



Ballarat High School

Orientation Booklet 2025



OUR PURPOSE

Ballarat High School is a learning community where every person is valued, respected and challenged as a learner.

This belief is underpinned by our School Improvement Vision that focuses on learning, wellbeing and culture.

Our values of Pride, Respect and Responsibility under the motto of Duty Always ensure we build and maintain strong and positive relationships. We focus on teaching and learning improvement strategies that will raise standards and outcomes for all individuals, in a culture of high expectations, collaboration, shared values and trust.

PRIDE is demonstrated by:

- Representing our school community in a positive way at every opportunity
- Achievement to the best of our ability
- Celebrating and observing our traditions and achievements
- Our appearance and attitudes

RESPECT is demonstrated by our:

- Speech, actions and manners
- Appreciation of our environment (grounds, classrooms, resources, community)
- Honesty, teamwork and acceptance of others (opinions and rights)
- Care, support and safety of all members of our school community
- Positive communication and connected relationships

RESPONSIBILITY is demonstrated by our:

- Personal learning and growth
- Organisation, management, goal setting and achievement
- Modelling and encouragement of positive behaviours
- Forward thinking, innovation, creativity and flexibility
- Informed decision making



WELCOME TO BALLARAT HIGH SCHOOL

Ballarat High School extends a warm welcome to you and your family. We look forward to working with you throughout your child's secondary schooling.

ENROLMENT PACKAGE:

Enclosed in this booklet is important information that families need to know prior to Orientation Day (Tuesday 10th December 2024).

Also included in this package are a suite of online forms that need to be completed prior to Orientation Day.

Student's language allocation and art/technology rotation will be advised during Orientation Day.

The information in this Orientation Handbook will answer many of your questions about Year 7 at Ballarat High School. If you require further information, please contact either Mrs Dani Bjelanovic (Year 7&8 Sub-school Leader) or Ms Melissa Pompe (Assistant Principal Years 7&8) at the school by telephone (03) 5338 9000 or email ballarat.hs@education.vic.gov.au





KEY DATES

LITERACY/NUMERACY TESTING: Monday 21st October – Tuesday 29th October 2024 (4.00pm-5.30pm)

In order to support your child's learning most effectively, we are conducting literacy and numeracy testing. Testing takes place at Ballarat High School between 4.00pm – 5.30pm on the school days between Monday 21st October and Tuesday 29th October. Parents are requested to book a testing session on one of those dates. Further information will be directly emailed to parents.

PREPARATION EVENING FOR PARENTS AND STUDENTS: Wednesday 13th November 2024 (6:00pm - 7.00pm)

This presentation will be held online.

Preparation Evening includes an overview of key information for both parents and students about the operations of a school day and provides an opportunity for an informal question and answer session to provide any further information you may require.

ORIENTATION DAY: Tuesday 10th December 2024 Gymnasium (9.00am - 3.15pm)

The program for the day will begin at 9:00am. Students are to meet in the Gymnasium by 8:50am. Students should locate their name on the class lists (7A-7K) and sit with their class group until the day begins with an official welcome assembly.

The program for the students will include a meeting in their class groups, a physical education session and a quiz about the school and some subject activities. Students should wear (or bring) a pair of sneakers and bring a pen. Classes will finish at 3:00pm, when a short farewell assembly will be held. Lunch will be provided by the school. Please notify the school if your child is vegetarian or has any special dietary requirements.

Please note that it will be students only on site for this day. Information regarding drop off and pick up areas, as well as other important information, will be emailed to all families in the weeks prior to Orientation Day.

Parents and carers are invited to attend an afternoon tea from 2:30pm in the Administration Building, and then are welcome to attend the farewell assembly at 3.00pm in the Gymnasium.

WELCOME INTERVIEWS: Thursday 30th January 2025 (11.00am – 6.00pm)

All Year 7 students and parents/carers will have a 10-minute interview with their Mentor. This interview provides an opportunity for Mentors to meet students and parents individually, to discuss any concerns/questions they may have and to ensure students are prepared effectively for Year 7. Details on how to book interviews will be available on Orientation Day.

FIRST DAY OF CLASSES: Friday 31st January 2025 (9.00am - 3.15pm)

Year 7 students will meet in the Gymnasium from 8.30am. Assistant Principals and other staff will be available to assist with any queries. Students should bring all their books, stationery items, diary and padlock. Laptops should NOT be brought on this day. Students will begin classes after a short assembly.

INSTRUMENTAL MUSIC INFORMATION EVENING: Thursday 13th February 2025 (6.00pm - 7.00pm)

Held in the Robinson Centre, this event provides Year 7 students with an opportunity to see the range of instruments available for tuition at Ballarat High School.

YEAR 7 CAMP: Alexandra Adventure Resort: Wednesday 5th March – Friday 7th March 2025

A three-day, two-night camp, involving a range of activities encouraging students to have fun and get to know one another.



CONTACT POINTS & SUPPORT SERVICES FOR PARENTS

As your child enters Ballarat High School, they will be part of a small team of students and teachers, led by a Team Leader, who will support them during Years 7 and 8. This Team Leader will support their learning program and wellbeing and is a contact point for parents.

- The Team Leader will be directly supported by the Assistant Principal Ms Melissa Pompe, Year 7 & 8 Sub-school Leader Mrs Dani Bjelanovic and the School Principal.
- The Student Wellbeing Team comprises our Mental Health Practitioner, Youth Counsellors and Adolescent Health Nurse. They have a particular focus on student wellbeing and difficulties.
- The First Aid Officer is responsible for Sick Bay and will provide first aid to injured or sick students. When students are unwell, they are expected to go to the Sick Bay. The First Aid Officer will call a parent/carer if the student is required to be collected from school.
- Career Advisors provide specialist assistance to students for work experience, course selection, entering the work force and career information. These staff generally work with Year 9-12 students.

Students will receive a booklet on Orientation Day containing the names and photographs of key Ballarat High School staff to assist with transition.

