



LESMURDIE

SENIOR HIGH SCHOOL

Information for Parents/Carers

We respectfully acknowledge the past and present traditional custodians of this land, the Beelu people. It is a privilege to be present on Beelu country. We also acknowledge the contributions of Aboriginal Australians and non-Aboriginal Australians to the education of all children and people in this country we all live in and share together – Australia.

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School Board

The School Board plays an important role in contributing to good school governance so that school resources are used efficiently, and community expectations and the school's priorities reflect the needs of students. The functions of councils and boards are covered by legislation and include both approval and advisory roles.

The School Board is made up of the Principal, elected community members, teachers, parents and students. The Board meets in our Board Room twice each term, at 5.15pm on Monday, Week 3 and 7. Meetings times may change so please check our school calendar to keep abreast of any changes.

Chairperson – Mathew Della Franca

Vice Chair – Chris Wessels

Principal – Kerry Chipchase

Manager Corporate Services – Bronwyn Thornton

Staff Representatives

Emma Gallagher

Donna Gardiner

Hayley Trueman

Parent Representatives

Anna Bunn

Chris Tung

Community Representatives

Brendon Boyes

Nathan Bushby

Student Representatives

Grace Reid

Annabel Zwickl

Grace Innes

#togetherwethrive

We believe that only in our strong togetherness will we thrive. That this connectedness offers our best chance of success as students and staff in a learning community. Thriving at Lesmurdie means we can be our best authentic selves every day, working towards our personal goals and creating an environment where this can occur organically.

Our Vision

Thriving in a nurturing environment

- **Thriving** – We thrive when we have a sense of accomplishment, belonging, wellbeing and joy. We challenge ourselves and support others on our journey to reach our full potential as learners, teachers, leaders and valuable members of the community. We aim to flourish and discover our talents to fulfill our purpose.
- **Nurturing** – We build quality relationships between students, staff, parents and community, promoting stability, trust and a sense of belonging. Together we sustain and support each other. We all take responsibility for nurturing each other, developing our talents, and respecting difference. We champion our own successes.
- **Environment** – We strive to create and embrace a positive, personal and physical environment both within our school and beyond. This includes our own wellness as well as our class spaces, our school grounds and our wider bush setting. We seek to protect, respect and enhance our unique environment through awareness, education and considered action.

Our Values

Our values of CARES

- Curiosity
- Aspiration
- Respect
- Environment =
- Success

support our vision and promotes excellence in all areas of the school.

Lesmurdie Senior High School is a learning community committed to realising our vision in an ever-changing global village, to thrive and nurture in our supported environment.

Our 2024 – 2026 Business Plan will be available for viewing on our website. Hard copies are also available from the Administration Office on request.

Introduction to Staff and Learning Areas

Kerry Chipchase

Principal

Kim Lloyd

Deputy Principal
Senior School (SS)

Donna Gardiner

Deputy Principal
School Improvement &
Innovation (SI&I)

Callum Millard

Deputy Principal
Lower School (LS)

Administration Office

- General enquiries
- Enrolments & LEAP applications
- Payments - Charges & Contributions/Excursions
- Secondary Assistance Scheme (SAS) Allowance
- Connect & Compass parent enquiries

Lower School (LS) - Years 7 - 9

(E Block)

For enquiries inclusive of:

- Pastoral care
- Student sickbay
- Early departures (whole school)
- Attendance monitoring (whole school)

Senior School (SS) - Years 10 - 12

(Adjacent to Administration office)

For enquiries inclusive of:

- Pastoral care
- Student sickbay
- Medical updates (whole school)
- VET/Work placement

Parent to School Communication

Many parental questions are easily and completely addressed by communicating directly with the educational professional most closely involved. Communication is the key in solving any problem. Please, first attempt to resolve any issue or misunderstanding by first communicating with the staff member most closely related to the situation. Correspondence sent via email has a 72-hour response time, however all staff will try to respond within 24 hours. Most staff have a teaching load and are not always available.

Note that at Lesmurdie Senior High School the school is divided into two sub schools. Lower School Years 7-9 and Senior School Years 10-12. The Coordinator, Manager and Deputy Principal will be different depending on if your child is in Lower School or Senior School.

