

WESTERN HEIGHTS HIGH SCHOOL

TE KURA O KAITAO ROTOHOKAHOKA



TAUMATA RAU



YEAR 9

GENERAL INFORMATION BOOKLET

2011

“Heights Through Opportunity”

PROUD to be HEIGHTS

PRINCIPAL

V T Pelham-Waerea

| | |
|---------------------------|--|
| Deputy Principals: | K Morris J Gemmell L Henshilwood W Shuker |
| Year 9 Deans: | S Wrigley D Frost |
| Year 10 Deans: | S Smith C Martin-James |
| Year 11 Deans: | J Bowman E Bogun |
| Year 12 & 13 Deans: | P Sutton D Wright |
| NZQA Liaison: | J Gemmell |
| Future Pathways Director: | R Fleming |
| Guidance Counsellors: | L Phillips & M Pakinga |
| Community Liaison | C Porter |
| Nurse: | R Morris |

THESE PEOPLE ARE ALL AVAILABLE TO HELP YOU!

*For detailed information about Subjects, please refer to the
2011 Curriculum Handbook*

Important Dates - 2011

| | | | |
|---------|------------|---|------------|
| Term 1: | 1 February | – | 15 April |
| Term 2: | 2 May | – | 15 July |
| Term 3: | 1 August | – | 7 October |
| Term 4: | 25 October | – | 8 December |

Your Life as a Year 9...

1. To enable you to make the choices most suited to you, we have included an outline of the subjects available to you NOW and what other subjects they lead to.
2. You can choose to be Mainstream – which includes our Extension, Diligence and Reading Classes, or Te Akoranga Re Rua (Bilingual).
3. All Mainstream classes study the following:

| | |
|----------------|-------------------------------|
| English | Science |
| Mathematics | Physical Education and Health |
| Social Studies | |
4. You also study an ***additional four*** subjects from the options available:

| | |
|-------------------------------|---------------------|
| Business Studies | French |
| Chinese | Japanese |
| Design & Visual Communication | Material Technology |
| Digital Design | Contemporary Music |
| Digital Information | Performance Music |
| Drama | Spanish |
| Fabric Technology | Te Reo Maori |
| Food Technology | Visual Arts |
5. Te Akoranga Reo Rua also includes traditional skills.
6. You are all placed in **Form Classes** with a friend and other students your own age.
7. You move with your Form Class to your different classes and you have a different teacher for each subject.
8. Each class will have senior student **Peer Support Leaders** to help you get to know the School and the other students in the class.
9. There are lots of **activities** in Term 1 and throughout the year so you can get as involved as you want and have lots of fun.

EXTRA CURRICULAR ACTIVITIES

Apart from your subjects some of the extra curricular activities available to you are:

- * Amnesty International
- * Athletics
- * Badminton
- * Basketball
- * Canoe Polo
- * Chess
- * Concert Band
- * Cook Island Group
- * Cricket
- * Cross-Country
- * Duke of Edinburgh Awards
- * Environment Conservation
- * Equestrian
- * Film Makers
- * Forte Choir
- * Golf
- * Gymnastics
- * Hockey
- * Hoe Waka
- * Jazz Band
- * Kapa Haka
- * Kayaking
- * Maori Speech Makers
- * Model UN
- * Motorcross
- * Netball
- * Pantomime
- * Peer Support
- * Poetry Club
- * Radio/Print Journalists
- * Rock Climbing
- * Rotorua Symphonic Band
- * Rowing
- * Rugby – Girls & Boys
- * SADD
- * Shakespeare Festival
- * Shakespeare Speech
- * Small Bore Rifle Shooting
- * Smokefree Rock Quest
- * Smokefree Stage Challenge
- * Soccer
- * Softball
- * Swimming
- * Tennis
- * Te Roopu Manaaki
- * Theatre Sports
- * Touch
- * Triathlons
- * Volleyball
- * Water Polo
- * WHHS Invitation Tournament

WESTERN HEIGHTS HIGH SCHOOL

MANAGEMENT PLAN

Aims A positive learning environment, respect for others and their environment.

