



KINROSS WOLAROI  
— SCHOOL —

# 2024

## YEAR 7

## HANDBOOK











## STARTING YEAR 7 AT KINROSS WOLAROI

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### **Friday 24 November – Orientation Day**

On this day you will meet many of the key staff and students you will be seeing a lot of in your first year at School and most importantly your fellow Year 7 peers.

There are a lot of people whose prime concern is that you have a smooth and happy transition from primary school into Senior School and you will meet many of them on this day, including your Year 7 Co-ordinator, Head of Wellbeing House and other staff members you will be spending time with in Year 7. The day mostly revolves around getting to know those staff and students in your Wellbeing House and as well as meeting School Leaders and House Prefects, includes a tour of the school and getting-to-know-you type activities.

Please wear casual clothes but don't forget a hat and water bottle!

### **Tuesday 30 January**

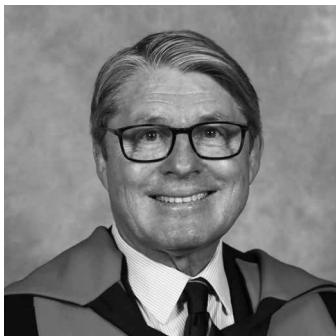
This the first day of school. The day will begin with a whole school assembly followed by a House meetings and/or a Year meeting. On this day you will also get the chance to set up your laptop with the support of the ICT department before heading off to classes for the day. There will be lots of people (staff and school leaders) to help show you where each of your classes are located. This day will focus on getting used to your routine, timetable and meeting your teachers. You will also meet your House Mentor whose prime concern is to make sure they can support your wellbeing and academics throughout your schooling at Kinross Wolaroi School.

# FRIENDLY FACES AROUND THE SCHOOL

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**Ms Alexandra Dunkley**  
Year 7 Coordinator



**Dr Andrew Parry**  
Principal



**Mr Trent Chapman**  
Head of Senior School



**Heidi Anthony**  
Head of Teaching & Learning



**Olivia Kite**  
Head of Student Wellbeing



**Mr Joe Priest**  
Director of Co-curricular



**Mr Matt Byrne**  
Head of Boys Boarding



**Mrs Hannah Whittemore**  
Head of Girls Boarding



**Mrs Sue-Ann Gavin**  
Director of International & Regional  
Engagement



**Mrs Rebecca Campey**  
School Psychologist



**Mrs Amy Newsom**  
School Psychologist



**Rev. Sally Yabsley-Bell**  
Chaplain



# STUDENT LEADERS

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**HEAD PREFECT**  
Edward Southwell



**HEAD PREFECT:**  
Halle Doyle



**DEPUTY HEAD PREFECT:**  
Charlie Hansen



**DEPUTY HEAD PREFECT:**  
Nina Smedley



**SENIOR BOARDER  
PREFECT:** James Cooper



**SENIOR BOARDER  
PREFECT:** Aimee Zell



**MCLACHLAN PREFECT:**  
Ava Peterson



**BROWN PREFECT:**  
Lucy Ashton



**DEAN PREFECT:**  
Jamie Anderson



**DOUGLAS PREFECT:**  
Zoe Bird



**GORDON PREFECT:**  
Alice Wilson



**BLACKMAN PREFECT:**  
Sophie Smith



**RICHARDS PREFECT:**  
William Haseler



**WILLIAMS PREFECT:**  
Charlie Anderson

# LOOKING AFTER YOU

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There are eight Wellbeing Houses in the Senior School and they operate a bit like the houses at Hogwarts. You can earn house points through your academic, dramatic and sporting ability and effort, and at the end of the year the points are all tallied and there is a winning house – you want it to be yours!

Just as importantly though, the Wellbeing Houses are where you physically belong from Years 7-12. Your Wellbeing Houses are more than earning House points for carnivals or House events. Your Wellbeing meetings will take place with your Mentor in your Wellbeing rooms nearly every day and you will also have regular House meetings where you will celebrate the achievements of your fellow House mates. These sessions and meetings will happen every day except Wednesday, when there is a whole school assembly. Every fortnight there will be a Year 7 Assembly to update you on school information, events and the like.

In Year 7 you will have a locker in the Year 7 area for Terms 1, 2 and 3. From Term 4 onwards your lockers will be in your House area.

## BLACKMAN ●

House colour: Orange  
Head of House and lockers are located above the Year 7 Quad and Wellbeing classes are in Science rooms.

## BROWN ●

House colour: Red  
Head of House and lockers are located next to the Maths block and Wellbeing classes are in the Maths rooms.

