

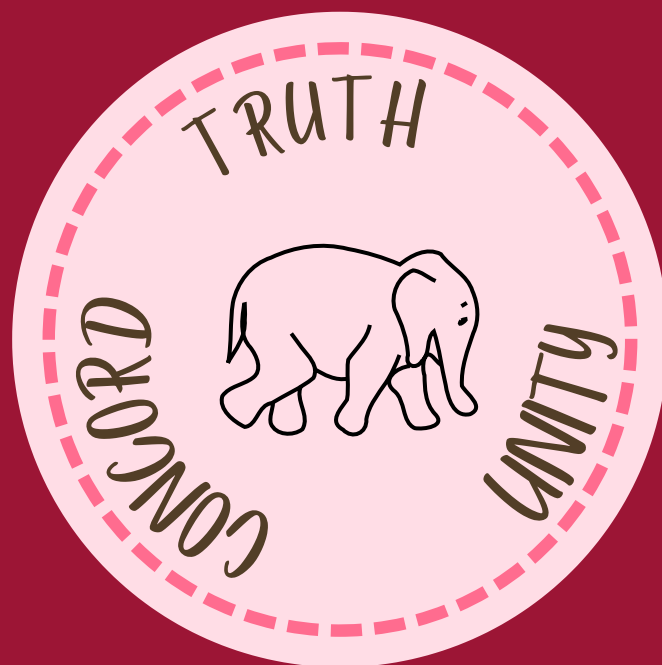


STUDENT GUIDE



CHELTENHAM GIRLS' HIGH SCHOOL

TRUTH. because we dare to speak it
UNITY. to make us stronger
CONCORD. nearer to each other



WELCOME TO CHELTENHAM GIRLS' HIGH SCHOOL

At Cheltenham, we take pride in the educational opportunities provided for our students and we are delighted that you have chosen our school.

The Mission Statement developed by the staff, students and parents of Cheltenham Girls' High is printed on the following pages. It summarises our aspirations for every student and describes the learning environment we aim to foster.

Highlighted in the school motto are three values we uphold in our daily lives. It is hoped that all students, by participating in the life of our school, learn to respect and pursue truth, experience the joys of unity and understand that concord is central to a happy and safe school.

MISSION STATEMENT

Cheltenham Girls' High School is committed to providing a variety of quality learning experiences in a caring, cooperative and challenging environment.

We strive to develop self-awareness, esteem and confidence. We promote positive, collaborative relationships built on respect and concern for others.

We encourage creative and critical thinking, and foster personal excellence and satisfaction. We increase life's opportunities and foster lifelong learning.



Since its beginnings in 1957, Cheltenham Girls' High School has developed and earned a fine reputation that is highly esteemed by the school community and beyond. The school also appreciates the support and involvement of its community in the governance and life of the school.

So, this message to new students and new parents is not only a welcome, it is also an invitation to participate in the life of our school. I look forward to meeting you soon.

Suellen Lawrence

Principal

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2023 SCHOOL TERM DATES

TERM 1

Friday 27th January - Thursday 6th April

Start date Year 11 & 12 - Tuesday 31st January

Start Date Year 8, 9 & 10 - Wednesday 1st February

Start Date Year 7 - Thursday 2nd February

TERM 2

Monday 24th April - Friday 30th June

TERM 3

Monday 17th July - Friday 22nd September

TERM 4

Monday 9th October - Tuesday 19th December

IMPORTANT SCHOOL CONTACTS

TELEPHONE NUMBER:

Teaching Staff & Office - (02) 9876 4481

WEBSITE, EMAIL & SOCIAL MEDIA:

Website - <https://cheltenham-h.schools.nsw.gov.au>

Email - cheltenham-h.school@det.nsw.edu.au

Cheltenham Girls' High School Facebook Page - @CheltenhamGHS

POSTAL ADDRESS:

Cheltenham Girls' High School

The Promenade

Cheltenham NSW 2119



ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the Wallumedegal people of the Dharug Nation who are the traditional custodians of the land on which our beautiful school is situated and where we learn. We pay our respects to elder's past, present and future and extend that respect to any First Nations people who are members of our community or who are reading this school guide.



SMOKING CEREMONY

At the official start of the school year, we invite Uncle Laurie Bimson, Guringai elder and traditional owner of Guringai Country, and Dave Lardner, President of the Wattamattagal (Ryde) AECG and the Aboriginal Education and Engagement Officer for the NSW Department of Education, to lead us in a Smoking Ceremony.

Smoking ceremonies are an important part of Indigenous culture because they represent respect for the land and ancestors. Aboriginal smoking ceremonies are held to cleanse places and people, and signify a fresh start. As we are going into the new year, this ceremony is the perfect opportunity for us all to do just that. Smoking ceremonies are also held to welcome people to the land and let Aboriginal ancestors know that we are here.



THE SCHOOL DAY

School Hours: 8:35AM – 3:00PM

BELL TIMES	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
PERIOD 1	8:35–9:40	8:35–9:40	8:35–9:40	8:35–9:40	8:35–9:40
PERIOD 2	9:40–10:40	9:40–10:40	9:40–10:40	10:40–11:20	9:40–10:40
READ	10:40–11:00	10:40–11:00	10:40–11:00	ASSEMBLY/ SRE 10:40–11:20	10:40–11:00
RECESS	11:00–11:20	11:00–11:20	11:00–11:20	11:20–11:40	11:00–11:20
PERIOD 3	11:20–12:20	11:20–12:20	11:20–12:20	11:40–12:40	11:20–12:20
PERIOD 4	LUNCH 1 12:20–12:40 LUNCH 2 12:40–1:00	12:20–1:20	12:20–1:20	12:40–1:40	12:20–1:20
LUNCH1 LUNCH2	PERIOD 4 1:00–2:00	1:20–1:40 1:40–2:00	1:20–1:40 1:40–2:00	END OF DAY 1:40	1:20–1:40 1:40–2:00
PERIOD 5	2:00–3:00	2:00–3:00	2:00–3:00		2:00–3:00

Students should arrive early enough to go to lockers and be punctual to class. There are five lesson periods each day. There are ten school days in each cycle of the timetable. Each week is either Week A or Week B.