CLASSROOM PLAN

AIMS: A positive learning environment, respect for others and their environment.

RULES:

- 1 Be on time.
- 2 Have equipment.
- 3 Follow directions first time.
- 4 No interrupting others in any way.
- 5 Raise hand before speaking.
- 6 Stay at your work place.

LIMIT SETTING:

- (a) Name
- (b) X 10 minutes detention
- (c) XX 20 minutes detention
- (d) XXX Removal to pair teacher, call home
- (e) XXXX Instant removal, Dean, detention, call home
- (f) SEVERE As above

POSITIVE REINFORCEMENTS:

| | |
|--------------------------------|-------------------------------|
| Certificates | Interim Report |
| Letter Home | Positive phone call |
| Praise | Work displays |
| Use of Form Book | Free time |
| Computer Time | Comment on work |
| Recognition at Dean's Assembly | Dean's recognition (positive) |
| | HOD recognition |

SCHOOL PLAN

RULES:

- 1 Arrive at School, and to class, on time.
- 2 Wear correct uniform.
- 3 Respect other people and their property.
- 4 No littering.
- 5 No put downs, bullying, or other offensive behaviour.
- 6 No tobacco, alcohol or drugs.

Consequences according to Disciplinary and Counselling Network Plan ranging from Warnings, Detentions, Stand Down, Suspension and Discipline Meetings.

WESTERN HEIGHTS HIGH SCHOOL

CLASSROOM BEHAVIOUR

1. Our actions show **respect** for and **courtesy** to others
2. We **encourage** others to do well
3. We **value academic achievement**
4. We **respect** other people's **property**
5. We use **appropriate language**

SPECIFIC ACTIONS RELATING TO CLASSROOM BEHAVIOUR

- < Use good manners at all times
- < Be culturally aware
- < Follow Classroom Rules
- < Listen to others carefully
- < Do not interfere with other people's learning
- < Do not talk when the teacher is instructing
- < Be positive or be quiet
- < Respect the right of others to learn
- < Keep our classroom environment tidy
- < Be polite when speaking to others
- < Do not interrupt if others are speaking
- < Bad language is not tolerated
- < Put-downs are not tolerated
- < Keep your hands to yourself
- < Follow instructions carefully
- < Be hygienic
- < Be honest
- < Show tolerance
- < Be positive and helpful to others

WHHS STUDENT CODE OF CONDUCT (2)

WHHS Code of Conduct aims to promote learning, support behaviour that is responsible and protects mutual rights

Preferred Practices

The goal of the preferred student practices is to provide a positive learning environment. It is the responsibility of all students at WHHS to strive for their personal best. This responsibility is a whole school approach to teaching and learning. This goal requires that students take ownership of their behaviour and have pride in their appearance and will, therefore, follow the School's Behaviour Management System.

Students will:

- Support and respect their teachers and peers
- Learn and respect the right of other people to learn
- Be aware of the consequences associated with positive and negative behaviours
- Repair and rebuild working relationships with teachers and students where conflict has arisen
- Undertake the core routines and responsibilities agreed to by the class and in the school pastoral and discipline plan
- Use respectful and appropriate language

Personal Responsibility

Students will:

- Pay attention to personal hygiene
 - Name personal property
 - Not wear jewellery (students may wear one small stud in each ear and a wrist watch)
 - Wear cycle helmets when cycling to and from school
 - Not bring valuable property (e.g. large sums of money, electronic equipment e.g. cell phones) to school. In special circumstances, safekeeping can be arranged at the School Office.
 - Wear correct uniform
 - Not smoke, supply or use alcohol or drugs
 - Not be involved in harassment or misconduct
 - Be clean shaven
 - Not wear make-up
 - Recognise that bus travel is a privilege. (Misbehaviour may mean the loss of that privilege.)
- NB: Property may be confiscated by a staff member. All care but no responsibility will be taken by the staff member to protect the property. Property will be returned by arrangement.