## DEAN ●

House colour: Maroon  
Head of House and lockers are located opposite the gym and Wellbeing classes are held in the Anderson Centre.

## DOUGLAS ●

House colour: Green  
Head of House, lockers and Wellbeing classes are all in the Performing Arts Centre.

## GORDON ●

House colour: Yellow  
Head of House, lockers and Wellbeing classes are located in the 30s classrooms.

## McLACHLAN ●

House colour: Blue  
Head of House and lockers are located next to the Canteen and Wellbeing classes are in the Bennett Block.

## RICHARDS ●

House colour: Black  
Head of House and lockers are located under the library and Wellbeing classes are held in the Computer Centre.

## WILLIAMS ●

House colour: Purple  
Head of House and lockers are located above the School Shop and Wellbeing classes are in the A Block.

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## MENTORS

You will have your Mentor with you from Year 7 to Year 12. They are there to care for your wellbeing as you make your way through the triumphs and challenges of Senior School. Your Mentor works closely with your Head Mentor and the Year 7 Co-Ordinator to ensure that your academic and wellbeing needs are being met.

## BOARDERS

One of the aspects that makes Kinross Wolaroi School such a great school is our boarders. In Year 7 the boy boarders live at the main Campus in Trathen House and the girl boarders live on the PLC campus in Stuart Douglas House. As you make friends, consider asking a boarder to come home with you for the weekend. You can do this by asking your parents to contact your friend's parents who can apply for boarding leave.





# THE YEAR 7 QUAD

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In Year 7 you will all hang out together in the Year 7 Quad. Your lockers will be there, and that is where you will spend recess and lunch - eating, socialising and perhaps competing in a fun game of handball.

The Year 7 Co-Ordinator's office is also located in the Year 7 Quad, so it is easy to drop in if you have a question or a concern or for any other reason. It is your responsibility to make sure the Quad is the best place to be in the whole school - so we sometimes have 'Litter Duty' as well as relying on you to clean up your own mess.

Your lockers are there for you to store your days' worth of books as well as PE gear and your lunch box, etc. There is a special hook for your blazer and a shelf for your hat, books or laptop. All the lockers

are protected with a heavy-duty locking device which will open around 8am and close around 5:30pm. If you want to lock your locker in between these times you will need to bring your own padlock. This is highly encouraged as another way to ensure all your items are safe and secure. At the end of each day, it is up to you to remember to take all the necessary books home for your home learning, study and revision.

Please give Ms Dunkley your spare key for safe keeping in case you ever forget your locker key.



## FINDING OUT WHAT IS GOING ON

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In a school as big and busy as Kinross Wolaroi it is really important that you check the Year 7 Hub page every day for updates. This page will tell you what is going on, who is involved, and where you need to be. Everything from music ensemble and sports try-outs to lost property will be included here.

The schools Hub platform contains all the information you will need: academic details such as assessment schedules and subject information, sporting details such as carnivals and interschool activities, details of performing arts auditions and rehearsals, details on boarding, and so forth. You will have a Hub page for each of your classes, your Wellbeing group, your Year group as well as other teams you might join along the way.

For longer term planning, always check the school calendar located on the Hub. You will be given plenty of warning if there are class excursions or overnight sporting commitments as you will need to complete and return permission forms.

Additionally, the Year 7 Co-Ordinator will send regular emails to Year 7 parents to inform them of upcoming events specific to Year 7 students.

You must also check out the Family Bulletin which will be emailed to your home every fortnight. There are also Instagram pages for Kinross Wolaroi School, boarding and TREE which always have fantastic photos of life at School.

There is a great deal of information, and it is worth taking the time to look at everything so you are always confident that you know what is going on.



# LEAVE AND ABSENCE

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## DAILY

Absences from School are to be reported to Main Reception on the day of the absence by 9am. Parents are encouraged to phone Main Reception on 02 6392 0300, choose ext. 1 “senior school absence” and record a message. Please ensure to include the student’s name, House and Year and reason for absence in your voice message. Reception will then contact your child’s Head of House to inform them of the absence. If any assessment is missed through illness, a medical certificate must be provided.

## EXTERNAL APPOINTMENTS

Leave for pupils for external appointments during School hours can be obtained from Main Reception by calling 02 6392 0300 ext 5 or via email. Parents must advise Main Reception by phone 48 hours before the appointment. All pupils must sign out at Main Reception. Parents and pupils must be aware of assessments prior to making external appointments and these will need to be identified as part of the leave application.