Lower School & Senior School

	Deputy Principal	Manager	Coordinator	LEAP Coordinator	Student Support Officer	Psychologist	Nurse (Mon -Thu)
Lower School (LS) Years 7-9	Callum Millard	Adam Kohli	Clare Ferguson	Amanda Pettitt	tbc	Tamala Paterniti	Sharon Moran
Senior School (SS) Years 10-12	Kim Lloyd	Emma Gallager	Nat Baggen/ Allanah Panizza	Amanda Pettitt	tbc	Tamala Paterniti	Sharon Moran

Learning Areas

Learning Area	Head of Learning Area (HoLA)
English	Di Buntin
Health & Physical Education	Bec Thompson-Bowness
Humanities & Social Sciences	Andrew Armitage
Languages	Rose Famiano - Teacher-in-Charge (TiC)
Mathematics	Marie Jackson Rachel Theunissen (Co-HoLA)
Science	Aaron Crawford
Technologies	Caen Newland
The Arts	Boby Markovic Matthew Randall (Co-HoLA)

Flow of communication

The following chart details the flow of communication when contacting Lesmurdie Senior High School. Each situation should be first addressed with the closest person possible, to ensure the timeliest resolution to the situation. This individual is most closely involved and will be best suited to first address your issue. When requesting assistance at subsequent contact levels, please contact the appropriate office to make an appointment for your concerns to be heard.

Concern	First Contact	Second Contact	Third Contact	Fourth Contact
Injuries that may impede coming to school or needing modifications for a time	LS Coordinator SS Coordinator	School Nurse	LS Manager SS Manager	Deputy Principal
Curriculum/Academic Programs/Progress/Tracking	Class Teacher	HoLA	LS Manager SS Manager	Deputy Principal
LEAP specific queries	LEAP class teacher	LEAP Coordinator	HoLA Maths or Science	LS Deputy Principal
Discipline	Teacher/ Supervising Adult	HoLA	LS Manager SS Deputy Principal	LS Deputy Principal
Guidance/Pastoral Care eg social or mood concerns	LS Coordinator SS Coordinator	Student Support Officer	School Psychologist	LS Manager SS Deputy Principal
Special Education Needs	Teacher if related to specific subject	Learning Support Coordinator	LS Manager SS Manager	Deputy Principal SI&I
Student Concern- non academic	Teacher if related to specific subject	LS Coordinator SS Coordinator	LS Manager SS Deputy Principal	LS Deputy Principal
Bus Issues	Transperth	School Officer	Coordinator	Deputy Principal SI&I
Attendance	School Officer	LS Coordinator SS Coordinator	LS Manager SS Deputy Principal	LS Deputy Principal

Please call the school to make an appointment if email is not appropriate or the matter is a safety concern or risk.

Communication Platforms

Parents/Carers

Lesmurdie SHS uses email, text messages, phone-calls, letters and Facebook to communicate with parents, however, we strongly encourage parents to engage with **Compass and Connect** as these are our primary methods of communication.



Compass is a parent portal which includes many different features. By using Compass you can monitor your child's attendance and enter an explanation for absence or lateness, update family contact information and communicate with teachers. Bookings for Parent/Teacher Interviews are made via Compass (you will be advised when the booking system is open). Parents will be notified in due course as our school begins to utilise additional features of Compass



Connect was developed by the Department of Education WA for staff, students and parents in public schools to access online lessons, assessments and homework and allows parents to communicate with teachers. It is linked to student marks and reports. **Our school policies are also available on Connect**

Log-in details for **Compass and Connect** will be emailed to new parents/carers early Term 1. **Please notify the school of any updates to personal information including contact details (home/postal address/telephone/email) and any updates to medical conditions for students.**

Students

- **Connect** is our primary platform for student-teacher communication. Students will be set up with log-in details early in Term 1. If students experience any problems logging in they should see Mrs Kain in the Library (anytime except recess)
- **Daily Notices** are read out over the PA system daily to notify students of news or events

Lower School (Year 7 – 9) and Senior School (Year 10 – 12) Centre's are available if students have questions or require support. If students feel unwell, this is where they should report to – students should not contact parents directly. Any student contact with parents/carers throughout the school day must be made via Lower School or Senior School Centre's.

The Department of Education does not permit student use of mobile phones and other electronic communication devices in public schools unless for medical or teacher directed educational purpose. This prohibits the use of personal mobile devices on school grounds without teacher permission (including during recess, lunch and before and after school). If personal mobile devices are sighted on school grounds they will be confiscated and parent/carers notified. Parents/carers will be required to collect them from the school – they will not be returned to the student. If you need to contact your child please contact the school not the student directly.

Compulsory Charges and Voluntary Contributions

The government provides a comprehensive education that satisfies the requirements of the Western Australian Curriculum and Assessment Outline for all students throughout Western Australia. The operating, education support, administration and property costs associated with the education of students is met largely by Western Australian and Australian Government funding.

