



2023

New Student  
Parent/Carer  
Handbook





# FRANKSTON HIGH SCHOOL

OPTIMA SEMPER-BEST ALWAYS

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November 2022



Dear Parent/Carer and Student

### **Welcome to Frankston High School**

Frankston High School is delighted to welcome your family to our school community. Please accept my invitation to become involved in our vibrant learning community which, with your participation, will continue to grow from strength to strength. We look forward to forming a close partnership with you in supporting student growth and development.

Please contact Frankston High School should you have any questions.

Yours sincerely

Andrew Batchelor  
**Principal**





# FRANKSTON HIGH SCHOOL

OPTIMA SEMPER-BEST ALWAYS

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## MISSION STATEMENT

### Vision Statement

<b>Motto</b>	<b>Optima Semper: Best Always</b>
<b>Vision</b>	<b>Together We Become Purposeful Learners</b>
<b>Values</b>	<b>Empathy</b> an understanding of and a compassion for others
	<b>Integrity</b> strength of character to do the right thing
	<b>Optimism</b> a positive outlook
	<b>Persistence</b> striving to succeed
	<b>Respect</b> an appreciation towards self, others and the community
	<b>Responsibility</b> valuing the rights and obligations to self and others

### Mission

The aim of Frankston High School is to support the continued intellectual development of our students and prepare them to understand and practise:

- Independent learning
- Critical and creative thinking
- Behaviours that contribute productively to society
- Effective communication
- Sound physical, emotional and social behaviours

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## SCHOOL PROFILE

Frankston High School is a large multi campus, coeducational school situated in Frankston. We have a strong sense of tradition with excellent parent/carer involvement and strong links with the local community. The school has a population in excess of 1900 students. The Year 7-10 and Senior Campuses occupy adjacent sites. Most students complete six years of education in preparation for tertiary studies, employment and citizenship.

The school is a partner in the Frankston Federation of Schools, with the main neighbourhood primary schools Derinya, Overport, Frankston and Frankston Heights.

A well-established transition program helps students to adjust from primary to secondary school and the Year 7 Tutorial Program engenders a sense of security and belonging to the school. As student's progress through each sub school they are introduced to increased choice, flexibility and responsibility, culminating in a more adult learning environment in the Senior Campus. In each sub school the curriculum aims to promote extension and enhancement of learning for all students.

Students achieve outstanding results in the Victorian Certificate of Education (VCE) and in tertiary selection, and the school is placing increasing importance on offering VCE programs which maximise tertiary opportunities for all students. There are a large number of accelerated courses, including university enhancement programs. The Victorian Certificate of Education – Vocational Major (VCE VM), (previously VCAL), along with Vocational Education and Training (VET) programs are now well established at the VCE level as an alternate pathway for our senior students. The school continues to promote excellence in a wide range of subjects. The innovative curriculum program is enhanced by an extensive extra-curricular program which includes music, sport, lunchtime activities and musical production. These programs, together with a strong Student Leadership Council (SLC) and Sports Leadership Program, provide many opportunities for students to develop leadership skills. All students are actively encouraged to involve themselves in the school and in some of its many programs and activities.

Both Japanese and French are established in the curriculum from Year 7 to Year 12. Sister city and sister school programs have been established in Japan and France. A feature of the school is a comprehensive overseas exchange program, with many Frankston High School students on exchange programs in other countries and a number of overseas students studying at Frankston High School.

A strong School Council provides the decision making structures and processes to ensure broad school community consultation. Parent/Carer involvement in all aspects of the school is strongly encouraged and parents/carers are regarded as partners with the school in their child's education. There is a strong sense of community. A Former Staff and Students' Association is actively involved in the school and is developing stronger links with former students.

The school has continued to give high priority to ongoing and systematic processes of staff professional learning. There has been a continued focus on helping students to take increased responsibility for their own learning as they progress through the school.

Students' health and wellbeing needs are addressed by the Student Wellbeing Team. Priority has been given to providing for the pastoral care and health needs of all students, assisting them to build resilience and maximising opportunities for students at all levels to develop leadership skills. Programs such as Hands On Learning cater for students with different learning styles. There has also been a strong focus on improving literacy and numeracy from Years 7-10.

The school community is proud of its reputation as an outstanding school, with members continuing to work together to further develop and consolidate the many exemplary educational programs at Frankston High School.

## IMPORTANT SCHOOL COMMITTEES

### The School Council

The School Council is the governing body of the school. It is established by state legislation and its constitution is approved by the government, under the control of the Minister of Education. Its main functions are to:

- determine the education and curriculum policy of the school within guidelines disseminated by the Minister
- develop financial policy and prepare and monitor an annual budget for the school
- oversee the development and implementation of the School Strategic Plan
- take responsibility for the development and care of the school buildings and grounds
- establish and maintain effective relations with the school community
- participate in the selection of the Principal when a vacancy arises

Each School Councillor is a member of two committees. These committees conduct the business of the council and submit a report to the monthly council meeting for discussion, ratification and implementation.

The committees are:

<p><u>Education</u></p> <ul style="list-style-type: none"> <li>• to work closely with the Curriculum Committee of the school</li> <li>• to implement new programs and to maintain general supervision of the educational program of the school</li> <li>• to review and develop school policies for recommendation to School Council</li> </ul>	<p><u>Finance</u></p> <ul style="list-style-type: none"> <li>• to develop financial policy</li> <li>• to approve the spending of all monies received into the school via our program budget</li> <li>• to approve the purchase of major capital equipment</li> <li>• to monitor the annual budget</li> </ul>
<p><u>Grounds and Facilities</u></p> <ul style="list-style-type: none"> <li>• to maintain and improve the grounds and gardens</li> <li>• to organise working bees</li> <li>• to oversee the spending of funds allocated to grounds</li> <li>• to develop a master plan for the school grounds</li> <li>• to oversee and maintain school facilities</li> <li>• to oversee school safety and security</li> <li>• to monitor and improve the condition of the school's buildings</li> <li>• to supervise expenditure of funds allocated to building maintenance and building programs</li> </ul>	<p><u>Composition of School Council</u></p> <p>The present composition of the School Council is:</p> <ul style="list-style-type: none"> <li>• six elected parents/carers</li> <li>• four elected Department of Education and Training (DET) representatives</li> <li>• two elected student representatives</li> <li>• one coopted member of the Parents/Carers and Friends Association (PFA)</li> <li>• three community members coopted by School Council</li> <li>• Principal as Executive Officer</li> </ul>
<p><u>Sponsorship and Marketing</u></p> <ul style="list-style-type: none"> <li>• to explore opportunities for marketing the school's brand image to the wider community</li> <li>• to develop mutually beneficial partnerships with businesses and not for profit organisations</li> </ul>	<p><u>Former Staff and Students Association</u></p> <p>We have active alumni who assist with memorabilia for the museum. They oversee the production of their newsletter - Optima Semper. The committee meets approximately three times a year and welcomes new members.</p>
<p><u>Parents/Carers and Friends Association (PFA)</u></p> <p>The Parents/Carers and Friends Association is a committee composed of parents/carers and friends of the school. PFA meets monthly and its main functions are:</p> <ul style="list-style-type: none"> <li>• to provide support for parents/carers and students in many ways</li> <li>• to promote the social interaction of the school community</li> <li>• to assist in tasks around the school, such as             <ul style="list-style-type: none"> <li>- student wellbeing</li> <li>- second handbook and clothing sales</li> <li>- working bees</li> </ul> </li> <li>• to provide a focus for input to the Principal and School Council</li> <li>• to provide parents/carers and friends with presentations about various school programs that they express an interest in</li> </ul>	



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## BELL TIMES \* Period 0 (Senior Campus Only)

Period 0 *	8.10am - 8.55am	45 minutes
Locker Bell	8.55am - 9.00am	5 minutes
Period 1	9.00am - 9.45am	45 minutes
Period 2	9.50am - 10.40am	50 minutes
RECESS	10.40am - 11.00am	20 minutes
Locker Bell	11.00am - 11.05am	5 minutes
Period 3	11.05am - 11.50am	45 minutes
Period 4	11.55am - 12.45pm	50 minutes
LUNCHTIME	12.45pm - 1.30pm	45 minutes
Locker Bell	1.30pm - 1.35pm	5 minutes
Period 5	1.35pm - 2.20pm	45 minutes
Period 6	2.25pm - 3.15pm	50 minutes

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## ATTENDANCE

Success in school starts with attending each day. Attendance in class ensures that our students have access to instruction and set work in order to keep up to date with their studies.