## PLANNED LEAVE

### (Longer than 2 consecutive days)

Applications for leave from the School for more than two consecutive days during term time must be made in writing to the Head of Senior School’s PA, [hossipa@kws.nsw.edu.au](mailto:hossipa@kws.nsw.edu.au) and should be at least one week in advance. The Head of Senior School will reply to all correspondence regarding a pupil’s departure from School when it is for a period greater than two days and not because of illness. Parents and pupils must be aware of assessments prior to making external appointments and these will need to be identified as part of the leave application. Most leave will be recorded as Approved Leave, however, some requests will be recorded as Unapproved Leave. Whilst this has no direct impact on any pupil’s good standing in the School, it is used to record the School’s disappointment at the nature of the absence. The absence impacts not only on the pupils involved regarding their academic rhythm but also upon others who depend upon them for their School sporting team training and fixtures, invariably missed on such occasions.

Please also check the assessment policy for information about how leave impacts school assessments or exams.

## BOARDING LEAVE

Boarding parents will also need to ensure that the appropriate leave requests are also made via Orah to the relevant Head of House. Information about this will be provided by Boarding.

## EXTENDED LEAVE

Extended travel during term time can only be approved by the Principal and there is documentation that needs to be completed as part of the application. This form can be obtained by contacting [hossipa@kws.nsw.edu.au](mailto:hossipa@kws.nsw.edu.au). Except in very particular circumstances, leave for this purpose is unlikely to be approved, in accordance with government guidelines on school attendance.

## ABSENCE FROM SPORT

Kinross Wolaroi Senior School has a compulsory co-curricular program. Students are expected to display commitment to their chosen sport for the entirety of its season. This includes attending all practice sessions and formal games or events.

Leave will only be approved if the student has a reasonable reason for non-attendance.

Senior Students must complete a “Request of Absence from Sport” form, known as a “yellow slip” These are located in the PE Dept and must be signed by their parent/staff member in charge, coach, MIC and Head of Sport.

Where possible we ask that forms are submitted a week in advance to ensure teams have sufficient players for the weekly fixtures.

Failure to attend without following the appropriate procedure is in breach of the school’s behavioural system and will result in a Friday afternoon detention.

# UNIFORM

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## UNIFORM

We are very proud of our school uniform and we wear it with pride. This means that you have to make sure you are wearing it properly. Your uniform must be clean and neat, and your shoes polished regularly.

Hats are compulsory all year round, so it is important that you have this with you each day.

There is a lot of information about uniform rules in the Hub and on the school website so please make sure you are familiar with these. It would be worthwhile reading the Uniform Policy which is located on the School Website under the "School Life" tab (<https://www.kws.nsw.edu.au/school-life/uniforms>)





# LEARNING

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Our major focus in effective learning is the development of GRIT! This means that you recognize that learning can sometimes be hard

and that it is important to struggle, to make mistakes and to ask questions in order to fully understand and acquire a new idea

or skill. Putting effort into developing GRIT will ensure that you do your absolute best in your academic and general life, and we can't ask for more than that.

When you are in Senior School, you are immersed in a variety of subjects. In Year 7 these are English, Maths, Science, Religious Education, History, Geography, Technology, French, Latin or Language & Literacy, Music, Art and PDHPE. You will find out what each of these subjects means for you on your first day of school, so you know what is done in each subject and why you are doing it.

In order to help you do your best, you have a School diary that you must get into the habit of using as this will keep your life organised. You must record your homework for every day, as well as reminders

of meetings and activities that you may have coming up. The diary also has a lot of important information such as your timetable, bell times, and a school map.

The diary is a fantastic way to keep track of your daily learning and also your revision when it comes to assessment time.

## HOMework

Think of homework as you think of sports training or musical instrument practice – it is really important to revisit what you have learned in class that day so that you remember it and understand it. So, do your homework on the same day that you get it as this will help you retain all that valuable information. In Term 1, KWS have a strict homework policy for Year 7 that looks like this:

- 20 minutes wider reading – this can happen in bed before you go to sleep, or on a swing or in your lounge room. It can be a book or a magazine or a newspaper but it is reading, not watching or gaming!
- 20 minutes numeracy – Maths homework
- 20 minutes literacy - Reading English class text
- 20-30 minutes literacy based tasks from other subjects – subject specific vocabulary lists.

