular day we request that students wear the school colours of navy and gold (K-10) or navy and white (11-12).
2. The school reserves the right to monitor all attire for safety hazards and impose the appropriate sanctions when needed.

Appendix 2

SCHOOL SITE PLAN



- A) Administration/7-12 Support/7-12 classrooms/Computer Lab
- B) 7-12 Canteen/7-12 classrooms
- C) Science/PE-Health-PD
- D) Performing Arts Theatre
- E) 7-12 Library/classrooms
- F) TAS (Food Technology)
- G) TAS (Design & Technology)
- H) TAS (Major Projects/Construction)
- I) TAS (Graphics Design/Design Technology)
- J) Art/Darkroom
- K) Art Classrooms
- L) Art Classroom
- M) Art Resources
- N) Music (Classrooms/Practice)
- O) Languages
- P) K-12 Staff Room
- Q) 7-12 classrooms
- R) Years 3-6
- S) Years 3-6
- T) Years K-2
- U) K-6 Hall
- V) K-6 Canteen
- W) K-6 Support Unit
- X) Distance Education
- Y) K-6 Library/Languages
- Z) Gymnasium

BELL TIMES 7-12

Monday, Wednesday, Thursday, Friday

Period 0	8.00 to 8.55	(55 min)
Roll Call	8.55 to 9.05	(10 min)
Period 1	9.05 to 9.57	(52 min)
Period 2	9.57 to 10.50	(53 min)
Recess	10.50 to 11.10	(20 min)
Period 3	11.10 to 12.05	(55 min)
Period 4	12.05 to 1.00	(55 min)
Lunch	1.00 to 1.40	(40 min)
Period 5	1.40 to 2.35	(55 min)
Period 6	2.35 to 3.25	(50 min)

FRIDAY B - am tea

Same for Friday A except -

Period 1	9.05 to 10.00	(55 min)
Period 2	10.00 to 10.55	(55 min)
<u>Recess</u>	10.55 to 11.15	
Period 3	11.15 to 12.05	(50 min)
Period 4	12.05 to 1.00	(50 min)

Tuesday

Period 0	8.00 to 8.55	(55 min)
Roll Call	8.55 to 9.05	(10 min)
Period 1	9.05 to 9.55	(50 min)
Period 2	9.55 to 10.45	(50 min)
ASSEMBLY	10.45 to 11.10	(25 min)
Recess	11.10 to 11.30	(20 min)
Period 3	11.30 to 12.20	(50 min)
Period 4	12.20 to 1.10	(50 min)
Lunch	1.10 to 1.50	(40 min)
Period 5	1.50 to 2.40	(50 min)
Period 6	2.40 to 3.25	(45 min)

K-6 BELL TIMES

<i>Playground Duty</i>	8.30
Morning Class	8.55 to 11.00
RECESS	11.00 to 11.25
Middle Class	11.25 to 1.00
LUNCH	1.00 to 1.35
Afternoon Class	1.35 to 2.55
HOME	2.55

For more information or to enrol your child, contact

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