



# 2024 Student Information Booklet



DUBBO  
COLLEGE

DELROY CAMPUS



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# A message from the Principal

At Dubbo College Delroy Campus our focus is on teaching and learning for the 21st century. With a College mantra of 'Bright Futures' we work in the three strategic areas of student learning, supported by an accomplished staff and effective leadership with a strong sense of unity and purpose, to provide our students with 'Bright Futures'.

We are very pleased to have you join us as part of our school. We know that we can help you to achieve your very best and we look forward to you contributing to the success of our school as we all strive to be the best we can.



We are extremely proud of the achievement of students from our campus who excel in many areas. They have the opportunity to achieve academic excellence and to participate at the highest level in many other areas including: agriculture, dance, debating, sport, creative arts, technology and student leadership.

Every student has the right to learn and achieve in a safe, secure and pleasant environment. At Delroy Campus every student is treated as an individual, yet we recognise that all of us are responsible for the success of our school.

Delroy Campus is committed to delivering the best possible educational and social opportunities for our students and we look forward to building upon the strength of our College and further enhancing the Dubbo community.

Welcome!

I know that you will enjoy your time at our school.

A handwritten signature in black ink, which appears to read 'Samoan Forrest'.

Samoan Forrest  
Principal



# Executive Staff

There are approximately 50 teaching and 25 non-teaching staff at Dubbo College Delroy Campus.

Dubbo College consists of two junior campuses and one senior campus. Mr Charles Gauci is the Executive Principal who oversees all three sites.



**MR GAUCI**  
Executive Principal



**MS FORREST**  
Principal



**MR AUSTIN**  
Deputy Principal  
Year 7 & 9



**MS BERMINGHAM**  
Deputy Principal  
Year 8 & 10



**MS BOKODY**  
Deputy Principal  
Inclusion & Support



# Special roles within our school

## HEAD TEACHERS 2024



**ENGLISH**

Lisa Bennett



**SCIENCE**

Rhianon  
Morrissey



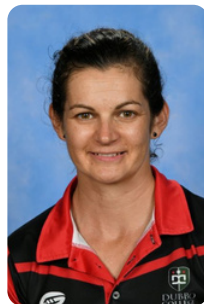
**MATHS (Rel)**

Zoe  
Kemp



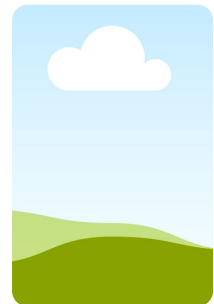
**TAS**

James  
Peter



**PDHPE**

Lucinda  
Hardy



**HSIE**

TBA



**SUPPORT**

Andrew  
Budden (Rel)



**LEARNING &  
SUPPORT**

Vicki  
Budden



**QUALITY  
TEACHING**

Jarryn  
Powyer

# Special roles within our school

## **SCHOOL ADMINISTRATION SUPPORT STAFF - SASS**

These very important people enable the school to operate efficiently. Some SAS staff are located in the Administration Office, where they welcome visitors, deal with student and parent enquiries, monitor attendance, process enrolments, produce newsletters and promotional material, collect money for excursions and school fees. SAS Staff are also located in the Library, Science, Agriculture and Food Technology, where they support teachers with preparation for practical lessons. The Canteen also have staff to help cater for the needs of students.

## **STUDENT LEARNING AND SUPPORT OFFICERS - SLSO**

These staff members support students in classrooms. They work alongside the teachers to ensure all students have the opportunity to reach their potential.

## **LEARNING AND SUPPORT TEACHERS - LaST**

These teachers support students and staff with meeting the needs of students who require learning adjustments. **Mrs Budden and Miss Lindsay** are located in the Wellbeing hub

## **STUDENT SUPPORT OFFICER**

**Esther Behsman and Miya Martin** are available to assist students with mental health and wellbeing. Students and Parents/Carers can contact them directly for an appointment.

## **ABORIGINAL EDUCATION OFFICERS**

The Aboriginal Education Officers (AEO's) Doug and Gai provide assistance for Aboriginal students, their parents and teachers. Their staffroom is located downstairs in the English/HSIE block.

## **CAREERS TEAM**

The careers team work across three sites to assist students with work readiness programs, career planning, subject selections, industry talks/visits and on going employment advertising. **Mrs Renae Justice** is located in the Library.



**Aboriginal Education  
Officer**  
Doug Gordon



**Student Support  
Officer**  
Esther Behsman



**Aboriginal Education  
Officer**  
Gai Carney

# Special roles within our school

## YEAR ADVISERS 2024



**YEAR 7**  
Idishtha Nabi



**YEAR 8**  
Mel Kaye



**YEAR 9**  
Brayden Holland



**YEAR 10**  
Semisi Tavua



# School map



School Entry

- A. Administration Office
- B. Hall / Canteen
- C. Creative & Performing Arts (CAPA)
- D. Technology & Applied Studies (TAS)
- E. Industrial Arts
- F. Support Unit / Learning & Support
- G. English / HSIE
- H. Maths / PDHPE
- I. Technology & Applied Studies (TAS) / Music
- J. Science / Clontarf
- K. Library / NASCA
- L. Agriculture
- M. Gym / Drama
- N. Learning Centre



# School uniform



## UNIFORM GUIDE

### GIRLS

#### TO BE WORN EVERYDAY

White blouse with College logo  
Tartan skirt or black school shorts/trousers with College logo  
Tartan tunic  
Black leather enclosed shoes  
Black jumper with College logo  
School jersey with College logo  
School jacket\* with College logo  
Black socks  
Black thick stockings (winter)  
Black scungie/sports brief

### BOYS

#### TO BE WORN EVERYDAY

White collared shirt with College logo  
Black school shorts/trousers with College logo  
Black leather enclosed shoes  
Black jumper with College logo  
School jersey with College logo  
School jacket\* with College logo  
School tie\*  
Black socks

### SPORT

#### ONLY TO BE WORN ON STUDENTS INTEGRATED SPORTS DAY

Sports shirt with College logo  
Black sports shorts with College logo  
Black tracksuit pants with College logo  
School jacket with College logo  
White socks  
Sports shoes

STUDENTS ALSO TO CHANGE INTO SPORTS UNIFORM FOR PRACTICAL PDHPE CLASSES

\*optional/formal occasions

### WHERE TO BUY

Dubbo College uniform is to be purchased from the Dubbo College Uniform Shop in Macquarie Street, next to Bob Jane T-Mart



This uniform review has been conducted in accordance with the NSW Department of Education's School Uniform Policy section 1.6: The school's uniform policy and school uniform requirements should be reviewed at least every five years and amended where necessary; and the NSW Public School Behaviour Code for Students that in NSW public schools students are expected to comply with the school's uniform policy or dress code.

# School uniform

School uniforms promote a feeling of pride, community and ownership. It is expected that students wear full school uniform while attending school.

The Dubbo College uniform has been developed in conjunction with students, parents and community representatives. Students will wear a comfortable, practical and affordable uniform all year round.

If students are NOT in correct school uniform they cannot leave the school for sport or other excursions or attend school based celebrations or assemblies.

For safety reasons, students must wear shoes which completely cover their feet. Sandals, thongs, canvas shoes, boats/canvas/skate shoes do not provide sufficient protection and are a safety hazard.



Acceptable footwear

The following items are NOT acceptable:

- Tights / football shorts / black or blue jeans
- Non-school jumpers
- Clothing with logos other than the school logo
- Hats and caps with inappropriate logos
- Makeup
- For safety reasons students must not wear “dangling” or elaborate earrings. Spacers are a safety risk and it is necessary to remove them while at school



Unacceptable footwear

**What do I do if I can't wear my uniform?**

If for any reason you cannot wear your uniform, you will need to bring a note from home explaining why. Please retain this note and present to teachers if asked why you are out of uniform.

