



**2025**



# **STUDENT HANDBOOK**

**WELCOME TO PICTON HIGH SCHOOL 2025**

# Table of contents

|                                       |         |
|---------------------------------------|---------|
| General Information .....             | 1 - 2   |
| Principals Message .....              | 3       |
| Leadership Team .....                 | 4 - 5   |
| Bell Times .....                      | 6       |
| Attendance at School .....            | 7       |
| Uniform at PHS .....                  | 8 – 11  |
| Support Unit .....                    | 12      |
| Student Central .....                 | 13      |
| School Communication .....            | 14 - 16 |
| School Finance & Payments .....       | 17      |
| Who do I talk to? .....               | 18      |
| Student Planner .....                 | 19      |
| Student Management .....              | 20      |
| Merit System .....                    | 21      |
| Student Expectations .....            | 22 - 23 |
| Student Wellbeing .....               | 24 - 27 |
| Sport .....                           | 28- 29  |
| Library Careers .....                 | 30      |
| Aboriginal Education .....            | 31      |
| SRC & P&C .....                       | 32      |
| Canteen .....                         | 33 - 34 |
| Transport & Emergency Procedure ..... | 35      |
| Site Map .....                        | 36      |
| Contact Information .....             | 38      |

**Information Disclaimer:** While care has been taken to ensure that information contained in this publication is true and correct at the time of publication, changes in circumstances after the time of publication may impact on the accuracy of this information. Please refer to the PHS website or administration staff if you require any clarification.

# General Information

**Office Hours:** 8.30am – 3.00pm  
**Address:** 480 Argyle Street, Picton 2571  
**Website:** [www.picton.h.schools.nsw.edu.au/](http://www.picton.h.schools.nsw.edu.au/)  
**Email:** [picton-h.school@det.nsw.edu.au](mailto:picton-h.school@det.nsw.edu.au)  
**Phone Number:** 4677 1242

## Contacts

**Senior Executive: By appointment ONLY**

**Principal:** Luke Farthing  
**Deputy Principals:** Tim O'Neill Years 7 & 10  
Matt Tesoriero Years 8 & 11  
Amy Packer Years 9 & 12  
Olga Tesoriero Years 7 – 12 Inclusion

## Faculty Head Teacher:

**CAPA:** Brandon Madern  
**English:** Matthew Wilson  
**HSIE:** Miranda Dunn  
**Maths:** Bret Metcalfe  
**PE/PD/Health:** Shayne Walsh  
**Science:** James McManus  
**Sport:** Donna Wilkinson  
**Support Unit:** Teagan Hunter  
**TAS:** Rachel Saare

**Head Teacher Learning and Support:** Rachael Hopewell

**Head Teacher Wellbeing:** Penny Laidlaw/Morgan Reason

**Head Teacher Secondary Studies:** Evan Jones

**Head Teacher Administration:** Daniel Mattes/Darren Baker

**Head Teacher Literacy and Numeracy:** Roseina Arndell

|                 |                 |                           |                  |
|-----------------|-----------------|---------------------------|------------------|
| <b>ARCO:</b>    | Belinda Dodd    | <b>Careers Advisor:</b>   | Evan Jones       |
| <b>Stage 4:</b> | Linda Henderson | <b>Transition Advisor</b> | Angelina Vujicic |
| <b>Stage 5:</b> | Brenda Peterson | <b>VET Co-Ordinator:</b>  | Kristie Baxter   |
| <b>Stage 6:</b> | Belinda Dodd    | <b>Library:</b>           | Kimberly Refalo  |



# General Information

## Year Advisers 2025

|                 |                                  |
|-----------------|----------------------------------|
| <b>Year 7:</b>  | Kelly Ewen & Eric Schaeffer      |
| <b>Year 8:</b>  | Jeremy Austin & Ally Francis     |
| <b>Year 9:</b>  | Melanie Aitken & Lian Halloran   |
| <b>Year 10:</b> | Lisa McPhee & Emmett McCoskery   |
| <b>Year 11:</b> | Sott Miranda & TBA               |
| <b>Year 12:</b> | Angelina Vujicic & Brooke Baxter |



## School Term Dates 2025

### TERM 1– FRIDAY 31 JANUARY TO FRIDAY 11 APRIL

**School Development Days:** Friday 31 January,

Monday 3 February, Tuesday 4 February,

Wednesday 5 February NO students attend

**All Years 7 - 12 return Thursday 6 February**

**Autumn Vacation – Monday 14 April to Friday 25 April**

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### TERM 2– MONDAY 28 APRIL TO FRIDAY 4 JULY

School Development Days: Monday 28 April, Tuesday

29 April NO students attend

**All Students return to school: Wednesday 30 April**

**Winter Vacation – Monday 7 July to Friday 18 July**

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### TERM 3– MONDAY 21 JULY TO FRIDAY 26 SEPTEMBER School

Development Day: Monday 21 July

**All Students return to school: Tuesday 22 July**

**Spring Vacation – Monday 29 September to Friday 10 October**

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### TERM 4– MONDAY 13 OCTOBER TO FRIDAY 19 DECEMBER

**School Development Day: Monday 13 Oct**

**All Students return to school: Tuesday 14 Oct**

**Summer Vacation– Monday 22 December to Monday 26 January 2026**



# Principals Message

Welcome to Picton High School!

As your principal, I am excited to welcome each of you to another remarkable school year here at Picton High School. I would also like to take this opportunity to welcome any new students to our school as well as our year seven students who are starting high school this year.

Our school is known for its dedication to academic excellence, vibrant community spirit, and commitment to helping every student reach their full potential. At Picton, we strive to create a safe, inclusive, and inspiring environment where you can pursue your goals, discover new interests, and grow both academically and personally.

This handbook is your guide to understanding our school's values, expectations, and policies. By familiarising yourself with these guidelines, you'll be part of building the respectful and supportive atmosphere that makes Picton High so special.

Remember, each of you contributes to the character and success of our school. Your actions, ideas, and involvement help make Picton High School a place where we can all thrive. Let's make this year one filled with achievement, kindness, and new discoveries.

Welcome to an unforgettable school year at Picton High School!

Warm regards,

**Luke Farthing**

**Principal**



# Leadership Team 2025

## School Captains



Aisata Bah



Corey Scott

## Vice School Captains



Jack Brown Tuckwell



Jessica Hogan

# Leadership Team 2025

## School Prefects



Charlotte Dowd



Chloe Fox



Amelia Gialouris



Luke Julius



Jaxon Kaya



Nevaeh Saunders



David Stokes



Amarlie Wilson



# Bell Times

Each school day starts at 9:00am. Rolls are taken at the beginning of the day and where possible, every period. School finishes each day at 3:10pm except Tuesday's classes finish at 1.10pm. followed by a student break until 1.40pm.

For 2025 early buses will be available on Tuesdays departing from 1.10pm for most students to be transported home. Regular 3.10pm buses also still run on Tuesdays.

**Years 7 and 8 participate in sport on Tuesday Week B and Years 9 and 10 participate in sport on Tuesday Week A.** The week students participate in sport they will attend their period 1 lesson and sport runs period 2, 3 and 4. Alternate year groups will attend periods 1 – 4 as timetabled finishing at 1.10pm with a student break until 1.40pm.

Students will follow a Week A and Week B timetable. All days (except Tuesdays) consist of five periods of 60 minutes.

