This booklet aims to provide parents and students with information so that the commencement of school for all students will be smooth and stress free. The booklet contains key information and contact numbers for parents so they will know what is planned, and expectations of students so that, in any situation, parents and students know who to contact and how to contact school staff.

Governor Stirling Senior High School opened its doors for the start of a new year in 2013.

....... New Beginnings .....

The New Governor Stirling SHS Focus

$63 million was allocated to rebuild Governor Stirling Senior High School. The rebuild has changed the face of the school, incorporating state-of-the-art facilities, making it a show-piece for education in Western Australia.

The design takes full advantage of the site with a grand entrance and wonderful views of the river from many key locations. Students will enjoy spending time at the café during breaks as it opens out on to the river banks. The arts program is fully supported with specialist drama, dance, media and music areas.

Technology will be used for student learning in all subjects with IT infrastructure included in all learning areas. The new school has many features which aim to enhance student learning.

As part of the rebuilding program the school has rejuvenated its programs to enhance educational opportunities for all students, including those with special talents and interests. With new state-of-the-art facilities the new focus will include:

- Specialist Engineering and Arts/Media programs catering to the needs of academically gifted and vocationally oriented students;
- First rate education for all local students;
- Support for the gifted and talented education academic program.

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Governor Stirling Senior High School is the home for the Swan District Primary Extension and Challenge Program (PEAC), giving Gifted and Talented primary students access to the excellent secondary facilities.
School Administration

Executive Team
Principal – Dr Pasco Putrino
Vice Principal – Kevin Ireland
Vice Principal – Stephen Palandri
Associate Vice Principal – Jules Zaffino

Business Manager – Frank Cavicchio

Learning Areas
English – Penny Steele
Mathematics – Rhiannon Geddis
Humanities & Social Science and LOTE – Letitia Michael
Science – Adrian Hajra
Physical Education and Health – Kevin Peterson
Technology and Enterprise – David Scuderi
The Arts – Leonie Squire

Dean of Student Services – Diane Thorn
Year 7 Coordinator – Sam Cavicchio
Year 8 Coordinator – Jessie Kaur Sohan
Year 9 Coordinator – Andrew Davini
Year 10 Coordinator – Karen Clark
Year 11 Coordinator – Frank Morrison
Year 12 Coordinator – Heather Meldrum

Vocation Education and Training – Karen Clark

AIEO – Daniella Borg, Shahna Rind, Lilly Gogos
YouthCARE School Chaplain – Avram Iancu
Follow the Dream/Partnerships for Success – Ewen Lawrie
Gifted and Talented Education Coordinator – Jennifer Lumia
Nurse – Maggie McGeachie
Psychologist – Tom Moore
Learning Support – Sue Reigert

All staff members are correct at the time of printing and are subject to change throughout the year
**Bell Times**

<table>
<thead>
<tr>
<th>Time</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.45 am</td>
<td>Siren</td>
</tr>
<tr>
<td>8.50 am – 9.54 am</td>
<td>Period 1</td>
</tr>
<tr>
<td>9.54 am – 10.58 am</td>
<td>Period 2</td>
</tr>
<tr>
<td>10.58 am – 11.23 am</td>
<td>Recess</td>
</tr>
<tr>
<td>11.18 am</td>
<td>Siren</td>
</tr>
<tr>
<td>11.23 am – 12.27 am</td>
<td>Period 3</td>
</tr>
<tr>
<td>12.27 pm – 1.31 pm</td>
<td>Period 4</td>
</tr>
<tr>
<td>1.31 pm – 1.56 pm</td>
<td>Lunch</td>
</tr>
<tr>
<td>1.54 pm</td>
<td>Siren</td>
</tr>
<tr>
<td>1.56 pm – 3.00 pm</td>
<td>Period 5</td>
</tr>
</tbody>
</table>

**Student Transport**

School buses will drop students off before school and pickup at the end of the day at the student bus stop along Third Avenue near Ford Street. This service is provided by Swan Transit. Students are expected to comply with all safety regulations and conduct themselves appropriately when using the bus service. Students will be issued with a photo identity Smartrider card for travel purposes. Rail services are also available with Woodbridge Station nearby. Parents are to pick up and drop students off students safely in the parking in the parking bays along Third Avenue. For safety reasons and to avoid congestion, parents are requested **NOT** to drop off or pick up students at the roundabout at the front of the school.