Students are expected to attend Frankston High School during normal school hours every day of each semester. All absences must be explained by parents/carers. In Years 7-10, students who are absent for more than 16 classes in any unit excluding legitimate school activities such as sport or excursions, and excluding extended illness approved by the Campus Principal, may be deemed unsuccessful in completing that subject. The student and parent/carer may be required to meet with the appropriate Year Level Coordinator to discuss attendance.

To submit an explained absence parent/carers can contact the school by phone, email (see below), or by written note.

[year7absences@fhs.vic.edu.au](mailto:year7absences@fhs.vic.edu.au)

[year8absences@fhs.vic.edu.au](mailto:year8absences@fhs.vic.edu.au)

[year9absences@fhs.vic.edu.au](mailto:year9absences@fhs.vic.edu.au)

[year9absences@fhs.vic.edu.au](mailto:year9absences@fhs.vic.edu.au)

[year11absences@fhs.vic.edu.au](mailto:year11absences@fhs.vic.edu.au)

[year12absences@fhs.vic.edu.au](mailto:year12absences@fhs.vic.edu.au)

Students in Years 11 and 12 are required to attend 90% of scheduled classes to satisfactorily complete a unit of study. This means that:

- **Seven or more** 'unapproved' absences in a unit of study will result in an 'N' result. Please note that missing a double lesson will count as two absences.
  - **Fifteen or more** absences in total (approved/unapproved), excluding legitimate school activities and extended illness approved by the Senior Campus Principal, will result in an 'N' result.
  - **Documentation** to support an approved absence must be submitted **within five days** of the return to school or the absence will be recorded as unapproved.
  - **Arriving late to class** counts as half an unapproved absence.
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## STUDENT PICKUP/APPOINTMENTS/LATE/EARLY LEAVERS/HOLIDAYS

Frankston High School does not support the scheduling of absences during the school day and/or school term, including routine medical and dental appointments and family holidays, where these may be arranged during school holiday periods.

### Family Holidays – Absence Learning Plan

All extended absences (three days or more) require an application, made in writing **four weeks** before the absence, to go to the relevant Year Level Coordinator who, in conjunction with the Principal and/or Campus Principal, determine if the absence is approved. An email will be sent to parents/carers if approved and an **Absence Learning Plan** for the student will be developed, to be collected from the Year Level Coordinator and taken to all their teachers for a list of work, to be completed, while absent from school. This plan is to be viewed by the Year Level Coordinator **before leaving** for the extended absence and returned to the Year Level Coordinator when returning to school. If the absence is approved the student will be marked with an approved absence. If the absence is not approved parents/carers will be notified in writing by the Year Level Coordinator or Campus Principal.

## Early Leaving

Students who need to **leave school early** must have parent/carer approval by providing, at the beginning of the day, a year level absence email or phone the Attendance Officer. Upon leaving the school grounds students MUST sign out via the Compass kiosk at their Coordinator's Office. If an urgent pick up is required, the parent/carer is to ring the school to allow staff to locate the student. The parent/carer must then sign the student out at the General Office using the Compass kiosk.

## Late Arrival

Students who are **late** MUST, upon arrival, sign in at their Coordinator's Office Compass Kiosk. Parents/Carers must send approval by providing, at the beginning of the day, a year level absence email or phone the Attendance Officer.

If the student does not have approval it is required for the parent/carer to provide approval the day following the late arrival.

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## CANTEEN FACILITIES

Frankston High School provides **cashless** canteen facilities on both the 7-10 Campus and Senior Campus. Student Compass cards are used to purchase food and drinks for students. The 7-10 Canteen is open at morning recess and lunchtime and lunches may be ordered before school or at recess. When ordering food students should form orderly queues at the counter. There are special queues for Years 7 and 8, Years 9 and 10 students, online orders/pick up. Once food has been purchased students should move away from the area.

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## LOST PROPERTY

Both the 7-10 Campus and Senior Campus have lost property areas. Anything of value, eg. laptops, labelled uniform, jewellery, glasses, calculators etc are stored General Office and the Senior Campus Office. Students on the 7-10 Campus also need to check for lost property, located outside First Aid Centre and/or Coordinators Office. All named items will be returned to 7-10 Campus students via the General Office.

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## FIRST AID

All student medical information will be required to be submitted when completing the student enrolment information form. This information must be returned to the General Office or Senior Office before the commencement of the school year or for new students, at enrolment. This medical information is required to be updated yearly. Medication will not be administered at school unless supplied and labelled with student's name and dosage. It is essential that the school has a record of your details.

- CURRENT address
- CURRENT TELEPHONE NUMBERS OF HOME AND WORK
- An emergency telephone number of a friend or relative
- Family doctor
- Any disabilities a student may have
- Any necessary medication which may be required; such medication should be kept in the First Aid Centre
- Any known allergies. The school has an Anaphylaxis/Asthma policy in line with Department of Education and Training (DET) requirements.

Parents/Carers are contacted in cases of serious illness or injury, if unavailable, seriously ill students are taken to casualty or to their own doctor. Parents/Carers are liable for all medical treatment and transport costs, **FOR THIS REASON PARENTS/CARERS MUST KEEP THE SCHOOL INFORMED OF ANY CHANGE OF ADDRESS OR PLACE OF WORK.** Parents/Carers must also understand that the school's First Aid facilities are limited to initial first aid care only. Should a student's illness be apparent early in the morning, **PARENTS/CARERS ARE NOT TO SEND THE CHILD TO SCHOOL.**

A student who is ill **MUST** report to the First Aid Centre. If appropriate, a parent/Carer will be contacted to collect the student from school. **Students are not to contact their parents/carers to make arrangement to go home.** This can only be done by school personnel.

The school and DET does not provide personal accident insurance for students. Student accident insurance policies are available from the private insurance market and can be obtained by parents/carers for their children.

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## STUDENT WELLBEING AND INCLUSION SUPPORT

### Student Wellbeing Services

Frankston High School has a Student Wellbeing Team based across both campuses. They are available to students and their families, offering support through individual counselling, group support and in secondary consultation with teachers.

Breakfast Club and other programs are run to encourage student resilience and integration.

The Student Wellbeing Team respond to the needs of the school through school activities, which enhance the wellbeing of the school community. This includes running a Junior School resilience program (The Resilience Project), Hands On Learning Program for disengaged students, a Year 10 program on depression and reducing stigma around mental health, along with courses targeting bullying, resilience building, social skills, LGBTI group, partying safely and mindfulness skills.

### **Counselling Services**

The counselling services are available to help students with a range of issues that include:

- Emotional concerns such as anxiety, grief and loss, depression, low self esteem
- Family issues such as separation/divorce, parent/carer difficulties, parent/carer/child or sibling relationships
- Peer and social issues such as bullying, peer relationships and social skills
- School related issues such as transition, motivation and organisation
- Stress management
- Anger management
- Developmental disorders
- Drug and alcohol issues
- Identity issues
- Health and general wellbeing

### **Referral**

Students are encouraged to self refer. They can also be referred by teachers, parents/carers or other professionals (eg. doctor). The Student Wellbeing Team liaise collaboratively with other mental health professionals or community based services where appropriate.

### **Confidentiality**

Discussions with students are confidential. Each student is treated with respect and without discrimination or judgement. When information is shared outside the counselling space, it is done with the consent of the student/parent/carer. As a team, there are instances where we may share information in a peer supervision environment to ensure that we are supporting the student adequately.