YEAR 7 DAY 1, 2023

Thursday 2nd February

8:35am - 9:15am - Year 7 to School MPC for Assembly. Students will be directed to Home Rooms from the MPC.

9:15am - 9:40am - Roll Call in Homerooms with Period 1 teacher, distribution of timetables (Peer Support Leaders and Homeroom teachers)

9:40am - 10:40am - Peer Support Session #1 (Period 2)

10:40am - 11:20am - Students move to House groups for cheers.

11:20am - 11:40am - Recess

11:40am - 1:20pm - Normal Period 3 & 4

1:20pm - Transport Prefects, Year 7 teachers and Year 7 students leave early for escorted travel to Cheltenham Station. Students not going to station may remain in lower quad to wait for parents or siblings until 3pm or make own way home at this earlier time.

1:40pm - Day concludes for rest of school.



EARLY LEAVE FOR YEAR 7

Year 7 will finish at 2:45pm every day for the first two weeks of school, which is up until Friday 10th February 2023.

After that, Year 7 will finish at 2:45pm one day a week as part of the program to reduce congestion on Cheltenham Station. More details will be provided early in 2023.

Thursday finishes at 1:20pm for the first two weeks of Term 1 for Year 7 and 1:40pm for the remainder of the school.

**FOR MORE INFORMATION ON SCHOOL DATES,
SCHOOL HOLIDAYS ETC VISIT:**

**[HTTPS://EDUCATION.NSW.GOV.AU/PUBLIC-
SCHOOLS/GOING-TO-A-PUBLIC-SCHOOL/CALENDARS](https://education.nsw.gov.au/public-schools/going-to-a-public-school/calendars)**



TRUTH | UNITY | CONCORD

The date for our annual Presentation Day in 2023
is Tuesday 28th November at the Sydney Opera House.

On this day we welcome parents to join in celebrating the year at Cheltenham.



PRESENTATION DAY

Annual Presentation Day, since 1973, has been held at the Concert Hall of the Sydney Opera House. This is the only event in the entire school year that involves the whole school assembled at the same venue and time. The event is a presentation of students' performance and a celebration of their achievements.

All students in every Year group participate and all the students are required to attend. It is student presence and participation in such a public way on this day that helps to uphold and promote the outstanding reputation and heritage of the school.

Family and friends of the school are warmly invited. All who attend participate in a fabulous ceremony and enjoy an uplifting experience.

ATTENDANCE AT SCHOOL

Parents or carers of children of compulsory school age are responsible for ensuring their child attends school every day. Children must commence school by age 6 and attend until 17 years of age. Parents/guardians have a role in communicating with the school when their daughter is unable or unwilling to attend school.

Procedures for students in Years 7 - 12

Students in Years 7-12 must attend Period 1, where the official roll marking for attendance that day will occur in the first five minutes of the lesson. Students must be punctual every morning. If a student is absent, their parent/guardian will receive a text message indicating that their child is not at school, which they can respond to with an explanation for the absence. Or, a note from the parent/guardian must be presented to the Period 1 teacher on the day which he/she returns to school. The note must include the student's full name, roll class, year group, dates of absence, the reason for absence and be signed by the parent/guardian.

Granting of Leave / Long Term Leave of Absence

Sometimes a student may require extended leave from school for reasons such as hospitalisation or domestic necessity. In such cases the student must apply for long-term leave. If a student needs to apply for leave, she must bring an application for long term leave from her parents to the Principal at least two weeks prior to the first anticipated day of leave. It should not be anticipated that leave will be approved. Leave should be sought and approved before any travel arrangements are made. Special event days such as Presentation Day and other school days where school is held in an alternative setting such as Swimming and Athletic carnivals are considered normal school days and students are expected to attend. Please indicate the start and end dates, the destination and the reason for leave. (eg. a family holiday, representative sporting commitments. If travelling overseas, please include a copy of travel tickets.

Late arrivals

If you are late to school, you must go to Administration where you will sign in and receive a 'late slip'. It is important that you return the slip, signed by parent/guardian, to the front office the following day explaining why you arrived late. Your parent/guardian is also able to write a note or text the school to inform us of the reason you were late.



Early leavers

Any student leaving the school during school hours needs to bring a note with this information on it and take it to the Head Teacher Secondary Studies for a signature and return this note to the office before Period 1. A pink Early Leave Pass will then be issued and the student must show the pass to Administration Staff in the office before leaving the school grounds.

On Mondays, Year 9 and 10 students will first take these notes to the Year 9 & 10 Sports Coordinator in the PE staffroom due to Afternoon Sport.

Early leave is not for general appointments but for Specialist appointments and hard to get appointments only. If it reoccurs, the student will be denied the leave. General appointments must be made out of school hours.

COVID 19 - What to do if my child is sick?

Parents/guardians are reminded NOT to send children to school if they are unwell, even if they have mild flu-like symptoms. Check the school website for up-to-date information on COVID-19 protocols.