Communications with Parents:

There are a variety of ways information is relayed to parents. Some of these are:

Parent Newsletters contain significant information on all school happenings and activities, as well as student achievements. Our newsletter can be accessed via:

- Our fortnightly iNewsletter is accessible via your Compass newsfeed
- Website – link to iNewsletter
- Pinned post on Ballarat High School Facebook page

The Parent Newsletter is published each Friday fortnight.

Term Planners are issued at the end of each term, for the following term. They include important dates about upcoming excursions and activities.

Interviews are held twice a year. The interview times are published both online and on the term planner. Interviews are a great opportunity to discuss student progress with individual teachers.

Notices concerning class activities and excursions are sent home from the classroom teacher with the students or through our Compass system.





YEAR 7 & 8 CURRICULUM

Students in Years 7 and 8 participate in a program which has been designed to meet the diverse educational needs of the students and to provide them with stimulating and valuable learning experiences.

The program encompasses the eight Learning Areas outlined by the Victorian Curriculum: The Arts, English, Health and Physical Education, The Humanities, Languages, Mathematics, Science and Technology. It also offers a breadth of study across the four capabilities: Critical and Creative Thinking, Ethical Understanding, Intercultural Understanding and Personal and Social Capability.

Structure of the Year 7 & 8 Curriculum

In Year 7 and 8 all students are required to undertake a combination of studies from both the Core subjects and the Year 7 and 8 Art and Technology subjects offered.

Core subjects must be studied by all students. For example, all Year 7 and 8 students study English and Humanities for 8 periods per week (ppw) and Maths and Science for 8 periods per week. Students also study a LOTE subject, Music, Drama and Health and Physical Education.

Year 7 and 8 students rotate through **Art and Technology** subjects. The rotational subjects offered are Ceramics, Home Economics, STEM, Metal, Wood, Textiles, Visual Arts and Visual Communication & Design (VCD).

The following tables provide a summary of the Year 7 and 8 program:

Year		Core Subjects			LOTE	Music	Art/Technology Rotations	
7	Sem 1	English/Humanities (8 ppw)	Maths/Science (8 ppw)	Health & PE (5 ppw)	Japanese/German (3 ppw)	Music/Drama (2 ppw)	E.g. Home Eco (2 ppw)	E.g. VCD (2 ppw)
	Sem 2	English/Humanities (8 ppw)	Maths/Science (8 ppw)	Health & PE (5 ppw)	Japanese/German (3 ppw)	Music/Drama (2 ppw)	E.g. Visual Arts (2 ppw)	E.g. Metal (2 ppw)

Year		Core Subjects			LOTE	Music/Drama Health	Art/Technology Rotations	
8	Sem 1	English/Humanities (8 ppw)	Maths/Science (8 ppw)	PE (4 ppw)	Japanese/German (3 ppw)	E.g. Music or Drama (3 ppw)	E.g. Ceramics (2 ppw)	E.g. Textiles (2 ppw)
	Sem 2	English/Humanities (8 ppw)	Maths/Science (8 ppw)	PE (4 ppw)	Japanese/German (3 ppw)	E.g. Health (3 ppw)	E.g. Wood (2 ppw)	E.g. STEM (2 ppw)

Note: "ppw" refers to periods per week.



YEAR 7 2025 PARENT BOOKLIST INFORMATION



Ballarat High School partners with Campion Education for the supply of booklist items. Ordering is on-line via the Campion Education portal campion.com.au Use Code: 7BHC.

Payment information

Payment methods available online are credit or debit card (VISA® OR MASTERCARD® only). For those parents without a credit card, an Australia Post Gift card can be used, as it works as a VISA card. Your card will be charged immediately at the time of placing your order. An order confirmation will be sent to your specified email address.

All 2025 families will have access to the School Saving Bonus (SSB) of \$400. You may choose to allocate these funds towards booklist purchases with Campion Education, up until 30 June 2025. The SSB Parent Portal will provide the details

Delivery information

All orders will be sent out via Australia Post. A specific time of delivery cannot be requested, but you can choose what happens if you're not home – whether the parcel is left in a safe place or a card is left for later pick up: [Leaving a Parcel in a Safe Place](#)

Please note that PO Boxes cannot be used, but if you are likely to be away from home, you can use a work or friend's address.

Help with Campion's online shopping including videos: campion.com.au/parents/how-to-order/

Shopping Options

DATES	METHOD	P&P COST	DELIVERY
By 30 November	Online	FREE	By 31 December
1-15 December	Online	\$17.95	By 31 December
From 16 December	Online	Up to \$23.95	When available
	In Person	FREE	n/a

If you prefer to shop in person, Campion Education have a retail service centre at 5 Yarrowee St, Sebastopol.

Backordered items

If a product is unavailable and cannot be substituted, the product will be placed on back order. Back ordered items will be available for pickup from Campion Education, 5 Yarrowee Street, Sebastopol when Campion Education receives the product from their supplier. Campion Education will notify customers regarding the status of items on backorder.

Questions?

For questions regarding your order and delivery,

- Check Campion FAQs: campion.com.au/support-help/support-for-parents/
- Tel 1300 433 982
- Email help@campion.com.au



Specific Booklist Items

Padlock

In order to support the security of student owned laptops, it is important that all Year 7 students have a reliable padlock to secure their laptop in their locker. The padlock on the booklist is our recommended lock. Students will be required to give one of their keys to their Team Leader at the beginning of the year.

Diary

Students will use their diary with their classroom teachers. Being organised is an important part of the transition process.

General Stationery – Organising Your Year 7 Student

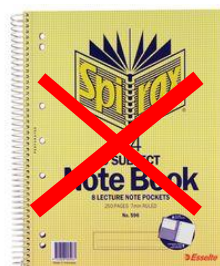
We recommend students begin the year with at least 6 binder books (Binder Book A4 128 page) and 3 binder folders (Binder A4 4 Ring PVC D 25mm). Additional binder books can then be purchased throughout the year as required.