Although our goal is to always have the consent of the student, due to mandatory laws and professional expectations there are times where the Student Wellbeing Team is bound to share information with others; eg. parents/carers, relevant senior staff, or government agencies. These would include situations where:

- the student is at risk of harm to themselves or others
- a serious crime has been committed
- there has been a subpoena served to present documents to court.

Parents/carers may contact a Student Wellbeing Team member via phone 9783 7955 or email:

### **Wellbeing Team**

Ms Kirsten Bakker, Years 9-10 Student Counsellor - [kbakker@fhs.vic.edu.au](mailto:kbakker@fhs.vic.edu.au)

Ms Olivia Beale, Mental Health Practitioner - [obeale@fhs.vic.edu.au](mailto:obeale@fhs.vic.edu.au)

Ms Michelle Beirouti, Years 7-12 Student Wellbeing Coordinator [mbeirou@fhs.vic.edu.au](mailto:mbeirou@fhs.vic.edu.au)

Mr Jarryd Brand, Years 7-8 Student Counsellor - [jbrand@fhs.vic.edu.au](mailto:jbrand@fhs.vic.edu.au)

Ms Myriam Camilleri, Years 9-10 Student Counsellor - [mcamilleri@fhs.vic.edu.au](mailto:mcamilleri@fhs.vic.edu.au)

Ms Melissa Donegan, Years 11-12 Mental Health Practitioner – [mdonegan@fhs.vic.edu.au](mailto:mdonegan@fhs.vic.edu.au)

Ms Erin Gooding, Years 7-12 Program Coordinator - [egooding@fhs.vic.edu.au](mailto:egooding@fhs.vic.edu.au)

Ms Claudia Tymms, Years 11-12 Student Counsellor, - [ctymms@fhs.vic.edu.au](mailto:ctymms@fhs.vic.edu.au)

Mr Ben Wilson, Years 7-10 Youth Worker – [bwilson@fhs.vic.edu.au](mailto:bwilson@fhs.vic.edu.au)

### **Inclusion**

The Inclusion Team supports students with Program for Students with Disability Funding or Disability Inclusion Funding. The team coordinates Student Support Groups (SSG) and works collaboratively with Year Level Coordinators to develop Individual Education Plans (IEP). Please contact the Year Level Coordinator if you wish to discuss the inclusion process.

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## **LEARNING SUPPORT**

### **Literacy/Numeracy**

The programs offered to support the literacy and numeracy development of students at Frankston High School include the following.

- **Structured Reading Program**

Every student in Years 7 and 8 is given a period each week to learn new reading skills, read independently and reflect on their progress as avid readers with their English teacher.

- **Literacy and Numeracy Support**

Support is provided in many English and Maths classes in the form of an extra staff member one period per week. Additional literacy support is also available to small groups of targeted students.

- **Victorian High Ability Program (VHAP)**

VHAP is a Years 7 and 8 term based online English and Maths extension program for high ability students.



- **Middle Years Literacy and Numeracy Support program (MYLNS)**  
MYLNS is a Year 10 (2023) English and Maths support program aimed at students who require intensive one-on-one or small group support to achieve essential literacy or numeracy skills.
- **VCE English Extension**  
VCE English Extension is an extension program for high ability students in VCE.
- **VCE Mathematics Tutoring**  
VCE *Mathematics Tutoring* is both a support and extension program for students studying mathematics in VCE.
- **Homework Club**  
The Homework Club operates two days per week after school. All students can seek help with any subject and are welcome to attend regardless of ability level.

## Careers

The Careers Coordinator is a registered Careers Development Practitioner with the Careers Education Association of Victoria. Supporting Year 12 students through workshops and counselling, the Careers Coordinator supports the transition of Frankston High School students to their next destination, whether it be an Apprenticeship/Traineeship or Further Education.

Managing the transition programs for students in Year 10 to Year 11 and from Year 11 to Year 12, students are supported in their course selection by scheduled activities, all targeting best practice in structuring and individualising their senior school pathway. The Careers Coordinator keeps Years 10, 11 and 12 students fully informed of current careers matters via the weekly delivery of the Frankston High School Career Newsletter on Compass. Work education issues are incorporated across the whole school curriculum, assisting career planning from Years 7-12. A wide range of information is available for students to access freely in the Careers Centre found on the Senior Campus. The careers website ([www.fhscareers.com](http://www.fhscareers.com)) is another resource maintained and made available to students across the school for independent career research.

Years 7-10 students can meet with a Careers Practitioner to explore their career ideas. Year 9 students will be required to participate in the DET Morrisby Vocational Assessment career exploration tool and in Year 10, students will complete Work Experience. Our trained Work Experience Coordinator will support students to prepare, plan and complete their Work Experience. The Careers Practitioner is available to senior students and meets one-on-one with all Year 12 students to complete post compulsory school career planning. Senior students are required to attend a range of workshops and events relating to career exploration and planning. The Careers Practitioner is responsible for organising our invaluable tertiary and subject expos and oversees subject selection into Year 11 and 12.

## Senior School

The last two years of secondary school education are of critical importance and our young people choose subjects that reflect their passions and strengths, and which are prerequisites for further post school learning, including courses in the tertiary sector and apprenticeship pathways. Students can select one of two pathways in the Senior School.

### ***The Victorian Certificate of Education (VCE)***

The VCE provides diverse pathways to further study or training at university or TAFE and to employment. Students can select from an extensive range of subjects, including Mathematics, Science, Health & Physical Education, the Technologies, Languages and Arts options. Students work towards the achievement of the Australian Tertiary Admissions Rank (ATAR). The ATAR is used as the primary selection tool by tertiary institutions.

### ***The Victorian Certificate of Education – Vocational Major (VCE-VM)***

The VCE VM is a vocational and applied learning program within the VCE designed to be completed over a minimum of two years. The VCE VM will give students greater choice and flexibility to pursue their strengths and interests and develop the skills and capabilities needed to succeed in further education, work and life. It prepares students to move into apprenticeships, traineeships, further education and training or directly into the workforce. Students study Literacy, Numeracy, Work Related Skills, Personal Development Skills and a VET certificate in the VCE VM pathway.

### ***Vocational Education and Training (VET) Certificates***

VET courses provide a nationally recognised qualification in a specific industry or can provide credit towards one. A VET certificate can contribute towards the completion of the VCE program. VET is learning where students develop targeted and practical skills in their chosen industry. The skills students learn relate to a career pathway, so they can apply them at work or in further education and training.

## Work Education

All Year 10 students are required to complete a Work Experience placement as part of the curriculum and this is undertaken in the last week of Term 2 each year. This is a valuable experience for students as it allows them to sample careers before commencing their VCE studies and gives them an insight into what it is like to be in the workforce. The program is facilitated by the Work Experience Coordinator. Students can seek advice and resources to assist in their search for a suitable placement.

## Hands On Learning

The Hands On Learning Program is an alternative program which aims to keep students engaged with school. Through the use of meaningful hands on learning experiences, students gain skills, knowledge and passion for construction, landscaping and art/design and general hands on projects.

The program operates for selected students in Years 7-10 and helps build self esteem, purpose, a sense of belonging and new skills for many students. The Hands On Learning Team work on community, school based and inhouse projects that help gain a sense of achievement by the use of positive interactions with team members and Artisan teachers. Please have a look at the Hands On Learning website ([www.handsonlearning.org.au](http://www.handsonlearning.org.au)) for more information or contact the Year Level Coordinator if you think your child may be suited to our program.

## CURRICULUM PROFILE

Frankston High School gives students in Years 7-10 access to a comprehensive curriculum in line with the Victorian Curriculum. In addition, all students have the opportunity to participate in a wide range of extra curricular, curriculum support and enrichment programs.