Presentation Day Attendance at Sydney Opera House

Every student is expected to attend and participate. Applications for leave that impinge on Presentation day will only be granted in special circumstances. Any request at this time for holidays or overseas travel per se is not considered a special circumstance. Applications for leave that would affect a student's attendance at Presentation Day need to be made in writing and addressed to the Principal as early as possible in Term 3.

8:35am is the official start of the school day every morning. Period 1 teachers mark the roll in the first 5 minutes and submit through the Sentral roll marking system.



THE WELLBEING TEAM

The Wellbeing Team is an important connection between students, families and our school and can provide support and advocacy for students to support wellbeing and successful learning. Student wellbeing is the main concern of our Year Advisers. Do not hesitate to contact your child's Year Adviser to make an appointment to address any concerns to support your child's wellbeing and learning:

- Personal, family or social problems
- Educational progress
- Choice of subjects and courses of study
- Concerns related to school uniform and general conduct; and
- Attendance and punctuality

School Counsellors are also on site and available for students to access. Students may self direct or request counselling.

For the general wellbeing and progress of students, parents/carers can contact the appropriate Year Advisers, Head Teacher Wellbeing or Deputy Principal:

Year Advisors:

Year 7 – Mr Jesse De Paoli & Mrs Constance McGilchrist

Year 8 – Mr Jacob Fraser & Mrs Linda Latty

Year 9 – Ms Abby Giritharan & Ms Nicola Hawton

Year 10 – Mr Leo Lim & Mrs Chandra Narsai

Year 11 – Mrs Ellise Muggleton, Mr Mathew Lam & Mr Alex Tsambouniaris

Year 12 – Mr Lewis Tsui & Ms Henna Latif



Head Teachers Wellbeing:

Year 7, 9 & 11 – Mrs Jennifer Bendt & Ms Nicola Hawton (rel.)

Year 8, 10 & 12 – Ms Camilla Watson

SCHOOL IMMUNISATION PROGRAM DATES 2023

YEAR 7

Friday 3rd March – HPV Dose 1

Friday 19th May – dTpa

Friday 8th September – HPV Dose 2

YEAR 10

Friday 11th August – Meningococcal ACWY



OUR THERAPY DOG 'INDI'

Dogs can provide significant comfort and enjoyment for students and staff when they are feeling anxious or overwhelmed. Therapy dogs can be particularly useful in facilitating a measured distraction and have a calming effect on people.

'Indi' has approval to be on the school premises for the purposes of supporting students and staff wellbeing as part of the whole school wellbeing programs. All precautions have been taken to ensure the health and safety of students with allergies to dog and animal dander.

SCHOOL CAMPS - YEAR 7 & 9

Camps are an amazing opportunity for students to make friends and networks outside of the classroom through an authentic wellbeing experiences that strengthen student connections and enhances their sense of belonging. They create challenges for students to problem solve, cooperate, communicate, develop resilient thinking and independence. These are invaluable skills that transfer to effective study in the classroom and foster student growth for post-school life within our community.

Students have the opportunity to participate in educational opportunities selected from a wide ranging curriculum and diverse enrichment activities. A program of sport and aquatic activities is included in the belief that once a pattern of regular exercise is established, academic achievement usually follows.

Year 7 attend a three day camp typically in Term 1. A week long camp for Year 9 at Jindabyne is typically booked for Term 4. Permission notes with specific details will be issued through School Bytes and relevant information in the lead up to camps will be provided by the Year Advisors.





ASSESSMENTS

Testing and assessment tasks are carried out by all subjects across all year groups.

Assessment policies for Year 10, Preliminary HSC and Higher School Certificate including criteria for satisfactory completion of courses and illness/misadventure applications, are available for viewing from the schools Assessment Hub. The Assessment Hub will always contain the most up-to-date versions relating to assessment schedules for Year 7-12 students.

<https://sites.google.com/education.nsw.gov.au/cghs-assessment/home>

LEARNING @ CGHS

Cheltenham is an inclusive learning community that is committed to excellence in girls' education. Learning is based on effective classroom practice in a comprehensive school setting. Supported learning for students with additional learning needs is the concern of every teacher and quality teaching aligned with proactive wellbeing programs and interventions are pivotal to maximising student potential.

The Learning Support Team (LST)

The LST plays a key role through a whole school approach to ensure that the specific learning needs of students experiencing difficulties in learning are met. Parents and the school will work together to ensure that students who experience difficulties with their learning will be provided with appropriate and ongoing support. The LST ensure that plans and strategies are implemented and monitored for students with additional learning needs.

The Homework Centre

Provides students with the opportunity to gain some extra one-on-one assistance with classwork, homework, assessments and exam revision. Some students also use the facility to study by themselves. Students can also access computers and printing facilities. Supervising teachers are from across different key learning areas.