A substantial portion of the school's budget goes towards: salaries of teaching and administrative staff; school buildings and facilities, equipment and course materials. Additional funding such as special grants and local fund raising can be used to support these costs. Compulsory charges and voluntary contributions must not be used to fund these costs.

Costs for course materials, services and facilities for educational programs are met jointly from school grants, compulsory charges and voluntary contributions paid by parents, fundraising and other external sources. Financial support by parents provides resources that extend the school's capacity to add value to your child's learning experiences at Lesmurdie Senior High School. Your valuable contribution to your child's education supports purchases of printed and electronic materials such as text books, library resources, materials in art and crafts, design and technology and science activities.

We encourage our parents to support the payment of compulsory charges, voluntary contributions and extra cost optional components for courses and activities. Parents will receive an itemised statement of charges and contributions at least 2 months before the start of the school year, usually at the end of October or early November. The school will however, communicate the charges and contributions payable at the time of subject/course selection for:

- lower school subjects with a compulsory charge
- compulsory charges applicable to Year 11 and 12 courses

Compulsory charges are expected to be paid in full by the end of term one. Payment by instalments can be arranged if you require more time to finalise charges and contributions and can commence at any time from the time of selection of subjects/courses.

Voluntary Contributions – Years 7 to 10

The maximum contribution that can be requested of parents/carers towards the cost of a standard educational program which satisfies the requirements of the WA curriculum in Years 7-10 is \$235.00.

Compulsory Charges – Years 7 to 10

Whilst the standard educational program is available (\$235.00) throughout Years 7 – 10, there is an increasing choice of subjects/courses (termed high-cost which will incur a **compulsory charge**). The cost associated in providing certain subjects/courses range from approximately \$10.00 to \$150.00 per subject. Where high-cost subjects/courses are chosen, combined charges and voluntary contributions will be greater than \$235.00 as additional **compulsory charges** will apply. Students usually commence subject/course selections for the following school year during Term 2 and 50% must be paid towards any high-cost subjects/courses at the time of selection.

Compulsory Charges – Years 11 & 12

In Years 11 and 12 ALL course charges are compulsory. Courses range in cost from approximately \$50.00 – \$500.00 per course.

Our school community is grateful for the financial support received by parents which enables our staff to continue to offer quality educational programs.

Secondary Assistance Scheme (SAS)



If you are the holder of one of a Centrelink Family Health Care Card, a Centrelink Pension Card or a Veterans' Affairs Pensioner Concession Card you may be entitled to apply for Secondary Assistance in the form of \$235.00 Education Allowance) and \$115.00 Clothing Allowance* which can be paid to the school or parent.

Please see our website for the application form which details eligibility criteria. Application forms can be emailed to you upon request.

The application form must be completed and submitted to the school administration office along with the relevant Centrelink Card by **Thursday 28 March 2024** (end of Term 1). Late applications will only be accepted in extenuating circumstances and must be accompanied by a written explanation.

Other Optional Costs

Education Perfect *Years 7 & 8 English, Maths and Italian - \$70.50*
Year 9 Maths - \$23.50



Education Perfect is a fun and engaging educational software built to make home education easier. Content is aligned to various curricula ensuring every question answered is putting your child another step in the right direction. Aligned at both state and country level, take comfort that your child is learning what is directly related to their education. www.educationperfect.com

Stile *Years 7 – 10 Science - \$18.00*



Stile is an online classroom resource that blends interactive science lessons, science news stories and hands-on investigations to empower students to observe, think, write and argue like real scientists and engineers. In Stile lessons students work through self-paced or group based lessons to explore a topic. As students complete these online learning tasks they are regularly assessed to check for understanding. Through the use of this online resource, teachers can more effectively differentiate their lessons to cater for individual needs and efficiently measure student progress. www.stileeducation.com

Mathspace *Year 10 Maths and 11 & 12 General Maths - \$19.00*



Mathspace was created over a decade ago with the vision of using technology to replicate the benefits of one-to-one teaching. Our step-by-step support helps students at the exact moment of misconception, helping them to learn and ultimately develop a growth mindset. www.mathspace.co/au

Atomi *Year 11 & 12 ATAR Maths - \$25.00*



Atomi is an online platform that will give students questions for revision and exam preparation. Teachers are able to set tasks from Atomi but students can also search Atomi for useful video tutorials and questions for study. In the past we have asked students to purchase study guides, which are costly. We have trialled Atomi and found it useful so this will replace the study, has more features and is less than half the cost.