**Purchasing the School Uniform**

Daylight School Wear - Dubbo College School Uniform Shop

Address: Shop B, 219 Macquarie Street Dubbo Phone: 0431 943 269

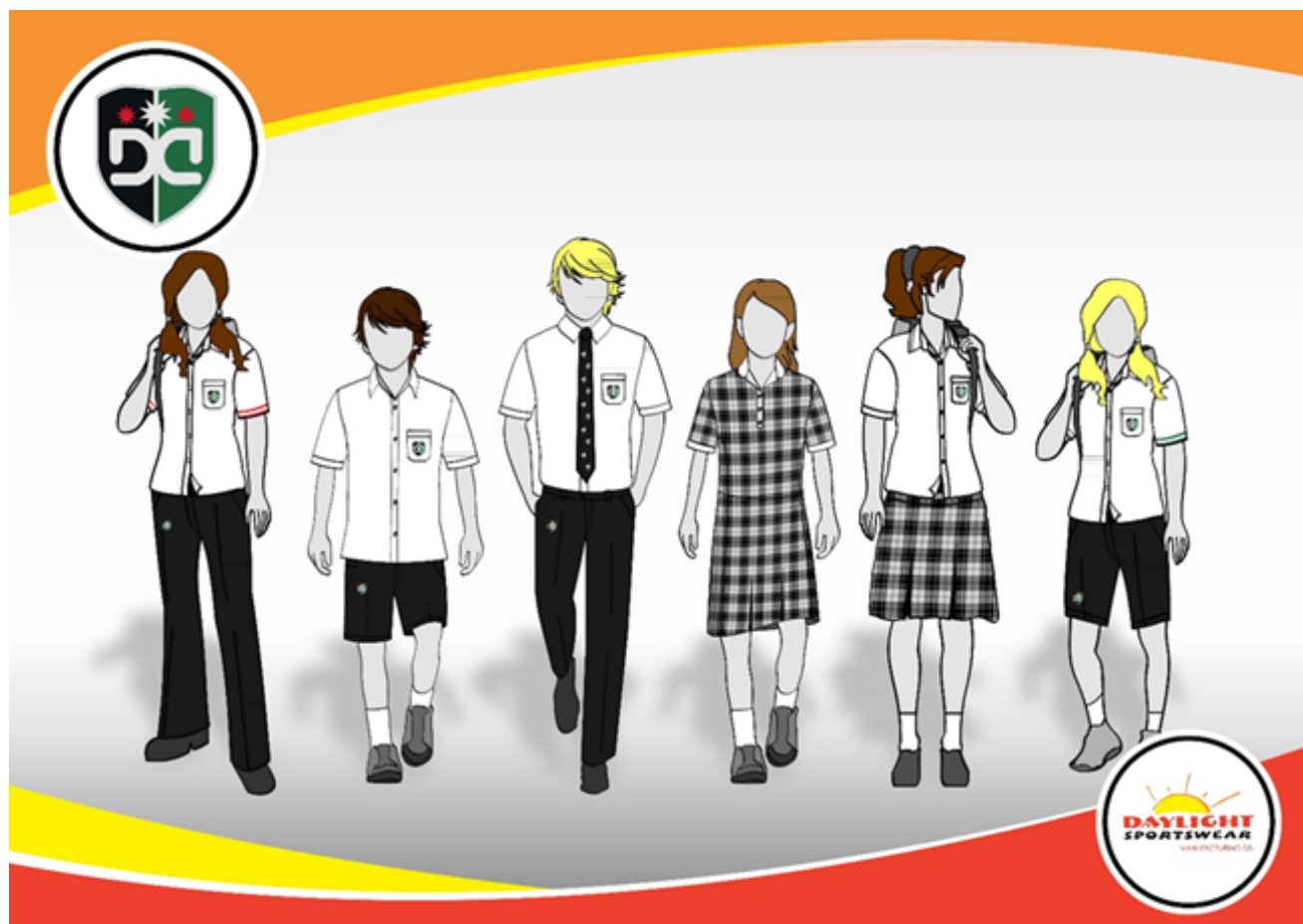
Current Opening Hours: Tuesday Wednesday Thursday 1pm to 5pm and

Saturday: 9am to 1pm





# School uniform



# Student equipment list

Having the required equipment will ensure that students can make a positive start to the scholastic year at Dubbo College.

The following is a recommended equipment list for students starting each year.

Pencil case containing:

- A selection of black, blue and red pens
- Lead pencils - 2B and HB
- Pencil sharpener
- Coloured pencils / textas
- Clear plastic ruler - 30cm and 15cm
- A set of highlighters
- Eraser
- Glue stick
- 16 GB USB

The following list of books and resources:

ENGLISH: 2 x 128 page exercise book  
Dictionary (Optional)

MATHS: 1 x 240 page grid book  
1 x Geometry Set  
1 x Casio Scientific Calculator Fx-82MS  
Calculators can also be purchased from the school (\$22.00)

SCIENCE: 1 x 240 page exercise book (with plastic cover)  
Calculator as for Math.

PDHPE: Hat, water bottle, sunscreen  
Roll on deodorant  
PE uniform and sports shoes.

HSIE: 2 x 240 page exercise books

MUSIC: Music is studied during Year 7 and can be an elective in Year 9/10.  
Booklets are provided, however students are requested to bring a pair of headphones to be used when playing key boards.



# Student equipment list

- ART: Art is studied during Year 8 and can be an elective in Year 9/10.  
Visual Arts Process Diary - A4 (not a craft/scrap book/no lined paper)  
Set of drawing pencils 2B - 6B lead  
Set of paint brushes  
Sharpener  
Ruler  
Eraser  
Apron
- TAS: Closed in leather shoes for all subjects.  
Year 7-8 Technology Mandatory - A4 Plastic Display Folder  
Year 9-10 Elective Food Technology - A4 Plastic Display Folder  
Year 9-10 Elective Textile Technology - A4 Plastic Display Folder + Visual Art Diary  
Year 9-10 Elective Wood or Metal Technology - A4 Plastic Display Folder + 80 page exercise book.  
Year 9-10 Agriculture A4 120 page lined exercise book.
- SUPPORT: 10 x 240 page A4 exercise books.  
Visual Arts Process Diary A4 (not a craft/scrap book/no lined paper)  
Sports shoes for PE / Practical Sport  
Roll on deodorant  
1 x Casio Scientific Calculator Fx-82MS (Calculators can also be purchased from the school \$22.00)

## GENERAL INFORMATION:

1. Label all equipment.
2. Use separate exercise books for each subject, A4 or 9x7 size recommended. (No multi-subject folders or ring bound folders)
3. Be organised and pack school bag the night before.
4. Check equipment regularly and replace anything that is lost or has nearly run out - especially exercise books.





# Timetable

Below is an example of how a week in high school could look. It shows how your day is broken up and where you need to be, what subject you will be learning and who your teacher is.

You will be issued with a copy of your individual timetable on Day 1 of Term 1. Your timetable will also be available on the Parent Portal.

**Timetable For Student** Your name will show here

	Week A	MonA	TueA	WedA	ThuA	FriA	
Before School	BS	MORNING ASSEMBLY Yr7 (72)	MORNING ASSEMBLY Yr7 (72)	MORNING ASSEMBLY Yr7 (72)	MORNING ASSEMBLY Yr7 (72)	MORNING ASSEMBLY Yr7 (72)	
	ASMB						
Period #	1	Music Yr7 (7MUSW) J1 T Billards	Geography Yr7 (7GEOW) E1 K Giffen	Technology (Mandatory) Yr7 (7TEC8) K2 D Dawson	PDHPE Yr7 (7PDWS) A6 D Smith	Science (7SCIW) B5 M Elbourne-Binns	Subject
	2	Technology (Mandatory) Yr7 (7TEC8) K2 D Dawson	English Yr7 (7ENGW) A3 L Ward	English Yr7 (7ENGW) A3 L Ward	PDHPE Yr7 (7PDWS) B8 D Smith	PDHPE Yr7 (7PDWT) B1 E Sutherland	Class
Recess	R						
	3	PDHPE Yr7 (7PDWT) B1 E Sutherland	Mathematics Yr7 (7MATW) A3 D Baker	Geography Yr7 (7GEOW) E1 K Giffen	English Yr7 (7ENGW) A3 L Ward	7 YEAR MEETING (7YEARMEETING)	
	4	Geography Yr7 (7GEOW) E1 K Giffen	LINE 8-7.21 Yr7 (L8_75) K4	Science (7SCIW) D5 M Elbourne-Binns	PDHPE Yr7 (7PDWP) B2 E Sutherland	English Yr7 (7ENGW) A3 L Ward	Room
Lunch	L						
	5	Mathematics Yr7 (7MATW) A4 D Baker	Technology (Mandatory) Yr7 (7TEC8) K2 D Dawson	Music Yr7 (7MUSW) J1 T Billards	Music Yr7 (7MUSW) J1 T Billards	Mathematics Yr7 (7MATW) A4 D Baker	
	6	Science (7SCIW) D5 M Elbourne-Binns	Technology (Mandatory) Yr7 (7TEC8) K2 D Dawson	Music Yr7 (7MUSW) J2 T Billards	Science (7SCIW) D5 M Elbourne-Binns	Geography Yr7 (7GEOW) E1 K Giffen	Teacher
After School	AS						

## HOW THE DAY IS ORGANISED

School starts at 8.55am and ends at 3.05pm.