When: Tuesdays (except the first and last weeks of term)

Time: 3:00-4:30pm

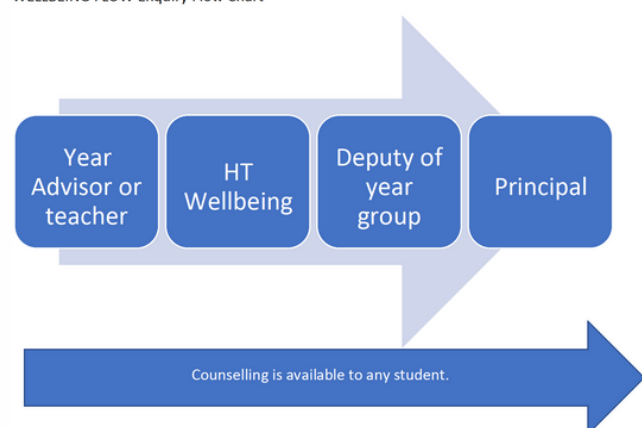
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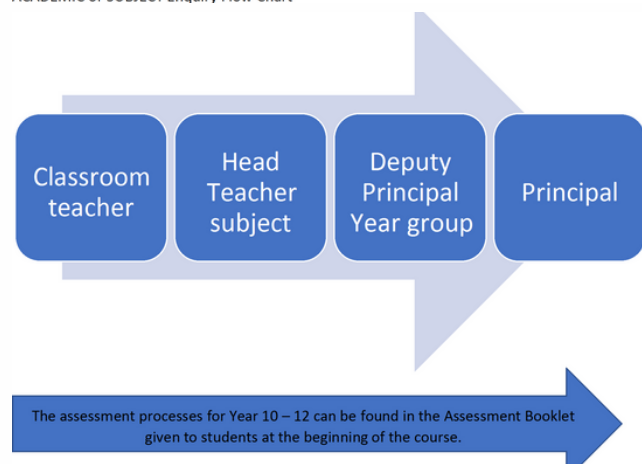
PARTNERS IN SUPPORTING STUDENTS

Students and parents are always welcome to make contact with the school to raise matters related to teaching and learning, as well as student wellbeing. The best person to speak to about subject based matters such as assessments, marks, work load and so on, is the classroom teacher in the first instance, or you can speak to the Subject Head Teacher. Students are encouraged to use their classroom teachers as the initial point of contact as soon as issues arise in learning, classroom activities, assessments, homework and study. Staff names are provided below to establish and facilitate parent-student-staff contact so that communication channels can be proactive and productive and any concerns can be addressed appropriately. Students, parents and other members of the community are welcome to contact the Principal and Deputy Principals about any matter to do with our students, education and our school. Appointments must be made via phone or email.

WELLBEING FLOW Enquiry Flow Chart



ACADEMIC or SUBJECT Enquiry Flow Chart



Principal: Mrs Suellen Lawrence

Deputy Principals:

Year 7 & 10 – Mrs Simone Hope
 Year 8 & 11 – Ms Tracey Macmillan
 Year 9 & 12 – Mrs Lisa Wark

Head Teachers Wellbeing:

Year 7, 9 & 11 – Mrs Jennifer Bendt & Ms Nicola Hawton (rel.)
 Year 8, 10 & 12 – Ms Camilla Watson

Head Teachers:

Creative & Performing Arts – Mr Grant Hughson
 English – Mrs Bernadette Virwani
 History – Mrs Suzi Wright
 Languages – Mrs Simone Hope
 Mathematics – Mrs Sarah Hamper
 PDHPE – Mr Shaun Smith
 Science – Mrs Sudha Saligram
 Social Sciences – Ms Rachel Taylor
 Technology & Applied Studies – Mrs Leigh Goodhue
 Teaching & Learning – Mr Paul Wilson & Ms Naomi Roberts
 Secondary Studies (Curriculum) – Mrs Kirsty Lovett
 Secondary Studies (Enrolments) – Mrs Suzanne Glanville

Other specialist support teachers available:

Careers Advisers – Mrs Julia Lake & Ms Rebecca Dolan
 Learning and Support Teacher – Ms Tina Kontos
 Student Counsellor/Psychologist – Mrs Jenny James & Mrs Esther King
 Librarians – Mr Fabian Amuso & Mrs Lara Curtis
 English as a Second Language – Mr Leo Lim & Mrs Chandra Narsai
 Student Support Officer – Ms Helena Choi
 Community Liaison Officer – Ms Peggy Lam
 Youth Worker – Ms Erika Mercer
 IT Support – Mr Dean Rhoden & Mr Ryan Stratton



OUR MERIT SYSTEM

At Cheltenham Girls' High School we celebrate student achievement, which has been supported by staff and parents, and continues to be outstanding, diverse, unpredictable and exciting to witness.

The Merit System is administered in the following way;

- Merit Points – awarded in class and by any faculty for in any of these categories
- Merit Certificates – awarded each time the student has 3 small Merit Points
- Year Advisor Award – achieved by 5 Merit Certificates
- Deputy Principal Award – achieved by 3 Year Advisor Awards
- Principal Award Gold Badge – two DP awards and application to Principal and completion of 10 hours of community service.

To complement the merit system student achievement is also supported in the following ways;

- Letters of commendation for outstanding achievement or significant improvement each semester
- Honour Board record in the school Hall.
- Commendations at school assemblies
- Promotion in the local media and the Annual Presentation Day honour lists at the Sydney Opera House.

Categories of Merit:

- Community Responsibility and Leadership
- Sporting Excellence or Achievement
- School Culture
- Academic Achievement
- Classroom Effort



STUDENT VOLUNTEERING

Cheltenham Girls' High School provides a variety of opportunities for students to volunteer, from school and community fundraising, in house peer support and tutoring programs, to external partnerships with community not for profit organisations. The volunteering completed in school contributes to the school Merit System and students can achieve a Principal's Award.



CHELTENHAM SPIRIT & DIVERSITY

At Cheltenham Girls' High School, our aim is to nurture and facilitate the development of confident, well rounded, well educated and socially aware young women. The diversity of students and teachers, their achievements, skills, cultures and varied experiences are celebrated and we strive to create a safe environment for everyone to feel a sense of belonging.

