NORTHAM
SENIOR HIGH SCHOOL
A COMMUNITY UNITED

# Year 7 – 12 Student Handbook

# 2027

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## Welcome

Welcome to Northam Senior High School. We look forward to working closely with you and the community to provide each student with the opportunity to achieve their personal best.

General information about the operation of our school and outlines of key policies and procedures are provided here to support students and parents.

More detailed information and the full version of policies are available on our website https://www.northamshs.wa.edu.au/.

Kennedy Street, NORTHAM WA 6401
Telephone: 08 9621 6300

Email northam.shs@education.wa.edu.au

Website https://www.northamshs.wa.edu.au/

## 2026 Leadership Staff

### Administration Team

| | |
|---|---|
| Principal | Mrs. Vause |
| Deputy Principal | Mrs. Bartels |
| Deputy Principal | Ms. Sharpe |
| Deputy Principal | Mr. Kardol |
| Manager Corporate Services | Mrs. Hammer |

### Curriculum Leaders

| | |
|---|---|
| Mathematics | Dr. McClellan |
| English | Ms. Sharpe |
| Science | Ms. Annear |
| Humanities & Social Sciences | Mr. Van Hemert |
| Academies | Mrs. Ludwig |
| Health and Physical Education | Mr. Ringrose |
| The Arts | Ms Morache |
| Technologies | Mr. Holten |
| Careers & Vocational Education and Training | Mr. Gosper |

### Program Coordinators – Learning Community (PCLC)

| | |
|---|---|
| Year 7A | Mr. Freeman |
| Year 7B | Ms. Polain |
| 8-10A | Mr. Ringrose |
| 8-10B | Ms. Annear |
| 8-10C | Mr. Van Hemert |
| 8-10D | Mr. Holten |
| Year 11A | Dr. McClellan |
| Year 11B | Ms. Morache |
| Year 12 | Mr. Gosper |
| Academies | Mrs. Ludwig |

## Term Dates 2027

| Semester 1 | | Semester 2 | |
|---|---|---|---|
| Term 1 | Monday 1 February to Friday 9 April | Term 3 | Monday 19 July to Friday 24 September |
| Break | Saturday 10 April to Sunday 25 April | Break | Saturday 25 September to Sunday 10 October |
| Term 2 | Monday 26 April to Friday 2 July | Term 4 | Monday 11 October to Thursday 16 December |
| Break | Saturday 3 July to Sunday 18 July | | |

## School Development Dates 2027

| | |
|---|---|
| Term 1 | Thursday 28 January 2027 |
| Term 1 | Friday 29 January 2027 |
| Term 2 | Friday 2 July 2027 |
| Term 3 | Monday 19 July 2027 |
| Term 3 | Wednesday 25 August 2027 |
| Term 4 | Friday 3 December 2027 |
| Term 4 | Friday 17 December 2027 |

## Siren Times

| | Normal times | Early Closing times (Thursdays) |
|---|---|---|
| Period 1 | 8.50am - 9.55am | 8.50am - 9.50am |
| Period 2 | 9.55am - 11.00am | 9.50am - 10.50am |
| First Break | 11.00am - 11.25am | 10.50am - 11.15am |
| Period 3 | 11.25am - 12.30pm | 11.15am - 12.15pm |
| Period 4 | 12.30pm - 1.35pm | 12.15pm - 1.15pm |
| Second Break | 1.35pm - 1.55pm | 1.15pm - 1.35pm |
| Period 5 | 1.55pm - 2.55pm | 1.35pm - 2.30pm |
| Close | 2.55pm | 2.30pm |

## Term 1 Day 1 Procedures

Students arrive at school at 8:40am for the bell at 8:50am.

A PA announcement will advise all staff and students to attend the gym for a whole school assembly.

On arrival at the gym:

- Year 8, 9 and 10's muster in their year groups by the tennis courts and enter via the gym back door.
- Year 7, 11 and 12 students muster in their year groups by change rooms and enter via the main gym doors.

After the assembly, year groups will assembly in the following areas to receive their timetable:

- Year 7 Canteen
- Year 8 - 10 Gym
- Year 11 Performing Arts Centre
- Year 12 Quadrangle

## Agreed Behaviours - Students

**A Community United**

We work together as a community building positive, honest and connected relationships that ensure that all students grow to become contributing members of their present and future communities.




Our **STUDENTS** agree and commit to:

**Courage**

- Leading others in a positive way
- Being a positive risk taker and not being afraid of failure
- Valuing others by accepting responsibility for our mistakes
- Speaking the truth

**Collaboration**

- Communicating clearly and regularly
- Being determined in our efforts at school by being confident, willing and motivated
- Displaying a friendly, positive attitude by listening
- Leaving no person out by including everyone in what we do, being open minded and respectful

**Connection**

- Talking positively about our school
- Wearing our school uniform with pride
- Giving others the opportunity to learn

**Communication**

- Getting to know others by meeting and interacting with students from other social groups and year levels
- Communicating with people positively
- Socialising at school at the right time and place
- Always speak respectfully

## School Uniform

The school uniform shop is operated by Cadds Fashions Sportfirst Northam. They are located at 184 Fitzgerald Street, Northam Western Australia 6401.