Place 2 binder books in each folder according to the list below:

- Binder Folder 1 – English/Humanities
- Binder Folder 2 – Maths/Science
- Binder Folder 3 – Languages/HAPE

Please purchase exactly what is on the booklist. The booklist indicates textbooks and stationery, which we consider necessary for each student to own so that he/she may participate fully in class work and complete set homework. It is difficult for students to do their best when they don't have everything they need.

We also ask that parents resist the urge to purchase 5 subject notebooks like the one pictured. It is difficult for students to hand in work for assessment when their notes for every subject are located in the same place.



If you have any queries or concerns about the booklist, do not hesitate to contact the school.



HOW TO ORDER YOUR 2025 SCHOOL RESOURCES FOR BALLARAT HIGH SCHOOL

Order online by your school's due date to save time, hassle and cost.

Orders placed by your school's due date get the first choice of availability, most favourable Postage and Packing costs and are delivered before the start of school.

If you miss your school's due date, you can still order! We can't always guarantee stock availability for orders placed after the due date, and P&P costs may be higher.

You can also visit your local Campion retail service centre! (store details below)

1. Head to www.campion.com.au
Click 'Parents order here'.

2. To get started, enter your email or mobile and we'll send you a verification code. When you get the 6-digit code, enter it and you're in!

3. Tap on 'Order Now' when you're ready to place an order. Then match your student using either their school email address or school name.

4. If you don't have your student's school email address, that's OK! You can search for the school by name and then use your student's name and Resource List Code to bring up their list. The Resource List Code for Ballarat High School is **7BHC**.

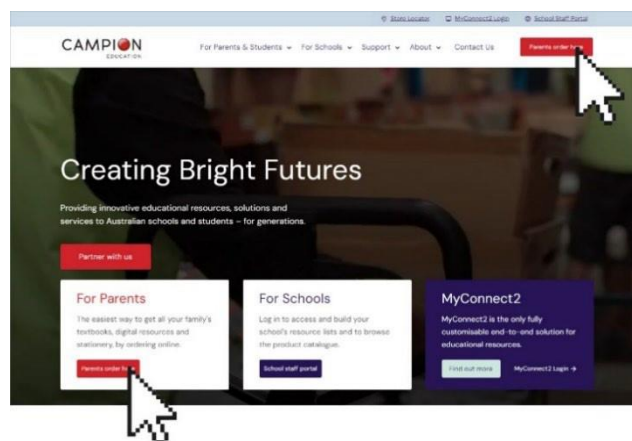
5. Now follow the prompts to select the year level for your student.

6. Select the resources you need by expanding subjects and adding items.

7. Select your delivery method as one of the following:

- **FREE Home Delivery** – order by **30 November 2024** for **FREE** delivery to your nominated address by **31 December 2024**.
- **Standard Home Delivery** – orders made online from **1 December 2024** will be at an increased delivery cost.
- **Shop in-store** - anytime, during business hours at your local retail service centre in Ballarat.

8. Complete your details, check the summary, and submit your payment. And you're done!



Your local Retail Service Centre:

**5 Yarrowee Street,
Sebastopol**



BYOD PROGRAM 2025

LAPTOP COMPUTER

Ballarat High School has a 1:1 Bring Your Own Device (BYOD) program in order to deliver relevant education in the 21st Century. Students, parents and staff communicate, collaborate and learn using online platforms including email, Google Apps for Education, interactive digital textbooks and online video.

All students bring a laptop computer to support their learning. Students may bring a pre-owned laptop if it is in good condition. *All laptops should have a protective case, and all students will need a basic set of headphones.*

If you are unsure of the model of laptop you wish to use, please contact the school ICT helpdesk via support@ballaraths.net.

Recommended specifications for different types of laptops.

Recommended Specifications	 Windows	 chromebook	 MacBook
Processor	Intel i5 / Ryzen 5 or better	1.2GHz+	M1 or better
Memory	8GB+	4GB+	8GB+
Storage	256GB+ SSD	32GB+	256GB+ SSD
Screen size	11"+	11"+	11"+
Protective Case	Strongly recommended	Strongly recommended	Strongly recommended
AppleCare+ or Accidental Damage Protection	Strongly recommended	Strongly recommended	Strongly recommended

To assist parents in purchasing we have partnered with Learning with Technologies (LWT) to create a portal offering 2 Windows laptops and a Chromebook. The portal is accessible from the BYOD link <https://sites.google.com/ballaraths.net/byod/> on the Parent tab on the school website.

- The laptops on the portal are suitable for use across all year levels.
- Each option includes the device and 3-year onsite warranty. Lenovo devices now include their education warranty which includes Accidental Damage Protection (ADP) for drops & liquid spills, at no additional cost.
- An option is available on the portal to extend the warranty on the battery from 12 months to 3 years for a small \$ amount.

A small additional cost will be charged by the school - BYOD Support Charge of \$35. This covers the cost of initial on-site configuration of your device and connection to the BHS learning environment and allows us to provide ongoing technical support throughout the year.

Repairs and Warranty service for devices purchased through the LWT portal can be arranged through our ICT office.



LWT Device Comparison	 Lenovo 100E G3 Chromebook	 Lenovo 500w Yoga	 Lenovo K14 Gen2
Processor	Intel Celeron N4500 - 2.8GHz	Intel Processor N200 - 3.7GHz	Intel Core i5-1335U up to 4.6Ghz
Memory	4GB	8GB	16GB
Storage	32GB eMMC	256GB SSD	256GB SSD
Screen size	11.6"+	12.2"+	14"+
Battery	Up to 10 Hours	Up to 10 Hours	Up to 13 Hours
Stylus + Touchscreen	No	Yes	No
Operating System	ChromeOS	Windows	Windows
Warranty	3 Year Onsite included with 1 Year battery, option for 3 year battery warranty	3 Year Onsite included with 1 Year battery, option for 3 year battery warranty	3 Year Onsite included with 1 Year battery, option for 3 year battery warranty
Accidental damage protection	3 Year ADP Included	3 Year ADP Included	3 Year ADP included

Please be aware that Chromebooks do not have a standard operating system like a Windows laptop. They are unable to add software packages or video games and work more like a phone. These devices will provide access to the Google suite, Compass, and other web-based school resources, however functionality outside of schoolwork may be limited.