At the start of the school year we invite Uncle Laurie Bimson to school to perform a Smoking Ceremony and Welcome to Country to symbolise a cleansing for a fresh start to the school year. We also enjoy special guests performing a traditional Lion Dance to bring good luck and fortune to celebrate the Lunar New Year. Diwali is also a regular celebration. In 2022, students participated in the special Multicultural Day event.

Our Physical Activity and Sport Studies classes have the opportunity to engage in the annual wheelchair basketball incursion and we have had guest speakers that have competed in the Paralympics share their challenges, resilience and experiences with students at our school.



SPECIAL RELIGIOUS EDUCATION

Classes operate during the Assembly/SRE period on a Thursday. Christian denominations provided for are: Anglican, Baptist, Catholic, Presbyterian and Uniting. There are also groups for members of the Baha'i, Hindu, Buddhist and Islamic faiths. Students not attending one of these groups undertake supervised private study in an allocated non-scripture class. The other Thursday is a half-school assembly.

Voluntary Students activities of a Religious Nature

The school permits voluntary students' activities of a religious nature in accordance with DoE policy and procedures. Students who wish to attend REV (Christian prayer group) or the ISLAMIC prayer group or undertake individual prayers, must have written permission from their parents. The teacher must be present to supervise these meetings. Permission slips can be obtained from the Wellbeing Hub and must be returned to the Head Teachers Wellbeing when signed. These groups are provided with a room to conduct their meeting. Students are not permitted to conduct these activities during class time.

UNIFORM

Cheltenham Girls' High School has a distinct and unique uniform that has been proudly worn for more than 60 years. The decision to wear a uniform has been the result of a consultative process with students, parents and the wider school community. Students are immediately recognisable because of the pink, maroon and blue colours that is commonly associated with CGHS as a school of excellence. Students are expected to wear their uniform correctly and conduct themselves in a way that brings credit to their personal family and their wider school family.



Summer Uniform

Junior Tunic – Pink and white stripe tunic with inverted pleats to front, self-piping, 5 buttons to fixed placket in front and back zipper

Senior Tunic – Pink and white striped tunic with inverted pleats to front, double piping, 5 button front opening and decorative band to back

Shirt/blouse: Similar to tunic fabric in a short sleeve style shirt

Pants: Maroon pants worn with summer blouse

Skort: Maroon skort worn with summer blouse

Socks: Blue ankle socks

Stockings: Sheer grey pantyhose (available at school) for all formal events and functions.

Outerwear (All seasons)

Jumper: Maroon V neck with double blue stripe to neckline and cuff

Jacket: A maroon zip front jacket with side pockets lined with a fleece

Blazer: Maroon with shirt maker collar and crest to pocket. Made to order from the Uniform provider and can be worn by any students in any year group.

Winter Uniform

Junior Tunic, Shirt & Tie – Maroon sleeveless V neck tunic, blue and white striped long sleeved shirt and maroon and blue striped tie.

Senior Tunic, Shirt & Tie – Maroon sleeveless V neck tunic, plain blue long sleeved shirt with maroon and blue striped tie or tailored blue shirt with maroon piping on collar and cuffs with maroon tie tag.

Pants: Maroon pants worn with blue long sleeve shirt with maroon piping. Track pants are not suitable.

Socks: Blue ankle socks

Stockings: Black pantyhose for school wear. Sheer grey pantyhose (available at school) for all formal events and functions.



Footwear: Black, fully enclosed leather lace up shoes with sturdy heels. High heels, ballet slippers, 'Raben' shoes or boots are not acceptable.

PE / Sport Uniform

Only available from the uniform shop:

Shorts – Maroon lightweight shorts

Shirt – Blue shirt

Track Pants – Maroon track pants

Swimwear – Full piece swimming costume

Socks – Blue ankle socks

Footwear – Properly fitted, lace up joggers with firm sole.

Hat – Navy blue peak cap available from uniform shop

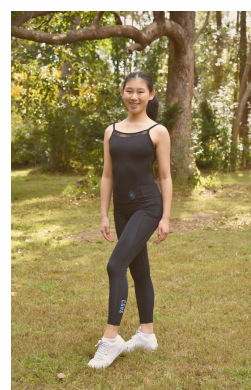
Black tights – Only to be worn for Dance Elective lessons, Dance Ensemble or Aerobics rehearsals



PE/Sport uniform is only to be worn for PE & Sport lessons. It is not to be worn to and from school.

Students with specific cultural religious uniform requirements:

- **Summer Uniform** – as above with additional fabric attached to convert sleeves in to long sleeves. The summer uniform fabric is available at the clothing pool. Alternatively, a long sleeved pale pink skivvy worn underneath the uniform is acceptable. Grey tights or long light grey pants are acceptable however grey track pants are not acceptable.
- **Winter uniform** – is as above with grey or black tights or pants. Track pants are not acceptable.
- **Scarf** – All scarves should be maroon in colour. A pale blue or pink band around the brow is acceptable.
- **Footwear** – is black leather closed in shoes.
- **PE Uniform** – The PE uniform is to be worn as indicated above and students may wear maroon track pants instead of shorts or black tights under their shorts. Footwear is as above and all students should be prepared to participate in activities.



What do I do if I'm not in school uniform?

Students who are unable to wear the full uniform to school must report to the Front office for a Uniform Pass in the morning before Period 1 with a note from their parent/guardian explaining the reasons for not wearing the full uniform. A slip will be generated for the student to carry with them during the day.

Students who do not wear the correct uniform 3 times will receive an afternoon detention.

