

# Kambalda West District High School



Year 7 Student Handbook





# Welcome to Kambalda West District High School



The first year of high school is exciting and fun. It can also be a little daunting. Here at Kambalda West we cater for the whole child encompassing all aspects of growth and development. Health and wellbeing, academic and sporting achievements are all important parts of a child's make up.

Communication is the key to all success and we believe in communicating with parents every step of the way. We can never expect to know as much about a child as the parents do, so we encourage families to contact us regularly. There are formal and informal opportunities to develop a three way partnership which will see your child succeeding in secondary school pathways.

The school has dedicated time and energy to creating a safe, engaging and welcoming atmosphere. We REACH to achieve our potential as active compassionate citizens of the Kambalda community. There are clear expectations and boundaries at the school which enable students to understand the world and achieve their talents. Our core values of Respect, Excellence, Aspiration, Connection and Harmony are the centre of all practices at Kambalda West District High School.

This booklet is designed to give students and parents an overview of the years ahead and highlight some important pieces of school information and procedures. Clear pathways are created for students so they can choose subjects which allow them to develop skills, knowledge and understanding to better prepare for courses as they progress through secondary schooling.

I welcome you with pride to our school and encourage you to be an active part of our school community.

Principal





## Facilities and Staffing

Kambalda West District High School is an amalgamation of West Kambalda Primary School and Kambalda High School which occurred in the year 2000.

Students enjoy a spacious campus set in bush land with ample play equipment and well equipped buildings. Specialised science, art, drama/music, wood/metal and cooking rooms feature throughout the school. A growing technology hub with increasing numbers of computer, iPad and technologies equipment is being developed to enable students the best opportunities to navigate the digital world.

The core areas of Mathematics, English, Science and Humanities and Social Sciences (HaSS) are complimented with elective options that are aimed at widening and broadening a students perception and understanding of the world.

Teaching staff are highly trained and enthusiastic about student learning. They are led by a leadership team who value individual child growth and current best practice. Department of Education and School Curriculum and Standards Authority bodies govern the school and students are given great opportunity to grow and develop in their school journey to secondary graduation.

A range of very experienced and caring support staff are guided to cater for the individual needs of students to ensure achievements and outcomes are targeted on a needs basis. This includes our School Chaplain and School Psychologist, who support students and parents on an individual, group or whole-school community level.

To arrange a guided tour please contact the office.



# Positive Behaviour

## Letters of Commendation

Goldies are sent home to parents to provide more information on their child's success. They are awarded for significant improvement, excellent assessment work and/or long term positive behaviour.

## School-based presentations - Assemblies

- merit certificates
- class and individual
- attendance awards
- Good Work visits to Principal/Deputy
- REACH rewards

## Public acknowledgement / celebration of student achievement

- articles in local newspapers
- acknowledgement of student achievements in school newsletter and social media
- enter work into competitions
- whole school assemblies

## Giving students responsibility

- Student Council, Year 6-12 Leadership
- School Captains/Faction Captains
- Running and participation in assemblies
- Organising socials and other fundraising projects
- Special days e.g. Anzac Day
- School decision making group/School Council representation



## Kambalda West students REACH for...

	<b>Respect</b>	<b>Excellence</b>	<b>Aspiration</b>	<b>Connection</b>	<b>Harmony</b>
	We show respect by:	We strive for excellence by:	We show aspiration by:	We show connection by:	We display harmony by:
<b>Whole School</b>	Using manners including please, thank you and excuse me. Making good choices. Following rules and routines.	Striving to do our personal best. Taking pride in our work.	Maintaining a growth mindset. Focusing on personal improvement. Showing initiative.	Speaking appropriately to others using a calm tone. Leaving areas clean, tidy and free from rubbish. Wearing correct school uniform.	Moving between class in a quiet and orderly manner. Being resilient, considerate and honest. Encouraging others.
<b>Before and After School</b>	Walking in and out of classrooms quietly. Signing in at the office when we are late.	Arriving on time to school and using correct procedures when we are late.	Arriving at school on time and prepared for the day.	Smiling and saying good morning to others.	Considering the needs of others when moving around the grounds. Leaving the school grounds immediately when the school day ends.
<b>During Class</b>	Listening to and following class instructions. Paying full attention to staff and following instructions. Following ICT rules and procedures.	Arriving at class ready to learn with the correct materials and equipment. Paying full attention to staff and following instructions.	Setting goals and working to achieve them. Persevering to solve problems. Taking safe risks.	Participating fully in all activities. Cooperating with others and collaborating in activities.	Showing appreciation for other cultures, environments and beliefs. Helping others.
<b>In the Playground</b>	Taking care of school property including gardens. Returning sports equipment to the correct place.	Following the rules for appropriate use of all areas. Listening to and following staff instructions.	Trying new things with different friends. Finding ways to support others to join in and participate.	Keeping our words clean and friendly. Playing games fairly and honestly. Asking others to play.	Reporting problems to the duty teacher. Being allergy safe and nut aware. Showing patience.