Opening hours are: Monday – Friday: 9am – 5pm Saturday: 8:30 am – 12:30pm

Email: caddssurfsport@westnet.com.au

Phone: 08 9622 2042 Website: www.caddsfashions.com.au

## Dress Code

**The aim of the dress code is**

- To enhance school identity and spirit and reduce pressure on students in the choice of school clothing.
- To promote the public image of the school.
- To promote safety by making students easily recognised on school grounds.
- To promote safety by making students clearly visible and recognisable on school excursions.
- To improve safety by promoting safe footwear and jewellery.
- Convenient and inexpensive.
- To ensure a better standard of dress which is usually accompanied by a better standard of behaviour.
- To demonstrate to the students that dress is appropriate to a given situation and thus prepares them for their careers and life ahead.

**ALL STUDENTS - Every Day Uniform Dress Code - School Logo required on all items except pants/shorts/skirts.**

| | |
|---|---|
| Shirt: | Black and red Polo shirt with collar |
| Shorts: | Plain black |
| Jumper: | Black and red Windcheater/ Jacket: |
| Track Pants: | Plain black |
| Hoodie: | School hoodie |
| House Shirt: | Clifton (black), Rutherford (green), Sanders (red), Strickland (yellow) – worn only during HPE classes and special event days that will be communicated. |

Black leggings may be worn provided school shorts are worn over the top of the leggings and visible.
A plain black (long or short sleeved without a hood) top may be worn beneath the school uniform for additional warmth.

**Footwear:**

- Suitable flat closed in shoes
- **No** high heels, “slip-ons” or ugg boots due to safety issues

**Additional points:**

- **No** denim
- **Midriff or low cut tops are not permitted at school**
- **No** visible logos except Northam Senior High School
- Headgear must not have inappropriate signage/logos
- Additional clothing worn for religious/cultural reasons should be in school colours.

**Jewellery and Body Adornments:**

These items must be unobtrusive and not a health or safety hazard.

- **Minimal** amount of jewellery is permitted (studs are the preferred earrings).




## Chewing Gum

Chewing gum is not permitted on school grounds.

## Energy Drinks

Energy drinks are not permitted on school grounds.

## Safe School

Northam Senior High School operates in the belief that all students have the right to work in a safe, caring and productive learning environment.

Students, staff and visiting members of the community have:

- the right to feel safe at all times and
- the responsibility to collaboratively support a positive learning environment.

Northam Senior High School has a strong commitment to pastoral care. In addition to teaching staff and educational assistants who support students in the classroom, there are a number of staff who provide information, guidance and counselling on issues ranging from social skills, cultural identity, spirituality and health and hygiene concerns. Students can make appointments to discuss their concerns. Staff may refer concerns to their assigned community team leader who will coordinate programs for identified students.

## Student Drivers

Students who hold a recognised licence, are required to have a permit to park their car at the school. The permit needs to be displayed on the dashboard of the car at all times.

Students apply to their Community Leader for an "Application to Become a Registered Driver". Students are permitted to park their car in the designated bays as indicated on the approval notice.

## Lost Property

**ALL LOST PROPERTY SHOULD BE HANDED TO STUDENT RECEPTION.**
Students are encouraged to check with Student Reception if they have lost any items.

## Communicating with Staff

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.

**If you would like to speak to a staff member, please contact the school on 9621 6300.**

- 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 NSHS, you must firstly sign in at Administration. This is a security measure and you will be asked about the nature of your visit and who your appointment is with.
- At the start of 2020, the department introduced the 'Off and Away All Day' Policy on mobile phones, 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 staff will always forward your request to the appropriate staff member, who will contact you at their earliest convenience.

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

- Contact class teacher in first instance – 9621 6300.
- Ongoing concerns contact Head of Learning Area.

## For concerns about Social, Emotional, Mental Health and General Behaviour:

- Contact your student's Program Coordinator – Learning Community on 9621 6300.

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

## Learning Community Structure

At Northam Senior High School our students are allocated to a Learning Community in order to provide them with greater access to academic, behaviour, engagement and wellbeing support. Our Learning Communities are designed to help students feel a stronger sense of belonging by creating consistent, supportive groups where students can build stronger relationships with peers and staff. Our Learning Communities provide shared experiences and common goals along with some fun and competition to help students feel connected and valued within the school environment. In actively building opportunity for belonging, we hope to see this sense of connection boost student confidence, engagement, and the feeling of being part of something meaningful.