## ASSESSMENTS

In order for teachers to gauge your understanding of their subject, you will be given assessment tasks in each subject. These tasks will assess your learning for a particular unit of work. Please do your very best in these tasks as it gives insight into how well you are learning and whether you need additional support. There is an assessment schedule posted on the Year 7 Hub. At the end of year we have examinations, but you don't need to think about them just yet.

## ICT

Students will need to bring their own laptop for use at school (please refer to the BYOD policy on the School website for details). Laptops are brilliant resources for design, creativity and research. However, they come with a great responsibility as to their usage: you must be cyber-safe, respectful of others, and able to regulate your screen time. The Year 7 Quad is technology free so during recess and lunch there are to be no laptops or phones in use. This is so we can provide a welcoming atmosphere that encourages conversation and friendship.

## TIMETABLES

At the beginning of the school year, you will be given a copy of your Student Timetable which you can then transfer into your diary.

A digital copy of your daily timetable also appears at the top of your student Hub page and features updates with rooms changes and teachers. The Hub timetable will always be the most current and up to date, so make sure you check this regularly.





# CO-CURRICULAR ACTIVITIES

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## TRYKWS

During Term 1, unless you are already committed to a summer sport like cricket, all students new to the Senior School will be involved in our TrySport and TryBand program. TrySports takes place every Monday and Wednesday afternoon from 3.30-5pm, and every Saturday morning. You will be introduced to a huge variety of sports such as: netball, hockey, soccer, rugby, triathlon, water polo, basketball, rugby sevens, volleyball, tennis and fitness. For those interested in TryBand, students will try a variety of instruments and have the opportunity to sign up for an ensemble or lessons. For TrySports you wear your House shirt and Kinross Wolaroi School Sports uniform and should bring your school hat and water bottle.

## SPORT

From Term 2 onwards, you can choose your own sport from the many available at Kinross Wolaroi School. You will have been introduced to all of them during TrySports so you can make an informed choice. There are details on all the different sports you can do on The Hub. Click Senior School, then Co-curricular Hub, then Sport to find out more.

## PERFORMING ARTS

At Kinross Wolaroi School we have an excellent Music and Drama program. The goal of the Performing Arts Faculty is “to foster the growth of students’ imagination, creativity and education through encouragement, collaboration and teamwork”, which sounds like so much fun! There are a wide variety of music ensembles for you to sign up for as well as TryBand in Term 1. The annual school production is also a richly rewarding experience. Year 7 students are welcome to audition for the production.

Please make sure you try out for everything, as being involved in Kinross Wolaroi School Performing Arts is a rich and rewarding experience.

## CADETS

Cadets is compulsory in Year 7 and Year 8. For Year 7 students, Cadets commences at the start of Term 3.

Cadets is a lot of fun! You will get to experience some new challenging (but amazing) things! For many the Cadet Camp is one of their favorite events and a highlight on the school calendar.









# PARENT INFORMATION

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## EXERCISE BOOK/WORKBOOKS:

- Please ensure students have a separate book for each subject (please see Year 7 stationery lists for specifics). Please also make sure they come prepared with enough pens/pencils (in case they go missing or run out).

## LABELLING:

- Each book needs to be clearly labelled with student name and subject. This will help them to be organised for each lesson.
- Please label each uniform item and other belongings (lunchbox, bottle, pencil case). This will ensure that if items are misplaced, they can be located and returned.

## ORGANISATION:

- A folder for each subject is extremely useful. In Year 7 students get many sheets and notifications. Organising all this information will help them to manage their day-to-day learning and keep track of subject requirements.
- Students will be given a wall planner to stick up in their study space. This will assist them in organising homework and assessment tasks.

## LOCKER:

- Whilst a lock is not compulsory, it is strongly recommended for securing student belongings and valuables. A standard lock with a key works best (combination locks tend to fail).
- Please ensure a labelled spare key is given to the Year 7 Coordinator for safe keeping.

## WHO TO CONTACT:

Your child has a number of key staff members who look after their academic and pastoral care needs.

### Wellbeing Mentor

Each student will be assigned to a House and will have a Wellbeing Mentor. The Mentor is your key contact person for matters relating to the individual academic or pastoral needs of the student.