# Kambalda West District High

Kindy to Year 12 Education  
Reaching for Success



## Good Standing

The Kambalda West District High School Good Standing policy sets the expectations for attendance and punctuality, engagement and participation as well as behaviour. The intention of Good Standing at Kambalda West District High School is to educate and reward our students who are supportive and cooperative in maintaining high standards of behaviour, dress, attendance and achievement.

To maintain Good Standing, children are to follow the Kambalda West Code of Conduct, attend school regularly, consistently aim for REACH Values and follow the Dress Code. All students will be presumed to have Good Standing. Parents and Caregivers of students 'at risk' of losing their Good Standing will be contacted by the Administration team. This will be through a phone call and then on loss of Good Standing, formally via letter.

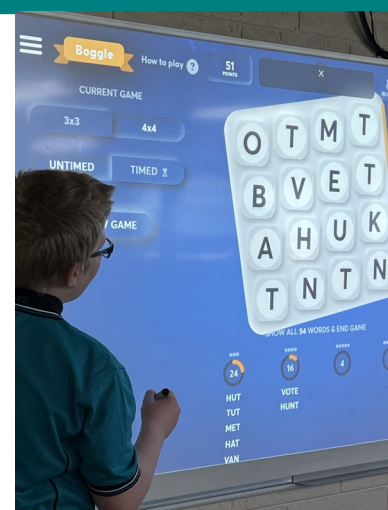
Good Standing is provided to maintain consistency in decision making processes. It is important to note that considerations will be made if there are extenuating circumstances, a student has special needs and there is a significant period of positive behaviour.

## Form Class

Everyone at school belongs to a faction - the Form, is like a faction. As a faction member students will take part in lots of activities such as sports days, lunchtime activities, assemblies and various other events around the school.

Each faction is split into three Form rooms. Students will begin the day in Form where they develop friendships and learn to work with a variety of different people. Daily attendance will be taken and important notices will be delivered. Students will also participate in games, activities and fun times that are aimed at building a family feel and looking after the child's wellbeing.

The Form teacher will be a parent's first point of call for your child's development and achievement.







## Year 7 Courses of Study

The Western Australian K – 10 Curriculum is managed by the School Curriculum Standards Authority (SCSA) and requires schools to provide a balanced curriculum that maximises the opportunity for all students to achieve outcomes across learning areas, as described in the Western Australian Curriculum.

Years 7 to 10 are considered the middle years of schooling. The curriculum at Kambalda West District High School is organised around the eight major learning areas and complies with the Western Australian Curriculum and Assessment Outline which is designed for all students from Kindergarten to Year 10. Students are required to undertake studies in each of the eight learning areas: The Arts, English, Health and Physical Education, Humanities and Social Sciences, Languages, Mathematics, Science and Technologies. They are provided a range and variety of learning opportunities within these areas and this enables them to work at a suitable level and to pursue special talents and interests.

Year Courses (12 months)		Semester Courses (6 months)		
Learning Area	Sessions Per Week	Learning Area Elective Choices		Sessions Per Week
English	4	Technologies	Digital	2
Mathematics	4		Design	
Science	4	Arts	Visual	2
Humanities and Social Sciences	4		Media	
Physical Education	2		Drama	
Health Education	1	Students rotate through Technologies and Arts courses each semester		
Teams	1			
Careers	1			
Languages Other Than English	1			

Students participate in six lessons during the day. Classes include a variety of activities to stimulate interest and motivation. Students undertake 29 sessions of study per week.





# Organisational Features



	Monday/Tuesday	Wednesday	Thursday/Friday
8.40am to 9am	Form	Form	Form
9am to 9.50am	Period 1	Period 1	Period 1
9.50am to 10.40am	Period 2	Period 2	Period 2
10.40am to 11am	Recess	Recess	Recess
11am to 11.50am	Period 3	Period 3	Period 3
11.50am to 12.40pm	Period 4	Period 4	Period 4
12.40pm to 1.20pm	Lunch	Lunch	Lunch
1.20pm to 2.10pm	Period 5	Period 5 Teams (1:20—1:40pm)	Period 5
2.10pm to 3pm	Period 6	Period 6 (Early close 1:40pm—2.30pm)	Period 6

## Assembly

Held each fortnight and are a celebration of achievements, a showcase of talent and an opportunity for parents to join us in recognising these special achievements.

## Family Picnic Day

Families and the community are invited to a picnic lunch at scheduled times throughout the year.

## Celebration Cuppa

Parents whose child receives an award are invited to join us in the Parenting Room for a Celebration Cuppa.





## Option & Elective Cycles

The School Curriculum and Standards Authority (SCSA) guiding schools around subject offerings. Students in Years 7 and 8 are not offered choice as the requirements are set externally. Year 9 and 10 students on the other hand have the opportunity to choose.

Just like the work place, there are safety precautions in each area. As you can imagine the workshop, cooking rooms and art rooms have specific OH&S requirements. All students are expected to abide by these safety precautions as they would in the workforce. Part of the curriculum and course is a theory component that teaches children the safety requirements of the area. Students and parents are asked to sign an OH&S Code of Conduct in order to work in these areas.