ONLINE UNIFORM STORE

[HTTP://DAYLIGHTSPORTSWEAR.COM/CHELTENHAMGIRLS](http://daylightsportswear.com/cheltenhamgirls)

RETAIL UNIFORM SUPPLIES- DAYLIGHT SPORTSWEAR

Located in I-Block at Cheltenham Girls' High School

OPENING HOURS

Tuesdays – 8:00am – 12:00pm

Thursdays – 12:00pm – 4:00pm

PDHPE, SPORT & HOUSES

Students are divided alphabetically into six house groups. All students will be placed into a sports house upon arrival at the school.

The houses are:

Bookoola "Wise Owl" – Light Blue
 Mirrabooka "Southern Cross" – Dark Blue
 Coolaroo "Stars" – Yellow
 Petarli "The Moon" – White
 Dulkara "Rainbow" – Red
 Wirreanda "Tall Trees" – Dark Green

Year 7 & 8 Programs

Stage 4 Sport lessons are integrated into student timetables. Sports Skills Day is during Term 3 and aims to enhance students fundamental movement skills and personal fitness across a variety of sports. In Term 4, students participate in a swimming program to complete the mandatory Aquatics component of the PDHPE syllabus. Information and permission notes will be provided via School Bytes.

Year 9 & 10 Sport

Sport is held on a Monday afternoon during Periods 4 and 5 and is mandatory. Students will participate in a variety of sports, a different sport each term or Grade Sport. Appointments should not be made for students during sport time.

Students wear their full PE uniform to and from school for Monday Sport only, including a hat and runners.

SPORTS ASSEMBLY

Our Annual Sports Assembly is held in Term 3 each year and we acknowledge the various individual and team sporting achievements of our students.

What do I wear for practical PE lessons and Sport?

Students need to be prepared with their full PE uniform for Sport and practical lessons, including a hat and runners. If a student does not have their PE uniform they will need to provide their teacher with a note at the start of the lesson, signed by their parent/guardian and explaining the reason. PE uniform is only to be worn for Sport & PDHPE lessons and should not be worn to and from school.

What should I do if I have PE/Sport and I'm sick or injured?

If a student is unable to participate in PDHPE practical lessons or Sport, a note must be written by the parent/guardian and presented to the child's PDHPE or Sport teacher at the beginning of the lesson. Notes must be presented to the Sport Coordinator prior to school on a Monday morning for Year 9 & 10 sport. If for some reason a student is to be exempt from PDHPE or Sport for more than two weeks, a medical certificate is required.



SCHOOL SPORT CARNIVAL DATES FOR 2023

SWIMMING CARNIVAL

Wednesday 8th February

CROSS COUNTRY CARNIVAL

Wednesday 29th March (TBC)

ATHLETICS CARNIVAL

Tuesday 2nd May

Students attend the Swimming and Athletic Carnivals each year. Our school carnivals are a prominent part of our school sporting culture and attendance is mandatory.

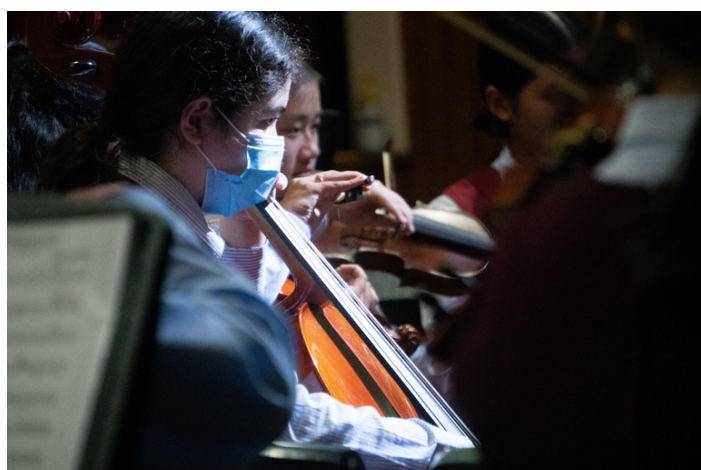
The Cross Country is compulsory for all students in Year 7 & 8. It is optional for students in Years 9-12.



CURRICULUM ENRICHMENT OPPORTUNITIES

Cheltenham Girls' High School strives to maintain a high quality educational environment for students. This ongoing commitment not only guarantees learning opportunities, but also ensures that each student has the chance to be involved in a broad variety of extracurricular activities. The scope and diversity of sporting teams, social/cultural clubs, interest groups, environmental groups and social awareness groups, means there is something for everyone beyond the classroom.

There are many musical groups within the school catering for the varied interests and talents of the students. Such groups offer many opportunities for students to gain valuable performing experience. These include orchestra, stage band, concert band, wind ensemble and junior and senior choir. Arrangements for auditions can be made by contacting the Head Teacher Creative and Performing Arts.



In addition to music, students have the opportunity to participate in a wide variety of junior and senior groups and activities such as dance ensembles, drama groups and debating teams. Barista training and various KO sports are also available to students.

Students are also able to enter a variety of subject based competitions, which provide a challenging experience at all levels. They have the opportunity to earn certificates that are a valuable addition to a student's resume.

The specific details, along with times and days of extracurricular activities are communicated daily on Sentral or on student notice boards.



STUDENT LEADERSHIP

Prefects

Students in Years 10-12 and staff in June each year, elect school Prefects from Year 11. The Prefects elect the School Captain, Vice Captain and Senior Prefect. The Prefects role at Cheltenham is to set the highest standard of conduct and dress, to maintain these standards for all students and to represent the school and its goal of excellence in all endeavours. Prefects extend hospitality to visitors, parents and other students at a wide range of school functions. Each year the Prefects hold a major event to raise awareness and funds for a charity of choice. They also host activities for events such as Cheltenham's Got Talent, The World's Greatest Shave and Valentine's Day.