## Week's A & B

| Period          |    | Monday        | Tuesday       | Wednesday     | Thursday      | Friday        |
|-----------------|----|---------------|---------------|---------------|---------------|---------------|
| Roll Call       | 10 | 9:00- 9:10    | 9:00- 9:10    | 9:00- 9:10    | 9:00- 9:10    | 9:00 - 9:10   |
| Period 1        | 60 | 9:10-10:10    | 9:10-10:10    | 9:10-10:10    | 9:10-10:10    | 9:10 - 10:10  |
| Period 2        | 60 | 10:10 - 11:10 | 10:10 - 11:00 | 10:10 - 11:10 | 10:10 - 11:10 | 10:10 - 11:10 |
| Morning Break   | 30 | 11:10-11:40   | 11:00 -11:30  | 11:10-11:40   | 11:10-11:40   | 11:10 -11:40  |
| Period 3        | 60 | 11:40-12:40   | 11:30 -12:20  | 11:40-12:40   | 11:40-12:40   | 11:40 -12:40  |
| Period 4        | 60 | 12:40 - 1:40  | 12:20 -1:10   | 12:40 - 1:40  | 12:40 - 1:40  | 12:40 - 1:40  |
| Afternoon Break | 30 | 1:40- 2:10    | 1:10- 1:40    | 1:40 - 2:10   | 1:40 - 2:10   | 1:40 - 2:10   |
| Period 5        | 60 | 2:10 - 3:10   |               | 2:10 - 3:10   | 2:10 - 3:10   | 2:10 - 3:10   |

# Attendance at School

School commences at 9am and all students at school must attend roll call and be marked present for the day. Whether a student arrives at school by bus, is dropped off by a parent/carer or walks to school, once on school grounds they are not permitted to leave.

## Lateness

If a student arrives late to school, they should proceed to their roll call room if prior to 9.10am. After this time, they need to attend 'Student Central' to be marked present at school. Parents can either send a note with the student explaining their reason for being late or reply to the PHS absence SMS. Repeated unexplained lateness will be subject to the school's disciplinary procedures.

## Whole Day Absences

If a student is marked absent from school a reason must be provided by the parent/carer within 7 days of the absence. A SMS will be sent by the school which can be replied to. Alternatively, please call the school on 46771242 and speak to the Administration Staff or provide a note/Medical Certificate to the school. Please ensure the note contains the student's name, year group, date of absence and detailed reason for absence.

## Leaving School Early

If a student must leave the school early, a signed and dated letter from the parent/carer must be provided to the Deputy Principal explaining the reason. The Deputy Principal may ring to verify the note and it will be given to the student to take to 'Student Central' at the time they are needing to sign out. 'Student Central' staff will manage the sign out procedures.

## Attendance Monitoring

Parents can monitor and check their child's attendance at any time through the Sentral Parent Portal attendance Tab at -<https://pictonhs.sentral.com.au/portal/login>.

## Unexplained Absences

The Home School Liaison Officer (HSLO) attends our school each fortnight to follow up on absenteeism. Parents will receive phone calls and/or notes from the school and/or the Department of Education for interviews if a student's attendance falls below expected levels or is of concern. Periodically, the HSLO runs attendance improvement days at the school where students are interviewed to determine how absences can be reduced.



# Uniform at PHS

Through collaboration with community groups and in community forums it was decided that a school uniform will be worn by all students. At Picton High School we care about our students and their image in the community. The way students present themselves conveys a strong message about the students themselves and our school.

A uniform dress code reinforces in students' pride in their own appearance, instils recognition of themselves as an integral part of the school community, and assists in developing pride in representing their school. Issues of equality, expense, and health and safety are also factors that contribute to the establishment of the Uniform Policy.

**"The Department of Education supports the wearing of school uniforms by students and the upholding of high standards of dress by students and staff."**

## **THE UNIFORM PROCEDURES ARE AS FOLLOWS:**

**Please note:** It is PHS policy that any student who arrives to school not in uniform is required to bring a signed note from home explaining why the student is out of uniform for that particular day.

It is also expected that students not in uniform will be wearing an appropriate, alternate uniform item(s).

Track pants, hoodies, leggings/active wear and similar figure-hugging clothing items are not considered appropriate, alternate uniform items.

It is expected that students wearing inappropriate clothing items will be changed into correct school uniform for the day.

Repeated non-compliance will be referred to the relevant Deputy Principal who may issue consequences in line with the Student Management Policy for continued disobedience.

Students/parents can place orders for uniform online via the Yeronga website:  
[www.yerongauniforms.com](http://www.yerongauniforms.com)



# Yeronga Uniform Shop

## Uniform Shop

The PHS Uniform Shop, operated by Yeronga Uniforms is located at -

Shop 8 – 148 Remembrance Drive (Corner of Larkin Street) Tahmoor

**Online shop:** <https://www.yerongauniforms.com/product-category/schools/picton-high-school/>

## Trading hours at Tahmoor as of 8 October 2024

Tuesday: 9.30 – 4.30

Wednesday: 9.30 – 4.30

Thursday: 9.00 – 5.30

**Trading hours and prices see below and is continually updated on our PHS Facebook**

<https://www.facebook.com/pictonhighschoolofficial/>



**YERONGA SCHOOL UNIFORMS**  
*We like to feel proud of them too.*

### PRICE LIST Picton High School

*The Experienced School Uniform Specialist*

Our mission is to help our communities dress their students with ease in premium quality school uniform that is affordable.

#### Yeronga School Uniforms

**Trading Hours**  
Tuesday 9.30 – 4.30  
Wednesday 9.30 – 4.30  
Thursday 12.00 – 5.30

**January Trading Hours**  
Tuesday 9.30 – 4.00  
Wednesday 9.30 – 4.00  
Thursday 12.00 – 5.30  
Saturday 9.00 – 1.00

**Payment Details**  
EFTPOS / Credit Card  
Layby Available

**Tahmoor**  
Shop 8 – 148 Remembrance  
Driveway Tahmoor 2573

P: 02 7255 0658  
E: [tahmoor@yerongauniforms.com](mailto:tahmoor@yerongauniforms.com)  
[www.yerongauniforms.com](http://www.yerongauniforms.com)

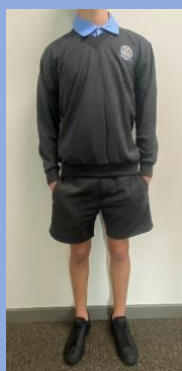
| Uniform   | Size      | Price   | Uniform                          | Size      | Price   |
|---|-----------|---------|----------------------------------|-----------|---------|
| <b><u>GIRLS</u></b>                                   |           |         | <b><u>UNISEX</u></b>             |           |         |
| Blouse S/S Senior (Yr 11-12)<br>White & Logo          | All Sizes | \$45.00 | School Jacket<br>Grey & Sky Logo | All Sizes | \$70.00 |
| Blouse S/S Junior (Yr 7-10)                           | All Sizes | \$45.00 | Sport Polo<br>Grey, White, Sky   | All Sizes | \$43.00 |
| Polo Short Sleeve Junior (Yr 7-10)<br>Sky & Grey Logo | All Sizes | \$43.00 | Sport Shorts<br>Grey, White, Sky | All Sizes | \$35.00 |
| Skirt (Yr 7-12)<br>Grey & Sky Check                   | All Sizes | \$49.00 | Sloppy Joe<br>Grey               | All Sizes | \$47.00 |
| Pants (Yr 7-12)                                       | All Sizes | \$52.00 | Track Pants<br>Grey, White, Sky  | All Sizes | \$49.00 |
| <b><u>BOYS</u></b>                                    |           |         | Puffer Jacket<br>Grey - Logo     | All Sizes | \$97.00 |
| Shirt S/S Senior (Yr 11-12)<br>White & Logo           | All Sizes | \$38.00 |                                  |           |         |
| Polo Short Sleeve Junior (Yr 7-10)<br>Sky & Grey Logo | All Sizes | \$43.00 |                                  |           |         |
| Elastic Shorts (Yr 7-12)<br>Grey                      | All Sizes | \$45.00 |                                  |           |         |
| Elastic Trousers (Yr 7-12)                            | All Sizes | \$52.00 |                                  |           |         |

Prices subject to change without notice  
August 2024

# Yeronga Uniform Shop



**Junior Boys Uniform variations**



**Junior Girls Uniform variations**



**Senior Girls and Boys Uniform**

Variations of shorts, skirts, long pants, jumpers, and jackets are the same as the junior uniform above.