Students arriving late are to report to the front office to be signed in. A parent/carer should accompany the late student, or provide a note to explain the lateness.

When the morning bell rings all students are to move directly to a 10 minute roll call then to period 1. Each lesson will be 50 minutes duration.

There are two periods before recess, 2 more before lunch, followed by 2 periods in the afternoon. Recess and lunch breaks are 30 minutes each.

There will be a 15 minute weekly assembly.

# Sport

Sport is a compulsory component of the school curriculum.

All students have integrated sport timetabled into their schedule and taught by PDHPE teachers as part of their curriculum.

Annual sporting events involving Delroy Campus:

Swimming Carnival - Term 1

Athletics Carnival - Term 2

Dubbo College Cross Country - Term 2

Serisier Cup (Delroy v South) - Term 3

Students are placed into House groups for sporting competitions such as Swimming and Athletic Carnivals. Students remain in the same House group throughout their high school years.

At Dubbo College the House Groups are:

BRIGANERA which is **RED** (Surnames A to C)

MACOOLARI which is **BLUE** (Surnames D to J)

PARAYONG which is **YELLOW** (Surnames K to R)

YARRADAROO which is **GREEN** (Surnames S to Z)



# Core rules in NSW Government Schools

## Behaviour code for students

### NSW public schools

NSW public schools are committed to providing safe, supportive and responsive learning environments for everyone. We teach and model the behaviours we value in our students.

In NSW public schools students are expected to:

- Respect other students, their teachers and school staff and community members
- Follow school and class rules and follow the directions of their teachers
- Strive for the highest standards in learning
- Respect all members of the school community and show courtesy to all students, teachers and community members
- Resolve conflict respectfully, calmly and fairly
- Comply with the school's uniform policy or dress code
- Attend school every day (unless legally excused)
- Respect all property
- Not be violent or bring weapons, illegal drugs, alcohol or tobacco into our schools
- Not bully, harass, intimidate or discriminate against anyone in our schools

Schools take strong action in response to behaviour that is detrimental to self or others or to the achievement of high quality teaching and learning.

#### Behaviour Code for Students: Actions

Promoting the learning, wellbeing and safety of all students in NSW Public Schools is a high priority for the Department of Education.

We implement teaching and learning approaches to support the development of skills needed by students to meet our high standards for respectful, safe and engaged behaviour.

[education.nsw.gov.au](http://education.nsw.gov.au)



#### Respect

- Treat one another with dignity
- Speak and behave courteously
- Cooperate with others
- Develop positive and respectful relationships and think about the effect on relationships before acting
- Value the interests, ability and culture of others
- Dress appropriately by complying with the school uniform or dress code
- Take care with property

#### Safety

- Model and follow departmental, school and/or class codes of behaviour and conduct
- Negotiate and resolve conflict with empathy
- Take personal responsibility for behaviour and actions
- Care for self and others
- Avoid dangerous behaviour and encourage others to avoid dangerous behaviour

#### Engagement

- Attend school every day (unless legally excused)
- Arrive at school and class on time
- Be prepared for every lesson
- Actively participate in learning
- Aspire and strive to achieve the highest standards of learning

The principal and school staff, using their professional judgment, are best placed to maintain discipline and provide safe, supportive and responsive learning environments. The department provides a policy framework and resources such as Legal Issues Bulletins, access to specialist advice, and professional learning to guide principals and their staff in exercising their professional judgment. In this context the NSW Government and the Department of Education will back the authority and judgment of principals and school staff at the local level.



# Wellbeing/PBL guidelines

Delroy Campus is a Positive Behaviour for Learning (PBL) school. We actively promote the Delroy Crown message as it reinforces our core beliefs underpinning wellbeing for students.

**Do your Best**, come to school **Equipped for Learning**, **Respect** the rights of others to learn while making the most of **Opportunities** available at **Your School**.

PBL lessons rotate with SRC Student Voice Meetings and Restorative Practice lessons. PBL and Restorative practice lessons give you a chance to learn about the expectations of Delroy Campus, while Student Voice meetings are a time where current issues that the SRC has raised may be discussed by the entire student body. We want everyone to feel safe and comfortable at school and these lessons are designed with this in mind. AVID instructional lessons assist with the implementation of this program across all KLA's. All lessons are designed to allow students to SOAR.

## Acknowledgement System

Our acknowledgement system uses Delroy Dollars. Delroy Dollars allow teachers to recognise students as they meet the school expectations, each lesson, every day.

## Concept

The Delroy Dollar saving system for students is completed each term.

Students receive Delroy Dollars for positive behaviour and achievement in accordance with the Delroy matrix, eg. application in class, assisting teachers, consistent effort and improvement, sport/PDHPE, assessment/exam results, attendance at 85% or greater, wearing school uniform.

## Process

Staff members at Delroy Campus collect Delroy Dollars to distribute. Students complete the Delroy Dollar information and place it into the appropriate box set up in the foyer. All Delroy dollars need to be signed by the teacher allocating them.

DELROY	ALL AREAS
DO YOUR BEST	Be the best version of yourself Use manners Follow instructions
EQUIPMENT	Have school equipment ready and use appropriately Keep your area clean and tidy Follow Work Health and Safety procedures
LEARNING	Active listening and participating Attempt all tasks Right time, right place
RESPECT	Use respectful language and display respectful actions Treat others as you want to be treated by embracing diversity Follow the school's procedures (including use of Yondr pouch, remaining in bounds, before-and-after school etc)
OPPORTUNITY	Embrace the opportunities that are available Be an active participant Make responsible choices
YOUR SCHOOL	Be a part of Team Delroy Wear school uniform with pride Support others to make positive choices



# Attendance - FAQ

## **I am late to school?**

If you arrive after 8.55am, go to the administration office and see the office staff to sign in.

## **I need to leave school early?**

You must bring a note from home explaining why you have to leave school and give the note to the office staff before period 1.

## **I feel sick at school?**

Inform your teacher that you are unwell and they will give you a note to go to the front office. Hand your note to one of the office staff who will ensure a First Aid Officer attends to you. Your parents will be contacted if necessary to pick you up. If it is an emergency, medical attention will be sought and parents phoned as soon as possible.

## **I need to take medicine at school?**

Medicines and tablets are not to be taken without the knowledge of the school. The school should be informed if there are special medical needs and arrangements will be made to create a mandatory Health Care Plan.

## **I had an accident at school?**

Where an accident has occurred, the student will be administered first aid. If possible the student will return to class. If not, the parent/caregiver will be contacted and the matter discussed. An "Accident Form" will be completed by school staff and the student or student witness. These forms are to be returned to the Deputy Principal.

If required an ambulance will be called and a parents/caregiver will be notified as soon as practical.

## **I am away from school?**

All absences (partial or whole) can be explained by:

- Letter from home on your first day back at school. Hand this letter to the office staff. The note should include your first name and surname, year, dates and an explanation of why you were away
- Your parents or carer can phone the school on 6882 7955
- Parents or carer can email the school: [delroy-h.school@det.nsw.edu.au](mailto:delroy-h.school@det.nsw.edu.au)
- Parents and carers can present at the school office with a personal explanation
- If you should be away for over a week (family holiday/business/overseas trip) you will need to complete an Extended Leave Form available from our school office

## **I know I am going to be away from school?**

You should bring a note before you are away. You should also see your teachers and find out what work you will need to do whilst you are away.

# Homework and Assessment

To succeed students need to develop a sensible *home study plan*.

Home study enables students to complete tasks which have been started in class but not completed. It provides an opportunity to do extension work, completion of assessment tasks, revision for tests and wide reading. To help students develop sensible home study habits, all students are encouraged to use a homework diary, calendar or the Assessment Task Booklet to record homework, assignments, reminder notes and their personal lesson timetable.

Students need to do homework on a regular basis. Each of your teachers will set you work whether it be reading or writing activities or completing unfinished work from class. When assessments and tasks are set, make sure you leave enough time to get them completed without having to rush.

## Reporting to Parents

At Delroy Campus academic reports are issued twice a year, at the end of Semester 1 and Semester 2. These reports for parents are emailed and added to the parent portal.

In addition, there are formal parent / teacher evenings (Term 1 and Term 3). These are advertised in our School Newsletter, Electronic Noticeboard and parents are able to use the Parent Portal to book in to see teachers. The school encourages parents to make use of these evenings.