Each Learning Community consists of approximately 50-75 students (Yr 12 Learning Community has approximately 100 students) and has a dedicated Program Coordinator. The Program Coordinator – Learning Community is the first point of contact for students and families in supporting student learning, engagement and wellbeing. Our Program Coordinator – Learning Community staff also have access to school officer, student support, learning support and AIEO staff that will be able to assist in wrapping support around students.

## School Houses













| Strickland | Rutherford | Clifton | Sanders |
|---|---|---|---|
| Waagul's Snakes | Yarkan's Turtles | Marlee's Swans | Yonga's Kangaroos |
| **HISTORY**<br>Shirley Strickland was a student of Northam SHS in 1937 and represented Australia in the Olympics, receiving multiple medals for Hurdles and 4x100m relays.<br>Personal Bests were:<br>100m 11.3 (1955)<br>200m 24.1 (1955)<br>400m 56.6m (1956)<br>80m H 10.89 (1956) | **HISTORY**<br>John Rutherford played one test cricket match for Australia in 1956 against England, making 30 runs and taking 1 for 15.<br>Represented Western Australian in cricket on numerous occasions.<br>First Western Australian to be selected for a major tour. | **HISTORY**<br>Marshall Clifton was an ex-student and later became an architect.<br>He was the first Head Boy for Northam SHS.<br>He later helped design the Arts building at University of Western Australia. | **HISTORY**<br>Merv Sanders was the longest serving teacher, teaching Design and Technology at Northam SHS for 42 years. |

## Instrumental Music School Services

Give your child the opportunity to be part of a unique instrumental music program only available in Western Australian public schools.

The Instrumental Music School Services runs the highly regarded instrumental music program for public school students. Refer to the link below for further information:

https://www.education.wa.edu.au/instrumental-music

A Concert Band program is offered through Instrumental Music School Services. Students have the opportunity to learn a brass, percussion or woodwind instrument -- and will play music from different styles, including jazz and marches.

## Cyber Behaviour

Cyber behaviour applies to all technology based communication; including internet websites, personal blogs, instant messaging, chat rooms, online forums, text messaging, phone, mobile phone use and email.

It is a criminal offence to use a phone, mobile phone or the internet to threaten, harass or offend another person. If this occurs you can report to local police, Crime Stoppers on 1800 333 000 or www.esafety.gov.au.

Your personal safety is important and you need to be aware that people on the internet may not be who they say they are.

- Do not give out personal information eg address, passwords, user names, phone number, photographs, how you get to schools etc.
- Tell a parent or adult if someone sends or posts something that makes you uncomfortable.
- Take an adult with you if meeting an online friend for the first time and only meet in public places (eg a café).

Cyber bullying involves the use of communication technologies to support this repeated, harmful and negative behaviour. It can include:

- Sending defamatory, threatening or harassing messages.
- Deliberately spreading inaccurate information (eg rumours).
- Distributing someone else's personal information (eg phone numbers, web addresses).
- Sending spam, viruses or offensive web links.
- Posting information, images or photos without the permission of the subject.

**If you are cyber bullied**

- Do not reply to threatening, harassing or obscene messages.
- Block the sender's messages or change your email, phone etc if necessary.
- Save any threatening or harassing messages and report them to your parents, the school, Internet Service Provider or the Police if appropriate.

**Using social network sites**

- Protect your accounts with 'strong' passwords and change them regularly (eg mix cases and characters; sTRong3).
- Have a different password for each account so if one password is stolen not all of your accounts will be at risk. **Never share your password**.
- Set your online profile to private and be careful who you accept as a friend.
- Always log out of the site and don't use it as a screen saver.
- Never click on suspicious links even if they are from friends.

**REMEMBER TO THINK BEFORE YOU POST ANYTHING.**

Anything posted online can be read, printed and used by others now and in the future. Employers might check your online presence before deciding to hire you. Friendships change and private inbox messages can be copied or shared without your consent. Once photographs are posted they become owned by the site so make sure they are not inappropriate and that you have permission from everyone in the photographs.

Posting or sharing inappropriate/revealing pictures of yourself or friends can be extremely serious, not just embarrassing or hurtful to others but ILLEGAL. In the worst case scenario it can be regarded as the publication and or distribution of child pornography.

## Information Technology

New students will have a username provided to access the school's system. The username is your first name with a full stop then your last name, your password needs to comply with the DoE requirements.

To meet password standards, your password must:

- not be any of your previous 10 passwords
- not contain parts of your display name, first name or last name
- have a minimum length of 10 characters
- contain characters from three of four categories.

The 4 categories are:

- English uppercase characters, A through Z
- English lowercase characters, a through z
- digits 0 through 9
- non-alphabetic characters, for example, !, $, #,%.

If a student gets locked out or needs to rest the password, teachers can reset it from DoE Account Manager (DAM).