**Junior and Senior Unisex Puffer Jacket**



**Unisex Sports Uniform**

# School Shoes

## CORRECT SCHOOL SHOES

Fully enclosed  
Lace Up  
Black LEATHER



## INCORRECT X SCHOOL SHOES

Open/unenclosed  
Slip Ons  
Canvas or Synthetic Uppers



## CORRECT SPORT SHOES

Fully enclosed  
Provide ankle sport  
Appropriate to play sport



To be worn on Sports Days  
& during PE Lessons (only)

## INCORRECT X SPORT SHOES

Open/unenclosed  
Slip ons





# Support Unit

In 2025, the Picton High School Support Unit will consist of eleven classes.

These classes support students with a disability through access to specialised learning spaces, smaller class sizes, specialist staff and an adjusted curriculum.

Support Unit staff work with students, families and school staff to create and implement Personalised Learning and Support Plans (PLaSPs) which establish individualised goals for each student to work towards. All support students are challenged to meet their academic goals through access to mainstream or lifeskills curriculums.

Picton High School's Support Unit students are offered a range of opportunities over their educational journey, which may include:

- Access to a quieter playground space as well as school wide playground spaces Support Unit Camp
- Community based learning experiences
- Involvement in looking after our bush tucker and vegetable garden.
- Access to mainstream classes including electives (years 9 - 10)
- Work experience (years 10 - 12) and TVET courses (years 11 - 12)

**Teagan Hunter**

**Head Teacher Support**

**Picton High School**



# Student Central

## **Services located in 'Student Central' Sick Bay**

If an accident, injury or illness occurs at school basic first aid will be administered and where appropriate parents/carers will be contacted. For this reason, it is essential that parents/carers inform the school if contact or emergency details have changed.

## **Health Care Plans and Medication**

If your child has a medical condition or requires medication to be administered during school hours, please provide information – noting there are specific forms on the Picton High School website under the 'Supporting our students' & 'Student health and safety' tabs for asthma/anaphylaxis/ prescribed medications/individual health care plans. These plans should be completed in consultation with a medical practitioner. If your child requires prescribed medication during school hours, we request that it is provided in a Webster pack for safety of administration. If you have any questions, please phone 46 771 242 between 8.30am-3.30pm Mon-Fri.

<https://picton-h.schools.nsw.gov.au/supporting-our-students/student-health-and-safety.html>

## **Lost Property**

Students are responsible for the safety of their own bag and personal equipment. PHS encourages that all student belongings be clearly marked with the student's name. Enquiries regarding lost (or found) property are to be made at 'Student Central'.

## **Student Sign In – Late Arrivals and Early Leavers**

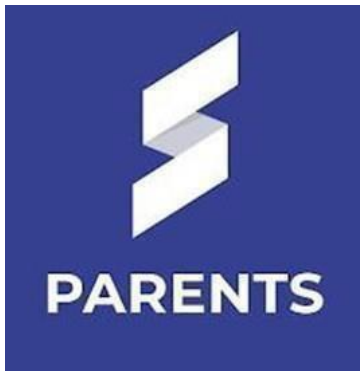
All students who arrive to school after roll call (9.10am) or are required to leave school before the end of day are required to attend 'Student Central' to sign in/out.

## **School Counsellor Wellbeing staff**

The School Counsellor and Wellbeing office is located within the 'Wellbeing Hub' Building A. Students can make a self-referral at Student Central.

# School Communication

## Sentral for Parents Portal Access



The Sentral Parent Portal Access/App has been designed for parents. This app makes it very easy access to your child's school reports each semester and booking teachers for parent teacher nights.

All families will be provided a parent portal key from the school to activate your portal, and to link your child to your account, upon commencement at PHS.

Parents can log in to access their child's school reports. Student Reports: Year 7 – 11 students reports are issued at the end of term 2 and 4 via 'sentral for parent' portal. Year 12 student reports are issued at the end of term 1 and term 3 via 'sentral for parents' portal. An access 'key' is issued and posted home to new parent/carers early term 1.

Register: <https://pictonhs.sentral.com.au/auth/portal?action=register>

Login: <https://pictonhs.sentral.com.au/auth/portal>

## Parent – Teacher Nights

Our parent teacher nights are an ideal opportunity for parents and staff to meet each other, discuss student learning and progress and build partnerships to support your child's learning. All bookings for parent teacher interviews are made via the Sentral Parent Portal, which provides a faster, simpler, and more convenient way for you to organise interviews with your child's teachers.

## Parent – Information Nights

During the course of the year parents will also be invited to various information nights on a range of topics; subject selection, vocational education, literacy and many parent information sessions that become available.



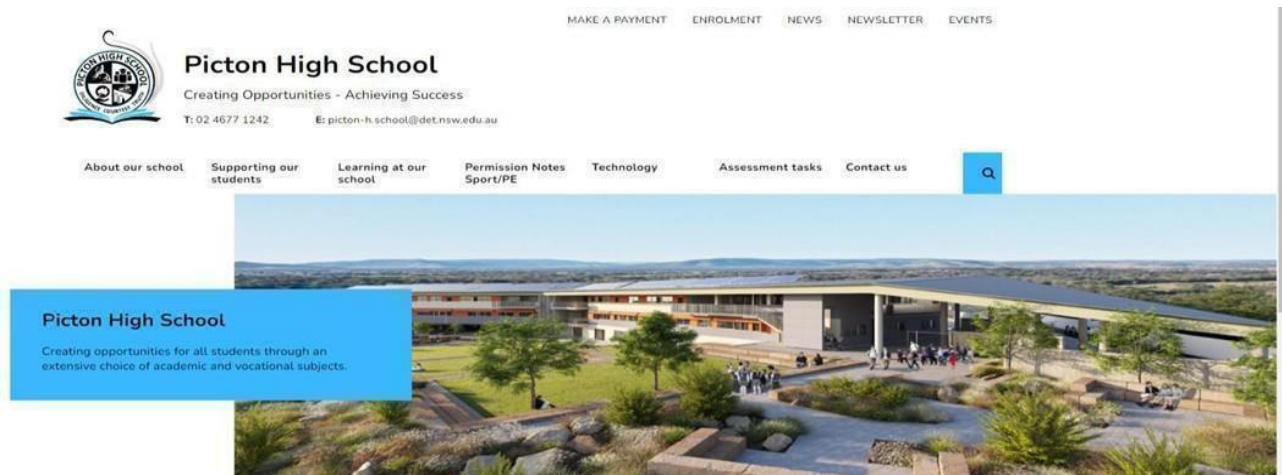


# School Communication

## PHS Website

The PHS website is a comprehensive resource offering parents, carers and students access to assessment tasks, important events and dates, school policies and procedures and updates from the NSW Department of Education.

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



## PHS Facebook

The PHS Facebook page is a great way for students and parents/carers to stay in touch with current school events and information. However, please note the PHS Facebook page is not a method of communicating with the school and it is requested that you observe a few basic rules:



Keep all comments respectful with no swearing or personal criticisms. Inappropriate content will be removed and reported.

Please be aware of others' privacy. Don't post images or private or identifying details (including surnames) of children or adults without their permission.

DoE policy advises that staff should not be friends on social media with parents or students. Please respect their obligation by not sending them 'Friend Requests' and by understanding why they will not accept requests.

# School Communication



Picton High School uses School Bytes for all correspondence, excursion, and payments.

**A current email address is required to facilitate this process.**

## Correspondence

School Bytes allows schools to send personalised email correspondence to parents/carers such as newsletters and general notifications including:

Personalised email correspondence, newsletters and general notifications are emailed to parents/carers. Students sport selections are made through School Bytes for students to select their sport each term.