**The School Values**

The students, staff and parents have created a learning environment with a set of values which are considered important for making a positive contribution at Governor Stirling Senior High School. Please take the time to reflect and familiarise yourself with the set of values as they are the foundation of all interactions between students, staff and the community.

**Respect:**
Treat others with consideration, courtesy and fairly.

**Tolerance:**
Accept individual differences.

**Personal Excellence:**
Strive to achieve your best. Persevere.

**Responsibility:**
Acknowledge and accept the consequences of your actions.

**Honesty:**
Be honest, sincere and seek the truth in words and deeds.
Rights and Responsibilities

Everyone has a right to learn and work without being disrupted by others

- Follow instructions
- Respect other people’s property
- Participate fully in your educational program
- Attend school and classes regularly and be on time
- Take responsibility for your own learning

Everyone has a right to work in a clean, safe, and harassment free environment

- Keep the campus grounds and facilities clean
- Always act safely
- Respect the privacy and feelings of others
- Respect individual and cultural differences

Everyone has a right to be treated respectfully

- Be polite
- Speak to others respectfully
- Conflicts to be solved using the principles of restorative justice

Attendance

Attendance is a legal requirement. Teachers keep records for every period and these are reviewed by our Student Services team and Regional Office. Students should strive to minimise school absences. Parents/Guardians are required to provide evidence of student absences, most commonly with medical certificates. An absentee note signed by the parent/guardian or a medical certificate must be produced within two days of that absence. Notes need to include student name, year, date of absence and the reason. Notice may be given by telephone before 9.30 am on the day of absence.

Student attendance is regularly monitored and parents informed of absences. Mentor teachers will help students in clarifying attendance issues and keeping abreast of the school rules.
Attendance
Attendance is a legal requirement until the end of the year in which a student turns 17.

Special Exemptions
A student may be permitted to leave school before the end of the seventeenth year if they are employed in a secure and guaranteed full time job or enrolled in a special course. Parents and students must complete a Notice of Arrangement form (supplied by the school). Final approval can only be granted by the Minister of Education.

SMS Absentee Messaging
Parents will be notified of daily absentees via SMS. Once a student has been registered as absent from school, an automated SMS message will be sent to the parent’s mobile phone, usually by 10.30 am.

Truancy
Student absences are recorded at the beginning of each day during the first lesson and checks are made during each of the class sessions for the remainder of the day. Any variations are noted and parents contacted if truancy is suspected.

Sickness
In the case of absences extending beyond 2 days, the school must be informed after the second day and a medical certificate provided with the absentee note. This is particularly important for students receiving government Assistance (eg Youth Allowance) or for senior students who are absent for assessment items (ie tests, examinations etc). Wherever possible, parents are urged to make appointments for their children out of school hours. If an appointment during school time is necessary students must obtain an “Early Leaver’s Pass” from Student Services.

Leaving School Grounds
During the school day, no student is to leave the school grounds unless they have an Early Leaver’s Pass, which is only provided after a note from a parent/guardian. For example, any student wishing to leave school before 3.00 pm must have a request note from home or an appointment card (doctor, dentist etc). Details must be entered into the early leaver’s book in the Student Services office.

Late to School
Students arriving after 8.55 am must report to the Student Services office and receive a late note before going to class.

Assessment Policy
The full policy is available on the school web site and will be handed to your son/daughter at the beginning of the year. Below are the major headings within this Policy document. Each of these headings explains the policy and the specific responsibilities of each member involved. The Assessment Policy is a very important document concerned with how and when your son/daughter’s school work is assessed. Please look on the website for the extended version.

- Assessment Guidelines
- Staff Responsibilities
- School Responsibilities
- Student Responsibilities
- Parent/Guardian Responsibility
- Absence from Class/Missed Work

The following flowchart explains the process for students gaining an extension for the completion of assessments.
Student approaches course teacher for extension **well before** the due date and with evidence of progress already made.