### Junior School (Years 7 and 8)

All Junior School students study the same core subjects except for Languages where there is a choice between the French and Japanese languages. All students in Years 7 and 8 also have a tutorial lesson once a week, taken by one of their subject teachers. Subjects include the following:

JUNIOR SCHOOL CURRICULUM PROFILE 2023								
Number of lessons allocated per week								
	ENGLISH	MATHEMATICS	SCIENCE	TECHNOLOGY	LOTE	HEALTH & PHYSICAL EDUCATION	THE ARTS	HUMANITIES
YEAR 7	English (5)	Mathematics (5)	Science (3)	Info Tech 1/2 year (3)	Japanese (3) or French (3)	Physical Education (2)	Visual Arts (3) 1/2 year	Geography (3) 1/2 year
						Sport Education (2)	Drama (3) 1/2 year	History (3) 1/2 year
							Music (3) 1/2 year	
Tutorial 1 per week for Year 7 and 8								
YEAR 8	English (5)	Mathematics (5)	Science (3)	STEM (3) 1/2 year	Japanese (3) or French (3)	Health Education (3) 1/2 year	Visual Arts (3) 1/2 year	Geography (3) 1/2 year
				Food Studies (3) 1/2 year		Physical Education (2)		History (3) 1/2 year
						Sport Education (2)		



## Middle School (Years 9 and 10)

In Middle School students undertake a compulsory program including the core subjects of English, Mathematics and Science. These core subjects are supplemented by a broad range of semester length elective studies. Students select electives within guidelines, which ensure that their courses are broad and balanced.

MIDDLE SCHOOL CURRICULUM PROFILE 2023									
CORE Number of lessons allocated per week				ELECTIVES (Years 9 & 10) All elective subjects have four periods per week Year 10 students may also be able to accelerate by choosing a VCE subject					
YEAR 9	ENGLISH	MATH	SCIENCE	LOTE	TECHNOLOGY	HEALTH & PHYSICAL EDUCATION	THE ARTS	HUMANITIES	OTHER
	English (5)	Mathematics (5)	Science (4)	French	IT Digital Design	Relationships & Sexual Health	Drawing	Australian History	Innovation & Entrepreneurship
	English as an Additional Language (5)	Accelerated Mathematics (5)		Foundation French	IT Software Development	Health & Lifestyle	Costume & Theatrical Design	American History	Philosophy
	Applied Mathematics (5)		Japanese	IT Robotics	Child Development Studies	Ceramics & Sculpture	World History	Select Entry Subjects –	
			Foundation Japanese	Materials & Design Technology 1	General PE	Digital Art	Australia and the World	LEAD (Year 9 only)	
				Materials & Design Technology 3	Headstart to VCE PE	Painting	Environmental Geography	Athletics/Cross Country	
				Create & Bake	Racquet & Ball Sports	Experimental Art	Teenagers & the Law	Basketball	
				Food with Flair	Handball Games	Drama Theatre Studies	Wealth & Work	Tutorial	
				Food Creations	Stickball Games	Media A – Images in the Media	Politics & Power		
				STEM	Football Games	Media B – Head start to VCE Media			
				Aviation A	Personal Training	Photography			
				Aviation B	Sports Coaching	Media C – Television & Film			
					Leisure Studies	Music for Beginners			
					Expressive Movement	Music Performance			
					Outdoor Ed A	Sound Production & Performance			
					Outdoor Ed B	Architecture & Interior Design			
					VCE Outdoor Ed (Year 10 only)	Graphic Design			
						Product Design			
YEAR 10	ENGLISH		SCIENCE	LOTE	SCIENCE	MATHS	ENGLISH		
	English (5)	General Maths Pathway (5)	Science (4)	LOTE (Year 10) French or Japanese	Psychology	Headstart to VCE Maths	Journalism Literature		
	English as An Additional Language (5)	Or Maths Methods Pathway (5) Applied Mathematics (5) VCE General Mathematics (Tertiary) (5)			Marine Science		Bridging English (an additional EAL subject)		
YEAR 9 & 10	<u>English Language Centre (ELC)</u> Intensive language study for newly arrived International Students covering Language Development, Maths, Science, SOSE and Personal Development. This runs for 20 weeks in length.								

## Senior School (Years 11 and 12)

Frankston High School offers two Senior School pathways. Students can select from the Victorian Certificate of Education (VCE) or the Victorian Certificate of Education-Vocational Major (VCE VM) (previously VCAL) pathway programs.

VCE students can select from a wide range of VCE subjects and will study six subjects in Year 11 and five subjects in Year 12. Students can include a Vocational Education and Training (VET) subject in their senior program. A number of VET certificates are delivered off site at TAFE colleges and other Registered Training Organisations. VET certificate studies are nationally recognised training programs which contribute to the VCE or VCE VM. Students who select to study a VET subject can also participate in the Structured Workplace Learning Recognition (SWLR) subject.

Students who select to study the VCE will achieve an Australian Tertiary Admissions Ranking (ATAR) which will allow them to apply for university degree courses and TAFE diploma and certificate programs. Students who undertake the VCE VM will not be eligible to receive an ATAR. However, they will be able to explore vocational career options and complete subjects which will prepare them for TAFE options and the world of work as they consider apprenticeship and traineeship career pathways.

SENIOR CURRICULUM PROFILE 2023								
	ENGLISH	MATHEMATICS	SCIENCE	TECHNOLOGY	LANGUAGES	HEALTH & PHYSICAL EDUCATION	THE ARTS	HUMANITIES
VCE	English 1 & 2	Foundation Maths 1 & 2	Chemistry 1 & 2	IT-Applied Computing 1 & 2	French 1 & 2	Health & Human Development 1 & 2	Art 1 & 2	Modern History 1 & 2
	English 3 & 4	General Maths 1 & 2	Chemistry 3 & 4	IT – Software Development 3 & 4	French 3 & 4	Health & Human Development 3 & 4	Art 3 & 4	History Revolutions 3 & 4
	Literature 1 & 2	Maths Methods 1 & 2	Physics 1 & 2	Food Studies 1 & 2	Japanese 1 & 2	PE 1 & 2	Visual Communication 1 & 2	Business Management 1 & 2
	Literature 3 & 4	Specialist Maths 1 & 2	Physics 3 & 4	Food Studies 3 & 4	Japanese 3 & 4	PE 3 & 4	Visual Communication 3 & 4	Business Management 3 & 4
	English as An Additional Language 1 & 2	Further Maths 3 & 4	Biology 1 & 2	Product Design & Technology 1 & 2		Outdoor & Environmental Studies 1 & 2 *Year 10 students Only*	Drama 1 & 2	Legal Studies 1 & 2
	English as An Additional Language 3 & 4	Maths Methods 3 & 4	Biology 3 & 4					
		Specialist Maths 3 & 4	Psychology 1 & 2	Product Design & Technology 3 & 4				
			Psychology 3 & 4					
			Environmental Science 1 & 2					
	Environmental Science 3 & 4							
Outdoor & Environmental Studies 3 & 4 *Year 11 students only*	Drama 3 & 4	Legal Studies 3 & 4						
		Media 1 & 2	Accounting 1 & 2					
		Media 3 & 4	Accounting 3 & 4					
	VET Sport & Recreation	Music Performance 1 & 2	Geography 1 & 2					
Music Performance 3 & 4		Geography 3 & 4						
	Philosophy 1 & 2	Philosophy 3 & 4						
Philosophy 3 & 4								
	VCE VM	Literacy	Numeracy	Work Related Skills	Personal Development Skills	VET	Structured Work Placement (also available as a VCE subject)	

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## HOME STUDY

This is a necessary habit that students must develop and should be supported by parent/carer encouragement and supervision, and provision for quiet, comfortable student facilities at home. Teachers will set varying amounts of homework, but it is important for all students to do some home study regularly to reinforce skills of independent learning and disciplined work. Students should give time to self-imposed reading, revision work and practice exercises.

The School Homework Policy sets the following time allocations as a guideline:

**Years 7 & 8** 4 - 8 hours per week  
**Years 9 & 10** 8 - 14 hours per week  
**Years 11 & 12** 14 - 22 hours per week

The Homework Policy is available on the Frankston High school Website.