Once the sport selection is made, a sport permission note and payment link will be emailed to parents/carers. Excursion information permission notes and a direct secure link for payment are emailed to parents/carers. Multiple email addresses per family can be setup to ensure no one misses out on important communications.

School Bytes portal will be available for you to register and begin using once your child is enrolled at PHS.

**Link: <https://portal.schoolbytes.education> Or use the APP below on your mobile device**

## What is the School Bytes portal

The School Bytes portal provides flexibility for you to conveniently:

- Make school payments online
- Use a family credit to pay for an activity or school contributions
- Download a receipt for payments made
- View all historical payments in one place
- Complete and submit digital permission notes
- View the status of all permission notes Request a refund if required



This can be done where you want at any time: day or night. Through the portal, you will easily be able to download a receipt have access to view all historical payments when needed. Online payments are processed in real-time and can be viewed by school staff immediately. Parent payments via credit/debit cards are processed through Westpac's Parent Online Payment (POP) system.

While our preference is for payments to be made via the portal, we will still accept payment via cash, cheque, money order and EFTPOS.

**School Bytes' system seamlessly integrates with the Westpac POP system which eliminates the need for School Bytes to store any sensitive payment information. School Bytes is a Level 1 PCI DSS certified service provider and can provide our attestation of compliance (AOC) upon request.**

# School Finance & Payments



The PHS Finance Department is located within the Main Administration Office. Payment for excursions, purchases, school fees and voluntary contributions can be made by cash, cheque and School Bytes Online Payment (see page 17). Statement of Invoices will be issued in Term 1 and distributed via School Bytes emailed to all parent/carers.

Please note payments can only be accepted by the office within office hours (8.30 – 3.00), outside of office hours it's recommended to use the Parent Online Payment system through School Bytes which is a secure payment page hosted by Westpac. Payments can be made using either a Visa or MasterCard credit or debit card, and can be made via computer, tablet or mobile phone.

**The School Bytes online payment system requires that the school has an updated email address on your child's record.**

## Student Contributions

### Year 7 & 8

Our school requires students in Year 7 & 8 to pay for certain costs that comes with studying at high school.

### School contribution costs:

#### Year 7

Voluntary Contribution - \$25  
P&C Fundraising Levy - \$20  
Visual Arts - \$30  
Industrial Arts - \$80

#### Year 8

Voluntary Contributions - \$25  
P&C Fundraising Levy - \$20  
Music - \$30  
Home Economics - \$80

### Years 9/10 & Years 11/12

All fees and contributions can be found in the relevant year's subject selection booklets.

# Who do I Talk to?

## My Child is Experiencing Difficulties With

### Classwork, Assignments or Teacher Monitoring

### Other Students

#### 1st Contact: Classroom Teacher

The classroom teacher needs to be the 1<sup>st</sup> point of contact for issues relating to class work, assignments, classroom behavior or teacher Monitoring Cards.

#### 1st Contact: Classroom Teacher

The classroom teacher can manage issues relating to minor classroom wellbeing.

If the issue remains unresolved

#### 2<sup>nd</sup> Contact: Head Teacher of the Faculty Area Concerned

The 2<sup>nd</sup> point of contact should be the faculty Head Teacher who can manage issues concerning assignments and Head Teacher Monitoring. The Head Teacher can make referrals to the Student Wellbeing and Support Team (SWST)

#### 2nd Contact Year Advisor

The Year Advisor should be contacted if wellbeing issues are ongoing.

#### 3<sup>rd</sup> Contact: Head Teacher Wellbeing

If an issue is more complex or serious the Head Teacher Wellbeing should be contacted, who is able to make referrals to the school counsellor, SWST, other agencies or provide other appropriate supports to students.

If the issue remains unresolved

#### 3<sup>rd</sup> Contact: Deputy Principal of the Year Group

The Deputy Principal of the year group can answer questions relating to Deputy Principal monitoring Cards and make contact with Faculty Head Teachers and Principal as needed. They are also able to make referrals to the SWST and other agencies.

#### 4<sup>th</sup> Contact: Deputy Principal of the Year Group

The year group Deputy Principal can manage incidents involving DP monitoring cards, Formal Cautions, Suspensions and make referrals where needed.

# Student Planner

**All students will be issued with a student planner at no cost to families.**

## Purpose

- To help you plan and organise your learning, including homework and study commitments
- To be a means of communication between students, caregivers and the school.

## Use

- You must have your planner with you in every lesson
- Record homework set for each lesson or the key learning focus of the lesson
- Record assessments, including their due date
- Record merits and stamps as part of the school's Reward System. Planners will be checked every fortnight in Year Adviser lessons (Years 7-10) or study lessons (Years 11 and 12) where stamps will be counted
- Use your planner as your out of class pass (i.e. toilet pass)
- Keep your planner neat and tidy at all times-it will be checked by teachers and Executive staff
- If you lose your planner, you must purchase a new one from the Front Office.

## Useful Tips

- Keep a copy of your timetable in the plastic sleeve provided
- Use the planner to organise your formal assessments for each subject. Remember to also record draft submission dates so you can get feedback on your work before the final copy is due set your learning goals and review these regularly in Year Adviser/Study lessons.

## General Stationery Requirements for All Subjects

|              |            |                          |
|--------------|------------|--------------------------|
| Black Pens   | Scissors   | Calculator               |
| Blue Pens    | Sharpener  | Ruler                    |
| Red Pens     | Glue Stick | Highlighters             |
| Lead Pencils | Eraser     | Laptop (years 11 and 12) |

## Please note

- Each subject area has specific requirements of either a notebook/exercise book or a folder
- Items which are not permitted include metal rulers, liquid paper and permanent markers
- Fully enclosed black leather shoes are mandatory requirements in workshop, kitchen and laboratory areas.

## Class Routines

- Students are to line up outside the classroom and wait quietly for the teacher
- When entering the classroom, do so in an organised and settled manner and place your book, pencil case and planner on your desk
- Homework is to be written into the student planner at the conclusion of each lesson
- At the conclusion of each lesson do not pack up until the teacher tells you. Stand behind your chair and ensure that the area is neat and tidy. Wait for further teacher instructions before leaving any learning space.



# Student Management

## At Picton High School

### We value our students

- We value the professionalism of our staff
- We value our school motto: Diligence, Courtesy, Truth
- We value a safe and supportive learning environment
- We value our relationship with the community.
- All students and staff at Picton High School have the right to be treated fairly and with dignity in a quality learning environment which is inclusive, safe and secure, free from disruption, intimidation, bullying and discrimination. To achieve this, Picton High School maintains high standards of learning and discipline. Key features of our Student