Please note: Parents are welcome to contact their child's Year Adviser on 6882 7955 if you have any concerns about your child's progress.

## Computer Accounts and Access

At Delroy Campus we have extensive computer access for students including:

- 21st century learning environments that integrate technology with learning
- 3D printing
- Wi-Fi network

Students will be issued with a computer account along with an individual user name and password. The computer accounts allow students to access computers, the internet and their own student folder that they can use to store school work and assignments. Strict rules apply with the use of computers. Students are asked not to download or access music, movies or games, unless for academic purposes instructed by the teacher. Any inappropriate materials downloaded or viewed by students at school will result in serious consequences.

# Personal Property

Every day students are expected to bring all their equipment to school for the subjects they will be having on each particular day. It is recommended that students pack their bag the evening before to be prepared for school. Students are responsible for their own property and it is recommended that their equipment should be labelled clearly with the student's name.

If a student is carrying a large sum of money or needs to bring something of value to the school, it should be left at the Administration Office to be safely stored.

All lost property may be retrieved from the Administration Office. If personal items are found we encourage students to hand it in to the Administration Office.

## Mobile Phones

We recognise that families provide students with mobile phones for safety reasons and we support this. Students may have mobile phones so that families can contact them on their way to and from school.

We believe that mobile phones and personal devices such as smart watches have great utility. We have also found that learning and social behaviour improve drastically when students are fully present so they can engage with their teachers and classmates.

Dubbo College Delroy Campus is a mobile phone and personal digital device free space to improve teaching and learning. We follow the NSW Department of Education Mobile Phone Policy and the Dubbo College mobile devices management plan.

If you have any questions, please do not hesitate to contact the school directly on 6882 7955.





# Mobile Phone Policy

The NSW Government has announced restrictions on the use of mobile devices including mobile phones in NSW high schools beginning in Term 4, 2023.

The mobile devices management plan at Dubbo College will apply to all student mobile devices, and will occur during all school hours, including break times such as during lunch and recess, as well as while students are on school-based excursions.

Students will still be able to carry their devices while travelling to and from school.

School staff can allow students to use their mobile devices in specific circumstances, such as for an educational purpose.

After careful consideration of the impact of mobile devices on student wellbeing and learning, we are using the option of mobile devices being turned off and kept out of sight, to reduce the distractions of students in the classroom.

In line with the new NSW Government ban on mobile devices in all schools, Dubbo College will be implementing these procedures across all campuses.

We welcome NSW Government's introduction of mobile device free schools as it aligns with our current approach to maintain positive learning and engagement, however, we will always make sure you can contact your child in an emergency. If you have any questions, please do not hesitate to contact the campus directly on 6882 7955.

## Frequently Asked Questions

**What if my parents/carers want to contact me during the school day?**

We want our students to be engaged in their learning. In an emergency they can contact the administration office on 6882 7955.

**What happens if my phone is sighted by a staff member during school hours?**

The mobile phone will be confiscated on the spot. Confiscated phones will be locked away securely in the schools safe. The parent/carer will be contacted by a deputy principal to collect the phone from the school between 8.00am and 4.00pm. Phones will not be returned to students.

**What happens if I refuse to hand over my phone?**

Students will be issued a formal caution of suspension in accordance with the Department of Education's suspension policy. Suspension may result from continued disobedience.

# Individual student care

## Medical Conditions

It is the responsibility of parents/caregiver/guardians to inform the school of any special/additional medical conditions affecting their child. This would relate to conditions that may not be recorded, but would assist us in aiding any student if necessary.

A Student Health Care plan will need to be created in consultation with the parent and a health care professional.

Any condition that will hinder a students' ability to participate in normal school activities will need to be addressed. The department of education would prefer this information in writing from the student's doctor.

## Medication at School

The Department of Education Drug Policy states that students enrolled in NSW schools who require medication during school hours must inform the school of that fact. All drugs, except for asthma medication, must be brought to the administration at the commencement of the school day.

No drugs are to be on school premises without written authority from the parents/caregivers, stating the required dosage and information for the drug to be administered. This includes prescription antibiotics, cough medicine and analgesics (pain killers), eg Aspirin, Panadol etc.

Medication should be sent to school and must be contained in its original packaging or Webster packs and labelled with the student's name, details of the medication and dosage, unless the medication is supplied in a form which renders this impractical and/or unsafe. In this situation other arrangements can be made with the school. Students will be supervised in the taking of their medication and confidentiality and privacy will be maintained at all times.

Students who are on long term medication must inform the Head Teacher Special Education (for students in the support unit) or Deputy Principal Wellbeing (for mainstream students) immediately so that correct procedures can be established with their parents/caregivers and doctors.

New students enrolling in the school will be asked to fill in a medical advice form to advise us of your child's medical needs. Also if regular drugs are required, a form is to be completed by their medical practitioner and a deed of indemnity to be signed by parents/caregivers. In particular, if your child has any serious allergies which require the use of an Epi-pen, parents are to inform the school and provide an Epi-pen in case of emergency.

# Bus transport to school

Students needing to travel to school by bus must register for and produce a bus pass. This is essential for the safety of all students and save over-crowding.

## What to do

Application for free school travel in rural and regional NSW needs to be completed online at <https://apps.transport.nsw.gov.au/ssts/#/>

If you don't have internet access call 131500 for assistance with your application.

## Who can apply?

To be eligible for free school travel, students may need to live a minimum distance from their school: Years 7 – 12 (Secondary) 2.0km straight line distance or 2.9km walking. A new application is only required if the student has never been approved for free school travel before.

If the student is in a shared parenting situation and needs to travel from two addresses each parent (or the student if aged 16 or over) needs to make a separate application for each address.

In areas where there is no public transport, eligible NSW residents may receive a subsidy for transporting the student to school by private vehicle. For details visit: <https://apps.transport.nsw.gov.au/ssts/#/schoolDriveSubsidy>

## Updating details

If the student has already been approved for school travel you are required to update your details if the student:

- Is moving from Year 6 to Year 7
- Has changed schools or campuses
- Has had a change of address

To update details visit:

<https://apps.transport.nsw.gov.au/ssts/updateddetails#/updateDetails>

## Contact details for Bus Companies

The below bus companies service Dubbo College Delroy Campus.

**Dubbo Buslines:** <https://www.buslinesgroup.com.au/dubbo>

Phone: (02) 6882 2900 Fax (02) 6882 7198 Email: [info@dubbobuslines.com.au](mailto:info@dubbobuslines.com.au)

**Ogden's Coaches:** <https://www.ogdenscoaches.com.au/>

Phone (02) 6884 3101 Fax (02) 6884 4251 Email: [dubbo@ogdenscoaches.com.au](mailto:dubbo@ogdenscoaches.com.au)

**Langley's Coaches:** <https://www.langleyscoaches.com.au/>

Phone (02) 6882 8977 Fax (02) 6882 8164 Email: [contact@langleyscoaches.com.au](mailto:contact@langleyscoaches.com.au)

# Communication between home and school

Parents/caregivers are encouraged to contact the school at any time to discuss the progress of students and any concerns that will effect student learning.

Personal interviews can be arranged by phoning the office on 6882 7955.

Appointments are required due to the demanding nature of schools.

Issues regarding a particular subject may best be directed to the relevant Head Teacher.

Issues regarding student wellbeing should be directed to Learning and Support or the Year Adviser.