### Year 7 and 8 Option Cycle

		Year 7		Year 8	
Arts	Dance	* Dance			* Dance
	Drama	* Circus skills			
	Media Arts		* Photography	* Advertising	
	Music				
	Visual Arts	* Painting	* Drawing	* Sculpture	* Sculpture Art & Design
Technologies	Design and Technologies	* Wood	* Food	* Clothing & Textiles	* Metal
	Digital Technologies	* Game Design	* ICT	* Coding	* Computer Animation





## Year 9 and 10 Elective Cycle

		Year 1		Year 2	
		Sem 1	Sem 2	Sem 1	Sem 2
Arts	Dance				
	Drama	*Special Effects & Imagination	* Performance	*Puppetry	
	Media Arts	*Photography	*Journalism	*Advertising	*Journalism
	Music				
	Visual Arts	*Painting	*Pottery	*Printmaking	*Jewellery
Technologies	Design and Technologies	*You, Family & Community *Food and Nutrition *Automotive *Toy Making	*Building & construction *Engineering *Catering *Childcare	*International Food *Mechanical *Electronics	*Clothing and Textiles *Metalwork *Wood *Hospitality
	Digital Technologies	*Game Design & Construction			*Computer Coding
Health and Physical Education	Health		*Wellbeing***	*Lifestyle Choices *Child Development	
	Physical Education	*Physical Activity (Soccer/ Basketball) *Outdoor Education	* Personal Development *Strategies and Tactics	*Physical Activity (AFL/ Netball) *Outdoor Education	* Sports Science
HaSS			* Business Studies		

Each student chooses five units per semester







## Assessment and Reporting

Student achievement will be assessed and reported on in each subject. Assessment will be carried out continuously and will measure your child's progress towards attaining the outcomes of the subjects being studied. Typical assessment methods include written and objective tests, assignments, models and projects, experiments, open-ended tasks and portfolios.

Teacher judgements about your child's performance are based on knowledge of your child's work that is gained over time and in a range of situations. Each assessment contributes to a summative evaluation of performance. The school will provide regular reports on your child's achievement throughout the year.

These will comprise;

- an interim report (Term 1)
- mid year report (Term 2)
- an end of year report (Term 4)

Parents are able to contact the school if they wish to arrange a meeting with staff to discuss their child's progress.

There are two parent evenings held throughout the year where staff are available to specifically discuss individual student progress.

## Secondary Graduation

All students in high school are working toward secondary graduation. The WACE (Western Australian Certificate of Education) is a graduation certificate that indicates to future employers that a student has graduated with a specific level of education.

At Kambalda West we are well equipped to support your child in achieving their WACE and we believe in working toward achieving WACE each year your child is at school. Individual Education Plans (IEP) are developed to support students at risk of not achieving their WACE. Rather than waiting until the final years of school, IEPs are developed as soon as possible. Parents are involved in this process through parent meetings, informal contact and formal reports.





## Communicating with Staff



Please ensure your email address, home address and contact numbers are all up to date for communication purposes.

We know as a Parent/Guardian that you may wish to communicate with staff in a timely manner, and we will always endeavour to transfer you to a designated staff member according to it's nature and priority. A teachers first priority is the students and their classes.

### **If you would like to speak to a staff member:**

To avoid disappointment, it is beneficial that you organise an appointment with a staff member to visit and meet to discuss the issue. Staff are likely to be unavailable if you arrive without an appointment. We have designated staff for particular issues. For example, the Principal will not necessarily be the first point of contact.

When visiting Kambalda West District High School, you must always come to Administration to Sign In before going onto school grounds. This is a security measure and you will be asked about the nature of your visit and who your appointment is with.

As of the start of 2020, we have a strict **NO MOBILE** policy, we ask that you **DO NOT** contact your child on their personal mobile and to contact the school.

It is not always possible to speak with a specific staff member right away, but Administration and Student Services will always forward your request to the appropriate staff member, who will contact you at their earliest convenience.

### **For attendance and absentee issues:**

Phone Student Services on 9027 2950 before 9.00am or respond to a text on 0437 483 680.  
Submit absentee via Compass.

Email: [kambaldawest.dhs@education.wa.edu.au](mailto:kambaldawest.dhs@education.wa.edu.au). Please include your child's full name, the date and reason for absence.

If it is a prolonged absence please contact the Attendance Officer by phone or email.

### **For concerns relating to your child's academic progress and in class issues:**

Contact class teacher in first instance – 9027 2950 or [kambaldawest.dhs@education.wa.edu.au](mailto:kambaldawest.dhs@education.wa.edu.au). Please include your child's full name, the date and concern.

Ongoing concerns contact the Deputy Principal or Principal.

### **For concerns about social, emotional, mental health and general behaviour:**

Contact the Deputy Principal – 9027 2950.



Salmon Gum Road Kambalda West WA 6442

Phone: 9027 2950

Email: [kambaldawest.dhs@education.wa.edu.au](mailto:kambaldawest.dhs@education.wa.edu.au)