Please note: students are able to access the Microsoft Office suite of products and also the Adobe suite of software free on devices for school. Please contact our ICT Helpdesk for further information.

As part of our school enrolment processes, students and parents are required to sign the Acceptable Use Agreement (AUA) for the use of digital technologies at Ballarat High School. Details of the AUA are provided as part of this Handbook, on the school's website (BYOD page under the Parent tab). Signatures will be captured via Compass from January each year.

The Acceptable Use Agreement is an important document and contains information essential to the online safety of your child. Please take the time to read through the document with your child and ensure they understand it. A student's network access may be disconnected, or the school may place access restrictions on their device if they fail to follow the agreement.

For more information on the BYOD program, including set-up instructions and Frequently Asked Questions please refer to the school's website on the BYOD page under the Parent tab. If you have any questions or require assistance you may contact the BHS IT Support Team on (03) 5338 9000 or email support@ballaraths.net.

Please do not bring your device to Orientation Day on the 10th December 2024.



DIGITAL TECHNOLOGIES

ACCEPTABLE USAGE AGREEMENT

At Ballarat High School we support the right of all members of the school community to access safe and inclusive learning environments, including digital and online spaces. The processes for building a supportive, inclusive and effective learning community are described in our Student Wellbeing and Engagement Policy. This agreement outlines the expected behaviours we have of our students when using digital or online spaces.

Acceptable Use Agreement (AUA) - Declaration

When I use digital technologies, I agree to be a safe, responsible and ethical user at all times, by:

Protecting myself and others

- Always set secure passwords, update them regularly and never share them.
- Never allow another person to use your personal device or account without your direct supervision.
- Never share anyone's personal details including your own such as full name, phone number, address or images online.
- Never take photos or record sound or video of others without their consent and when at school without permission from a staff member.
- Always obtain appropriate consent from all individuals who appear in images or sound and video recordings before forwarding them to other people or posting / uploading them to online spaces.

Being resilient and proactive

- Talk to a staff member, if you feel uncomfortable or unsafe, or see others participating in unsafe, inappropriate or hurtful behaviours.
- Immediately exit any negative cycle of communication, seek support if needed.
- Support and encourage others to report eSafety incidents or concerns.
- For assistance and advice outside of school <https://www.esafety.gov.au/>.

Questioning things

- Observe age restrictions, parental consent requirements for websites.
- Be alert to websites, which don't quite look right, think before you click.
- Never respond to spam or suspicious email. If you are uncertain contact a trusted adult or support@ballaraths.net.
- Never enter even trivial personal information into online questionnaires.
- Discuss any advice you find online with a reasonable adult. Online advice, such as diet, fitness or relationship advice is often wrong and sometimes dangerous or harmful.
- Taking responsibility for my actions.
- Maintain awareness of Australian law. At the time of writing, any member of the public including students can face serious legal consequences for their actions online.
- Not accessing or seeking to access websites, which contain or are likely to contain inappropriate material or content.
- Abide by copyright and intellectual property law. Correctly referencing research sources. Plagiarised work will result in disciplinary action.
- Never bring to school or download unauthorised programs such as VPN's (Virtual Private Networks – are used to bypass school security).
- Handle ICT devices with care. Notify a teacher and support@ballaraths.net if they are damaged or require attention.



Considering my impact on others

- Never initiate or participate in defamation or bullying (for example, harassing phone calls/text messages, forwarding messages and supporting others in harmful, inappropriate or hurtful online behaviour or communications including via social media).
- Never attempting to log into another student's account or device or impersonate another person in any way.
- Never seek to interfere with digital technology or security systems or the data of other users.
- Keep all devices inactive and silent during class times unless they are required for learning and explicitly permitted by the Teacher.

Respecting difference

- Collaborate effectively with others, constructively and politely express differences of opinion.
- Consider and seek to understand the opinions of others.
- Never engage in or promote racist and discriminatory communications on social media.

Contributing

- Bring my device to school every day, charged and ready to use.
 - Actively participate by working with the software and services specified by the teacher.
 - Make use of digital technologies to support my learning beyond the classroom through study and revision.
 - Eliminate or disable distractions such as notifications and messages in class or when studying.
 - Do not play games or perform non-school related activities in learning time.
 - Treat my or any other device with care to ensure that it is fully functional and available for learning.
 - Ensure that my device is stored in a protective case and insured for damage.
-
- I understand and agree to comply with the terms of acceptable use and expected standards of behaviour set out within this agreement.
 - This AUA applies when digital devices and technologies are being used at school, for school-directed learning, during school excursions, at camps and extra-curricular activities, and at home.
 - I understand there are actions and consequences if I do not behave appropriately.

Please confirm your child's acceptance and understanding of the agreement by completing the online form.





MOBILE PHONES – STUDENT USE

The “Mobile Phones – Student Use” policy for Victorian government schools came into effect in Term 1 2020. This policy requires students to switch their phones off and securely store them during the school day.

The Policy is designed to support teaching and learning, promoting learning environments that are free from unnecessary distractions, whilst aiming to increase physical activity and socialisation at recess and lunch times. The BHS website has the full Policy for your reference [Mobile Phone Policy](#).

A mobile phone is defined as any cellular internet connected device, including mobile phones, cellular connected smartwatches and wearables, and any other device that allows other users to “share” an internet connection.

All these devices, if brought to school, should be securely stored in a locker between 8.55am and 3.15pm. The Principal may grant an exemption in certain circumstances. Consequences will apply for breaches of this Policy.

Your acknowledgement (and that of your child) of this Policy and its terms, will be requested as part of the online form.

PHOTOGRAPHING, FILMING AND RECORDING STUDENTS

There are many occasions during the school year where Ballarat High School staff photograph, film or record students participating in school activities or events, for example classroom activities, sports events, concerts, excursions, camps etc.

We do this for many reasons including to celebrate student participation and achievement, showcase learning programs, document a student’s learning journey/camps/excursions/sports events, communicate with our parents/carers and school community in newsletters etc.