Formal contact between the school and home will occur regularly, and includes:

- A three-weekly newsletter that contains upcoming events. This is posted on the school website and emailed to parents via the parental portal.
- The annual school magazine Westside Story is available at the conclusion of each teaching year. This is created by students in the school during the school year.
- Two formal academic reports written specifically for each student. These are emailed to parents at the end of each semester through the parent portal.
- Parent/Teacher night are in terms 1 and 3.
- Interviews with the Principal / Deputy Principal for all new students and their parents/caregivers.
- A family information evening to assist parents/caregivers to make subject choices for Year 11.
- Information sessions for incoming Year 7 students and their parents/caregivers.
- Occasional letters and information regarding school activities, special performances, camps, excursions and art shows etc.
- Information on opportunities for parents and community to participate in the Presentation Evening, Year 10 Farewell Ceremony, Drama presentations, NAIDOC and other culturally based days and celebrations and Aboriginal Education Team meetings.
- Good news letters from teachers to parents.
- Parents and Community meetings held in the school common room on the third Monday evening of every month.
- Consultation on Individual Learning and Support Plans and Personalised Learning Pathways to assist with learning and goal setting.
- College Website
- College Facebook page
- Delroy Campus Instagram page
- Parent Portal – attendance, reports, notifications, messaging.
- Sentral Parent App - Notifications, newsletters, calendar
- Schoolbytes - excursion notes, forms, payments



# Sentral Parent Portal

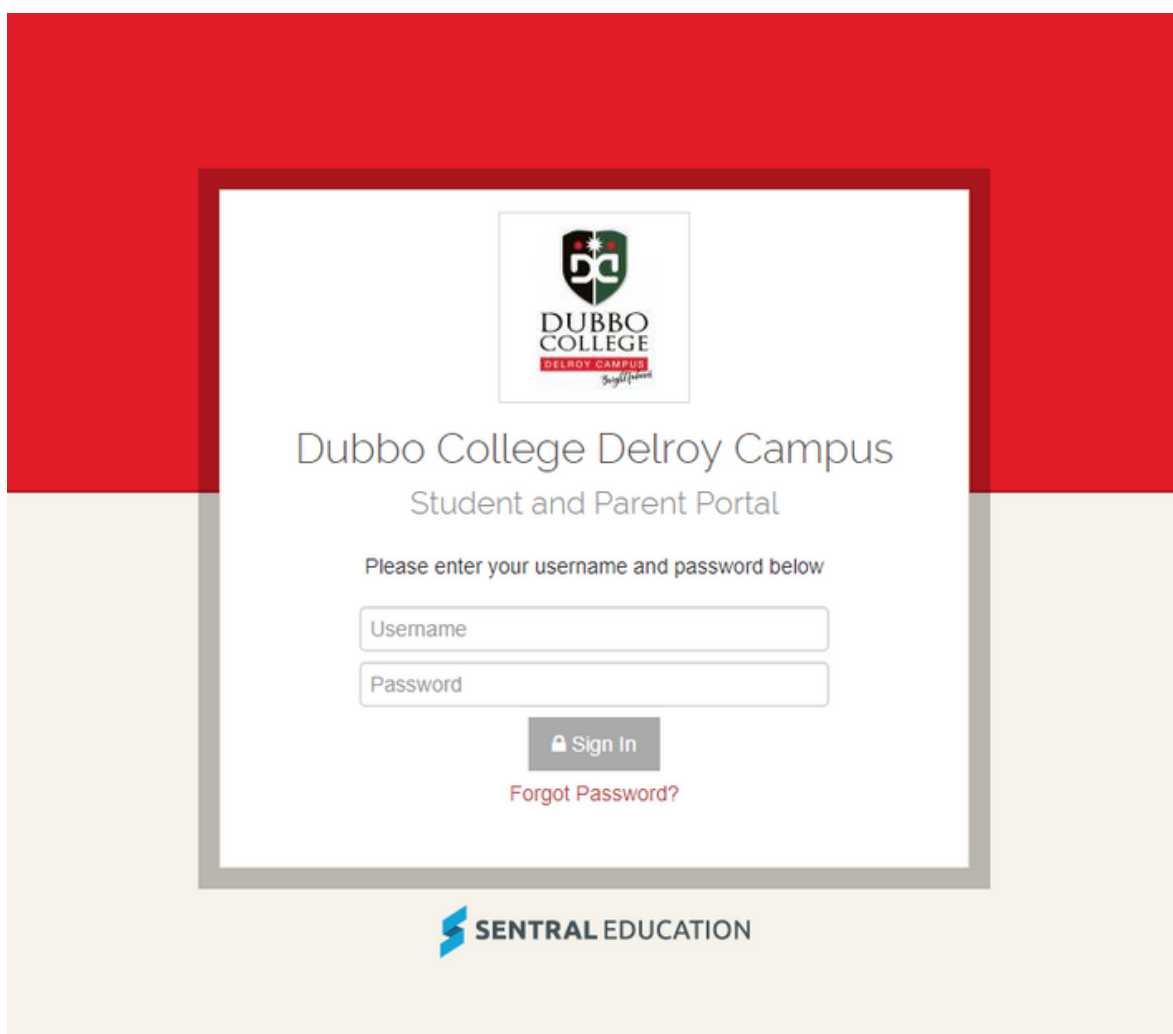
If you would like to have access to your student/s:

- Timetable
- Class and School Attendance
- School Reports
- School Newsletter & Parent Letters
- Assessment Guides
- Absences

The parent portal can be accessed through: <https://dcdel.sentral.com.au/portal/login>

To gain access the portal

1. Please ensure your email address is correct on your enrolment form.
2. All parents/carers of Year 7 students will receive an email in Term 1, Week 2 with registration details and your family key.
3. If you do not receive this email, contact Dubbo College Delroy Campus – 6882 7955.
4. Visit the website above and enter your code to begin.



The screenshot shows the login interface for the Dubbo College Delroy Campus Student and Parent Portal. At the top is the college's crest and logo. Below this, the text 'Dubbo College Delroy Campus' and 'Student and Parent Portal' are displayed. A prompt asks the user to 'Please enter your username and password below'. There are two input fields: 'Username' and 'Password'. Below these fields is a 'Sign In' button with a lock icon. A link for 'Forgot Password?' is located below the sign-in button. At the bottom of the page, the 'SENTRAL EDUCATION' logo is visible.

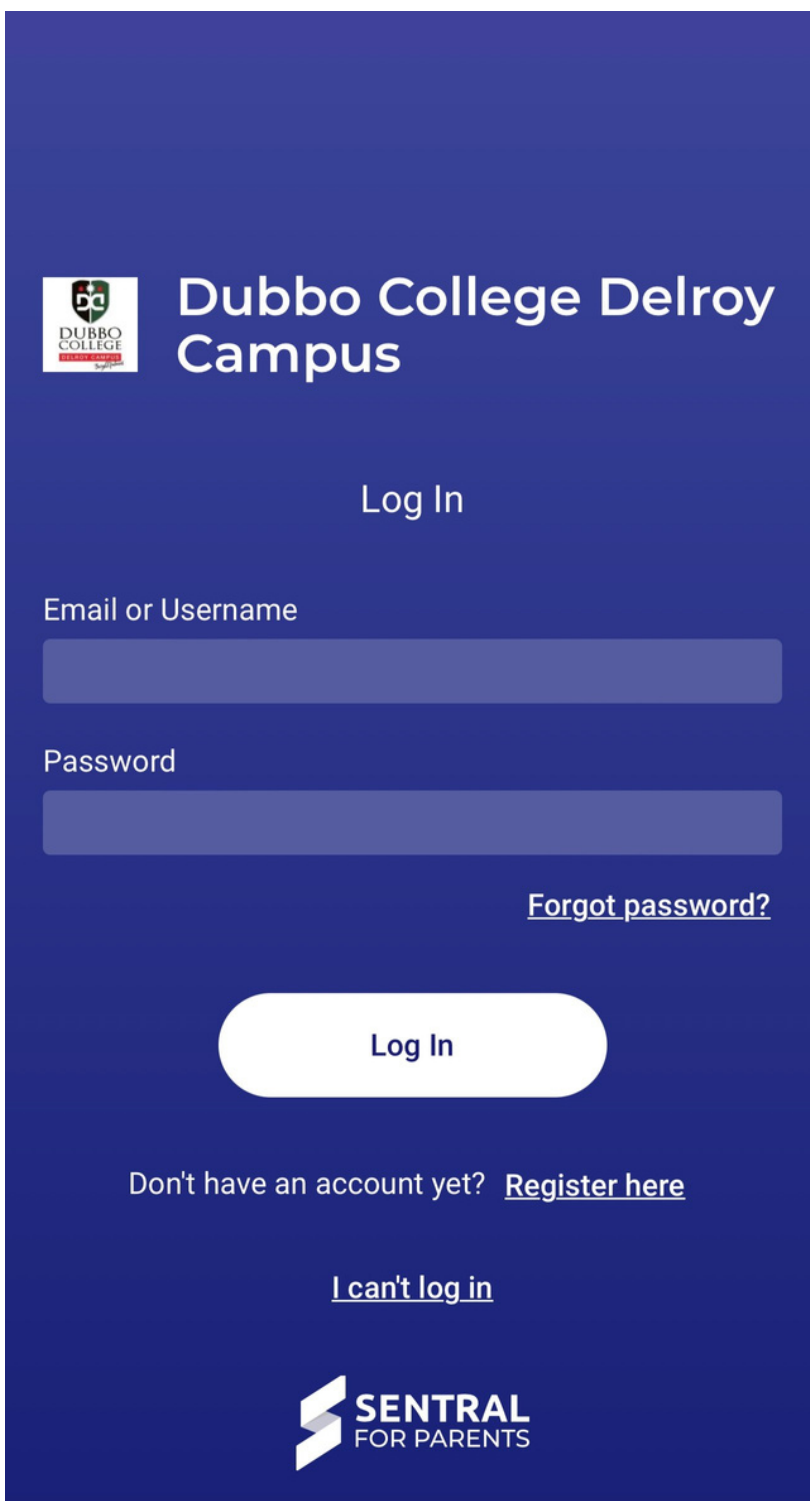
# Sentral Parent App

Many of the functions of the Parent Portal are now available on the Sentral Parent App.