Transport Prefects

The Transport Prefects guide students to safely and appropriately travel to and from school, whether on public transport or on foot. Through this they ensure that students represent the school in a positive light. The Transport Prefects are involved in assisting new Year 7 students in their transition by guiding them to independently travel to and from school. They occasionally participate as leaders to support school events.

Student Representative Council

The SRC is an active body comprising of students from Years 7-11. Each Year 7 class elects its own representative, while Years 8-11 elect six representatives from the whole year group. The SRC is the forum for the exchange of student opinions and participation in the school policy decision making process. It operates a digital suggestion box that can be used by all students to offer ideas, improvements and opinions. SRC representatives undertake roles on school committees and represent CGHS during school events and excursions that foster leadership skills. The SRC coordinate encourage school spirit, support community groups and fundraise for projects and causes. The main SRC events are Spirit Week, the SRC Fair and Faculty Face Off.



STUDENT DIRECTED INITIATIVES



Social Justice

Another group that promotes leadership and is inclusive of all students is the Social Justice group which is open to all students from Years 7-12. The group meets at lunchtimes and has a joint aim – that of raising awareness and also fundraising support for those less fortunate than us. Every year students discuss and decide on the issues they will explore and advocate for, as well as the fundraising agencies they will support. They then plan campaigns that involve educating the wider school community. Over recent years they have run campaigns for Medicines Sans Frontiers, Mahboba's Promise, Share the Dignity, Youth Off The Streets, International Women's Day, Oasis Youth Network, Close the Gap (Oxfam) and Australia for UNHCR.

Cloud 9

Cloud 9 is a student directed group focused on supporting the community's wellbeing. The group welcomes students from all years and meets weekly at a lunchtime to discuss everyday challenges that students face and devise solutions. Their aim is to provide the student community with strategies to overcome challenges associated with modern day life. Cloud 9 have organised and run successful initiatives to raise awareness for mental health and improve a sense of school community. These include, Chinese New Year Celebrations, RUOK Day and World Teachers Day. Cloud 9 members derive a sense of school pride and foster skills in communication, teamwork, resilience and leadership.



Green Team

Green Team is focused on and committed to promoting environmental sustainability in our school. Our subject of matter solely lies in purposeful and productive projects to improve the local environment and community through creative methods and technological advancements to do so. The Green Team consists of students from all year groups and meets on a weekly basis. Our main initiatives include Clean Up Australia Day, where we organise events relating to waste pollution and clean up our local community and Earth Hour, to help reduce the schools energy consumption and carbon footprint. Our main and annual showcase of the year is the Trashion Show, an original and landmark event which places emphasis on innovative ways to reuse waste products to create dazzling garments.



HOW TO ACCESS SENTRAL

The Student Portal can be accessed via the Important Links section of our school website. Students will log in using their education username and password e.g. Samantha.Smith1 (do not include @education.nsw.gov.au)

The Parent Portal can be accessed via the important links section of our school website. Parents can create an account and will require an Access key provided by the school to link their child to the account. For new enrolments, Access keys are emailed to parents no later than one week after your child's first day. If you do not receive an Access key, please email the school with the subject line: Portal Access Key. Once a Parent Portal account has been created and linked you can download the "Sentral for Parents App" to get important notifications to your phone or tablet.

BYOD

CGHS is a fully Bring Your Own Device (BYOD) School. Most Importantly, students will need:

- 6-8 Hour Battery life
- Lightweight with a screen no larger than 13"

Students are required to bring their devices fully charged each day. There are no charging facilities at the school. IT Support can be accessed in A25 during recess or lunch. Mr Rhoden and Mr Stratton are in everyday to support students.

Did You Know?

NSW Public School Students have free access to the following software:

- Microsoft Office 365 (Word, Excel, Powerpoint)
- Adobe Creative Cloud (Photoshop, Illustrator, Premiere Pro, etc....)
- Cloud Storage through Google Drive and OneDrive.
- Collaboration tools such as Zoom, Microsoft Teams, and Google Classroom.

MOBILE PHONE POLICY

Following the Department of Education's review of the use of devices at school, they have implemented restrictions on the use of mobile phones in primary schools. The use of mobile phone in secondary Schools is up to the discretion of the principal.

At CGHS, students are not permitted to have their mobile phones out of their school bags during school time. The mobile phone is not to be placed onto the classroom desk or visible in the classroom during lessons. Mobile phones are not permitted in the playground at recess or lunchtime. Students are not permitted to use ear buds to listen to music while in class or in the playground. Mobile phones may be used for learning purposes under the supervision of the teacher. Under the Legal Issues Bulletins, teachers are permitted to confiscate mobile phones for improper use and return them at the end of the school day. The school provides every student with a copy of the mobile phone policy via the Wellbeing booklet.



TRAVEL TO AND FROM SCHOOL

The majority of students travel to and from school by train. Other means of transport used are bus, private vehicle, bicycle and foot. The school promotes dignified, respectful and safe behaviour from students travelling to and from school. Programs and procedures to achieve this are outlined below:

- For Year 7, school finishes at approximately 2.45pm for the first two weeks of Term 1. Class teachers and Transport Prefects then supervise the students walking to Cheltenham railway station to ensure the students learn to travel safely. Students not going to station may remain in lower quad until 3.10pm or make their own way home at the earlier time
- Instruction to students that if their private transport arrangements at the end of the school day do not occur as planned, they should go to Reception where a phone is available
- The provision of thirty elected Transport Prefects who assist the students to travel safely and be aware of appropriate community expectations
- Presentations at assemblies by the Deputy Principals and the Transport Prefects which are aimed at developing responsible and safe behaviour from each student
- Communication with parents and students through Sentral which, along with P&C meetings, discuss relevant safety issues including parental responsibilities while delivering and collecting their daughter in The Promenade
- Liaison with State Rail to assist the safety of students and appropriate behaviour at the railway stations
- Liaison with the bus companies to support appropriate and safe behaviour.