### Management Policy include:

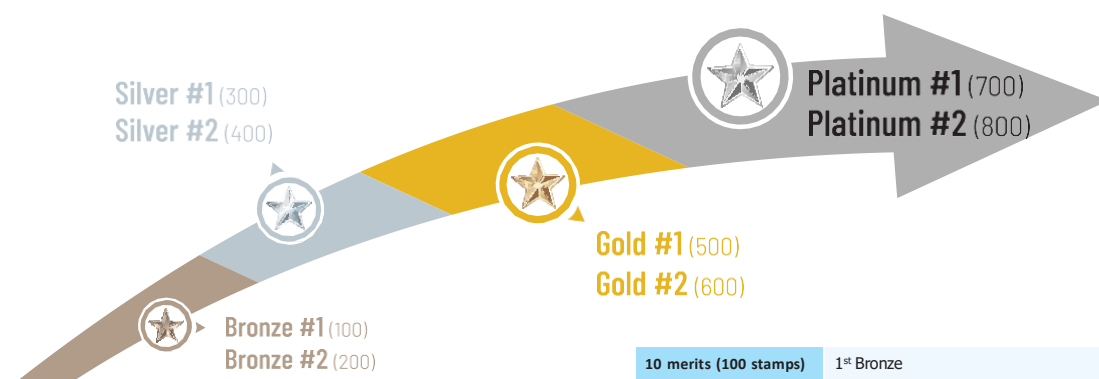
- Students are expected to actively participate in their learning. This includes following the Student Code of Conduct (PHS Code) and complying with teacher instructions.
- Teachers are expected to provide an active learning environment and support the effective implementation of the school Code of Conduct and Discipline Policy.
- Parents are expected to support the school community in the development of learning and in the implementation of the school Code of Conduct and Discipline Policy.
- Behavioural expectations of students are grounded in our school's Code of Conduct, also known as the PHS Code. Violence, bullying and other offensive and harmful behaviours such as racism, harassment and discrimination will not be tolerated and will be managed in accordance to this policy.
- When a student acts in breach of the behaviour standards of our school community, Picton High School will institute a staged response, consistent with the Department's policies on behaviour, discipline and student wellbeing and engagement. Where appropriate, parents/guardians will be informed about the inappropriate behaviour and the disciplinary action taken by the teacher and other school staff.
- Our school considers, explores and implements positive and non-punitive interventions to support student behaviour before considering disciplinary measures such as detention, withdrawal of privileges or withdrawal from class.
- Disciplinary measures may be used as part of a staged response to inappropriate behaviour in combination with other engagement and support strategies to ensure that factors that may have contributed to the student's behaviour are identified and addressed. Disciplinary measures at our school will be applied fairly and consistently. Students will always be provided with an opportunity to be heard.

## PHS CODE

Students at Picton High School are expected to have pride and high expectations of themselves and their school and behave safely at all times. This is known as the PHS Code.

| PRIDE   | HIGH EXPECTATIONS  | SAFETY  |
|---|--|---|
| <ul style="list-style-type: none"><li>• I wear uniform at all times</li><li>• I respect all equipment and learning spaces</li><li>• I represent PHS in the community with pride</li><li>• I celebrate diversity and show respect and show respect to others</li><li>• I am a role model</li></ul> | <ul style="list-style-type: none"><li>• I work to my personal best</li><li>• I am on time and ready to learn at all times</li><li>• I respect myself, staff and my peers at all times</li><li>• I complete my work in a timely manner</li><li>• I treat all areas of the PHS</li></ul> | <ul style="list-style-type: none"><li>• I follow school rules, expectations and the behaviour code</li><li>• I follow staff instructions the first time</li><li>• I am in the right place at the right time</li><li>• I take responsibility for my actions and behaviour</li><li>• I respect mine and others' personal space</li><li>• I line up sensibly outside the classroom before every lesson</li></ul> |

# Merit System



## How to receive a merit

🏆 Every 10 stamps = 1 merit

🏆 Potential to achieve 24 stamps in 1 week  
(1 stamp for every lesson)

|                        |   |
|------------------------|---|
| 10 merits (100 stamps) | 1 <sup>st</sup> Bronze  |
| 20 merits (200)        | 2 <sup>nd</sup> Bronze  |
| 30 merits (300)        | 1 <sup>st</sup> Silver  |
| 40 merits (400)        | 2 <sup>nd</sup> Silver  |
| 50 merits (500)        | 1 <sup>st</sup> Gold  |
| 60 merits (600)        | 2 <sup>nd</sup> Gold  |
| 70 merits (700)        | 1 <sup>st</sup> Platinum  |
| 80 merits (800)        | 2 <sup>nd</sup> platinum<br>(eligible for PHS code medal/award) |

## Criteria for merits

|  |  |
|--|--|
| Academic/Attainment<br>Encouragement<br>Attitude | 🏆 Academic achievement and/or effort<br>🏆 Excellent research work<br>🏆 Improved attitude to work<br>🏆 Focus during lessons<br>🏆 Continued effort and diligence in class<br>🏆 Consistent or improved results<br>🏆 Academic competitions (English, Mathematics, Science etc)   |
| Presentation/<br>Organisation                    | 🏆 Well presented and organised bookwork<br>🏆 Outstanding presentation of..<br>🏆 Confident performance<br>🏆 Skilful production  |
| School Service                                   | 🏆 Leadership<br>🏆 School service in..<br>🏆 Regular support of..<br>🏆 Representing the school, speaking/performing at assemblies, sound & light support etc..<br>🏆 Messenger duty on recommendation of SASS staff or other school staff<br>🏆 Variety Night, school assemblies, special days eg Anzac Day, Remembrance Day etc..<br>🏆 Fundraising – charity, community service |
| Year Advisers                                    | 🏆 Special service to their year, consistent levels of effort/behaviour etc.. on reports, works to promote positive peer relationships  |
| Sport  | 🏆 Teamwork<br>🏆 Representation and participation<br>🏆 Volunteering   |
| Community  | 🏆 PHS Pride in the Community<br>🏆 Voluntary service<br>🏆 Participation & representation<br>🏆 Valued support  |
| Social Skills                                    | 🏆 Promoting a positive class environment<br>🏆 Working positively in groups<br>🏆 Positive work ethic<br>🏆 Inclusive behaviour   |

# Student Expectations

## Mobile Phones and other Electronic Devices

**As from term 4 2023 NSW Department of Education has banned all student's use of mobile phones in all schools.**

**Go to for NSW Department of Education's mobile phone policy - <https://education.nsw.gov.au/policy-library/policies/pd-2023-0480>.**

Electronic communication devices such as mobile phones, iPods, laptops and other personal music or communication devices should not impact on teaching and learning. Picton High School has the following requirements for electronic devices and devices connected to phones (headphones, earbuds etc)

- At school all phones and associated devices are off and away during school hours.
- Electronic devices should not be used at excursion venues unless explicit permission is given ahead of time by the organising teacher.
- If electronic devices are brought to school, safe keeping and security of each item is the responsibility of the parent/carer.

## School Management Processes

If a student is seen with their phone out, including during break times, the teacher will direct them to take their phone to Student Central where it will be stored securely for the remainder of the day. If a student has a Yondr Pouch, they should place their phone in the pouch before taking it to Student Central. Student Central will issue a slip to the student to show the teacher upon returning to class/playground to demonstrate their phone has been stored securely. Student Central

staff will then make a record on the student's profile. The student can return to Student Central at the conclusion of the school day to retrieve their phone.

If a student refuses class teacher instructions regarding mobile phones/electronic devices, they will be immediately referred to the appropriate Deputy Principal. The Deputy will direct the student to take their device to Student Central where their phone will be securely stored for the remainder of the day. The Deputy will issue consequences which may include a Formal Caution of Suspension. Students issued with a Formal Caution of Suspension will also be placed on DP

Monitoring for a period of no less than two weeks and will be required to hand in their phone to Student Central for the duration of the monitoring period (usually 10 school days). Any further refusal to follow the school's Electronic Devices Policy or failure to comply with Formal Caution requirements, will be referred to the Principal, who may issue a suspension. Students caught filming inappropriate content will face significant consequences and will be immediately referred to the

relevant Deputy Principal. Consequences may include a Formal Caution of Suspension or Suspension as this behaviour poses an unacceptable risk to the health, safety, learning and wellbeing of others.

If you wish to contact your child during class time, please contact the friendly office staff who will arrange for your child to come to the office and facilitate contact.

Mobile phones cause a distraction in learning for both the student and other students in the class. Students who are found to be using their phones in class will be sent to the office where

their device will be securely stored, the student will at the end of the day return to the office to collect their mobile device. Persistent misuse of mobile devices will result in disciplinary action.

**Go to PHS website to view the most up to date Picton High School Electronic Devices Policy**

## Aerosol Cans

Aerosol deodorant, perfumes and body sprays are not permitted at PHS. Students are not permitted to bring aerosol deodorant to school or on school organized activities as they have been known to trigger asthma attacks and could have other negative impacts on students and staff.