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## MUSIC

### Classroom Music

All students study music in Year 7. This gives them the necessary skills and preparation to participate in the wide variety of musical activities available in the school. Students in Middle School can elect to study music. All units involve performance, listening and creative activities. Music Performance Units 1, 2, 3 and 4 are offered to Years 11 and 12 students.

### Instrumental Music

Instrumental Music is a co-curricular activity, which provides students with the opportunity to learn a musical instrument with a focus on ensemble performance. Tuition is available on a wide variety of instruments including flute, clarinet, oboe, bassoon, saxophone, trumpet, trombone, euphonium, french horn, percussion, string bass and guitar.

With the exception of guitar, all students learning to play an instrument **must** also be a member of one of our four concert bands, either the **Year 7 Training Concert Band**, which is for beginner students; the **Junior Concert Band**, which is for students with 12 to 18 months playing experience; the **Intermediate Concert Band**, which is for students with two or more years playing experience; or the **Senior Concert Band** which is for advanced students. Entry to the Senior Concert Band is strictly by audition. All our ensembles perform at a variety of functions throughout the school year.

Students may like to broaden their musical horizons by also participating in vocal ensemble, guitar and various smaller ensembles. We also have two graded stage bands – which cater for those students with an interest in jazz.

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## HYBRID TABLET PROGRAM

The use of hybrid tablets have been an integral part of the classroom at Frankston High School since 2006. There have been many demonstrated benefits to using a hybrid tablet in an education setting. Over the last decade, the inclusion of a digital pen significantly improved performance for students when solving Science and Math problems. Using the digital pen, they produced 56% more non-linguistic content (diagrams, symbols, numbers), which improved a student's ability to produce appropriate ideas, solve problems correctly, communicate and build on complex ideas, make accurate inferences about information, and learn during note taking and knowledge creation. The research shows this is one of the most important components in ensuring the suitability of hybrid tablets for learning.

### Our Choice of Device

Devices can be ordered through the JB Hi-Fi Education BYOD portal where you will find a range of education specific Microsoft Surface devices. These products have been specifically chosen as they are the most suitable products for the use of students within Frankston High School. Each Microsoft Surface device bundle includes a 2-year standard warranty with an extended warranty, up to 3 years cover. (This extended warranty is only available for purchases made through this portal)





## Alternative Device

You are welcome to source a device outside the JB Hi-Fi Education BYOD Portal. Alternative devices will only have limited support and we will do our best to help with issues, however we can only provide basic support for the operating system and applications.

### Recommended Minimum Specifications

- At least a dual core processor
- At least 8GB memory (16GB for Media subjects)
- Internal Storage of at least 128GB (256GB for Media subjects)
- Screen size of min 10" and max 16"
- Must be able to hold a charge for the whole school day (6-7 hours)
- Running Windows 10 or 11 or MacOS

We **do not** support ChromeOS or Android devices

### Student Software Access

All students receive access to the following software regardless of device (This software is available to students only while enrolled at Frankston High School):

- School email account (similar to xyz0001@fhs.vic.edu.au)
- Microsoft Office 365
- Adobe Creative Cloud
- Various other packages depending on classes undertaken

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## SPORT



Frankston High School is an exemplary physical and sport education school. Our outstanding programs and success form the basis of this assessment.

We have been School Sport Victoria State Athletics Champions from 1997 to 2012 and Runners Up in 2013-2018. We are current State Champions of School Sport Victoria State Athletics Champions. We also perform consistently (one of the top six schools in the state) in the State Swimming; The indoor swimming pool is a great asset to our students. We also had seven State Championship teams in Cross Country 2019, and more fantastic results in 2022 with AFL, Hockey, Soccer and Tennis all having State Championship teams. We have an outstanding Sports Leadership Program, where students from Years 7-12 are involved in an induction camp. Throughout the year, students are also involved in running lunchtime activities, sporting activities at the Nepean School and carnivals within our local community for primary schools. Each year we also have a team in the Frankston Relay for Life.

Frankston High School is a member of the Northern Peninsula Division (NPD) of School Sport Victoria (SSV). Schools in our group include the following secondary colleges: Mount Erin, McClelland, Elisabeth Murdoch, Monterey, Patterson River and Carrum Downs.

The sports program at Frankston High School gives all students the opportunity to participate in a wide range of sporting activities, from netball to rowing, football to golf. We try to cater for all students' interests and needs.

At Year 7 and Year 8 students participate in two periods of sport every Monday or Wednesday afternoon as part of the Sport Education Program which has run successfully since 1995. This is a Division program, which involves interschool competition against other Northern Peninsula Division schools.

Click this link to join the group [FRANKSTON HIGH SCHOOL SPORT | Facebook](#)

Frankston High School continues to achieve outstanding results in both team and individual sports.

### Objectives

- to encourage student participation in life long physical activity
- to foster good sporting behaviour
- to improve student performance
- to encourage leadership and responsibility
- to meet student demand for sport

### Structure

#### House Sport

Students are organised into four houses: Barrbunin (yellow), Brim (red), Tir-rer (green), Yawa (blue). There is a swimming, cross country and athletics carnival each year. All interested students have the opportunity to compete. Winners of the house competition go on to the Inter School Division Competition.

## Inter School Sport

As a member of SSV students have the opportunity to participate in a wide range of sports. Sports offered for interschool competition include:

<b>Years 7-10 Team Sport</b>	<b>Years 11-12 Team Sport</b>	<b>Individual Sport and Division Region SSV State</b>
<u>Term 1</u> <ul style="list-style-type: none"> <li>• Baseball</li> <li>• Softball</li> <li>• Cricket</li> <li>• Tennis</li> <li>• Volleyball</li> </ul>	<u>Summer</u> <ul style="list-style-type: none"> <li>• Baseball</li> <li>• Cricket</li> <li>• Softball</li> <li>• Tennis</li> <li>• Volleyball</li> </ul>	<ul style="list-style-type: none"> <li>• Athletics</li> <li>• Cross Country</li> <li>• Golf</li> <li>• Swimming</li> <li>• Lawn Bowls</li> <li>• Springboard Diving</li> <li>• Rowing</li> <li>• Aerobics</li> <li>• Sailing</li> <li>• Snow Sports</li> </ul>
<u>Term 2</u> <ul style="list-style-type: none"> <li>• Football</li> <li>• Netball</li> <li>• Soccer</li> <li>• Badminton</li> </ul>	<u>Winter</u> <ul style="list-style-type: none"> <li>• Badminton</li> <li>• Basketball</li> <li>• Football</li> <li>• Hockey</li> <li>• Netball A</li> <li>• Netball B</li> <li>• Soccer</li> <li>• Table tennis</li> <li>• Futsal</li> </ul>	
<u>Term 3</u> <ul style="list-style-type: none"> <li>• Hockey</li> <li>• Basketball</li> <li>• Table tennis</li> <li>• Futsal</li> </ul>		
<u>Term 4</u> Finals Only		

### Promotion Structure for Successful Teams

- Division Competition - Northern Peninsula Division (NPD)
- Regional Competition - Southern Metropolitan Region (SMR)
- School Sport Victoria (SSV) - All registered schools

Winning teams progress through these stages and eventually become state champions.

Frankston High School has a proud tradition of sporting success at the highest level, making it one of the most prestigious and successful sporting schools in the state.

## LANGUAGES OTHER THAN ENGLISH (LOTE)

Frankston High School offers two languages to its students, French and Japanese. Both languages are taught in Years 7-12. All languages are taught in a lively atmosphere, incorporating the latest teaching techniques.

- Year 7, 8 and 9 students can study either French or Japanese
- Year 10 students continue to study the language elected in Year 7
- VCE French and Japanese continues at Year 11 and Year 12 on the Senior Campus.

Frankston is the sister city of Susono in Japan, and we also have a sister school, Kawaguchi-Kita. Opportunities to visit our sister school are offered during our bi-annual, short term exchange to Japan. On alternate years, a group of Kawaguchi-Kita High School students are hosted in Frankston for one week. Long term exchange is also offered at Kawaguchi-Kita and Fukuoka Daiichi High School in Fukuoka Prefecture, Japan.