The app can be downloaded free from the Apple App Store for iPhones or from the Google Play store for Android phones.

A "how to" guide is available from

<https://dubbocoll-m.schools.nsw.gov.au/content/dam/doi/sws/schools/d/dubbocoll-m/localcontent/resources/DubColAppUserGuide.pdf>



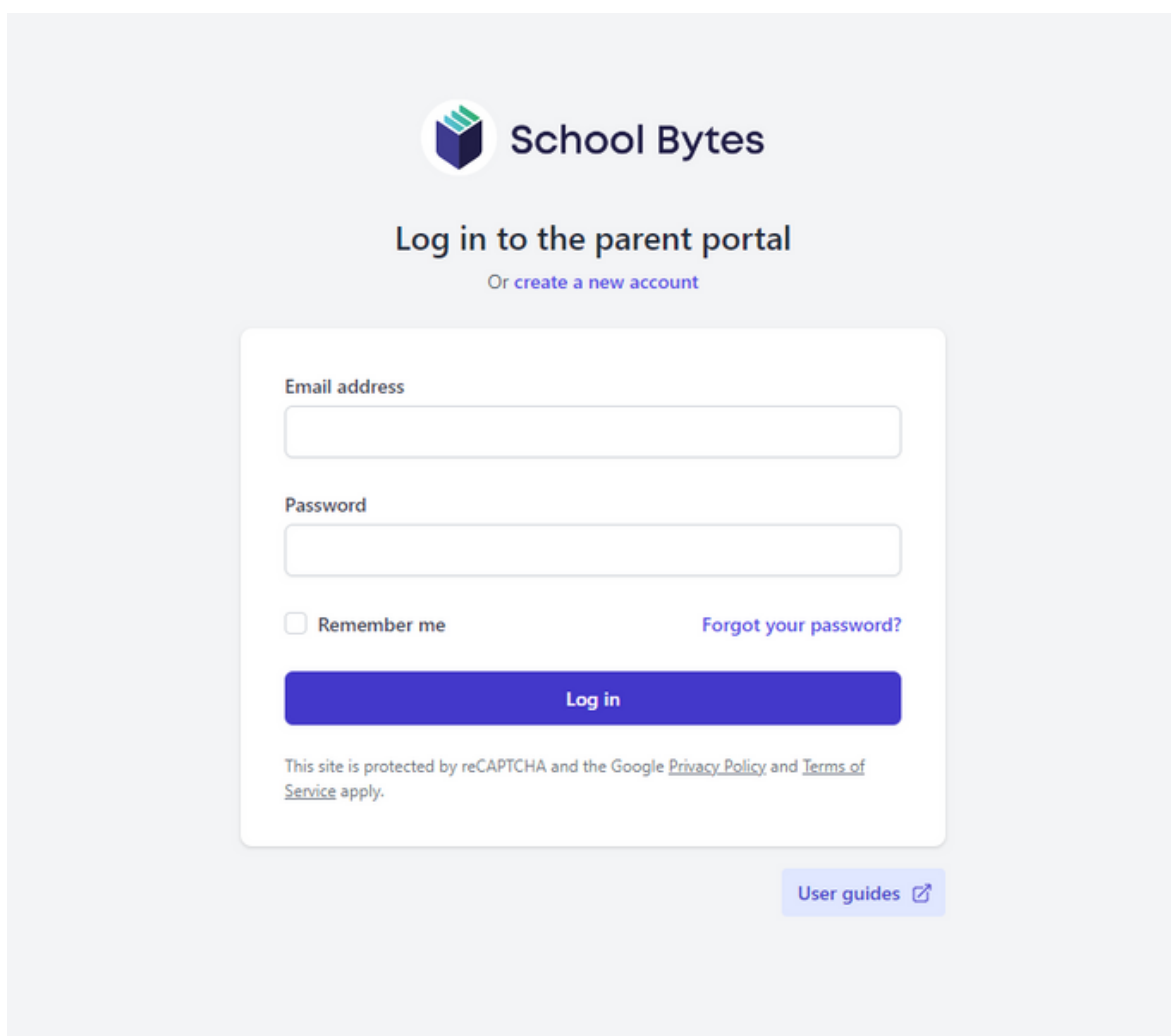
The screenshot shows a login interface for Dubbo College Delroy Campus. At the top left is the college's logo, which includes a shield with 'DC' and the text 'DUBBO COLLEGE DELROY CAMPUS'. To the right of the logo, the text 'Dubbo College Delroy Campus' is displayed in a large, white, sans-serif font. Below this, the words 'Log In' are centered in a smaller white font. There are two input fields: 'Email or Username' and 'Password', both with light blue borders and white text. To the right of the password field is a link that says 'Forgot password?'. Below the input fields is a large, white, rounded rectangular button with the text 'Log In' in blue. At the bottom of the screen, there is a link that says 'Don't have an account yet? Register here' and another link that says 'I can't log in'. At the very bottom is the 'SENTRAL FOR PARENTS' logo, which consists of a stylized 'S' icon and the text 'SENTRAL FOR PARENTS'.

# School Bytes Portal

Dubbo College Delroy Campus has implemented a system called School Bytes to manage payments, forms and excursions. Parents/carers can visit the School Bytes portal at any time to make a payment online, view payment history, apply credit, complete forms or to view details about excursions.

The parent portal can be accessed through the Sentral Parent Portal: <https://dcdel.sentral.com.au/portal/login> and go to "Links".

It can also be accessed through the Sentral Parent App or from the web at <https://portal.schoolbytes.education/>



The image shows the login page for the School Bytes parent portal. At the top, there is a logo consisting of a blue cube with green lines, followed by the text "School Bytes". Below the logo, the heading "Log in to the parent portal" is displayed, with a link "Or create a new account" underneath. The login form is a white box with rounded corners. It contains two input fields: "Email address" and "Password". Below the password field, there is a checkbox labeled "Remember me" and a link "Forgot your password?". A blue "Log in" button is positioned below the form. At the bottom of the form, a small text line states: "This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply." In the bottom right corner of the page, there is a blue button labeled "User guides" with an external link icon.

# Student wellbeing at school

Dubbo College provides an educational setting where every student is recognised as unique, with individual needs and strengths. We believe every student deserves the opportunity to access all aspects of the curriculum at a level that is challenging yet appropriate.

At Delroy Campus learning support is based on an inclusive model of education where support for students maximises how students connect, succeed and thrive. Students are supported on a needs by needs basis by the school Learning and Support Team. This team is made up of the principal, Learning and Support teachers, Student Learning Support Officers, the Year Advisers, the School Counsellor and the Deputy Principals. They work collaboratively with classroom teachers, parents, staff and community to establish teaching and learning strategies that contribute positively to student well-being and to help foster student self-discipline in effort. Our Learning and Support Team strives to support excellence in teaching and learning. They aim to build, on many levels, trusting and respectful relationships for students to succeed.

The Learning Support team also conducts diagnostic testing to identify areas to monitor student progress. Students with higher needs are further supported through the individual planning process which incorporates transition planning and personalising specific programs to encourage active participation.

The Learning and Support team may assist to support the student by:

- Coordinating resources inside and outside the school
- Program implementation, assessment and reporting
- Collaborative approaches to support students with disabilities, special learning and behavioural needs.

and will consider and guide the implementation of:

- Adjustments and accommodations to maximise student learning
- Instructional and management strategies
- Health Care plans
- Access to additional services
- Specialised equipment and building modification

At Delroy Campus we annually review the processes involved in providing effective Learning and Support. We ensure that all staff have a collective understanding on how to identify, implement and support individual and whole class adjustments for students they teach. All staff are regularly updated upon the Disabilities Act and their Duty of Care for all students.

If parents feel they need extra support for their student to succeed and thrive they need to contact the school Learning and Support Teachers on 6882 7955.





# Student wellbeing at school

## Year Advisers

The Year Adviser is a fundamental communication link in providing appropriate advice to students, parents and class teachers.