**Student negotiates an extension with the course teacher and Head of Dept.**

**Student does not discuss an extension at all or is not able to negotiate an extension with the course teacher/Head of Dept.**

**Student uses extension to satisfactorily complete assessment**

**Student submits assessment within 5 days of original due date**

No penalty is applied

**Student is penalised 10% of the maximum mark per day for up to 5 days.**

After 5 days, a ZERO score is assigned.

**Student does NOT submit assessment at any time.**

Student is deemed not to have completed the course program and may be awarded a grade that shows unsatisfactory completion.
Dress Code Policy

Policy
Governor Stirling Senior High School has a community endorsed dress code in accordance with the Education Act of 1999. The school expects ALL students to be proud of their appearance and wear full uniform at all times. A high standard of dress, appearance and neatness from all students ensures a positive school image.

General Requirements
- Clothing which has advertising is NOT acceptable – School Uniform must be worn.
- Make-up and jewellery are NOT appropriate.
- Long hair must be tied back for safety reasons.
- Thongs, backless sandals etc must NOT be worn – enclosed shoes must be worn.
- Mini Skirts or leggings are NOT permitted.
- Safety – specific requirements for uniform may be identified by subject areas.

Everyday Wear for Boys and Girls
- Navy blue skirt, tartan box pleat or navy flair skirt / dress.
- Navy blue long pants/trousers or navy track pants without stripes or logos.
- Knee length navy blue shorts, navy cotton drill cargo.
- White collar shirts with navy and gold stripes or plain white shirt.
- School Jumper Rugger heavyweight with cotton collar.
- School fleecy knit or school micro fibre jacket.
- Enclosed shoes only (open back footwear is NOT acceptable)
- Stockings/socks – white, navy or grey socks, or navy stockings.

Sport Uniform
Black sport shorts with Grey T-Shirt and Physical Education Logo. Students can also wear a coloured T-Shirt in support of their faction.

All school uniform items are available for purchase at Slater Gartrell in Helena Street Midland phone 9274 5788.

Mobile Phone Policy
The school recognises there are times when it is appropriate for students to have access to a mobile phone – for example, to contact parents on the way to or from school. However it is NOT necessary or acceptable for mobile phones to be switched on or used during lesson or study times in the school.

Our policy is that no student has the right to disrupt the learning of any other student, so mobile phone use in classrooms is strictly NOT permitted. Students may receive a first warning, but staff have the authority to confiscate the phone when not used in accordance with this policy. In such cases the phone is secured at the front office to be collected after school. Parents of repeat offenders will be contacted.

As a general rule, mobile phone use by students is not permitted. Any student who is feeling unwell at school and needs to go home must arrange this through the school Administration. Under NO circumstances may students use a mobile phone to contact home and make arrangements to leave except through the relevant staff members.

Students are strictly prohibited from using their mobile phone to capture, record, distribute or upload inappropriate images or videos of others at school, on the way to and from school, or on school activities. A suspension will be imposed in such cases.

Students are solely responsible for the security of their mobile phones. The school will NOT accept any liability for the loss, damage or theft of a mobile phone.

Mobile phones MUST be turned off during normal class times.
Computer and Internet Use Policy

All users of the computer network at Governor Stirling Senior High School must accept responsibility for knowing the contents of the Governor Stirling Senior High School Computer Use Policy, and must agree to abide by the policy. Failure to do so will result in student use of the computers being restricted to specific learning tasks, therefore restricting access. Students will not be able to access the computers unless directed by a teacher.

Students will be personally responsible for their actions and intentions when using the Internet. Students who breach this policy will be denied access to the school network.

Copyright

Breach of copyright refers to copying information directly into your documents without acknowledging the source of that information. If users put information from the internet into their documents, they must not use material that has been directly copied or plagiarised and they must acknowledge sources in the correct referencing format.

Drugs Policy

Governor Stirling Senior High School aims to provide and maintain a health promoting school environment which enables students to reach their full academic and personal potential.