Consumables

Due to increasing costs, this contribution will assist in the purchasing of consumables in:

<i>Visual Arts</i>	<i>Years 7 & 8 - \$5.00</i>
<i>Home Ec /D&T</i>	<i>Year 7 - \$5.00</i>
<i>Home Ec /D&T</i>	<i>Year 8 - \$25.00</i>

Voluntary Approved Requests

Library Fund (*all years*) - \$20.00



Though the school library is also a community library, the school is required to purchase resources and equipment for the benefit of all students. To enable the library to continue to purchase relevant and current resources we ask for a contribution to our library fund.

Parent & Citizens (P&C) Association Membership – *once per family* - \$25.00



Parents & Citizens' Associations (P&Cs) are established under the School Education Act 1999 for the purpose of supporting a strong government school system for the benefit of the students. The P&C Association is a school-based organisation with a membership consisting of parents, some teachers and interested community members to give parents/carers an opportunity to learn about school policies and programs and involve them in shaping the school community. If you would like to join the P&C, please visit their website for further information or email parent_citizenLSHS@outlook.com. The P&C does not fundraise and earnestly seeks your support by appealing to parents/carers for a contribution of \$25.00 per family. *This amount appears on the school charges and contributions sheet for all students but will be deducted accordingly if you have more than one child at the school.*

Extra-cost Options (Years 7 – 12)

The extra-cost options lists are available on our website. These lists detail activities which may occur throughout next year to allow parents/carers to budget for these expenses. Extra-cost options refer to:

- Enrichment activities in any subject/course for which there is a high-cost associated with their provision, such as excursions & camps, interstate and overseas trips
- Other optional school-based activities which address broad learning outcomes and for which there is a high cost, such as school and social events

*Participation in extra-cost options is voluntary but a **compulsory charge** is payable if the student participates.* Communication will be sent home with further details requesting parent/carer consent as required and advising when payment is due. It is imperative prompt payment is made and consent forms are returned on time as payment **will not be accepted beyond the set due-date.**

Payment Options

Lesmurdie Senior High School has a number of payment options for charges and contributions available to parents/carers:

- In person at the administration office via:
 - EFTPOS
 - Credit card (Mastercard or Visa) - *American Express not accepted*
- Payments can be made over the phone via credit card
- Progressive payments through an agreed payment plan (see below)
- BPAY – see reverse of charges and contributions for details
- Direct Deposit to the school's bank account:

<p>Account Name: Lesmurdie Senior High School BSB: 066 040 Account Number: 19907160 Reference: Student number & Excursion No</p>

Our preferred method of payment is via Direct Deposit or BPAY

Please note:

- Our process when allocating monies paid via direct deposit or BPAY is to allocate funds against compulsory charges first and then voluntary contributions/other approved funding requests etc.
- Please use your child's student number as reference (detailed on the charges and contributions sheet) when paying for charges and contributions via direct deposit or BPAY to ensure these are deposited to the correct account.
- If paying for extra-cost options such as excursions, direct deposit is preferred over BPAY as this allows you to use the unique excursion number provided by the school at the time alongside your child's initial and surname as reference. (E.g: E640 B Smith)
- If you are depositing funds other than charges and contributions or extra-cost options with an 'E' number, please contact us via email to advise us at the time to ensure those funds are allocated correctly.

Payment Plans

We understand that some families may not be in the position to pay charges and contributions prior to the end of Term 1. Where this is the case, please contact us to advise of your method of payment or to agree to an ongoing payment plan using a reoccurring Direct Deposit/BPay deposit made directly from your bank account to our school account.

For example, paying \$10.00 per week from the first week of January would see most Year 7 accounts (in the region of \$370.00) paid by around mid-September. Continuing the payment would allow for approximately \$150.00 account credit by the end of the year to allocate towards the following year's charges and contributions.

Account Credit

- Many parents prefer making set regular payments as it can assist in building up credit from one year to another which alleviates some financial stress as charges increase in senior school years. Additional monies can be paid which can be used towards other expenses throughout the year such as excursions if you wish
- If your account is in credit and you want to use these funds to pay for extra-cost options such as excursions, please make a note on the correspondence you are returning i.e. 'please use credit' on the payment envelope issued to students or contact us to advise
- Where monies have been paid in advance towards high-cost subjects/courses for the following year, these funds are held as a credit on your child's account until we set the debt the following year. Charges and contributions packages are usually posted home around the end of October/early November and will include a manual note reminding you of any credit on your account at that time. This amount should be deducted off the total owing to get the outstanding balance.