Our Policy outlines the practices that Ballarat High School has in place for the collection, use and disclosure of images of students to ensure compliance with the Privacy and Data Protection Act 2014 (Vic). The BHS website has the full Policy for your reference [Photography and Filming Policy](#).

Parent/carer’s are asked to provide us with consent to use images of their child, during this enrolment process and your selection will remain in place during their child’s time at BHS. Consent can be withdrawn or changed at any time, by notifying us in writing.

Your selection will be requested as part of the online form. The 3 options are below;

- **Full Publicity**
Within the school community, (e.g. classroom displays, project work, annual school magazine) **and** Publications/locations available to the general public, (e.g. school website, parent newsletter, promotional materials).
- **Internal Publicity only**
Within the school community only, (e.g. classroom displays, student project work, annual school magazine).
- **No Publicity**
No usage of student image.



LANGUAGES SELECTION

In 2025, all Year 7 students will study a foreign language. This is a compulsory core subject in both Year 7 and 8. The languages taught at Ballarat High School are **Japanese** and **German**.

To help us with our planning, we would like you to indicate which language your child would prefer to study through the online form. The language your student is allocated will be studied in *both Years 7 and 8*.

While every effort will be made to give students their first choice, this may not always be possible. Thank you for understanding.

Please confirm your child's language preference by completing the online form.

YEAR 7 INSTRUMENTAL MUSIC

Instrumental Music is a great opportunity for students to start learning how to play a music instrument. There is the opportunity to hire a quality instrument for the year. Students participate in a small group lesson every week which is a great opportunity to create new friendships. Starting in term 2, there will be a weekly Year 7 band rehearsals.

INFORMATION EVENING

***Robinson Centre 6.00pm – 7.00pm
Thursday 13th February 2025***

At the start of the 2025 year, we are holding an information session. There will be performances from all instruments available. This is an interactive evening where parents and students meet the music staff and seek advice on choosing an instrument for their child to learn. Preference of instrument choice will be given to attendees of the information evening. If you are not sure whether your child is interested in learning an instrument, this is an excellent opportunity to find out.

Why Instrumental Music at Ballarat High School?

Students learn to read music & improvise
It's a practical subject with little written work
Affordable instrumental lessons at school
Exceptional value for hire of a well-maintained instrument
Flexible payment plans if required





PE / SPORT / WALKING EXCURSIONS

As part of the Physical Education and Sport program at Ballarat High School we introduce students to as large a variety of movement experiences as possible. Sometimes it is necessary to utilise community facilities, such as the Ballarat Aquatic Centre, Ballarat Table Tennis Stadium etc.

Students also need to travel to different schools and community facilities as part of Ballarat High School's Physical Education and Sport program, which includes after school activities. To streamline our organisation, we are requesting a blanket approval for your child to participate in these excursions throughout 2025 and 2026.

As well, from time to time, it is convenient to take advantage of fine weather to take students to a nearby venue within walking distance (e.g. Lake Wendouree, the Botanic Gardens), for a subject related activity.

As such activities can arise at short notice, it makes organisation easier if parents are prepared to provide consent which covers their student for the two years.

Parents will be notified of the nature, cost and date of all other excursions which will require separate permission.

This approval covers excursions for Physical Education and Sport within Ballarat and walking distance excursions from Ballarat High School in other subjects.

Please complete the online form to provide that consent.





YEAR 7 CAMP 2025

The School's Camps Program provides a valuable learning experience for students. Each camp aims to provide an opportunity for students to see themselves, their classmates and teachers in a variety of different learning situations.

The 2025 Year 7 Camp will be held at Alexandra Adventure Resort, three hours northeast of Ballarat. This camp is held early in the school year, during early March, to encourage new friendships and facilitate a smooth transition to Ballarat High School.

The duration of camp is three days and two nights and will take place on Wednesday 5th March – Friday 7th March.

During the Camp students will participate in a selection of the following activities:

- **Raft Building** – Working as a team, students can test their raft building skills
- **Archery** – After learning the safety rules students will learn how to shoot arrows accurately
- **Flying Fox** – A safe magnetic system that flies you over the lake
- **Abseiling** – Standing 10 metres high with 3 climbing elements to it, this is the most challenging activity at the camp
- **Water Challenges** – An afternoon at the camp pool, participating in water challenges, games and free swim time
- **Canoeing** – Students will work cooperatively in pairs in order to manoeuvre their canoe in the water
- **High Ropes Course** – Working in teams to navigate their way through obstacles and challenges
- **Low Ropes Initiatives/Night Activities** – Students will be involved in a selection of ice breaker and team building games

It is expected that all students will participate in the Year 7 camp. The cost will be \$450; a non-refundable deposit of \$150 is required by close of business on Tuesday 10th December 2024 (Orientation Day). This deposit will only be refunded if exceptional family/medical circumstances exist and are communicated to the school prior to camp.

Early Term 1, 2025 students will receive a 'Year 7 Camp Booklet'. Included in this will be detailed information regarding the camp, itinerary, items to pack, items to leave at home, food needed, cabin details and answers to lots of other questions you may have. Please make sure your child brings this home in the first 1 or 2 weeks of Term 1. Any other queries can be directed to the camps co-ordinator at the school.

Please download and complete the Year 7 Camp Form located within the online process.





BALLARAT HIGH SCHOOL STUDENT UNIFORM POLICY

PURPOSE

The purpose of the Student Uniform Policy (Dress Code) is to outline Ballarat High School's requirements for student dress and appearance and to provide information about uniform purchase and support, uniform policy implementation and exemption processes.

This uniform policy has been developed by Ballarat High School's School Council in close consultation with our school community to ensure that it respects the rights of individual students whilst reflecting the values and interests of our community.

The Student Uniform policy aims to:

- foster a sense of community and belonging and encourages students to develop pride in their appearance and their school
- support Ballarat High School's commitment to ensuring that our students feel equal and are dressed safely and appropriately for school activities
- reduce student competition on the basis of clothing
- enhance the profile and identity of the school and its students within the wider community
- provide uniform which is durable and therefore more economical
- provide a safety element through easy identification of students when outside the school and the detection of outsiders in the school grounds.