LINK TO SCHOOL POLICIES

On our school website, you will find our school policies relating to:

- Student safety and wellbeing
- Assessments, Reporting, and Examinations
- Technology and Mobile Phone Usage
- Events and Excursions
- Uniform and Disciplinary procedures.

https://cheltenham-h.schools.nsw.gov.au/school_policies.html

Policies are periodically reviewed so please check this page frequently to ensure that you are across our most up to date policies.

THE SCHOOL SONG

Let us sing to this our high school
Where with minds and bodies free
We may grow in grace and beauty
Straight and true as our tall trees
Chorus

Truth, because we dare to speak it
Unity, to make us strong
Concord, nearer to each other
Brings us nearer so to God

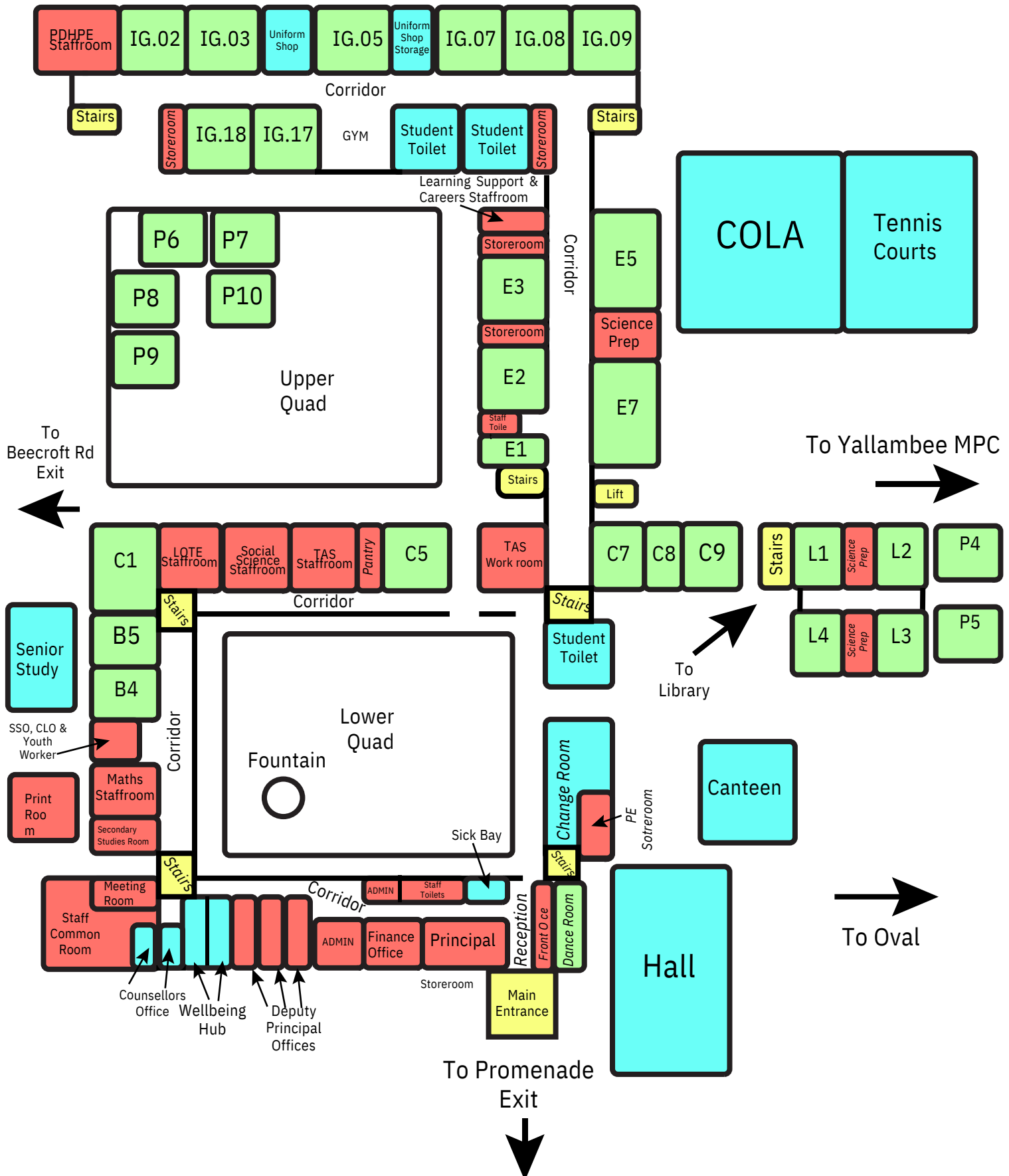
Cheltenham our alma mater
Happy hours of work and play
Knowledge slowly turns to wisdom
Lighting up our high school way
Chorus

When shall come the time to leave her
Face the world with courage high
We shall bear our motto forward
Turn to life, and proudly cry
Chorus





Cheltenham Girls' High School Ground Floor Map





Cheltenham Girls' High School First Floor Map

Classroom

Student Facilities

Staff Area