**Returning Students**

All students returning from last year will still be able to login using their old username and password.

**If you use inappropriate websites such as social networks, online games, media streaming or proxy sites your access will be restricted until suitable learning has occurred and approved by the school.**

## E-Mail

All students are provided with a DoE email address that they are to use if they need to send emails to and from the school. In most cases student email addresses will be firstname.lastname@student.education.wa.edu.au.
Students access the email via www.office365.com, students login to the account and then from the left top, click on the "Outlook" app.

Students can also access email from Connect - www.connect.det.wa.edu.au > Once logged in, there's an email icon on the right top.

## Computer Access

Students are offered the opportunity to access the Internet as part of the school's curriculum. Every student is allocated an individual account for which they take full responsibility.

**Students will**

- only use computers/notebooks under the direct supervision of a teacher.
- not alter any settings on the computers/notebooks, install any programs or otherwise modify the way the computer/notebook works.
- not attempt to gain unauthorised access to any other computer system through the Internet or go beyond their authorised access.
- not make deliberate attempts to disrupt the computer system or destroy data by any means.
- tell a staff member about any message they receive that is inappropriate or makes them feel uncomfortable.
- not post personal contact information about themselves or other people.
- not use obscene, threatening or disrespectful language.
- use only for educational and self directed research.
- not attempt to download or load any software or applications on any computer/notebook in the network. (Students may download appropriate text and graphics).
- not plagiarise works that they find on the Internet (respect the rights of copyright owners).
- not use the Internet to access material that is obscene, that supports illegal acts or that advocates violence or discrimination towards other people. If students mistakenly access inappropriate information they should immediately stop, go back and tell their teacher.

## Mobile Phones and other related devices

Northam Senior High School acknowledges and appreciates the importance of technology in the lives of young people today.

To ensure there is minimal disruption to student learning, **mobile phones, earphones. airpods, and other digital** devices must be switched off and be out of sight for all students from the time they arrive on school site to the conclusion of the school day ("off and away all day").mobile phones, ear phones and other digital devices must be switched off and be out of sight for all students from the time they arrive to the conclusion of the school day final siren ("off and away all day"). All smart watches must be in 'airplane mode' so phone calls and messages cannot be sent or received during the school.

The terms of this policy apply to all students unless a student has been granted an exemption for the following uses of mobile phones or digital devices:

- to monitor a health condition as part of a school approved documented health care plan and to **occur in an endorsed location**. This will be reflected in a Mobile Phone and Digital Device' policy exemption entry in **Compass Chronicle**.

- to access support from external services or communicate a need to staff **in an endorsed location** as part of a school approved documented support plan. This will be reflected in a Whole School Documented Plan entry in **Compass Chronicle and a Mobile Phone and Digital Device' policy exemption entry** in **Compass Chronicle**.

- to use as a payment method at the school canteen (under duty teacher and canteen staff supervision).

Use of a mobile phone or digital device on exemption, outside of the above parameters will be considered an e-breach and will be resolved through the process outlined in this policy. Continued e-breaches by students with exemptions will trigger an exemption review and possible cancellation.

Mobile phones and other digital devices are brought to school at the owner's own risk. No liability will be accepted by the school in the event of loss, theft or damage of a device.

Using a mobile phone to record images of students or staff, either as a photo, video or sound recording, without permission and/or for inappropriate use will result in this student being suspended from school according to the directions of the Minister for Education.

**Please note – if a parent or carer needs to communicate with a student during the day they should contact the Front Office on 9621 6300 in order to arrange this.**

If a student is seen using a mobile device after arrival at school and before the end of day siren, **before the Labor Day public holiday in March**, a staff member will encourage the student to put it away. If the student refuses this request, the staff member will further request for the student to hand over their phone to be stored in Student Reception.

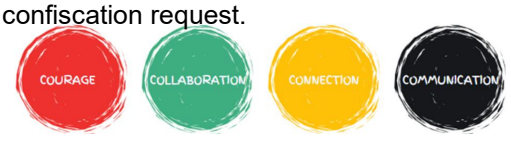
1. This will be logged in **Compass Chronicle** *Confiscation – Mobile Phone or Digital Device* template by the confiscating staff member and;
2. The device taken by the confiscating staff member to be stored in Student Reception.

If a student is seen using a mobile device after arrival at school and before the end of day siren, **after the Labor Day public holiday in March,** a staff member will request for the student to hand over their phone to be stored in Student Reception.

1. This will be logged in **Compass Chronicle** *Confiscation – Mobile Phone or Digital Device* template by the confiscating staff member and;
2. The device taken by the confiscating staff member to be stored in Student Reception

If the student refuses a confiscation request, the staff member will log a **Compass Chronicle** *Non-Compliance with MPDDP (Mobile Phone and Digital Device Policy)* template and the PC Learning Community or Learning Community Support staff member (SSO/AIEO) will follow up with a further confiscation request.