## Chewing Gum

Chewing gum is not permitted at PHS. Chewing gum presents numerous issues in a school environment; it is unhygienic and can contribute to the spreading of diseases; is costly to remove and can cause damage to school property and student uniforms.

## Energy Drinks

The PHS P&C supports the Department of Education ban on selling energy drinks at PHS. Energy drinks do not comply with the Healthy School Canteen Strategy guidelines. Energy drinks can also be detrimental to the health of young people. Students are not to bring or consume energy drinks on school grounds.

# Student Expectations

## Working in Practical Classrooms & Workshops

### Entering Practical Classrooms and Workshops

When entering practical workshops or classrooms it is extremely important to do so in an orderly manner. Line up sensibly outside the room and wait for your teacher. Do not enter the classroom/ workshop without the permission of your teacher. When entering the workshop be aware of your surroundings and DO NOT touch any projects, tools or equipment that may be present without direction from your teacher. Make sure bags are placed in the designated area.

### General Behavior

Follow all the teachers' instructions. Work only on your own project and ensure it is stored away in its correct place at the end of each lesson.

Create a positive learning environment by encouraging others and using appropriate language when communicating. Do not touch other students' projects or throw objects across the room or to peers. When the teacher is talking, listen and remain quiet to ensure all instructions are heard, this is vital in making sure correct techniques and tools are used in a safe manner so that high quality project work can be completed. Notify the teacher of any injury or spills that occur in the classroom.

### Clothing

As stated by the Department of Education, always wear leather upper shoes. Remove heavy and bulky coats, loose clothing, and jewelry, and tie back long hair.

Wear appropriate Personal Protective Equipment (PPE) when necessary eg safety glasses, apron, earmuffs, and gloves.





# Student Wellbeing

## Wellbeing information for parents' carers and the community

Our approach to wellbeing at Picton High School is built on the foundations of the NSW Wellbeing Framework whereby we are committed to creating quality learning opportunities for young people to connect, succeed and thrive in an enabling and inclusive school environment.

As a school we take into account that wellbeing encompasses many dimensions of health which include the physical, emotional, social, mental, spiritual and environmental aspects of the individual.

Our approach to wellbeing ensures that students create meaningful and positive relationships which are shaped by the Picton High School values and expectations. Within our framework of values and expectations students are encouraged to become self-reflective, adaptable, self-motivated, resilient and creative students who are encouraged to become lifelong learners and responsible young citizens within society.

As a school we are dedicated to knowing and working with each student and their family, to ensure that the journey of learning is a shared and consultative process, in order for students to reach their full potential and personal goals.

We offer a range of support at Picton High School which includes year advisor tailored programs, these focus on building skills, attributes and resources that the young person requires in order to experience positive wellbeing.

We have several staff available all day to assist students in need. All staff are responsible for fostering a positive climate and assist in monitoring and supporting the wellbeing of young people both in and out of the classroom.

## Wellbeing Hub

The Wellbeing Hub is a central location for students to access wellbeing support at school. The Wellbeing Hub is built on the Student Wellbeing Framework which aims to ensure that all students have the opportunity to Connect, Succeed and Thrive in an Enabling School Environment. The Wellbeing Hub provides tools and knowledge that assists in:

- Promoting the social and emotional development and wellbeing of students.
- Nurturing student responsibility and resilience.
- Building a positive school culture.
- Fostering respectful relationships.
- Responding to key contemporary issues and topics that impact on student wellbeing.



# Student Wellbeing

## Anti Bullying Plan

The beliefs and principles on which the PHS anti-bullying plan has been developed are that students and staff have the right to a safe environment where they can play, learn, work and express themselves without fear of victimisation. We strive to be an inclusive environment where diversity is affirmed and individual differences are accepted, respected and celebrated.

Our aim is to promote and provide a supportive learning environment for everybody. We endeavor to apply a transparent and consistent approach to reporting and responding to incidents of bullying. We encourage all members of our community to take a proactive approach in helping to minimize bullying behaviours.

The PHS school community will work together to resolve incidents of bullying in line with DoE guidelines because to ignore is to condone.

**More info go to NSW government education website: <https://education.nsw.gov.au/schooling/schooling-initiatives/anti-bullying>**

**Anti Racism** At PHS we reject all forms of racism. We are committed to creating a safe learning and workplace environment where students, staff and visitors are free of all forms of racism, including direct racism, racial vilification and harassment. All staff and students work together to eradicate racism by promoting acceptance of Australia's cultural, linguistic and religious diversity. We aim to eradicate expressions of racism at PHS and challenge the attitudes that allow them to emerge and provide clear procedures to support those experiencing racism.

Anti Racism at PHS adheres to the values of PHS Code: Pride, High Expectations and Safety. PHS has qualified Anti Racism Officers (ARCO), Ms Henderson (stage 4), Ms Peterson (stage 5) and Ms Dodd (stage 6). The role of the ARCO is to receive and mediate complaints of a racial nature.



**More info go to NSW government education website: <https://education.nsw.gov.au/about-us/strategies-and-reports/anti-racism-strategy>**

## School Counsellor

School Counsellors are qualified teachers and psychologists that are employed by the NSW Department of Education to assist students with educational, social and emotional issues. There is a full time School Counsellor at PHS which is located in the wellbeing unit. To see the counsellor, you can:

**Make an appointment through the Year Advisor or Head Teacher Wellbeing or Fill out a self-referral slip at Student Central.**

# Fixed and Growth Mindset






| FIXED MINDSET   |                | GROWTH MINDSET  |  |
|---|----------------|---|--|
|  |                |                 |  |
| FIXED MINDSET   |                | GROWTH MINDSET  |  |
| The belief that skills, intellect and talents are set and unchangeable.           |                | The belief that skills, intellect and talents can be developed through practice and perseverance. |  |
| I'll stick to what I know.<br>Either I'm good at it or not.                       | DESIRES        | I want to learn new things.<br>I am eager to take risks.  |  |
| It's fine the way it is.<br>There is nothing to change.                           | SKILLS         | Is this really my best work?<br>What else can I improve?  |  |
| This is a waste of time!<br>There's too much to figure out.                       | EFFORT         | I know this will help me even<br>though it is difficult.  |  |
| It's easier to give up.<br>I'm just not smart.                                    | SETBACKS       | I'll use another strategy,<br>my mistakes help me learn.  |  |
| This work is boring.<br>No one likes to do it.                                    | FEEDBACK       | I recognise my weakness<br>and I know what to fix.  |  |
| It's easy for them.<br>They were born smart.                                      | TALENTED PEERS | I wonder how they did it.<br>Let me try to figure it out.   |  |

*For twenty years, my research has shown that the view you adopt for yourself profoundly affects the way you lead your life. It can determine whether you become the person you want to be and whether you accomplish the things you value.*

Carol Dweck,  
Stanford  
psychologist

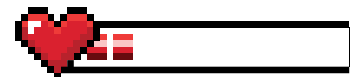
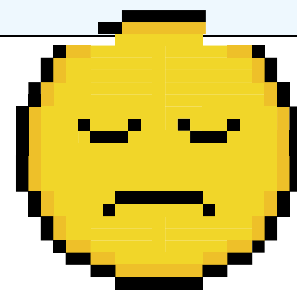
# Mental Wellbeing: Recognising Signs and Encouraging Support