Reminder of Unpaid Billing Items

Reminders for Unpaid Billing Items are mailed out frequently. Please note, these notices show the **outstanding balance** of accounts only and are not a full statement of the account showing all payments and transactions. If you are making regular payments or choose to pay in ad-hoc instalments, please note that you will still receive these notices and will see your balance gradually reducing. A full statement is available on request.

Subject/course changes that occur after Week 5, Term 1 will have appropriate discounts applied to both old and new subjects/courses in line with the Department of Education's *Refund/Billing Schedule*. Any monies already paid will be reallocated accordingly.

Please note that Lesmurdie SHS may use debt collection for unpaid compulsory charges.

Resource Lists



Our Resource List is provided through Campion www.campion.com.au and is available on our website. **To ensure home delivery dispatch by week ending 19 January 2024 please place your order by Friday 8 December 2023.**

Please note, these the Resources lists are generic per Year (Years 7 – 12) and not every item is required by all students. Please reference your child's charges and contributions sheet to identify the subjects/courses your child is enrolled in and will therefore need to purchase items for.

Scientific Calculator Requirements



Abacus delivers calculators direct to the school week beginning 29 January 24 where orders are placed by 21 January 2024. These will be given to students through their Maths classes. Orders can be made via the Abacus website www.abacuscalculators.com.au, however, you may purchase from your preferred supplier if you wish.

All Year 7 - 10 students and Years 11 & 12 undertaking Mathematics Essentials require a scientific calculator. An Abacus SXIIMATRIXN or similar calculator is recommended:



SCIENTIFIC CALCULATOR:

1 x SXIIMATRIXN

OPTIONAL EXTRAS:

1 x Protective Padded Case

COST: **\$6.00 Inc.**

1 X Abacus 32GB USB

COST: **\$8.00 Inc.**

**SPECIAL
PRICE**

\$26.50 Inc.

**LIFETIME REPLACEMENT
WARRANTY**

- Your calculator has a Lifetime Replacement Warranty
- Cracked screens and Corrosion void Warranty
- Your Warranty commences when the calculator arrives at the school.
- **Free delivery to the school**

School ID: **LESMUR1**

STEP 1: GO TO www.abacuscalculators.com.au

STEP 2: ENTER YOUR SCHOOL ID CODE: **LESMUR1** ABOVE THE ORANGE LOG IN BUTTON.

STEP 3: SELECT YOUR CALCULATOR AND ACCESSORIES & PAY FOR YOUR ORDER.

STEP 4: FOLLOWING DELIVERY TO THE SCHOOL FOR COLLECTION OF YOUR CALCULATOR PLEASE CONTACT :

School contact - RACHEL THEUNISSEN: Rachel.Theunissen@education.wa.edu.au

ABACUS

CALCULATORS SUPPLIED BY ABACUS CALCULATORS

If you have any queries please call Vicki on Free Call 1800 998 424 or email: vicki@abacus.com.au



Years 11 & 12 all ATAR Mathematics students require a ClassPad:



PACKAGE INCLUDES:

1 x ClassPad fx-CP400
1 x Protective Padded Case
1 x Stylus Pen
2 -Year Repair/Replacement Warranty



\$ 264.00 Inc.

OPTIONAL EXTRA:

1 x Stylus Pen
COST: **\$10.00 Inc.**
1 x ABACUS 32GB USB
COST: **\$8.00 Inc.**

- Your calculator has an extended 2-year Repair/Replacement Warranty.
- Corrosion and Cracked Screens void Warranty.
- Your Warranty commences when the calculator arrives at the school.
- **Free delivery to the school**

School ID: *LESMUR*

STEP 1: GO TO www.abacuscalculators.com.au

STEP 2: ENTER YOUR SCHOOL ID CODE ***LESMUR*** ABOVE THE ORANGE LOG IN BUTTON.

STEP 3: SELECT YOUR CALCULATOR AND ACCESSORIES & PAY FOR YOUR ORDER.

STEP 4: FOLLOWING DELIVERY TO THE COLLEGE, FOR COLLECTION OF YOUR CALCULATOR PLEASE CONTACT :

SCHOOL CONTACT: RACHEL THEUNISSEN Rachel.Theunissen@education.wa.edu.au

ABACUS

CALCULATORS SUPPLIED BY ABACUS CALCULATORS

If you have any queries please call **VICKI** on Free Call 1800 998 424 or
email: vicki@abacus.com.au



Students may retain their Calculator/ClassPad from a previous year.