If the student refuses a follow up confiscation request, from PC Learning Community or Learning Community Support staff member (SSO/AIEO), the PC Learning Community will append the **Compass Chronicle** *Non-Compliance with MPDDP (Mobile Phone and Digital Device Policy)* template with a **Compass Chronicle** *Suspension* template and contact parent/carer.

Repeat offenders will be required to participate in one or more Intensive Learning Area Behaviour (ILAB) Sessions to reinforce our school values as delegated by the by the PC Learning Community.

If the student refuses to engage in scheduled Intensive Learning Area Behaviour (ILAB) Sessions, as delegated by the by the PC Learning Community, they will append the **Compass Chronicle** *ILab* template with a **Compass Chronicle** *Suspension* template and contact parent/carer.

**First offense:**

- At the end of the school day the student will be able to collect the device from Student Reception. **Compass Chronicle:** *Confiscation – Mobile Phone or Digital Device* template completed by confiscating staff member and SMS sent to advise Parent.

**Second offense:**

- At the end of the school day the student will be able to collect the device from Student Reception. **Compass Chronicle** *Confiscation – Mobile Phone or Digital Device* template completed by confiscating staff member and SMS sent to advise Parent.

- PC Learning Community will follow up from **Compass Chronicle** trigger with a referral and delegation for completion of ILAB Session with Learning Community Support staff member (SSO/AIEO) or other relevant staff**.**

**Third offense:**

- **Compass Chronicle** *Confiscation – Mobile Phone or Digital Device* template completed by confiscating staff member and SMS sent to advise Parent.

- PC Learning Community will append the **Compass Chronicle** *Confiscation – Mobile Phone or Digital Device* template with a **Compass Chronicle** *Suspension* template and contact the parent for discussion and planning for future mobile device intervention.

- **Compass Chronicle** trigger will also alert PC Learning Community to complete **Compass Chronicle** *Loss of Good Standing* template.

**Subsequent offenses:**

- **Compass Chronicle** *Confiscation – Mobile Phone or Digital Device* template completed by confiscating staff member and SMS sent to advise Parent.

- PC Learning Community will append the **Compass Chronicle** *Confiscation – Mobile Phone or Digital Device* template with a **Compass Chronicle** *Suspension* template and contact the parent for review of planning for future mobile device intervention including a further referral and delegation for completion of ILAB Session with Learning Community Support staff member (SSO/AIEO) or other relevant staff**.**

## Attendance

Regular attendance is essential for academic achievement; any absence from school reduces learning opportunities. For this reason students are expected to attend every class in each of their subjects. From time to time absences will occur. These might be due to medical or family reasons but no matter what the reason for the absence, work may be missed and therefore performance will be affected. Families are expected to support regular attendance by planning family activities during school holidays, not term time.

**It is the student's responsibility to discuss the work missed with his/her teachers and make arrangements to catch up.**

**Parent /Carer responsibility**

If a student is absent from or late to school then the parent/carer must provide either a written or verbal explanation for the absence or lateness.

Telephone: **08 9621 6300** Email: northam.shs@education.wa.edu.au via **Compass App**

**ATTENDANCE SMS SYSTEM**

The attendance SMS messages will notify parents, guardians, and caregivers of unexplained absences or late arrivals. Parents will receive an SMS containing a 'link' if their child is marked absent without an explanation. Parents should use this link to add attendance notes about their child's absence. Please note that the **link will be valid for only 2 weeks.**

The explanation must clearly indicate the date and time of absence or lateness as well as the reason for the absence or lateness. The reason for absence must be acceptable to the Principal. Staying home to celebrate your birthday for example is NOT an acceptable reason for absence. Sleeping in is also not an acceptable reason for lateness. In extreme instances the student will be referred to the Regional Attendance Officer.

**Do not reply to this message via a reply SMS as the school will not receive it.**

Ensure the phone is connected to an internet data plan or has WiFi access to use the hyperlink. If the child is absent again without a prior explanation, parents will get a new one-time link. If parents can not use the link provided, they can notify the school of their child's absence via telephone or email.

If you have any other questions regarding the Attendance SMS communications, please call 9621 6300.

**Extended absence**

In the event of a long absence due to illness, students/parents are encouraged to contact the relevant teachers and organise some work where possible. Students travelling/holidaying for extended periods should consider enrolling in the School of Isolated and Distance Education.

## LEAVING THE SCHOOL

**All students need parental permission to leave school grounds. Contact to arrange this must be made through the Front Office.**

## Late to School / Leaving Early

If you arrive late to school, please sign in at the kiosk in **Student Reception** using your Smart Rider.

Students are not allowed to leave school grounds without permission from a parent/carer.