The School Council has developed a Student Uniform Policy that we believe provides a range of choices for students and is cost effective for families.

SCOPE

Students are expected to comply with this Student Uniform Policy while traveling to and from school, during school hours and when attending school activities and excursions, unless otherwise specified. This policy recognises the importance of parents/guardians in ensuring that students are able to meet the policy requirements.

UNIFORM AND APPEARANCE

General appearance

Ballarat High School students must comply with the following:

- Uniforms must be clean and in good condition.
- Uniforms must be clearly marked with the owner's name.
- Additional layers of clothing may be worn underneath the uniform for added warmth, provided these undergarments are completely hidden.
- Black leather, lace-up shoes (traditional style) must be worn and should be regularly cleaned.
- Ballet shoes, slip-ons, sneakers, T bars, and boots are NOT permitted.
- The wearing of ties is compulsory for males; optional for females.
- For formal events, including school photos shirts must be tucked in.
- No visible tattoos.
- Religious headwear must be in school colors – navy blue or green.
- All accessories (i.e. ribbons, gloves, scarves) must be in school colors – navy blue or bottle green.
- The only jackets permitted to be worn at School are a school blazer, school puffer jacket or school spray jacket.



Physical Education uniform

Physical Education uniform is compulsory for all students.

- If students have PE classes period 6, they are permitted to wear their PE uniform home.
- At all other times students must change into their PE uniform prior to their PE class and change back into their normal school uniform at the end of their PE class.
- The only trackpants to be worn must be the school trackpants – Skins are not acceptable.
- Sports shoes (sneakers) with non-marking/white soles are required for use on the gymnasium floor.
- Students representing the School in interschool sports competitions are required to wear the Physical Education uniform and are required to wear the sports socks with the school colours band.

Jewellery

In order to ensure safety in classes and in the school yard the following guidelines must be followed:

- Students with pierced ears are permitted to wear studs (no bigger than 5mm) or sleepers (no bigger than 14mm).
- Students are permitted one nose stud (no bigger than 3mm).
- No other piercings are permitted.
- Necklaces should be worn under clothing and should not be long. This is especially important in practical classes for safety reasons.
- If requested for safety reasons in practical classes, items must be removed.

Hair and cosmetics

- Hair must be kept clean and tidy; only natural hair colours are permitted, and extreme fashion styles are not acceptable.
- Students with hair below shoulder length must wear it tied back securely for practical classes. This is an Occupational Health and Safety requirement.
- Only natural looking makeup is permitted.

Sun safety

- As a secondary school, students are expected to take responsibility for being sun smart by wearing a hat during outdoor activities or staying in the shade, if they are not wearing sunscreen. Students can wear a navy blue brimmed hat or cap.
- The only other hat that can be worn is the school beanie.
- The wearing of hat in the buildings or classrooms is not permitted without specific permission.

PURCHASE OF UNIFORMS

Uniform items can be purchased from PSW through their store located at 1013 Howitt Street, Wendouree or via their website at <https://www.psw.com.au/schools/ballarat-high-school.html>

Second hand uniform items can be purchased through the Sustainable School Shop at <https://www.sustainableschoolshop.com.au/>





SUPPORT FOR FAMILIES

Please contact the School to discuss support that we may be able to provide to families experiencing difficulty meeting uniform costs, including information about eligibility for uniform support through State Schools' Relief. Further information about State Schools' Relief is also available on their website: <https://stateschoolsrelief.org.au/>

All 2025 families will have access to the School Saving Bonus (SSB) of \$400. You may choose to allocate these funds towards uniform purchases with PSW, up until 30 June 2025. The SSB Parent Portal will provide the details.

IMPLEMENTATION

Ballarat High School will ensure that this Student Uniform Policy is communicated to all families and students through our website and via email annually to all families and will assist students who may be experiencing difficulties in complying with this policy where possible.

If a student is unable to wear a uniform piece for any reason their parent/carer must provide satisfactory written explanation and the student will be issued with a uniform pass, which they must carry throughout the day. Students out of uniform without the required permission and pass will be given a detention or they may be asked to change into a compliant item of clothing provided by the school.

If a student breaches the Student Uniform Policy on a recurring basis, Team Leaders will contact parent/carers to discuss the breaches and work with the student and family to support compliance. Continual non-compliance may lead to the involvement of the Principal in achieving a resolution with further implementation of consequences possible. Measures taken by Ballarat High School to address concerns about student non-compliance with the Student Uniform Policy will also be addressed in accordance with our Student Wellbeing and Engagement Policy.

EXEMPTIONS TO STUDENT UNIFORM POLICY

We recognise that there may be situations where the application of this uniform policy may affect students unequally.

Students and their parents or carers may apply in writing to the Principal for an exemption to this Student Uniform Policy if:

- an aspect of this policy prevents the student from complying with a requirement of their religious, ethnic or cultural beliefs or background
- the student has a particular disability or health condition that requires a departure from the uniform policy
- the student or their parents/carers can demonstrate particular economic hardship that prevents them from complying with the uniform policy.

When the Principal receives a request for an exemption, they will:

- consider the grounds for the exemption request
- explain the process to the student and/or their parents/carers
- encourage the student and/or their parents/carers to support their application with evidence.

The Principal or delegate will then try to negotiate a resolution that is acceptable to all parties. If an exemption is not allowed, then written reasons will be provided to the student and/or their parents or carers.