Governor Stirling Senior High School does not permit any member of the school community, including students, staff and visitors while on school premises, at any school function, excursion or camps to:
- smoke or possess tobacco products;
- consume or possess alcohol;
- deliberately inhale volatile substances (solvents);
- possess or use pharmaceutical drugs for non-medical purposes;
- possess or use illegal drugs;
- possess or use drug-related equipment;
- knowingly be in the presence of others who are in breach of this policy.
- Aerosol deodorants are NOT permitted at school.
Behaviour Management Policy

Governor Stirling Senior High School operates on the belief that all students have the ability and the right to learn. Managing student behaviour is a shared responsibility with students, parents and teachers working to create a safe, caring and productive learning environment. Our Student Code of Conduct is based on the principles of restorative practices. Restorative practice is the science of building social capital and achieving social discipline through participation, learning and decision-making. The fundamental basis of restorative practices is simple - people are happier, with more positive changes in their behaviour when those in positions of authority do things with them, rather than to them or for them.

The three principles of fair process are:

**Engagement**
Involving individuals in decisions that affect them, by listening to their views and genuinely taking their opinions into account.

**Explanation**
Explaining the reasoning to everyone who has been involved or who is affected by it.

**Expectation clarity**
Making sure that everyone clearly understands a decision and what is expected of them in the future.

School Code of Conduct

The Code of Conduct identifies for students, parents and staff, the specific requirements relating to students at Governor Stirling Senior High School. Each student and their parents will enter into a written agreement which outlines the responsibilities of the students. It is essential that these students abide by the high expectations outlined in the Code of Conduct. The Code of Conduct is underpinned by Governor Stirling Senior High School’s Behaviour Management Plan which represents a whole school approach towards ensuring a safe, caring and productive learning environment.

The Code of Conduct is derived from demonstrating the School Values on a daily basis:

**School Values**

**Respect**
Treat others with consideration, courtesy and fairly

**Tolerance**
Accept individual differences

**Personal Excellence**
Strive to achieve your best. Persevere

**Responsibility**
Acknowledge and accept the consequences of your actions

**Honesty**
Be honest, sincere and seek the truth in words and deeds.
## Attendance at school

It is expected that all students will maintain a high attendance record, more than 90%, and will be punctual to all classes. Learning to manage travel time and subject requirements are a priority for all students in specialist programs. Students must supply parental notification for any absences to the absentee officer.

### Responsibility and Behaviour

Students will be expected to uphold the behaviours outlined in the student charter, as detailed below.

### Student Charter

<table>
<thead>
<tr>
<th>Every student has the right to:</th>
<th>Every Student has the responsibility to:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Learning without disruption</td>
<td>Allow others to learn</td>
</tr>
<tr>
<td>Be treated courteously and respectfully</td>
<td>Treat others courteously and respectfully and to follow teachers’ instructions without comment</td>
</tr>
<tr>
<td>Work in a clean environment and have their property respected</td>
<td>Contribute to a clean environment and respect student, staff and school property</td>
</tr>
<tr>
<td>Work in a safe environment</td>
<td>Behave in a manner that ensures the safety of everyone, including self</td>
</tr>
<tr>
<td>Reach their potential</td>
<td>Participate fully in their educational program</td>
</tr>
</tbody>
</table>

### Video and Film Permission Policy

At Governor Stirling Senior High School, we recognise that Viewing and Listening forms a significant part of the curriculum. It is essential that we have written permission to show films and television programs – including the news and news commentary programs – documentaries and advertisements which complement our courses and make the students more critically aware.

We request that you check and sign the appropriate section of the permission form (included with enrolment package) giving us permission to show appropriate “G” and “PG” rated programs to your child. Should it be considered necessary to use “M” rated video due to their being no suitable alternative, a specific permission form for that particular video will be sent home by the class teacher.

Please note, students are strictly prohibited from using their mobile phones to capture video or still images while at school, while travelling to and from school, or on school activities.

If you have any queries please do not hesitate to contact the school.
Privacy and Security Policy

Department of Education Policy requires that Governor Stirling Senior High School gains parental/guardian permission before using visual images of students, such as photographs, outside the school environment.