It's normal for everyone to experience ups and downs, but when negative feelings persist for long periods or interfere with everyday life, you should seek support. If you are worried about your mental health or finding it difficult to cope, it's better to ask for help early. Talk to your parents or guardian, mentor or school psychologist. You can also contact:

|   |   |   |
|---|---|---|
|    | Kids Helpline is a private and confidential telephone and online counselling service specifically for young people aged 5 to 25. Additionally, this website provides information on peer pressure, blended families, dealing with conflict and managing risky behaviours.                 | 1800 551 800<br>(open 24 hours toll free)<br><a href="http://www.kidshelp.com.au">www.kidshelp.com.au</a>   |
|    | Lifeline offers telephone counselling and their website provides crisis support, a service finder and information on suicide prevention, panic attacks, self-harm, domestic violence, rural mental health and asking for help.  | 13 11 14 (Crisis Support;<br>open 24 hours toll free)<br><br>Online Chat:<br>7pm-4am (7 days)<br><a href="http://www.lifeline.org.au">www.lifeline.org.au</a>                     |
|   | Headspace is for young people aged 12 to 25 going through a tough time. Headspace provides someone to talk to and offers support with mental health, general health, trauma, alcohol and other drugs and self-harm issues.  | 1800 650 890<br>(9am-1am AEDT)<br><br><a href="http://www.headspace.org.au">www.headspace.org.au</a><br>Chat online<br>(9am-1am AEDT)   |
|  | Youth Beyond Blue aims to empower young people to respond to depression and anxiety, providing information on issues including depression, anxiety treatment options and recovery and staying well. You can speak to a counsellor on the phone or through webchat and join online forums. | 1300 22 4636<br>(open 24 hours toll free)<br><br>Webchat 3pm-12am<br><br><a href="http://www.beyondblue.org.au/mental-health/youth">www.beyondblue.org.au/mental-health/youth</a> |
|  | ReachOut.com provides information on motivation, grief, parental separation, personal identity and getting through really tough times. ReachOut also offers helpful apps and tools.   | <a href="http://au.reachout.com">au.reachout.com</a>  |

## EARLY DETECTION OF MENTAL DISTRESS: EMPOWERING SUPPORTIVE ACTIONS

- 📌 Eating more than usual or less than usual over an extended period of time
- 📌 Frequent crying and meltdowns
- 📌 Feeling guilty or worthless
- 📌 Canceling plans at the last minute
- 📌 Mood swings that last for hours or days
- 📌 Outbursts over something others would consider "small"
- 📌 Isolating
- 📌 Being emotionally distant and disconnected
- 📌 Feeling depressed and unhappy
- 📌 Sleep problems
- 📌 Hibernating in bed
- 📌 Substance abuse



# Sport Leadership Team

## Sport Prefects 2025



**Lincoln Blatch-May**



**Leah Hale**



**Elijah Hood**



**Brodie Smith**



# Sport

## House System

Picton High School has a long- standing history at the school relating to our Nation's First People. House Organisation is as follows:

**ARALUEN Blue Surnames A-D**

**BIRRABAN Yellow Surnames E-L**

**CALLOOLA Red Surnames M-R**

**DERRIWONG Green Surnames S-Z**

## Knock Out Teams & School Representation

Picton High School provides a plethora of opportunities for students in extra-curricular sporting competitions. There are many sport and leisure activities including.

- **Rugby League**
- **Softball**
- **League Tag**
- **Gymnastics**
- **Cricket**
- **Tennis**
- **Oz Tag**
- **Netball**
- **Plus more**

The school also collaborates with primary schools on a variety of gala days in a range of sports such as Tiger Tag.

These sports provide a great opportunity for students of all ability levels to represent the school, zone, or region in their sport of interest or their own talent.

Please see the Representative Sports Coordinator should you have any questions about representative sporting teams & events.

## Carnivals

Picton High School holds three full school carnivals each year. For 2025 these are:

**Swimming Term 1 - 25 Feb**

**Athletics Term 1 - TBA**

**Cross Country Term 1 - 1 April**

These are normal school days and we encourage parents to ensure students are in attendance to encourage pride, a sense of connectedness and belonging to their school.

## Dance

In 2025 Picton High School will be holding tryouts for students to get students involved in the Dance Performance Team. Selected students will be expected to attend dance and tumbling sessions times & attend special events including.

- **Southern Stars**
- **Local community events**

Students may be asked to attend additional training sessions leading up to special events.

Other opportunities in dance involve programs run during PE lessons where students can make up dances in hip hop, jazz or line dancing.

An Aboriginal and Torres Strait Islander Dance Group is also run at school where students perform at assemblies, primary schools, and special events.

**Go to the PHS PE and Sports information website -**  
<https://sites.google.com/educat.../phssportsinformation/home>



# Library

Welcome to the Picton High School Library! Our library is a welcoming space where all students can explore a wide selection of fiction and non-fiction books tailored to suit any interest and reading level. Whether you're looking for an exciting novel, a fascinating history book, or resources to help with your studies, you'll find plenty to browse through. The library is also a great place to study quietly, research, or simply relax with a good book. Our friendly library staff are here to help you find the right materials and make the most of your library experience.

Kimberly Refalo



# Careers



**Entertainment student Coen Furtner  
winner 2024 VET Student of the Year.**

Mr Jones is the PHS Careers Advisor and can be located in the Careers Office in AS001. Please visit the Careers Office at break times to seek advice or make an appointment. Mr Jones is able to provide students with current information about:

- Apprenticeships and traineeships;
- University and TAFE Courses: entrance requirements, scholarships and alternative entry pathways;
- Labour Market Trends;
- Group Training Providers;
- Employment: how to apply for a job, write a resume and cover letter and interview skills and preparation.

# Aboriginal Education

## Picton High Junior AECG (NSW Aboriginal Education Consultative Group Inc)

Junior AECG's provide advice and ideas that they have rather than parents and elders telling young people what they want. The Junior AECG's structure provides leadership opportunities for youth to lobby for what they want and how they want it done.

Benefits of young people becoming junior AECG members:

- It gives young people a chance to provide input and ideas on issues relating to Aboriginal education and local events at their school or town.
- It helps young people develop important skills such as leadership skills, communication skills and public speaking skills
- It gives young people a voice and a way to express their opinions and perspectives
- It empowers young people in local communities to speak about youth topics and issues they face
- Helps students to engage in education and their local Community Aims of the Junior AECG
- To promote improvement in school
- Open to all Aboriginal and Torres Strait Islander students Year 7 – 12
- To empower Aboriginal and Torres Strait Islander students through real and active participation in school decision making
- To provide a forum for Aboriginal students
- To promote Aboriginal Education
- To promote "school spirit"
- Support members could be; the Principal, Aboriginal Community Liaison Officer (DET), Teachers, and/or an Aboriginal Education Consultant





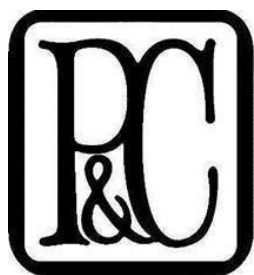
# Student Representative Council

The PHS Student Representative Council (SRC) provides an avenue for students to express views and become part of the decision-making process with regard to issues that affect the student body. It also provides an opportunity for students to take on leadership roles as they will be responsible for upholding and developing a culture that encourages students to live the school values of Picton Code and the traditions of PHS both within the school and in the wider community.

The Student Representative Council (SRC) at Picton High School represent students and their views. This opportunity gives us an avenue to express our views and become part of the decision-making process about issues that affect the student body. It also provides us with an opportunity to develop leadership and teamwork skills to assist in school and community-based programs and projects, attend school and community-based events, organise fundraising for charity. Some examples include attending ANZAC Day and Remembrance Day ceremonies, organising and running regular whole school assemblies, organising Jeans for Genes Day, RSPCA Cupcake Day, White Ribbon Day, Valentine's Day and Christmas candy cane fundraiser. We also attend a meeting once a week to talk about our ideas and organise all our events. Being part of the SRC is fun, educational and you get to make a lot of new friends.

## SRC Supervisor

## P & C Association



On behalf of the Picton High School P&C Association, we warmly welcome all parents, caregivers, and students to PHS. We invite you to join us as active members of the P&C. Our mission is to support PHS students and the wider community by bringing together parents, students, and staff to promote the school's best interests. We organise fundraising activities to enhance student facilities and equipment and collaborate on educational issues and policy development.