Frankston High School also has a sister school relationship with Lycéé Jean Zay in Orléans, near Paris. Students of French have the chance to visit France every second year, with some students extending their visit to include November and December. Students regularly visit and exchange between the two schools, with three month twin exchanges a feature over summer holidays. (French students stay in Frankston during June, July and August).

At Frankston High School approximately 20 students per year participate in reciprocal student exchanges. The Student Exchange Program was originally set up to promote an exchange of ideas and customs, the study of languages and traditions. Over the years the exchanges have fostered bonds of friendship, goodwill, and development educationally, culturally, and socially. The entire student campus benefits from this program, regardless of whether a student is directly involved.

### Student Exchange Program

In recent years we have hosted students from: Japan, Finland, Germany, Spain, USA, New Zealand, Sweden, Denmark, Norway, Thailand, Brazil, Hong Kong, Ivory Coast, Iceland, Canada, Belgium, South Africa, Austria, Yugoslavia, Singapore, France and England. Frankston High School students have visited the USA, Switzerland, Denmark, New Zealand, Germany, Canada, Japan, England, Belgium and France.

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## EXTRA CURRICULAR ACTIVITIES

At Frankston High School we offer a range of extra curricular activities, a sample is:

### **Camps and Excursions**

The school has a wide range of activities for students. The camps include the Year 7 Orientation Camp, outdoor education ski and hiking camps, Year 11 Central Australia tour, World Challenge Expedition, visits to our sister schools in France and Japan and the Great Victorian Bike Ride. Excursions extend student learning beyond the classroom. A range of excursions are undertaken each year. These may include visits to the Melbourne Zoo, Aquarium, the local courts, Loddon Prison, scuba diving in the bay, art galleries, the central business district, local universities, Tyabb Airport, Cape Schanck, Portsea, Sweetwater Creek, student leadership conferences, Melbourne Zoo and Museum among others. There are also a number of incursions organized each year including History and English plays, High Resolves, Fit to Drive and programs aimed at addressing issues such as cyber safety and bullying. For the Senior School there are a range of presentations for students on the best ways to study, manage time and applying for universities and jobs.

### **School Productions**

Over 100 students participate in our annual school productions either on stage or backstage, supported by staff. After our fantastic production of 'School of Rock' this year, our next school production will be announced early in 2023, and auditions will be held in February. All students from Years 7-12 are welcome to audition, and once again we will be performing our production in early Term 3, 2022. Previous shows have included Matilda, The Wiz, Footloose, Little Shop of Horrors, High School Musical, Anything Goes, A Streetcar Named Desire, Dracula Spectacular, Salad Days, Annie, Bugsy Malone, Les Misérables, Grease, Seussical, Hairspray, The Wedding Singer, Rock of Ages: High School Edition, Fame and Legally Blonde. We are very excited to get started on a new show next year, which will again be performed in our Performing Arts Theatre on the 7-10 Campus. Our school productions have always been a fantastic opportunity to showcase the talents of our students through acting, singing, dancing, instrumental music and backstage technical work. Students are invited to participate in various performance events throughout the year, where they are able to present a range of different acts, dances and musical numbers in celebration of performing arts at the school. Students also have the chance to participate in a variety of concerts through the Instrumental Music program and competitions through the sporting programs.

### **Student Leadership Council (SLC)**

The Student Leadership Council is a body representing the student voice at Frankston High School, with students from all year levels involved. SLC students elect year level captains at their Annual Leadership Camp. The SLC students have the opportunity to work in small teams that all work on ways to improve the school and run whole school events. Whole school SLC meetings are held once a term. The SLC leads many whole school activities including social events, such as casual dress days and fundraising events. SLC students have the opportunity to be involved in many authentic leadership experiences, including National Young Leaders Day, working with other schools' SLCs and the VicSRC, running year level assemblies, community engagement opportunities and ongoing leadership training. The SLC aims to introduce positive and ongoing student change at Frankston High School focusing on improving student wellbeing and engagement. The SLC proudly collaborate with the Sports Leadership Team and the Eco Team.

### **Formal**

The major social event at Years 10, 11 and 12 is a formal which is greatly anticipated by students and staff.

### **Lunchtime Activities Program**

There is a program of lunchtime activities both active and passive, available to students. These include sporting competitions, Chess Club, Craft Club and Eco Team activities. There are a number of special activities throughout the year such as sports tournaments, staff v student competitions and special classes.

### **Sport**

Frankston High School offers a wide range of sports so there is something for everyone. The focus is on participation and fun, but we do enjoy much success also. We compete in over 20 sports. There is also a Sports Leadership Committee, that learn leadership skills and help to organise many of our extra curricular activities.

## RULES AND PROCEDURES

In a large school such as Frankston High School, certain rules and procedures are essential for the school to operate smoothly and efficiently. Our school considers that a positive approach to behaviour is desirable to foster a school climate within which personal responsibility and self-discipline will be developed. Students are to treat everyone with courtesy and respect because we all have the right to feel safe at school and to feel comfortable with who we are. The following rules and procedures apply to both the 7-10 Campus and Senior Campus, unless otherwise indicated.

- Behave in a responsible manner at all times, obey staff directions and allow other students to learn without interference
- Respect personal property and the school environment
- Comply with all school policies relating to the Child Safety and the Bullying Prevention Policy
- Wear correct school uniform at all times, including to and from school
- Be punctual for all classes.

### **We Are Committed to a Respectful and Inclusive Environment:**

- No student can be discriminated against or excluded because of their sexuality, gender identity, gender, cultural or religious background, disability etc.
- Demeaning language will not be tolerated. This includes any language that demeans people because of their sexuality, gender identity, gender, cultural or religious background, disability etc.
- Discriminatory non-verbal actions are also unacceptable. Examples would include gestures, exclusion, sneering, etc.

### **We are committed to the following strategies to encourage our students to develop self-discipline:**

- Provide positive reinforcement to improve self-concept
- Acknowledge differences and encourage sharing, tolerance and compassion among students in order to develop respect for others
- Provide consistent and fair forms of discipline
- Foster a community pride in the school

### **Accepted Consequences for Non-Compliance with Student Code of Conduct Include:**

- Discussion of student's responsibilities
- Program which reinforces responsibilities and rules
- Withdrawal from group activity to enable the student to evaluate behaviour
- Written and/or verbal apology
- Reassessment of privileges
- Belongings or clothing excluded by the rules to be confiscated for later collection where appropriate
- Detention
- Suspension/exclusion procedures in line with DET policy.

### **Use of Classrooms**

- Students are not permitted to be in classrooms at any time except under the direct supervision of a teacher
- On the 7-10 Campus, students must line up outside classrooms in a quiet, orderly manner before the start of each period, then enter the classroom with their teacher. Students are to stand quietly behind their chairs until the teacher tells them to sit down
- School bags are not permitted in classrooms
- To ensure that lessons proceed safely and without disruption, students are:
  - To enter classrooms quietly
  - To bring correct equipment to class
  - To be courteous and punctual
  - Not to chew gum or eat in class
  - Not to lean back on chairs, put feet on tables/chairs or stand on chairs/tables
- No student is allowed to leave a classroom without the teacher's permission
- Teachers will issue students with a pass for this purpose
- Students must leave rooms clean and tidy at the end of each lesson.

### **Out of Bounds Areas**

To satisfy the legal requirements of adequate student supervision, there are a number of areas which are out of bounds to students, including all carparks and construction areas. Delacombe Park and the Frankston South Community and Recreation Centre are out of bounds to all students, except for authorised sports practices and physical education classes. The school oval is not a passive area: It is for appropriate sports games. Food and bags are not allowed on the oval. Students are not to be within 10 metres of the school's fence line.

### **Use of Lockers**

At the beginning of the school year, each student is issued a locker for storage of books, etc. It is the student's responsibility to keep the locker secure; padlocks must be purchased through the Finance Office. Only Frankston High School locks will be acceptable for student in Years 7-10. Students must take care of their lockers and keep them in good condition.