The Year Adviser will progress with the same group of students from Year 7 to Year 10.

Year Advisers will:

- Assist new students and monitor their progress.
- Be a member of the Learning and Support Team.
- Seek support from the Counsellor, AEO's and DP on issues relating to student welfare.
- Gather progress reports for parents, HT's, DP's or the Learning Support Team when required.
- Liaise with parents of students who are absent from school for extended periods.

## School Counselling

The School Counselling Service at Dubbo College can be accessed by students at the request of parents and carers, and the Learning and Support team, although self-referrals are always welcome. We encourage parents and carers to speak with the Year Adviser or Learning and Support Teacher so that we can ensure the student's needs are best supported.

The School Counselling Service may support programs to help students dealing with anger or bullying, provide short-term individual counselling services for anxiety, depression, anger, bullying and other mental health needs, and complete psychometric assessments around mental health, behaviour, and intellectual and learning ability.

The School Counselling Services assists in writing Safety Plans for students who are at risk of harm, and behaviour management plans for students who are learning self-regulation. To assist the school community the counselling service has collaborated with a number of outside agencies including Marathon Health, CAMHS, Headspace, Uniting Care, Mission Australia, NALAG and Reconnect. The involvement of these agencies has assisted the school to support students and families with mental health needs.

## Student Support Officer

Student Support Officers work within the school community in partnership with the learning and support team and school counselling service to enhance student social and emotional wellbeing and learning outcomes. Our Student Support Officers provide whole-of-school well-being initiatives and targeted strengths-based supports for students requiring personalised assistance. They also have a pivotal role in working collaboratively with external child and family support agencies and other government agencies to support students. Our Student Support Officers run a number of in school, targeted programs such as:

- RAGE (Re-negotiating Angry and Guilty Emotions)
- Peer Mentoring
- Citizenship Programs
- Mediation

# Wellbeing - FAQ

**I have an incident with a friend or another student?**

See your classroom teacher or Year Adviser.

**I don't know where my class is?**

Check the timetable and your school map. Ask a teacher to help you find your class or come to the school office. Best practice is to copy your timetable into your workbooks.

**I have forgotten my equipment?**

See your teacher before the lesson to explain. You will be less likely to forget your equipment if you pack the night before.

**I am having trouble doing my work?**

Talk to your teacher, the Head Teacher or Learning and Support.

**I need to pay money for an excursion or school contribution?**

The school office collects all money for excursions and school contributions before school or during recess and lunch. The teacher who is organising the excursion will give you a note with details of the excursion. You will need to bring the note back to your teacher or to the front office, after your parents or guardians have signed it.

**I am being bullied?**

Delroy Campus does not tolerate bullying. If somebody bullies you, tell your teacher, the teacher on playground duty, your Year Adviser or the Deputy Principal.

**I need to talk?**

If you have a problem that you need to talk about, there are lots of people you could talk to. Your Year Advisers, Teachers, Head Teachers or the School Counsellors are there to assist you.



# Opportunities at School

There are a wide variety of extra-curricular activities that you can experience at Delroy. Some of these activities are described below. You will hear information about these activities and others in the Daily Notices throughout the year. Extra-curricular activities are a great way to meet new people who have the same interests as you.

**Student Representative Council** - Members of the SRC discuss and act on issues and concerns that arise in the school environment. Students who are members of the SRC are committed to the school and gain a sense of pride and achievement.

**Library** - The Library is open during school hours, except for recess on Fridays. There is a designated quiet area for studying and classwork. Computers are available for gaming, however, priority is given to students who are completing assessment tasks. Students are encouraged to read, relax, play games and meet up with friends in a comfortable and secure space.

**Concert Band, Jazz Band & String Ensemble** - Students are invited to take part in the range of Dubbo College bands. The bands cater for complete beginners to advanced musicians. There are opportunities to play in College Campus bands as well as Dubbo College Ensembles made up of students from South, Delroy and Senior. If students are interested, please to speak to your music teacher. Band activities include workshops, concerts, visits to schools, competing in Eisteddfods, musicals and tours.

**Choir** - Students are invited to take part in the school and college vocal ensemble. If any student enjoys singing, please come and speak to the Music Staff in the Creative Arts Staffroom. Choir activities include workshops, concerts, visits to schools, competing in Eisteddfods, musicals and tours.

**Debating and Public Speaking** - Delroy Campus has enjoyed a very strong reputation in debating in recent years. Students are generally coached once a week on the technicalities of debating and will have the opportunity to travel around the state. Students will also have the option of being involved in prepared and impromptu debates.

**Show Team** - Students can become active in agriculture and animal grooming to show animals at local and regional shows. Interest in the Show Team is through the agriculture teacher.

**Ngumbaay Girls Circle** - This program offers all girls the opportunity to be involved in leadership activities, build communication skills, develop interpersonal relationships and contribute to their community. Miss Bermingham is the teacher to see if you are interested in joining.

**College Sporting Teams** – Interested students please take notice of announcements advising of sign-up sheets and times for trials of various sporting opportunities in the College.



# Opportunities at School

**Aboriginal Dance & Music Groups** - Aboriginal Dance and Music groups are run by Mr Doug Gordon for students interested in embracing the Aboriginal culture and who demonstrate respect and responsibility toward their classwork, other students and teachers.

**Junior AECG** - The NSW AECG Inc. (Aboriginal Education Consultative Group) is an Aboriginal community based organisation made up of volunteer members who are the principal source of advice on behalf of Aboriginal communities on issues relating to education and training.

At Delroy, the Junior AECG Representatives are comprised of students from Years 7, 8, 9, and 10 who have demonstrated leadership skills within the school. Members of the Junior AECG build leadership skills as they lead culturally based events and Acknowledgement of Country. Junior AECG members are involved in writing reports about Aboriginal Education at Delroy and presenting these reports at the monthly local AECG meetings. Students discuss all of the valuable programs Delroy runs which help improve students' literacy and numeracy skills. Delroy's Junior AECG Representatives have also assisted in organising Aboriginal cultural events such as NAIDOC Day.





# Aboriginal Education

At Delroy Campus we have many ways we engage our Aboriginal students, their parents and the community. Our staff are developed in cultural awareness to best relate to, and form relationships with students and families.

The school provides many opportunities to engage the community through participation in our culturally significant days, like Harmony Day, NAIDOC Day, Reconciliation and Sorry Days.

At Delroy Campus the Aboriginal Education Officers are Ms Gai Carney and Mr Doug Gordon (relieving) who are responsible to the Principal for providing assistance to Aboriginal students, parents / carers and to teachers.

## The Aboriginal Education Officer provides:

- Student Support
- Advising Aboriginal students in relation to their participation and progress.
- Supporting and encouraging student attendance and performance.
- Supporting Aboriginal students to improve their performance at school in terms of academic achievement and behaviour.
- Encouraging student leadership and participation in school activities.
- Supporting students through their transition to Delroy Campus.
- Introducing new students to the school and supporting students with their relationships with others.

## Community Support

- Encouraging the involvement of Aboriginal parents in school programs and their participation in the life of the school.
- Maintaining effective relationships with Aboriginal parents and the community.
- Participating in local AECG meetings.

## Teacher Support

- Assisting teachers with the progress of Aboriginal students.
- Assisting teachers with the identification and development of resources to support the learning of Aboriginal students.
- Assisting teachers to involve parents and the community in school programs.



# Clontarf Foundation

**What?**

The Clontarf foundation exists to improve the education, discipline, life skills, self-esteem and employment prospects of young Aboriginal and Torres Strait Islander men and by doing so equip them to participate more meaningfully in society. Since opening its first academy of 25 boys in 2000 in WA, the foundation has exponentially grown throughout Western Australia, Northern Territory, Victoria, NSW, Queensland and South Australia.

**How?**

The Clontarf Foundation involves participants in activities, camps and workplace visits to develop a broad range of life skills. Highlights include interstate and regional tours, inter-Academy activities and excursions.

**Why?**

The Clontarf Foundation, in partnership with Dubbo College, work with students to ensure they complete their schooling through to the end of Year 12. Upon graduation the Clontarf Foundation support participants in their transition from school to further training and/or employment.

**Who?**

Any Aboriginal or Torres Strait Islander boy enrolled at Dubbo College can apply to be part of the programme. To maintain their position in the Academy participants need to show commitment towards the education program, school activities and football training.

**When?**

We are currently accepting enrolments from prospective students in the area.