Laws of the Country and the District Council

In particular, this means that (in addition to following the law)

- Personal property will be respected (theft will not be tolerated)
- Bullying and fighting are not accepted
- Cars and motorbikes will be used in accordance with NZ Motor Safety Standards

School buildings, grounds and facilities

Students will look after these by:

- reporting damage immediately
- using formed pathways
- returning school property loaned to students
- not defacing building or property with graffiti

NB: Damage caused deliberately, or through carelessness, will be a charge on the student (and parent).

Core Routines

Students will follow the routines that enable the efficient running of the school.

- Attendance will be punctual and regular. On the first day of a return after absence a note will be presented to the Form Teacher.
- Lunch passes are only issued when a written request is made to the assistant principal by the parent/guardian. Students should stay at school during lunch break.
- All pupils leaving school for such things as Dentist, Doctor or special appointments, must have a note from parent/guardian and a contact telephone number and report to the Duty Dean's office when leaving and again on return.
- All pupils arriving after 9 am must report to the Duty Dean's office.
- Entry to and exit from the school grounds will be by: the main gate and the Steele's Lane gate.
- Students with motor cars may park in the pupil car park with a pass and on the roadways adjacent to the school.
- All care but no responsibility will be taken by the school for the security of vehicles parked in or adjacent to the school. No responsibility will be taken for students who have parental permission to drive vehicles to and from school. Students will not be given permission to drive motor vehicles during the official hours of the school day i.e. 8.25am – 3.20pm unless there is written permission granted by the Parent/Guardian.
- When leaving WHHS permanently the Parent/Guardian must notify the Principal and a leaving card must be filled in and signed by the Principal.

Discipline and Pastoral Care Plan (as part of the Behaviour Management System)

WHHS students will make every attempt to support students and teacher in their consistent use of Code of Conduct. As part of the whole school approach, a Discipline and Pastoral Care Plan are in place. This Plan has five avenues to aid students at WHHS in maintaining or implementing these practices:

- a) Peer Support
- b) Form Teachers
- c) Deans
- d) Guidance Counsellors
- e) Discipline Procedures

Early involvement of parents is an important part of the school Discipline and Pastoral Care Plan. Parents are encouraged to contact the school to discuss their concerns.

Discipline Procedures

- a) By Form Teacher, Class Teacher, Duty Teacher:
 - < Individual and/or group counselling
 - < Imposition (e.g. additional homework)
 - < School "community work" (e.g. picking up litter)
 - < Detention
 - < Parental contact
 - < Confiscation of property
- b) By Deans, Hood's, Assistant Principals, and Deputy Principal. The above, plus:
 - < Time out
 - < Class change
 - < Withdrawal from class
 - < Referral to the Police
- c) By Principal. The above, plus:
 - < Stand down
 - < Suspension (Suspensions are referred to the Board of Trustees and actioned through the Board's Disciplinary Committee)
- d) Board Policy on drugs: usage, possession, association, supply or dealing may result in – indefinite suspension
- e) Alcohol and substance abuse may result in – indefinite suspension

WESTERN HEIGHTS HIGH SCHOOL
STUDENT CELL PHONE PROCEDURES

The following procedures have been put in place at Western Heights High School:

- 1 Cell phones, iPods and other electronic entertainment devices are not to be used in any way by students during the school day, including Interval and Lunchtime.
- 2 Cell phones (and other devices) sighted by staff members will be confiscated according to the following steps:
 - i The staff member will take the item to the Student Information Centre, accompanied by the student
 - ii Office Staff will complete a numbered receipt including date, student name, class, description of phone
 - iii The phone is placed in a zip-lock bag, with one copy of the receipt, and locked away
 - iv The student is given a copy of the receipt and a letter explaining the confiscation/return procedure
 - v The phone may be collected only by a parent/caregiver of the student on production of the student receipt and proof of identity from the following day
 - vi The parent/caregiver will sign the third copy of the receipt (kept on record at the Student Information Centre) when picking up the item
- 3 Students who refuse to hand over phones or who are frequently in breach of the cell phone ban will be subject to the same discipline procedures as set out in the School Discipline Plan regarding Continual Disobedience or Gross Disrespect infringements. An additional penalty of extended phone confiscation time will be imposed at the Principal's or Deputy Principals' discretion.