UNIFORM ITEMS

ITEM	DESCRIPTION, COLORS, NOTES	PSW PRICE (approx.)
BAGS/BACKPACKS	Blue with school logo	\$67.95
BEANIE	Blue with school logo	\$16.95
BLAZER	Green (optional – can be worn instead of jumper)	\$175.00
DRESS	Gingham (knee length)	\$69.95
JACKET – SOFT SHELL	Navy (optional – can be worn instead of jumper)	\$83.00
JACKET – HOODED PUFFER	Navy (optional)	\$85.00
JUMPER (Years 7 – 11)	Green V-neck	\$79.00 - \$81.00
PANTS / SHORTS - MALE	Grey	\$47.00 - \$58.50
PANTS/ SHORTS - FEMALE	Navy	\$44.95 – \$61.00
PE UNIFORM RUGBY TOP	Dark/light blue	\$84.95
PE UNIFORM SHIRT	Light blue, short sleeve	\$42.95
PE UNIFORM SHORTS	Navy	\$49.95
PE UNIFORM SPORT SOCKS	White * or White with school colors band (required for competitions)	\$18.50
PE UNIFORM TRACKPANTS	Navy	\$66.50
SHIRT - UNISEX	Light blue, long sleeve/short sleeve with school logo.	\$36.95 - \$38.95
SHOES	Black leather lace up *	Not available at PSW
SKIRT	Monteith tartan, box pleat (knee length)	\$82.00
SOCKS (worn with dress or navy shorts/pants)	White with school colors band	\$18.95
SOCKS (worn with grey pants/shorts)	Grey with school colors band	\$12.95
TIE (Years 7 – 11)	Green	\$21.95
TIGHTS (worn with skirt)	Navy blue *	\$11.95 – \$19.95
YEAR 12 JUMPER	Navy blue V-neck	\$85.00 - \$92.00
YEAR 12 TIE	Blue	\$23.95
YEAR 12 VEST	Navy blue V-neck	\$75.00 – \$84.00

Please note: All items are school specific and supplied exclusively by PSW, except for the Shoes, Tights and PE White socks, which may be sourced from a supplier of your choice.

Students selected into the Specialist Sport program need to speak with the Specialist Sport program Co-ordinator prior to purchasing PE uniform as the requirements are different for those students.



PARENT GROUPS AND SCHOOL CANTEEN

Ballarat High School welcomes and greatly appreciates parent input and contribution to the life of the school. Parents may become involved in a variety of ways. **Please indicate your interest via the online form.**

Active Involvement:

- being a member of one of our parent groups and assisting with the group's activities
- assisting regularly in the canteen
- coaching, refereeing, or supervising a sport team

Participation in Decision-making:

- as a parent representative on the School Council and its sub-committees

Interest in the school and their child's work and progress:

- through the fortnightly parent newsletter
- attending parent/teacher interviews
- participating in parent information evenings
- checking that homework and/or home study is being undertaken

PARENT GROUPS: There are two parent groups within the school.

Performing Arts Support Group:

The aim of the Performing Arts Support Group is to provide ongoing support and financial assistance to the instrumental music and performing arts faculty. Parental involvement is vital to ensure the school's program continues to thrive.

Boat Club:

This group was formed in the late 1970s to support the sport of rowing in the school and to act as a point of contact for former students. Since its inception, it has succeeded in raising tens of thousands of dollars, provided a focus for parent involvement and supported our very successful rowing program. While many involved are the parents of students presently rowing, the Club welcomes support from any quarter. Family membership is incorporated in the annual rowing fee. Meetings are held primarily at the BHS Boat Shed on the first Tuesday of the month commencing at 7.30pm.

SCHOOL CANTEEN:

Ballarat High School operates a Canteen to provide lunches and snacks to students and staff. All items are sold at or below retail prices and we have been able to do this only because the Canteen has been staffed with voluntary helpers. Each year many of our helpers are no longer available, as their children have finished their secondary schooling.

We therefore ask all parents to try to set aside one day, perhaps each month, to help in the Canteen. We are fortunate to have a Canteen Manager who can quickly show helpers what needs to be undertaken. Working in the Canteen provides a wonderful way of getting to know about Ballarat High School and making new friends.

The Canteen is a self-service operation and parent volunteers are not required to serve students or handle money. The main task is food preparation. Ballarat High School is committed to providing a healthy range of food options for students and your valuable assistance in this food preparation has enormous benefits to the school community.

Volunteers are required to pass a Working with Children Check. This check is free of charge, and the school is able to guide you through this process.

A viable Canteen is only possible if we have sufficient voluntary helpers. Any help you are able to provide would be very much appreciated.



YEAR 7 COSTS 2025

Ballarat High School is committed to providing high quality learning opportunities for all students. Your support in providing uniform, books & equipment and paying the costs of camps, excursions and other voluntary and extra-curricular charges, is greatly appreciated.

Below is a summary of the costs parents could expect to cover during the year.

Item	Description	Cost (\$)	Payable to	Date Due
Year 7 Camp	Year 7 Camp in March 2025	\$450	BHS \$150 Deposit, Balance prior to departure	10/12/2024
BYOD Support Charge	Provides connection for your device and apps	\$35	BHS	10/12/2024 or 29/01/2025
Uniform and School Bag	New or second-hand items, as per the uniform list	\$440 Approx.	PSW, 1013 Howitt St, Wendouree	29/01/2025
Concession Card & MYKI	Students travelling by CDC Bus will need a MYKI pass	\$375 Approx.	Ballarat train station	29/01/2025
Laptop, Case & Insurance	Laptop, all Year 7 students	\$620- \$1,200 Approx.	LWT portal or equivalent	29/01/2025
	Protective case			
	Insurance			
Books/eBooks	New/second-hand As per booklist	\$200 Approx.	Campion or Sustainable School Shop https://www.sustainableschoolshop.com.au	29/01/2025
Stationery & Calculator	As per booklist	\$185 Approx.	Campion or equivalent	29/01/2025
Padlock	As per booklist	\$25	Campion or equivalent	29/01/2025
Specialist Sport	Optional Item. Inc. polo shirt & shorts	\$215	BHS	29/01/2025
Curriculum and Service Charge	Necessary Curriculum Items, provided by BHS Voluntary	\$460	BHS	04/04/2025
Music Levy	Extra-curricular Item, for Instrumental Music	\$135	BHS	04/04/2025
Instrument Hire	Extra-curricular Item for Instrument Hire	\$200	BHS	04/04/2025
Excursions	During the year	\$50 Approx.	BHS – Prior to departure	
ARCH Magazine	Extra Item. Annual school magazine, inc. Postage	\$30	BHS	19/09/2025

Full details of our Parent Contributions for 2025, including Financial Supports, are available from our website.