At the 7-10 Campus, lockers may only be used from:

8.45am-8.55am	10.40am-10.45am	11.00am-11.05am	12.45pm-12.50pm	1.25pm-1.30pm	3.15pm-3.30pm
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## Damage to School Property

When a student carelessly or deliberately damages school property, including furniture, fixtures, windows and classroom equipment they will be required to meet the cost of repairs or the replacement cost.

## Student Insurance

Insurance for personal possessions or personal injury is not provided for students or staff. Student accident insurance policies are available from the private insurance market.

## Personal Property

- All clothing, books and bags should be clearly and permanently marked with the student's name. Students' bags, diaries and books must be maintained in good condition and not contain any form of graffiti.
- Students are not permitted to bring valuable items such as digital cameras, ipods, skateboards, scooters, etc. to school. If students have to bring items such as tennis racquets, musical instruments, etc. to school, they should place them with the staff for safekeeping. Mobile phones, Smart Watches, Bluetooth earbuds or any other similar device must be kept in lockers out of site.
- Large amounts of money should not be generally brought to school. When this is necessary, however, it is strongly recommended that such sums be placed in a labelled envelope and left with the 7-10 General Office.
- The school maintains a lost property depot but cannot take responsibility for lost items nor guarantee their recovery
- Students should not bring permanent ink markers or liquid paper to school
- School lockers are the property of the school and, therefore, can be inspected upon request. A student may bring a bag onto school premises or to school activities ONLY on the condition that it is available upon request for inspection.

**Fighting** is not allowed at Frankston High School and will result in a suspension.

**All Games** involving tackling or unduly rough play like 'British Bulldog' and 'Stacks On' are prohibited at all times. On the Senior Campus ball games and other games are not to be played in the quadrangle, in areas adjacent to buildings or on the grassed area next to the basketball courts.

## Bicycles

A bicycle compound is provided on the 7-10 Campus and is locked between 9.00am and 3.15pm. For added security, students should also have a lock on their bike. **It is compulsory for students to wear bicycle helmets while riding to and from school.** Racks are provided for bicycles on the Senior Campus.

Occasionally bicycles are stolen, so parents/carers are urged to ensure the bicycle and to note its number and description to help police with identification. Bicycles must not be ridden in the school grounds.

## Skateboards and Scooters

Skateboards and Scooters are not allowed at school

## Students Driving to School

The preferred position is for students not to drive motor vehicles to school. However, there is a parent/carer consent form which must be completed and returned to the Senior Campus Principal where permission is sought to drive to school. Where cars are driven, they are not to be parked in any school car park. No student may travel in a car driven by another student without the written permission of a parent/carer and only with the Senior Campus Principal's approval.

- Students are also not permitted to drive cars on excursions and likewise, passengers are not permitted
- In exceptional circumstances, however, and with written consent of a parent/carer, the Principal or Senior Campus Principal, may approve such an arrangement
- Students cannot park:
  - on school grounds
  - at Overport Primary School
  - Frankston South Community and Recreation Centre
  - Directly on Foot Street and Towerhill Road
- Only allowed to park on neighbouring side streets.

## Visitors to School

Any visitors are to report to the 7-10 Campus Office or Senior Campus Office and sign in at the Compass kiosk.

**Parents/Carers** who urgently need to contact a student will be assisted by Office Staff. Under no circumstances are visitors to interact with students without first reporting to the office.

**Visitors or Volunteers** that are to be involved in class, incursion or excursions (observations, presenting, coaching, training), require to have/show their Working With Children Check (WWCC) and sign in at the Compass kiosk.

## Unsupervised Excursions

**Within the School Grounds** – Senior students who are required to undertake research or other activities within the school grounds must gain the permission of their teachers to do so. An 'Absence from Class' form must be obtained from Coordinators completed in full and returned to Coordinators for the final approval. It must be done a minimum of one day prior to the activity.

**Within the Community** – Senior students who are required to undertake research in the community during school hours must complete the details on the 'Unsupervised Excursion' form available from Coordinators. School uniform is expected to be worn and parent/carer consent and school permission is required. This is done a minimum of one week prior to the activity. Students cannot undertake such an excursion when Leaving Outcomes are scheduled.



## No Smoking

Smoking is not permitted in the school building or grounds, and no student may smoke on the way to or from school. Students will be suspended for smoking, possessing cigarettes and/or a lighter or any type of vaping or e-cigarette and for being in the presence of smokers.

## Mobile Phones

Mobile phones, Smart Watches, Bluetooth earbuds or any other similar device must be kept in lockers out of site between the hours of 8.00am-3.15pm. Phones confiscated more than once will have to be collected from a Campus Principal by a parent/carer. For further information please refer to the school Mobile Phone Policy. **There will be severe consequences for any student who uses their mobile phone to take unauthorised photographs.**

## Other Specific Rules

Each of the following behaviours are regarded as a breach of the school rules which are designed to protect the rights of all students and teachers. Students will be disciplined for not adhering to the rules.

The following things are not allowed:

- Riding bicycles, roller blades, scooters or skateboards in the school grounds on either campus
- Climbing onto the school roof
- Pushing or running in the corridors or the Canteen Annex on the 7-10 Campus
- Leaving the school grounds without permission
- Swearing or offensive language
- Rudeness
- Disobeying or defying a teacher's instructions
- Behaving in such a way as to be a danger to other people, or to themselves
- Playing any ball games in the Canteen Annex or in the Senior School quadrangle
- Taking items of food or drink or school bags onto the basketball and multi-purpose courts or oval on the 7-10 Campus
- Writing on blackboards or whiteboards without permission
- Any form of graffiti, vandalism or littering
- Interfering with the fire extinguishers
- Taking or interfering with equipment belonging to others
- Failure to wear correct uniform
- Students in Years 7-10 spending recess or lunchtime on the Senior Campus and senior students spending recess or lunchtime on the 7-10 Campus

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## SCHOOL UNIFORM

**The Frankston High School uniform is transitioning to a new Whole School Uniform, to be worn across all year levels.** The transition period will end on the final school day in 2024.

### Transition Period for current Years 8-10 students

Students in Years 8-10 have a transition period which commenced August 2022 and will end on the final school day in 2024. Students can continue to wear the 7-10 Campus uniform until final school day in 2024. During the transition period, 7-10 Campus uniform items **cannot be combined** with the new Whole School Uniform (*for example, any grey/blue items cannot be worn with white/navy items*).

Students must purchase the whole school uniform from the commencement of the 2025 school year.

### General Rules on Uniform

- Uniform must always be clean, neat and in good condition.
- The school uniform is compulsory for all students and must be worn at school, while travelling to and from school, and on any school excursion except where the teacher in charge has obtained the approval of the Campus Principal for other clothes to be worn and this is noted on the excursion consent form. All uniform items should be clearly named for identification.
- The full Frankston High School **uniform must be worn** from the first day of the school year until the last. Please do not ask for exemptions, particularly regarding school shoes.
- A plain white t-shirt, no logos, can be worn under the uniform shirt for extra warmth. It should not be visible at the sleeves or the bottom of the shirt. No other colour is acceptable.
- **Jewellery:** Is not to be worn apart from a watch (**smart watches not acceptable**) and for students with pierced ears, a pair of simple studs or sleepers in the ear lobes only (one per ear). Ear stretches are not acceptable and not to be worn. No earrings or studs are to be worn in the nose, eyebrow, upper ear or any other part of the anatomy. Using clear plastic earrings or covering them with a band-aid **is not acceptable**.
- **Makeup:** Students are not permitted to wear make-up, false eyelashes, nail polish or false nails. Tattoos must be covered at all times.
- **Footwear:** The required shoes for students are the **plain flat, black, polished, lace-up hard leather shoes** (Oxford style). Elevated heels are not allowed. Coloured stitching is not allowed. Black suede shoes, soft leather shoes, T-bar shoes, ballet shoes, slip-on shoes, boots, shoes with zippers, shoes like 'Vans', skate shoes or runners are **not** regarded as acceptable footwear, do not meet our safety requirements and **must not** be worn by students in Years 7-12. Under no circumstances can students participate in workshop classes without correct school shoes, even though they may have a Uniform Pass. School shoes which can accommodate orthotics can be purchased from a variety of shoe shops in Frankston. **Thongs must NEVER** be worn at school, even on **Casual Dress Day**.