If you are leaving early, please proceed to Student Reception. Parents / carers will collect you from Reception, where you will be signed out. If you are going to be late or leaving school early, please have your parent/carer contact the school.

## Appointments during school time

- Student to bring signed note from parent to Student Reception. Pink slip will be issued to student to give to the teacher of that Period/Time. Teacher will send the student to the office at designated time.

## Compass

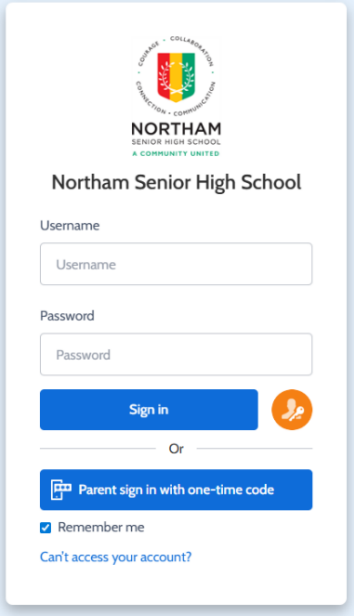
### Parent Access Compass

Compass is a web-based system that is accessible on any modern web browser (Chrome, Firefox, Safari etc).

Every family receives a separate log in to our school's Compass site. This log in information is provided to you by the school.

If you need assistance locating the Compass site link for our school, go to: https://schools.compass.education/

You will then be able to search for Northam Senior High School and access the link.

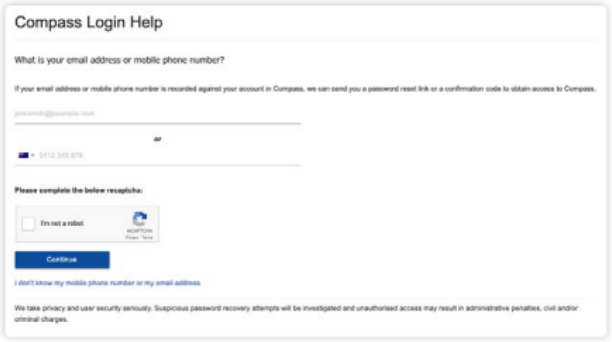



### How to Login in

To log in, you will require your unique family username and password. These details will be provided to you by the school however if you are yet to receive them, please contact the school office. You will initially be provided with a temporary password that you will be prompted to update to one of your choosing when you log in for the first time.

To log in, go to your school's Compass site. Type in your username and password and click 'Sign in'. Your username will be your parent code at the school. This will be different from your child's student code, and it will not be your email address.

If it is the first time you are logging in, you will be required to confirm your email address and mobile number. These details may be used by the school for SMS/email communications and password recovery.




Once you have confirmed your details, you will be required to change your temporary password to one of your choosing. When you have entered your new password, click 'Save'.



## Connect

connect
Connecting education

Student guide (Secondary)

**Login** to **Connect** at
**connect.det.wa.edu.au**

**Communicate** easily with your teachers.
Stay **informed** about school activities and events.
**Engage** in your learning anytime, anywhere **and on any device.**
**Securely** access your marks and feedback.
Your school will provide you with a **user name** and a **password**.

### Connect: Home Page

**A** **Classes**
Click on a class name to view the class.

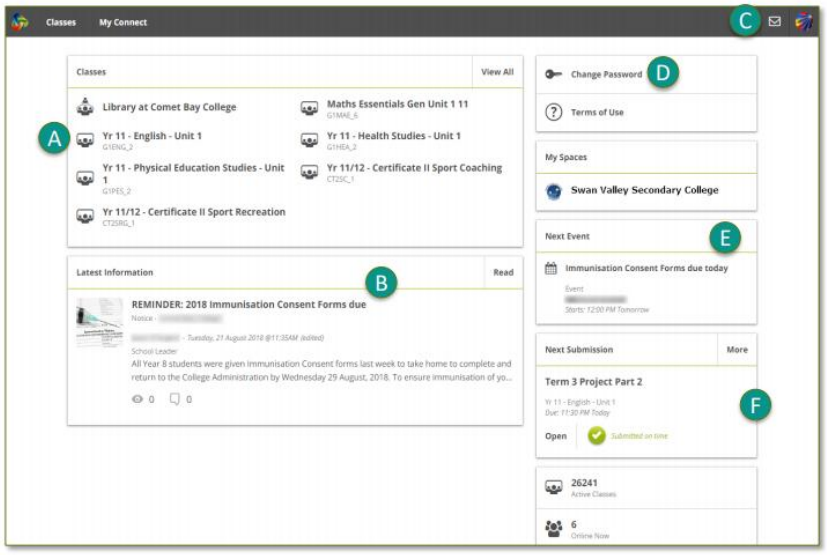
**B** **Latest Information**
Read the latest notices from your classes