# NASCA - Girls Academy



# NASCA

*NASCA is a 100% Aboriginal-governed organisation dedicated to achieving equity and strengthening cultural pride for young First Nations people.*

- NASCA's programs improve outcomes for Indigenous young people, especially in school attendance and year 12 attainment.
- Since our founding in 1995, NASCA has worked with over **12,000 young Aboriginal and Torres Strait Islander people**.
- We run programs in **31 schools across NSW, the NT, and WA**, supporting over 2000 First Nations students to connect to culture and realise their aspirations.

*Our Purpose is to build the confidence of Aboriginal and Torres Strait Islander young people to take opportunities and fulfil their potential.*

*Our Vision is of a proud, prosperous, healthy Australia where Aboriginal and Torres Strait Islander young people thrive.*

- **In schools**, NASCA staff provide opportunities and experiences for our students including: workshops to strengthen connection to culture and build wellbeing and resilience; comprehensive in-class support; Traditional Indigenous Games (TIG); pick ups and drop offs; breakfast programs; and before & after school activities.
- **Out of school**, we also run excursions, school holiday activities, awards programs, camps and internships.



*"NASCA has helped me a lot with my confidence. They've taught me to get out of my comfort zone, now I've been taking a lot of opportunities."*

*- Armani, NASCA participant.*

Enrolling is easy! Just fill in a form that you can pick up from the NASCA team at your school. [www.nasca.org.au](http://www.nasca.org.au)

# Curriculum Information

## English

Through the study of English students learn about the power, value and art of the English language for communication, learning and enjoyment. Developing proficiency in English enables students to become confident communicators, critical and imaginative thinkers and lifelong learners. Students develop their language skills through activities involving speaking and listening, reading and writing, and viewing and representing. They learn about language and literature through working with a wide range of print, spoken, visual, media, multimedia and digital texts.

## Mathematics

The Mathematics K–10 Syllabus provides students with the opportunity to develop their knowledge, understanding and skills in mathematics and working mathematically. Students have the opportunity to develop increasingly sophisticated and refined mathematical understanding, fluency, communication, reasoning, analytical thought and problem-solving skills. These capabilities enable students to respond to familiar and unfamiliar situations by employing strategies to make informed decisions and solve problems relevant to their present and future needs.

## Science

Through the study of Science students learn about our biological, chemical, geological, physical and technological world. They actively develop skills in planning and conducting investigations, recording and analysing data, and problem-solving. Students explore real-world phenomena and develop solutions to authentic problems.

## PDHPE

Through the study of Personal Development, Health and Physical Education courses, students develop the knowledge, understanding, skills and attitudes needed to take action to protect and enhance their own and others' health, safety and wellbeing in varied and changing contexts. Physical education is fundamental to the acquisition of movement skills and concepts to enable students to participate in a range of physical activities – confidently, competently and creatively.

## Technologies

Through the study of technology courses, students engage in a diverse range of practical experiences and develop knowledge and understanding of contemporary and advancing technologies. They develop solutions to identified problems and situations, and explore the impact of technologies on the individual, society and the environment.

## HSIE

Human Society and its Environment is the study of how humans interact with the world, how society operates and how it is changing. Through the study of HSIE, students develop the skills to prepare them to actively and responsibly participate as informed citizens in the contemporary world.



# Curriculum Information

## Creative Arts

Study in the Creative Arts provides students with strong discipline based knowledge and the fundamental skills, creative expertise, learning mindset and critical capabilities for the future world of work. Creative Arts students experience and develop the complex skills required to create and test ideas, generate creative works with confidence, shape inquiry and critically evaluate and reflect on what they do. Study in the Creative Arts prepares students to be significant producers and informed consumers of culture.

## Languages

Learning languages opens minds to difference where diversity is seen as a regular part of society. Proficiency in languages provides a resource that encourages more effective engagement with the global community. The study of Languages strengthens essential foundational skills for literacy. It also fosters intellectual and emotional development, and cultural understanding.

Through learning languages, students reflect on their own heritage, culture and identity. They also reflect on the culture, beliefs and values of others through language learning. The rich linguistic and cultural diversity of New South Wales provides an educational environment where the study of languages and cultures is valued as a unique and integral part of the curriculum.

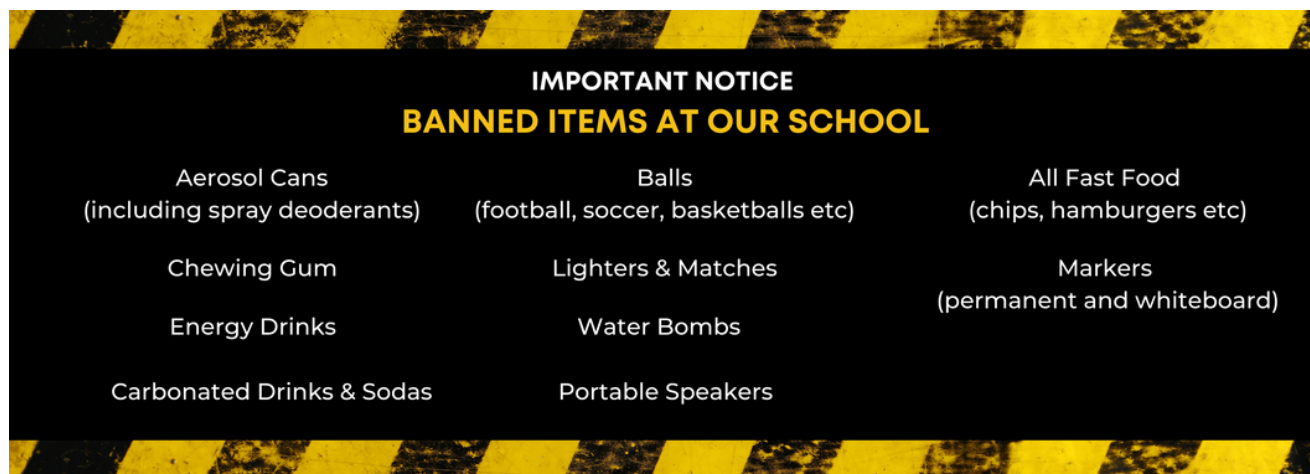
In June 2016, the NSW Education Standards Authority developed a new Languages K–10 Framework to guide the development of new NSW language-specific syllabus.

## VET

Vocational Education and Training (VET) courses contribute to the broad education of students. They have the capacity to engage and challenge students to maximise their individual talents and capabilities for further education and training and lifelong learning

## Special Education

The support unit at Dubbo College Delroy Campus consists of a number of classes that cater for students with a range of specific needs. The Support Unit has excellent facilities consisting of a discrete playground area that has recently been refurbished. Parents are always welcome to visit the unit and discuss the needs of their child and familiarise themselves with the facilities. The students are educated in a way that caters for individual needs.



# How do parents/carers get involved?

You may become more involved with the school through a variety of organisations and events:

- P&C - Meets at Delroy staff common room, the third Monday of each month, at 6.00pm.
- Swimming and athletics carnivals
- NAIDOC Day
- End of year events (eg. Carols)
- Sporting, academic presentations and formal assemblies.

Opportunities are available to volunteer to share knowledge or expertise on particular subjects.

## Fees

The below list of yearly fees help the school to pay for costs involved in providing consumables required in compulsory practical lessons, textbook hire, paper, photocopier, incidental costs involved in bringing guest lecturers to classes, extra equipment to help students in the Library.

- Voluntary School Contribution \$120.00
- Course Fee CAPA \$40.00
- Course Fee Technology \$40.00

## Stay Connected

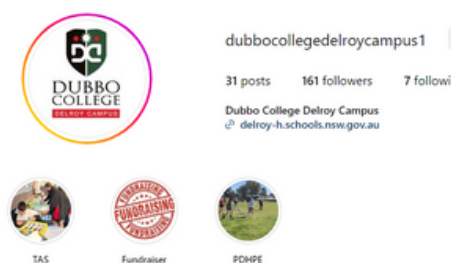
Staying in touch with Dubbo College has never been easier. You can find us on the Web, Instagram and Facebook. Keep up to date anytime, anywhere with the latest news, photos, events, important dates, campus newsletters and contact information. All this just a click or tap away.



**Dubbo College Website:**  
[www.dubbocoll-m.schools.nsw.edu.au](http://www.dubbocoll-m.schools.nsw.edu.au)



**Dubbo College Facebook:**  
[www.facebook.com/dubbocollege](http://www.facebook.com/dubbocollege)



**Delroy Campus Instagram:**  
[@dubbocollegedelroycampus1](https://www.instagram.com/dubbocollegedelroycampus1)