- **Hair:** Must be kept regularly washed and in a healthy state. Hair grooming, styling and colouring must be appropriate to a school setting. Coloured hair must be a natural colour. No extremes will be accepted including dreadlocks, bright hair dyes, shaved heads, pointed spikes, rat tails, mohawks, shaved patterns, dipped dyed hair or ombre coloured hair.
- Students in Years 7-10 must be **clean shaven; no beards or moustaches.**
- Frankston High School navy baseball cap with the school logo is acceptable and must be worn outside for sun protection. Plain navy bucket hats or broad brim hats with no writing, logos or decorations are acceptable. No other hats or beanies are acceptable.
- Coloured jackets of any description are not to be worn over the school uniform, either at school or while travelling to or from school. Only the navy jacket with the Frankston High School logo is acceptable.
- Windcheaters are not to be worn over or under school uniform. Hoodies are not to be worn on any occasion at school.
- **School bags:** The only school bags to be permitted will be plain navy backpacks with no writing, logos or decorations. PSW School Uniforms shop stocks suitable bags; however, any plain navy backpack will be acceptable. **Absolutely no graffiti on school bags allowed.**
- Frankston High School sports uniform or any other special sport program uniform can only be worn during the activity and not during normal classes.

### Boys Uniform

- Navy trousers and shorts with the school logo
- White shirt with the school logo
- The authorised woollen school jumper with the school logo
- Plain black belts only, to be secured by belt loops
- Navy socks (above the ankle). Socks must not have logos
- Navy scarves
- Navy jacket with the school logo (can be worn over the jumper)
- **Plain flat, black polished, lace-up hard leather shoes** (Oxford style). As described in *General Rules on Uniform.*

### Girls Uniform

- Term 1: Summer uniform only
- Term 2: Summer or Winter uniform until Queen's Birthday holiday,  
Winter uniform only after Queen's Birthday holiday
- Term 3: Winter uniform only
- Term 4: Winter or Summer uniform until Melbourne Cup Day,  
Summer uniform only after Melbourne Cup Day
- Girls are **not to wear a combination** of summer and winter uniforms, eg. winter tights cannot be worn with the summer dress
- The authorised woollen school jumper (white shirt/blouse must be worn under jumper)
- The approved school trousers/shorts with the school logo are part of both summer and winter uniform.
- Make-up, false eyelashes, nail polish and false nails are not to be worn and students will be required to remove them
- Hair colour must be a natural colour
- Hair ribbons/scrunchies - navy
- **Plain flat, black polished, lace-up hard leather shoes** (Oxford style). As described in *General Rules on Uniform.*

### Summer

- School navy dress with the school logo. Hem length must be no shorter than 5cm from the knee.
- Navy trousers with the school logo
- Navy shorts with the school logo
- White shirt/blouse with the school logo
- The authorised woollen school jumper with the school logo (white shirt/blouse must be worn under jumper)
- Navy plain socks, knee-high and ankle length (above the ankle). Socks must not have logos
- Navy jacket with the school logo (can be worn over the jumper)

### Winter

- School navy pleat skirt with the school logo. Hem length must be no shorter than 5cm from the knee.
- White shirt/blouse with the school logo
- The authorised woollen school jumper with the school logo (white shirt/blouse must be worn under jumper)
- Navy plain socks, knee-high and ankle length (above the ankle) **or** navy tights may be worn. Socks and tights cannot be worn together. Socks must not have logos
- Navy scarves
- Navy jacket with the school logo (can be worn over the jumper)

### Special Requirements for Students

In the interest of safety, students who do not comply with the following requirements **will not** be allowed to participate in these special subjects:

- Technology Studies (especially Woodwork) and Practical Science classes: Approved school shoes are to be worn during these class units, even on casual dress days. Aprons are also compulsory in Food Technology classes
- Physical Education: Students are not permitted to do PE unless in approved PE uniform

Students representing the school in sports teams should be properly attired in transit – either in PE or school uniform.

## Sport Uniform

### Students are not permitted to participate in Sport/PE unless in correct sport uniform

- Frankston High School navy shorts with the school logo
- Frankston High School navy polo shirt with the school logo
- White sports socks. Socks must not have logos
- Lace up runners or gym boots with non-marking soles. Slip on shoes are not permitted
- Frankston High School tracksuit pants, 2XU compression tights and rugby tops (all with school logo) are also permitted during Sport/PE
- Navy jacket with the school logo
- Frankston High School navy baseball cap or plain navy bucket hat/broad brim hat (with no writing, logos or decorations) for sun protection to be worn outdoors only
- **Absolutely no fluro, stripes or flashes on any garment**
- Frankston High School sport uniform or any other special program tops **can only be worn during the activity** and not during normal classes
- Sport uniform is to be brought to school in a small carry bag and changed into as required.

### Official Supplier of School Uniform

PSW School Uniforms, 1/22 Watt Road Mornington. Telephone:9783 0346

<https://www.psw.com.au/schools/frankston-high-school.html>

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## SECONDARY SCHOOL PRIVACY NOTICE

The confidential Student Enrolment Information form asks for personal information about the student, family members and others that provide care for them. The main purpose for collecting this information is so that Frankston High School can register the student and allocate staff and resources to provide for their educational and support needs.

Health information is asked for so that staff at Frankston High School can properly care for the student. This includes information about any medical condition or disability the student may have, medication they may rely on while at school, any known allergies and contact details of the student's doctor. Frankston High School depends on all relevant health information being provided because withholding some health information may put the student's health at risk. The Public Health and Wellbeing Regulations 2009 were amended to authorise schools to release parent/carer and student information to local councils so that councils can follow up with parents/carers after the immunisation consent forms have been distributed.

Frankston High School requires information about all parent/carers so that we can take account of family arrangements. Family Court Orders setting out any access restrictions and parenting/caring plans should be made available to Frankston High School. Please tell us as soon as possible about any changes to these arrangements. Please do not hesitate to contact the Principal, Mr Andrew Batchelor, if you would like to discuss, in strict confidence, any matters relating to family arrangements.

### Emergency Contacts (parents/carers should not be listed as emergency contacts)

These are people that Frankston High School may need to contact in an emergency. Please ensure that the people named are aware that they have been nominated as emergency contacts and agree to their details being provided to Frankston High School.

### Student Background Information

This includes information about a person's country of birth, Aboriginal, Torres Strait Islander or Koori background, language spoken at home and parent/carer occupation. This information is collected so that Frankston High School receives appropriate resource allocations for their students. It is also used by DET to plan for future educational needs in Victoria. Some information is sent to Commonwealth Government agencies for monitoring, reporting, planning and resource allocation. All of this information is kept strictly confidential and DET will not otherwise disclose the information to others without your consent or as required by law.

### Visa Status

This information is required to enable Frankston High School to process the student's enrolment.

### Updating Your School Records

Please let Frankston High School know if any information needs to be changed by sending updated winter information to the General Office. During the student's time at Frankston High School you will receive enrolment information held by us. Please use this opportunity to let us know of any changes.

### Access to the Student Record held by School

In most circumstances the student can access records about them that are held by Frankston High School. Please contact the Principal to arrange this. Sometimes access to certain information, such as information provided by someone else, may require a Freedom of Information Request. We will advise you if this is required and tell you how you can do this. If you have any concerns about the confidentiality of this information, please contact the Principal. Frankston High School can also provide you with more detailed information about privacy policies that govern the collection and use of information requested on this form.

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## SCHOOL POLICIES

To view school policies please click this link <https://www.fhs.vic.edu.au/school-documentation-and-policies/>