**C** **Email**
Open your email inbox.

**D** **Change your password**
Manage your password and choose an avatar picture.

**E** **Next Event**
Stay up to date with your class events and deadlines.

**F** **Next Submission**
View homework and assignments due in all your classes.








COURAGE COLLABORATION CONNECTION COMMUNICATION

## Senior School Information

## Vocational Education and Training (VET)

VET programs provide secondary school students (both tertiary and vocationally bound) with opportunities to complete national qualifications while studying towards their Western Australian Certificate of Education (WACE). Offering several national qualifications and accredited courses for VET students throughout Years 11 & 12 at Northam SHS, helps students transition directly to employment, or access pathways to vocational and higher education. Vocational Education and Training (VET) is aimed at assisting students as they transition to a broad range of post-school options and pathways, including apprenticeships and traineeships.

Through third party agreements with Registered Training Organisations (RTOs), Northam SHS teachers, who are qualified trainers, deliver a range of VET courses, including Certificate II in Sports Coaching, Horticulture, Hospitality and Cookery. Northam SHS Year 11 and 12 students can apply for a range of external courses in a range of trades delivered externally by RTOs such as Central Regional TAFE.

## School Based Traineeships

School Based Traineeships (SBTs) allow students to commence a traineeship at the same time as completing secondary schooling. Students sign a formal training contract with an RTO and an employer. The training is usually for one day each week plus extra shifts allocated out of school hours, during school holidays or on weekends.

## Workplace Learning – ADWPL

The Northam SHS Workplace Learning program gives students an opportunity to develop skills in the workplace and to obtain credit towards secondary graduation for WACE. Students are placed in an appropriate work situation and are required to maintain a formal record of workplace learning and assessment. Workplace Learning can be a rewarding and enjoyable experience often resulting in part time or casual employment, traineeships and apprenticeships.

## USI – Unique Student Identifier

A USI - Unique Student Identifier is your individual education identifier for life. It also creates an online record of your training attainments in Australia. If you are undertaking either nationally recognised training, or a higher education qualification, you need a USI in order to receive commonwealth financial assistance, as well as to obtain your qualification or statement of attainment. **Create a USI** - **https://www.usi.gov.au/your-usi/create-usi**

## Central Regional TAFE WA - Your Responsibilities Attending Class

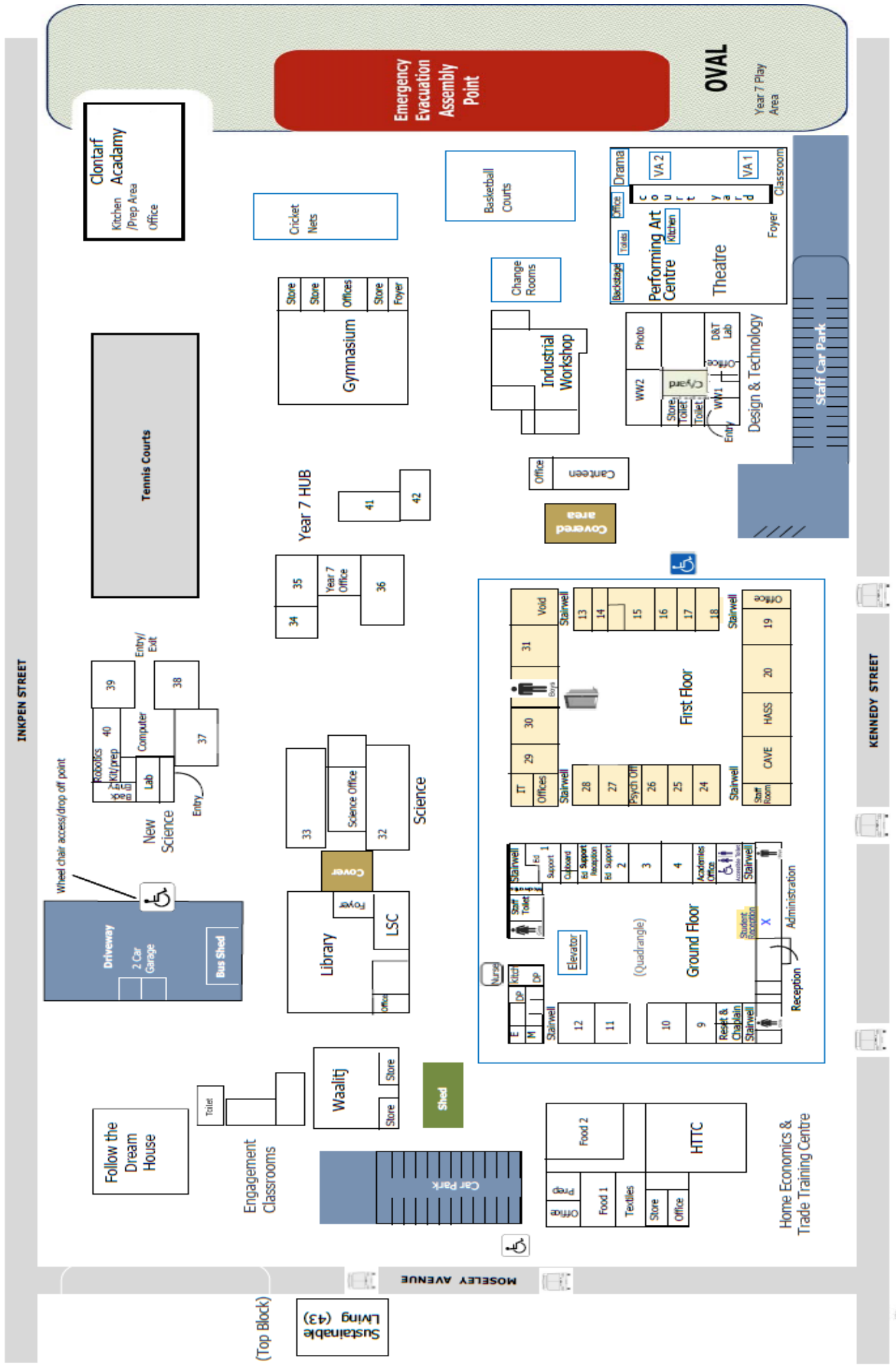
If you cannot attend class, we expect you to notify your lecturer. Attendance is recorded in every class. If you are under the age of 18 and you are absent from a scheduled class, your parent/ guardian will be notified.