In 2017, we established the P&C Fundraising Levy to raise essential funds for purchasing new computers and laptops for the school. This initiative was designed to replace traditional fundraising methods, such as BBQs, cake stalls, and raffles, which can be labour-intensive and typically involve only a small group of parents. The allocation of these funds is decided at P&C meetings, which are open to all parents and local community members. Since its inception, the P&C has used these funds to acquire several full classroom sets of computers and laptops (approximately 30 each time), a Point-of-Sale device for the school CAFE, sports team jerseys, leadership courses for the SRC team, and discounted excursion fees for students.

The PHS P&C Association meets once a term, and we notify parents of meeting details via the school's Facebook page and SMS. We encourage all parents and community members—both new and returning—to attend. For more information on joining the PHS P&C, please contact PHS Administration at 4677 1242. We look forward to your participation and contribution to our school!

**Mrs Susan Jenks**  
**P & C President**

# Canteen

PHS Canteen operates according to the guidelines of the Healthy School Canteen Strategy. The NSW Healthy School Canteen Strategy is all about giving students across NSW a taste for healthy foods and make healthy choice, the easy choice. The strategy addresses NSW school canteens to support healthy growth and development of students.

The school canteen is open before school and at each break (morning, lunch and afternoon) for students to make purchases.

**CASH and physical keycard payments only NO mobile phone payments.**





# Canteen

**Picton HIGH SCHOOL**

**DAILY SPECIALS**

| MONDAY                     | TUESDAY             | WEDNESDAY                     | THURSDAY                | FRIDAY       |
|----------------------------|---------------------|-------------------------------|-------------------------|--------------|
| \$6<br>Mexican Street Bowl | \$6<br>Mac N Cheese | \$6<br>Italian Meatball Pasta | \$6.50<br>Assorted Subs | \$5<br>Pizza |

**BURGERS**

- Oil's Chicken Burger (Chicken, lettuce & mayo) \$6.00
- Peri Peri Chicken Burger (Chicken, lettuce & peri mayo) \$6.00
- Veggie Delite Burger (Veggie burger, lettuce & peri mayo) \$6.00
- Cheese Burger (Prime beef patty, cheese, & tomato sauce) \$6.00

**FAVOURITES**

- Wedges \$5.00
- Meat Pie \$4.50
- Sausage Roll \$5.00
- Cheese & Spinach Roll \$5.50
- Corn Cob \$2.00
- Chicken Strip \$2.50
- Chicken Wrap \$4.50
- Hot Dog \$4.00
- Open Garlic Melt \$2.50

**CLASSICS**

- Mexican Beef Nachos \$6.00
- Creamy Chicken Pasta \$6.00
- Mac N Cheese \$6.00
- Beef Chow Mein & steamed rice \$6.00
- Butter Chicken & steamed rice \$6.00
- Mild Curry Chicken & steamed rice \$6.00

**BREAKFAST**

- Hash Brown \$1.50
- Cheese Toastie \$3.00
- Ham & Cheese Toastie \$4.00
- Fruit Cup \$3.00
- Muffins \$3.50

Special dietary requirements please see Canteen Manager

**SUBS/ROLLS**

- Classic Chicken Sub \$7
- Peri Chicken Roll \$7
- Chicken, Mayo Roll \$7
- Chicken Caesar Sub \$7
- Chicken Schnitzel Roll \$7
- Salad Roll \$7

**WRAPS**

- Chicken Mayo Wrap \$4.50
- Chicken Peri Wrap \$4.50
- Ham Wrap \$4.50
- Egg Wrap \$4.50

**SANDWICHES**

- Ham & Cheese \$5
- Salad \$5
- Egg & Lettuce \$5
- Chicken, Lettuce & Mayo \$5
- Ham, Cheese & Tomato \$5
- Ham & Salad \$5
- Chicken & Salad \$5

**GF/HALAL**

- GF Beef Pie \$5.50
- GF Sausage Roll \$5.00
- Halal Sausage Roll \$5.50
- Gluten Free Sandwiches & Wraps \$5.50
- Vegetarian Fried Rice \$5.50

**CHICKEN PRODUCTS ARE HALAL**

**SALED BAR**

- Fruit Cup \$3.00
- Fruit Tub \$5.00
- Chicken Caesar Salad \$6.50
- Oriental Noodle Salad \$6.50
- Power Bowl \$6.50
- Chicken Power Bowl \$7.00

**SIDES N SNACKS**

- Frozen Juice Icy \$1.00
- Muffin \$3.50
- Frozen Slushie \$2.00
- Whole Fruit \$1.50

**DRINKS**

- Water \$3.00
- Popper Juice \$2.50
- Sports Water \$4.50
- Oak Milk \$4.80
- Gatorade \$4.80
- Diet Bottles \$4.80
- Diet Can \$3.20
- Milkshake \$4.00
- Thickshakes \$4.50

Special dietary requirements please see Canteen Manager

## Simplify your school life.

We have partnered with Flexischools, to make school lunches even easier.



- Order online at anytime
- Enjoy cashless convenience
- Pay with Visa, Mastercard, PayPal or direct deposit

### Set up your account

- Download the Flexischools App**  
Note: for iPhone and iPad please select 'Allow' notifications.
- Login/Register**
  - Already a Flexischools user** – Enter your details and login. To save your login details select 'remember me'.
  - New Flexischools user** – Click 'Register', enter your email address and follow the instructions in the email to set up your account. Once your account is set up, add new student; search for their school, enter student details and select their class.
- Top Up Your Account**  
To make ordering fast and simple, you can set up automatic top ups in your 'User Profile'.

### Order

- Place your Order**  
On the app home screen, scroll down to view your school services such as canteen and uniforms. Then **swipe left and right** to view all available services.
- Make your Selection**  
Find the service and press 'Order', then select the items you wish to order.
- Make Payment**  
Select your payment option and complete payment to place your order.

- 10 years supporting the school community
- Committed to healthy eating
- Over 1,500 happy schools

**flexischools**

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# Transport

## Buses

Picton Buslines provides transport to and from PHS for students residing in the Wollondilly Shire. Being a School Student Transport Scheme (SSTS) travel company, Picton Buslines, is able to provide eligible students with travel to and from school at no cost to the parents or guardians. To check your child's eligibility or to make an application for free travel, please refer to the Picton Buslines website.

**All year 7 and other new students in 2025 will need to apply (if eligible) for a new bus pass. Go to <https://transportnsw.info/tickets-opal/ticket-eligibility-concessions/school-student-travel-to-apply-for-a-new-bus-pass> which is then approved by PHS and issued by mail from Picton Buslines late January.**

Details of bus services can be located on the Picton Buslines website. Students travelling to school by bus will access the school grounds from Argyle Street bus bay.

## Car Travel & Parking

Do not stop in the school bus bay between 8.00am and 9.10am or between 3.00pm and 4.10 pm. The PHS Administration Office is accessible from Argyle Street minimal parking is available in the carpark at the entrance of Picton High School. Please refer to the PHS website and Facebook page for up to date information regarding parking access and restrictions.

# Emergency Procedures

## Evacuation

In the event of an emergency evacuation an "Evacuate" announcement will be sounded over the school PA system. Students are to follow the directions of the class teacher.

## Lock Down

A lock down will be initiated when there is a credible threat to student and staff safety. In the event of a school lock down a "Lock down" announcement will be sounded over the school PA system. Students will remain within their classroom and are to follow the directions of the class teacher. If students are in the playground when the announcement is sounded, they are to take shelter in their nearest classroom or the school hall and await further instructions. In some instances, a LOCK OUT may be implemented where Senior Executive will be responsible for securing the school perimeter and monitoring for any potential issues. Students may be directed to remain in their classroom and outdoor activities may be suspended.







# Contact Information



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