PARENT CONTRIBUTIONS

Parent Contributions assist the School to provide an enriched learning and teaching program for every student and maintain its high standards in quality facilities. Parent contributions supplement Government grants and are crucial to our budget.

CURRICULUM & SERVICE CHARGE—Curriculum Contribution—Voluntary

Parents are invited to pay a Curriculum and Service Charge for all students attending Ballarat High School. In 2025 this will be \$460.

All funds collected from families contribute directly to your child's educational experiences and for resources that have been deemed necessary for students to learn the curriculum. Given that students have individual learning plans, the exact class materials supplied will vary. Typically, items such as: food for home economics, wood for woodwork, art supplies, photocopying to create a workbook in lieu of a text, transport and venue hire for PE, etc.

Bring Your Own Device SUPPORT CHARGE—YEARS 7-12—Extra-Curricular Items & Activities

The BYOD Support Charge of \$35, is payable for all students with a laptop at school. This covers the cost of initial on-site configuration of the device, connection to the BHS learning environment and some ongoing technical support.

ARCH MAGAZINE—Extra-Curricular Items & Activities

Each year Ballarat High School produces a School magazine. This is available to any member of the School community for \$30 (includes postage). Orders close at the end of Term 3. Therefore, all families/students wishing to receive a Magazine in 2025, must make the applicable payment by Friday 19th September 2025.

CAMPS, EXCURSIONS and TOURS—Extra-Curricular Items & Activities

Throughout 2025, specific year levels and subject areas will arrange camps, excursions and tours which enhance the school-based learning. Parents will be provided with full details and costs prior to each activity. Full payment of these costs must be received by the School, prior to departure.

PAYMENT OPTIONS

Ballarat High School offers a wide variety of ways to make parent payments.

	In Person:	Cash, cheque, EFTPOS and Credit card (Visa and MasterCard).
	By Phone:	Credit Card (Visa and MasterCard).
	CompassPay:	Compass provides a Pay Now option.
	Centrelink:	This automatic deduction system can be established at any time. Application forms are available from Centrelink or the General Office.
	Campion:	Via the booklist, Campion Education are authorised to collect certain BHS payments.
	BPay:	Via the internet and using the BPay reference data on your Family Statement. This may be one off amounts, or a regular schedule. Please send Remittance Advice or email the school with any specific allocation requirements.
\$\$\$	Funds:	SSB, CSEF, Abstudy and scholarship funds can be used to cover parent contributions.

Students are welcome to make payments at school on your behalf, however, please remind them that they must always make payments at the General Office for amounts of \$5 or more. Students will always be issued with an official receipt. Teaching staff are only able to take monies from students under \$5.



SCHOOL SAVING BONUS (SSB) 2025

The Victorian Government is providing 2025 families with a \$400 School Saving Bonus.

This support will help cover the cost of school uniforms, textbooks, and school activities like camps, excursions, music and sports.

The School Saving Bonus is available for parents and carers of ALL Victorian government school students from Prep to Year 12 in 2025. Some exclusions apply.

You do not need to apply for the School Saving Bonus. The Department of Education will email you with access to an online system.

You can choose how to spend the funds, e.g. PSW Uniform voucher, Champion Books voucher, towards BHS costs including camp, music etc., or a combination.

CAMPS, SPORTS AND EXCURSIONS FUND (CSEF)

Parents/carers holding a means tested Concession Card, Foster Parents, Veterans Affairs Gold Card holders and Youth Allowance Card holders, may be eligible to apply for the Camps, Sports and Excursion Fund (CSEF).

The Centrelink Card must be valid on Tuesday 28th January 2025 or Tuesday 22nd April 2025.

Eligible applicants will have the funds paid directly into their family account at Ballarat High School. These funds can be allocated to school charges, according to the Policy and parent preferences. The secondary per student amount is \$250 (current at time of publication – subject to confirmation). Applications close on **Friday 27th June 2025**.

SSR – YEAR 7 UNIFORM PACKAGE

Families who are eligible for the CSEF and who have a student entering Year 7 in 2025, may also qualify for the State School Relief (SSR) Year 7 Uniform Package initiative. The package for 2025 includes the following items:

- School shoes – delivered to Ballarat High School
- \$85 voucher for a uniform garment from PSW (PE items excluded)

If you have received CSEF in 2024, you will receive your voucher/shoes within a few weeks of submitting your application. If you are not eligible for CSEF until 2025 your voucher/shoes will not be available until you have submitted your CSEF application. The CSEF website does not open until late January 2025.

SSR Applications can be submitted from Monday 7th October 2024 and will close on **Friday 28th March 2025**.

CONVEYANCE ALLOWANCE

Parents may be eligible to claim Conveyance Allowance to assist with travel costs, if their child is attending their nearest (or zoned) government secondary school and live 4.8kms or more from that school, via the shortest practicable route. Some special circumstances and exceptions apply.

APPLICATION FORMS

The following 2025 application forms are available from the BHS General Office and school website.

- [BHS Camps, Sports and Excursion Fund \(CSEF\)](#)
- [BHS SSR Year 7 Uniform Package](#)
- [BHS Conveyance Allowance](#)



CONTACT INFORMATION

General Office: (03) 5338 9000
Student Attendance Hotline: (03) 5338 9008
Compass: Parent Portal/App

Email: ballarat.hs@education.vic.gov.au
Website: www.ballaraths.vic.edu.au

School Principal:	Stephan Fields
Assistant Principal School Operations:	Michele Kennedy
Assistant Principal Years 7 – 8:	Melissa Pompe
Assistant Principal Years 9 – 10:	Tim Davey
Assistant Principal Years 11 – 12:	Sharon Eppingstall
Business Manager:	Lesley Thorpe
Transition Leader:	Dani Bjelanovic