**Dress Code -** As you are studying for employment your clothing and footwear should be appropriate to the relevant workplace. Lecturers will inform you of specific requirements, including uniforms, personal protective clothing, footwear, securing of hair and name badges, as required.

**Are you under 18? -** For students under the age of eighteen (18) Central Regional TAFE has an extra Duty of Care. Key points to remember if you are under the age of 18 are: your absence will be reported to your parent or guardian; a parent or guardian (over the age of 18) must sign your Enrolment Form and Health Care Information and Consent Form. If you are paying off your fees under an instalment arrangement plan, they must also sign the plan if you are an apprentice; your absence will be reported to your employer; a lecturer must obtain permission from your parent or guardian for you to participate in any off campus excursions; if you get sick during the day, or you have to leave class (to go home) before the scheduled class finishes, Central Regional TAFE staff will contact your parent or guardian.

**Personal Protective Clothing and Equipment -** In the interests of health and safety, and by law, you are required to observe standard safety practices, including wearing appropriate clothing and using Personal Protective Clothing and Equipment when required. This includes wearing of appropriate protective footwear as necessary. Access to workshops, commercial kitchens and other high risk areas will be denied if appropriate Personal Protective Clothing and Equipment is not worn.

## School Map


Northam Senior High School - Map of Grounds
OVAL
Year 7 Play Area
Emergency Evacuation Assembly Point
Clontarf Academy
Kitchen /Prep Area
Office
Cricket Nets
Basketball Courts
Change Rooms
Gymnasium
Store
Store
Offices
Store
Foyer
Performing Art Centre
Theatre
Backstage
Toilets
Office
Drama
Kitchen
VA 2
VA 1
Courtyard
Foyer
Classroom
Industrial Workshop
Design & Technology
Photo
D&T Lab
WW2
WW1
Office
Store
Toilet
Toilet
Entry
Staff Car Park
Tennis Courts
Year 7 HUB
41
42
34
35
Year 7 Office
36
Canteen
Office
Covered area
Wheel chair access/drop off point
Entry/ Exit
39
38
40
Robotics
Kit/prep
Computer
Lab
37
Entry
New Science
Science
33
Science Office
32
Cover
Foyer
Library
LSC
Office
Driveway
2 Car Garage
Bus Shed
INKPEN STREET
First Floor
Void
Stairwell
31
30
29
IT
Offices
Boys
13
14
15
16
17
18
28
27
Psych Off
26
25
24
Office
19
20
HASS
CAVE
Staff Room
Ground Floor
Stairwell
Staff Toilet
Ed Support 1
Cupboard
Ed Support Reception
Ed Support 2
3
4
Academies Office
Stairwell
Elevator
(Quadrangle)
Nurse
Kitch
DP
DP
E
M
Stairwell
12
11
10
9
Reset & Chaplain
Stairwell
Student Reception
X
Reception
Administration
KENNEDY STREET
Follow the Dream House
Toilet
Engagement Classrooms
Waalitj
Store
Store
Shed
Car Park
Food 2
Food 1
Textiles
Prep
Office
Store
HTTC
Home Economics & Trade Training Centre
MOSELEY AVENUE
(Top Block)
Sustainable Living (43)
NORTHAM
SENIOR HIGH SCHOOL
A COMMUNITY UNITED