Late orders will incur additional delivery charge as these will be delivered to home addresses.

Bring Your Own Device (BYOD)

Lesmurdie Senior High School is a BYOD school and students will be required to have a suitable device ready from Day 1 of the school year. The School Library runs a program to assist with providing greater understanding for students of their device at school.

Key requirements of the device include a minimum of 6 hours battery life and a 10-point multi-touch screen - a stylus is compulsory. The laptop must also fit inside your child's school bag. The BYOD page on the school website www.lesmurdie.wa.edu.au/for_parents/byod provides a list of minimum device specifications and the need for the **Microsoft Windows Pro** operating system as opposed to Microsoft Windows Home.

Please note that Chromebook, Kogan and Apple computers are NOT supported by the school network as these devices are not able to download the Microsoft 365 applications from the Department of Education Portal.



Lesmurdie SHS has partnered with **Winthrop Australia** in offering a device program available to students. The devices offered all meet our minimum specification requirements to best connect with our learning environment. [Shop Winthrop Australia \(winaust.com.au\)](http://ShopWinthropAustralia.com.au). You can purchase from another

supplier if you wish, however, we cannot guarantee that other models purchased elsewhere and brought to school would connect and be utilised efficiently. Loan laptops will only be approved by a Deputy on a temporary ongoing basis i.e. if students laptops are undergoing repair. Please contact the school on 9291 1200 for information on the loan device agreement or other matters pertaining to BYOD.

Lesmurdie SHS Website

Please take some time to familiarise yourself with our website www.lesmurdie.wa.edu.au, where you will find information on:



- Champion Resource Lists
- Extra-cost options
- Secondary Assistance Scheme (SAS) Allowance
- Bring your own device (BYOD)
- School calendar (updated regularly)
- Subject/Course information

Our website is the source of the most current information.

Uniform

Wearing the school uniform plays an important part in establishing a positive school and community identity and contributes to the creation of a strong work ethic. Acceptance of enrolment at Lesmurdie Senior High School assumes an agreement between the parent/carer and student that the student will dress in accordance with the school's uniform policy. Where a student is unable to wear their school uniform, they should see the appropriate Deputy Principal before school to arrange to borrow a uniform.



The uniform shop is under the management of **Tara** Uniforms, the current manufacturers of our school uniform and is open on Tuesdays from 8.00 – 12.00pm. The uniform shop can be found behind the Performing Arts Centre. Additional opening hours during the school holidays will be advertised on their website closer to the time. Uniforms are available to try on and purchase. Where sizes are known, families are encouraged to use the online service at www.tarauniforms.com.au. Any enquiries should be directed to Tara Uniforms via their website or 0401 189 918.

As a guide, students will require their preferred shorts/trackpants/skirt, alongside the required school polo for Lower/Senior School (Teal polo for Years 7 – 9 and White polo for Years 10 – 12). Tracksuit jackets are also available.

Our Phys-Ed uniform is required for most students in Years 7 – 10*. Sports shirts should be in the students House colour (below). The students' House is usually stated on the Charges and Contributions sheet in the top right-hand corner i.e. **Form: 7OW** (Year/House abbreviation).

WA (WALLACE) – Blue (WE) WESTON – Red (OW) OWEN – Yellow (SA) SANDERSON- Green

*Specialised Physical Education studies students (Years 10 – 12) should purchase the White Specialised Phys-Ed shirt.

Uniform notes:

- Sports uniform to be worn for Sports/Dance classes only and must be changed into at school. Sports uniform should not be worn to travel to or from school.
- Our full uniform policy can be found on Connect
- Please note additional requirements for students participating in official school events (detailed on Extra-cost Options list) such as:
 - Music students require concert blacks for performances - black shirt and pants
 - Politics and Law students will require formal attire for Mock Trials (loan attire of blazer & tie). Students will be required to provide a generic white shirt and black dress shoes

School Canteen



Our School Canteen is managed by our P&C Association and rely on parent volunteers to operate. If you are interested in volunteering at our canteen, please contact Felicity on 9291 1222.

The Canteen menu can be accessed via our website and their online ordering system via www.quickcliq.com.au. Cut-off time for canteen orders is 7am for breakfast and 9am for lunch daily.

Our canteen has Eftpos facilities, however, these may only be used with an Eftpos card (no mobile wallets accepted).