Governor Stirling Senior High School will frequently use images of students in a variety of ways to recognise excellent achievement, inform parents and the local community of school matters, publicise events and to promote the school. From time to time we may also be asked to contribute to Department of Education materials such as educational videos and the “School Matters” newspaper. Governor Stirling Senior High School also has an Internet site, which may result in your child’s image potentially being accessed worldwide through the Internet.

We request your permission to use any images of your child in some or all of the ways listed below:
- School Website / CD ROM / Video / Newsletters / Magazines or any medium in relation to school activities;
- Promotional material for the Department of Education or Governor Stirling Senior High School Articles for West Australian / School Matters; and/or
- Community Newspapers, Office displays.

We also request your permission to use your child’s name in association with images, except that names will not be used on the school website. You are of course at liberty to withdraw your consent at any time by contacting the school in writing.

Homework Policy

In order to be a successful university-bound student at high school a student should devote a certain amount of time to homework on a regular basis.

**The recommended minimum times are:**
- Year 7 and 8 – 1 hour per night for 5 nights a week
- Year 9 – 1.5 hours per night for 5 nights a week
- Year 10 – 2 hours per night for 5 nights a week
- Year 11 – 2.5 hours per night for 5 nights a week
- Year 12 – 2.5 hours per night for 5 nights a week

**Purposes of Homework/Study**
- Allows for practising, extending and consolidating work done in class;
- Provides training for students in planning and organising time;
- Develops a range of skills in identifying and using information resources
- Establishing habits of study, concentration and self-discipline which will serve students for the rest of their lives;
- Strengthens home-school links;
- Reaffirms the role of parents and caregivers as partners in education;
- Provides parents and caregivers with insights into what is being taught in the classroom and the progress of their children; and
- Challenges and extends gifted and talented children; and
- Preparation and revision for examinations

Information Booklet - Page 12 of 18
Expectations

Parents and Caregivers can help by:

- taking an active interest in homework;
- ensuring that there is time set aside for homework;
- encouraging and supporting students to complete homework;
- providing, where possible, a dedicated place and desk for homework and study;
- encouraging their children to read and take an interest in current events;
- encouraging students to focus on vocations;
- assisting teachers to monitor homework by signing completed work if requested and being aware of the amount of homework set;
- communicating with teachers any concerns about the nature of homework and their children’s approach to the homework; and
- alerting the school to any domestic or extra curricular activities which may need to be taken into consideration when homework is being set or corrected.

Teachers can help by:

- ensuring students and parents or caregivers are aware of the school’s homework policy;
- providing quality homework activities related to class work;
- setting a suitable amount of relevant homework which is appropriate to the ability of each student;
- ensuring that students are aware of what is expected of them, and how their work will be assessed;
- giving students sufficient time to complete their homework, taking into account, as far as possible, completing home obligations and extra curricular activities and homework set by others teachers;
- marking homework promptly and appropriately, maintaining homework records and providing feedback to students and parents or caregivers; and
- alerting parents or caregivers of any developing problems concerning their children’s homework, and suggesting strategies that they can use to assist their children with their homework.

Students can help by:

- Being aware of their school’s homework policy;
- Completing homework within the given time frame;
- Alerting parents or caregivers to homework expectations;
- Seeking assistance from teachers and parents or caregivers when difficulties arise;
- Ensuring homework is of a high standard; and
- Organising their time to ensure that sufficient time is given to qualify homework within set deadlines.
**Indigenous Education**

The Indigenous Education Team at Governor Stirling Senior High School includes Aboriginal and Islander Education Officers (AIEOs), Follow The Dream/Partnerships for Success (FTD) Coordinator, an Indigenous Tuition Assistance Scheme (ATAS) tutor, and other interested staff.

This team is dedicated to improving educational outcomes for our Indigenous students, and offer a variety of programs to the students.

**Follow the Dream/Partnerships for Success**

**In-school tuition**

**In-class support**

Follow the Dream/Partnerships for Success supports Indigenous students from Years 7 to 12, who have the potential to attain educational success, are focussed on completing Senior School and gaining WACE (graduation); have family support and attend school regularly. Students attend mainstream classes and receive additional assistance in an after-school model.