Lockers

There are a limited number of lockers available to students. Students may enquire about lockers during Term 1 through our Lower School reception. Priority is given to students in Year 11 & 12 who typically have a heavier load to carry.

A \$10 deposit is required upon allocation of the locker and must be paid to the administration office.

School Development Days (pupil-free days)

To ensure we have the opportunity to develop and learn, schools schedule school development days. School development days (also known as pupil free days) are **days when teachers, school leaders and support staff can hone and improve their skills**. There are six school development days where students do not attend: Two of these days are before the school year starts for students and one day is after the school year ends for students. Each school schedules another three days throughout the year in consultation with its school board and school community.

In addition, Parent Teacher Interview day is usually a student-free day so that students can engage if appropriate, in the feedback conversations with their parent/carer and teacher.

Please see our school calendar on our website for up-to-date information.

Siren Times & Student Attendance

	MON	TUE late start	WED	THU	FRI
SIREN	8.42	8.59	8.42	8.42	8.42
Period 1	8.45	9.02	8.45	8.45	8.45
Period 2	9.49	10.03	9.49	9.49	9.49
RECESS	10.53	11.04	10.53	10.53	10.53
Period 3	11.14	11.24	11.14	11.14	11.19
Period 4	12.18	12.25	12.18	12.18	12.23
LUNCH	1.22	1.26	1.22	1.22	1.27
Period 5	1.51	1.54	1.51	1.51	1.51
FINISH SIREN	2.55	2.55	2.55	2.55	2.55

Reporting absences

Absences can be reported via the Compass App or via the absentee line 9291 1215 in advance where possible please. When leaving a message on the absentee line, please provide the **FULL NAME** of the student, **YEAR** group and **YOUR** name. If your child is marked absent during period 1 and we have not received notification from a parent/carer, SMS contact will be made.

Students arriving late to school

Students arriving late to school must report immediately to the relevant Lower or Senior School Centre. All students **MUST** be covered by a parent/carer note via the Compass App or carry a written parent/carer note giving brief details of the reason **Students must not go directly to class**. Please note, whether the late arrival is covered or not, once a student signs in you will receive a text message to advise of their arrival.

Early departures for essential appointments

Advance notice is required when a student is leaving school early for any reason - parent/carer cover must be provided via the Compass App or alternatively via a written parent/carer note/phone-call or email giving brief details of the reason for leaving early. Students must present to the Lower School reception desk in E Block (Years 7 – 9) or the Senior School Centre (Years 10 – 12) first thing in the morning on the day of early departure to be issued with a leave pass. Students should show the leave pass to their teacher at the commencement of the period which they are leaving to forewarn of early departure. They must then show the leave pass to the administration office to finalise their 'sign-out' before leaving the school grounds. The *early departure slip* should be kept by the student for the duration of the absence as evidence of official sign-out of school. If returning to school later in the day students must sign back in via the Lower School reception or Senior School Centre respectively.

Please note, where no prior notice is given, there may be an extended wait until we can retrieve students from classrooms and complete the sign-out process. Where collection is required during recess or lunch without prior notice, we cannot call students until after the siren when they go to their next period.

Catching the bus to Lesmurdie Senior High School

Transperth



Services often change at the start of the school year. These changes include School Specials, as well as regular routes that service schools in the area and are made in order to offer the best possible service across the network. Students intending to travel to school via public transport should:

- Check www.transperth.wa.gov.au for information. As services change, website information will be updated
- Not every school will undergo changes, however all students should plan their journey before starting the new school year. Remember to change the date in the journey planner to the first day of school

Transperth is a cost-effective and easy way to get to and from school. Here's what you need to know to get your kids ready.

Get a Student SmartRider

- Student SmartRiders entitle students to a 70c fare on any trip Monday to Friday during the school year and concession fares at all other times.
- Most schools issue Student SmartRiders at the start of the school year – if you're not sure, check with your school.
- If your school doesn't issue Student SmartRiders or you need to order a replacement card, visit: monitorwa.com.au/smartrider
- Student SmartRiders come with zero balance so you will need to add value to the card before travelling. We recommend setting up **Autoload** on the Transperth website or app.
- Waiting for your SmartRider? You can buy a 70c cash fare for the first month of Term 1.

Plan your Journey

School services often change prior to the start of each school year. We recommend waiting until **two weeks before** the start of the school term before planning your journey. There are a number of ways you can plan your journey:

- Visit transperth.wa.gov.au
- Download the Transperth app
- Call the InfoLine on 13 62 13
- Visit the 'High School Services' section of transperth.wa.gov.au/timetables

Make sure you select the 'bus' and 'school bus' option when planning your journey.

Want to know more?

Visit the 'Parents' section of getonboard.transperth.wa.gov.au



SmartRider PRE-ORDER REQUIRED

Where consent was given on the enrolment form, students will receive their SmartRider at school, at the start of Term 1. Replacement SmartRiders can be ordered through the administration office at a cost of \$10.00.

Transperth buses drop off and leave from the bus turnaround area off Albert Road (behind D Block).

Contract School Bus Services (Orange Buses)



Parents/carers will need to apply for their child to access the school bus service before 24 November 2023. For more information please go to: www.schoolbuses.wa.gov.au/TransportAssistance/OnlineServices/Howtoapply

School buses to and from the following areas are serviced by the bus companies below. If you live in one of these areas and need additional assistance, please contact:

Lesmurdie Bus Service – 0408 197258 - Bickley (Walnut & Lawnbrook Road), Carmel, Hacketts Gulley, Paull's Valley, Pickering Brook (Patterson Road)

Paul's Bus Company – 0417 188 434 – Bickley, Carmel, Pickering Brook

Buswest – 0409 834 975 (Denise) – Glen Forrest, Parkerville, Stoneville, Mundaring

Day 1 Student Preparation for all

- Ensure your name is on all of your belongings
- Make sure you know how you are getting to and home from school and agree on a meeting place with your parents/carers (if being collected at the end of the day)
- If taking the bus, ensure you are aware of your bus number and boarding and departure point. Have bus fare (change) with you until your Smart Rider is issued at school (if consent was given at enrolment for pre-order for new students)
- Have a good night's sleep and breakfast in the morning before school
- Be in full school uniform
- Bring a pencil case and notebook or file for the first day of school
- Bring a water bottle filled with water, recess/lunch (if not using the canteen) and wear sunscreen. Water bottles are to be filled during recess and lunchtimes
- Keep your laptop safely in your bag unless asked by a teacher to use this in class. You must also ensure your mobile phone is off and away in your bag all day alongside any headphones/earpods. NO Laptops, mobile phones, headphones or earpods should be seen at recess, lunch breaks or before and after school whilst on school grounds
- Be prompt – arrive before 8.42am in time for the first siren
- Students to meet in the follow areas and listen for instructions over the PA:

Year 7 - J Block (next to the Library)
Year 8 – Dance Foyer
Year 9 – Upper E Block
Year 10 – Performing Arts Centre
Years 11 - Gym
Years 12 – Senior School Common Room (Lower E Block)
- Once you receive your timetable, keep this in a safe place in your bag - we recommend sticking it to the back of your Study-Hacks book, another notepad you use daily or in a plastic sleeve
- If you have any worries or concerns please see Lower School or Senior School

Check-list for Parents/Carers

- Read LSHS Information Booklet
- Apply to access the orange contract school bus service (where applicable) before Fri 24 Nov 23
- Purchase Laptop
- Review & order Resource List items by Fri 8 Dec 23
- Purchase Calculator or ClassPad by Sun 21 Jan 24
- Purchase Uniform
- Transport arrangements in place
- *QuickCliQ registration complete*
- Student preparation for Day 1 – see previous page
(Day 1 is Wednesday 31 January 24)
- Compass & Connect accounts activated (early Term 1)
- Charges & contributions paid by Thu 28 Mar 24
- Secondary Assistance (SAS) submitted by Thu 28 Mar 24
(if applicable)

Contact Details

Administration Office

The administration office will be open for enquiries & payments from **Wednesday 24 January 2024**
(closed vacation periods and public holidays, including Friday 26 January 2024)

Students commence on Wednesday 31 January 2024

Our opening hours during term time:

Mon - Fri: 8.00 am – 3.30pm

Telephone: 9291 1200

(General enquiries, Student Accounts and Enrolments)

General School email: Lesmurdie.SHS@education.wa.edu.au

Student Accounts

Telephone: 9291 1221

Student Accounts Officer email: Donna.Mitchell@education.wa.edu.au

Manager Corporate Services email: Bronwyn.Thornton@education.wa.edu.au

Other Contacts

Absentee Line: 9291 1215 (for reporting student absences)

Lower School (Years 7 – 9) enquiries: 9291 1250/9291 1215 (absentee line)

Senior School (Years 10 -12) enquiries: 9291 1218/1281

School Canteen: 9291 1222

Library: 9291 1240

Teachers can be contacted via *Connect*