Key elements of the program include Learning Centre Homework classes, tutors, excursions, camp, family involvement and Smith Family Scholarships are available. Multiple excursions to sites such as Universities, Perth Cultural Centre, culturally-specific films and annual camp are highlights of the Partnerships for Success: Follow the Dream Program.

**Australian Rules Football**

Students are able to enrol in the Football Program as a full-time subject from Years 7-10 and participate in a Football course in Years 11 and 12 in Physical Education Studies. The Football Program involves four contact hours per week consisting of both theory and practical based content. For further details contact Mr Andrew Davini or Mr Sam Cavicchio.

**Netball**

Students are able to enrol in the Netball Program as a full-time subject from Years 7-10 and participate in a Netball course in Year 11 and 12 in Physical Education Studies. The Netball Program involves four contact hours per week consisting of both theory and practical based content.

**Dance**

Students are able to enrol in the Special Dance Program as a full-time subject from Years 7-10 and then in the Dance course in Years 11 and 12.

The course aims to develop the individual’s ability to create, perform and appreciate dance as an educational art form. Opportunities are provided for students to display their talent within the outside school through various performances.
### Key Dates

<table>
<thead>
<tr>
<th>Term 1</th>
<th>Term 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, 1 February</td>
<td>Term 1 begins for students</td>
</tr>
<tr>
<td>Monday, 7 March</td>
<td>Labour Day Holiday</td>
</tr>
<tr>
<td>Friday, 8 April</td>
<td>End of Term 1</td>
</tr>
<tr>
<td><strong>Saturday 9 April – Monday 25 April</strong></td>
<td><strong>End of Term Holidays</strong></td>
</tr>
<tr>
<td>Tuesday, 26 April</td>
<td>Student Free Day</td>
</tr>
<tr>
<td>Wednesday, 27 April</td>
<td>Term 2 begins for students</td>
</tr>
<tr>
<td>Friday, 1 July</td>
<td>End of Term 2</td>
</tr>
<tr>
<td><strong>Saturday 2 July – Sunday 17 July</strong></td>
<td><strong>End of Term Holidays</strong></td>
</tr>
<tr>
<td>Monday, 18 July</td>
<td>Student Free Day</td>
</tr>
<tr>
<td>Tuesday, 19 July</td>
<td>Term 3 begins for students</td>
</tr>
<tr>
<td>Friday, 23 September</td>
<td>End of Term 3</td>
</tr>
<tr>
<td><strong>Saturday 24 September – Sunday 9 October</strong></td>
<td><strong>End of Term Holidays</strong></td>
</tr>
<tr>
<td>Monday, 10 October</td>
<td>Student Free Day</td>
</tr>
<tr>
<td>Tuesday, 11 October</td>
<td>Term 4 begins for students</td>
</tr>
<tr>
<td>Thursday, 15 December</td>
<td>End of Term 4 for students</td>
</tr>
<tr>
<td>Friday, 16 December</td>
<td>End of Term 4 for Teachers</td>
</tr>
</tbody>
</table>

### General Information A – Z

#### Additional Assistance Schemes
Financial assistance may be available from either the State or Commonwealth Governments. However, due to changes from year to year, it may be necessary to contact: Commonwealth Department of Employment, Education, Training and Youth Affairs. Contact Centrelink on 132 490 or at [http://www.youthallowance.centrelink.gov.au](http://www.youthallowance.centrelink.gov.au) or the Education Department (for State Government Allowances) Telephone 9264 4111.

#### Bicycles
Bicycles, scooters and skateboards must not be ridden in the school grounds. They need to be padlocked and parked in the DESIGNATED area and not used during school hours. By law, students are required to wear a bicycle helmet.

#### Buses/Trains
All students will be issued with a bus pass. Lost passes must be reported to the Library. Students are required to comply with all bus safety and behaviour rules. Failure to comply may mean a refusal of permission to travel on the bus or train.

#### Cafeteria
A cafeteria will operate for the benefit of students and staff under the direction of the Parents and Citizens Association. Varied food items and drinks are available. As it is the major fund-raising done by the school, your support in its operation is essential. Parent help in the cafeteria is requested. Volunteers are rostered for one day per fortnight or whenever you are available. Please contact the cafeteria manager, Heather Nicholson, if you can help.
Chaplain
The school Chaplain is a member of the Student Services team and offers pastoral care to the wider school community. There are many times when a confidential friend can provide the support needed to really make a difference in a situation. This is available to staff, students and their families. The Chaplain also networks with government and church organisations to meet the special physical, emotional and spiritual needs in a non-denominational way. The Chaplain works three days each week and available on particular days. Students must make appointments during recess or lunchtime. Visits to the Chaplain are by appointment only. The Chaplain is located in the Student Services area.

Health Centre
A Community Nurse works at the school part-time. The main role of the nurse is health education and health promotion. Students will only be seen during class time for emergencies or injury. The Nurse is located in the Student Services area.

Library
The vast array of resources in the Library is available for all students to use. All books and most resources may be borrowed for two weeks. Resources include reference materials, journals, career information, audio-visual equipment, newspapers, magazines and pamphlets. Students are issued with a borrower’s card that they must produce before borrowing. Items that are lost or damaged are the responsibility of the borrower and a charge will be made for their replacement.

Newsletter
Magazines (winter/summer) or flyers are published in hard copy and online each term as a way of conveying information to parents and guardians regarding activities at the school (for school website computer access), general information, items of interest to parents and students, and the school calendar. Please retain as a reference for forthcoming events. You are encouraged to register to receive the newsletter online. Please contact the school for information on how to register.

Psychologist
The role of the school Psychologist is to provide support and intervention to students with learning, behavioural, emotional and social issues. This work is achieved in collaboration with allied health professionals, staff, and parents to maximise students’ learning potential. Students are welcome to make appointments before and after school and at recess or lunchtime.

School Ball
The Annual School Ball is an extra-curricula school activity organised for Senior School students during Semester 1. It is an important event on the school calendar, one that students generally look forward to very much each year. The ball is organised by the Year 12 Coordinator and the Senior School Student Council.

Functions
The School through the Year Coordinators and Student Council, runs some social functions during the year. Only students attending Governor Stirling Senior High School are permitted to attend. Appropriate dress must be work at all times. Students must behave in an acceptable manner, and smoking and alcohol are not permitted. No student is allowed to leave during the hours of the event/function.

Smart Riders
Smart Riders will be made available to all students through the school library. Many students will already have Smart Rider cards. A time will be made for all students who do not have a Smart Rider to access the Library at organise one.
Student Cars
Cars must be parked outside the school grounds on the roadway and not on the grass verge. They should be left locked and are not to be used during school hours for any purpose. Students must register their car with the school. Student drivers may not transport others students without the written permission of their parents and the parents of the students being transported.

Student Council
Governor Stirling Senior High School will maintain a student council. There will be a Head Girl, Head Boy, four Counsellors in Year 12 and four Counsellors in Year 11.

Telephones
School telephones are used to conduct official school business. Students may only have access to these telephones in an emergency and after having been granted permission to make a telephone call home by the Vice Principals/Year Coordinator.

Travel Concessions
Enquiries regarding holiday travel concessions should be directed to the library.

Vocational Education and Training
The VET Coordinator is responsible for the organisation and administration of VET Programs in Years 11 and 12 and assists with Year 10 VET Programs where they operate. Part of the VET coordinator's role is to assist students in their transition from school to TAFE, university, apprenticeships and employment. All certificate courses are accredited through a Registered Training Organisation (RTO) such as VETIS or Polytechnic West and students are enrolled through that RTO in order to meet accreditation requirements. Please contact the VET coordinator regarding any queries relating to VET.

Year 12 Presentation Ceremony
A formal ceremony is held in Term 4 each year. The school reserves the right to withdraw the privilege of attendance at the presentation ceremony for any Year 12 who commits a serious misdemeanour.

Year Coordinators
There is a year coordinator responsible for coordinating and monitoring each year group. Parents are welcome and encouraged to contact the year coordinator to discuss any aspects of your son or daughter's schooling.