### Year 7 Co-ordinator – Ms Alex Dunkley

[adunkley@kws.nsw.edu.au](mailto:adunkley@kws.nsw.edu.au)

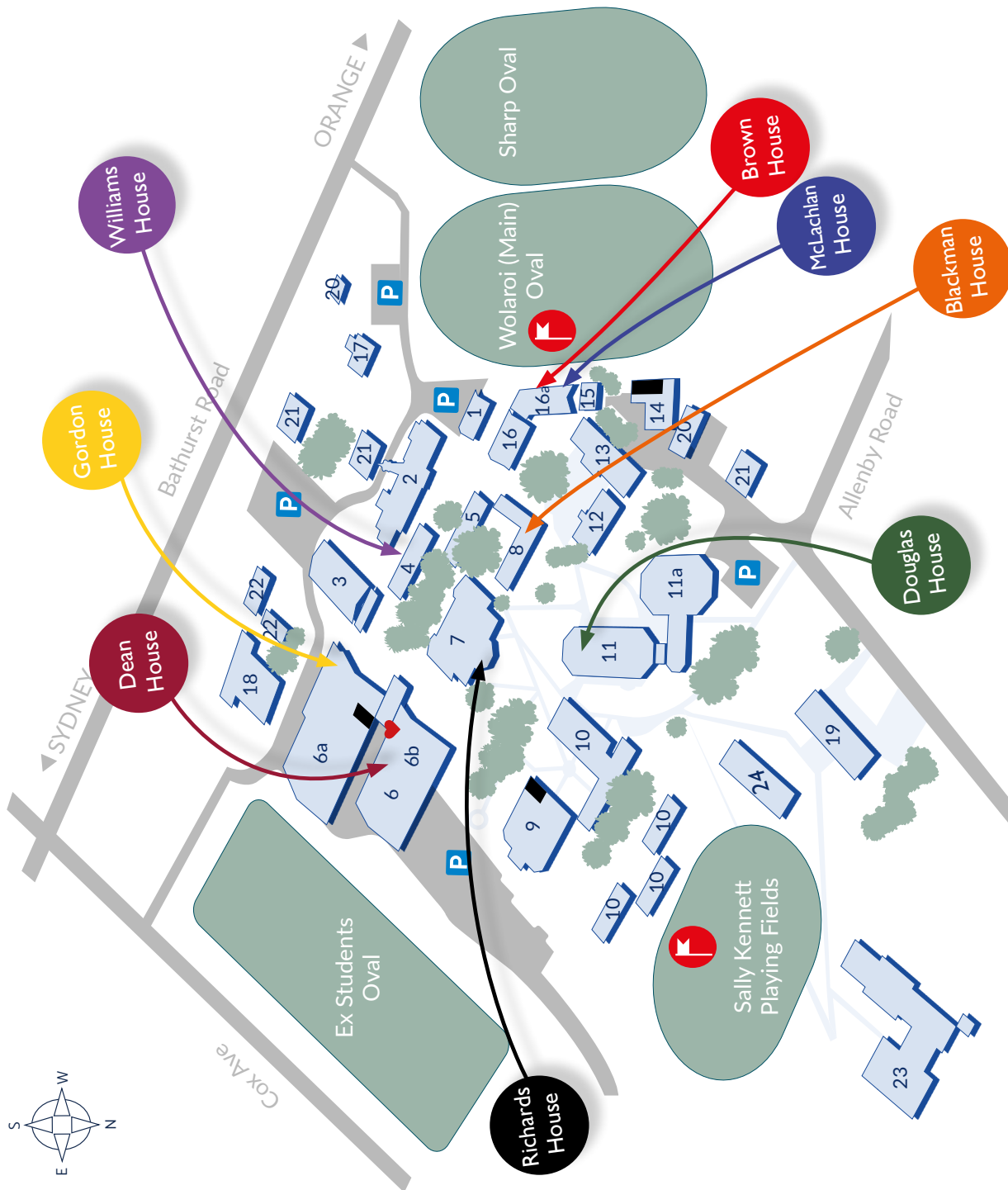
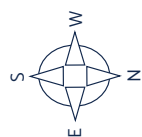
The Year 7 Co-ordinator oversees the academic and pastoral care of the Year 7 cohort and will liaise with Year 7 Mentors and Head Mentors about the needs of the wider cohort. The Year 7 Co-ordinator (Ms Dunkley) should be copied into correspondence with Mentor/Head Mentor/Reception. If unsure who to contact – the Year 7 Co-ordinator can point you in the right direction.

### Head Mentor

The Head Mentor for each house oversees the pastoral care needs of the Wellbeing House (7-12). Should concerns arise, Head Mentors will work with the Mentor and often liaise with teachers to ensure that they are tracking well academically.







# DAY HOUSE & CAMPUS MAP

- P Parking
- Toilets
- F Evacuation Assembly Point
- ♥ Defibrillator

1. DH Prest Building (Administration)
2. Wolaroi Mansion & Tower House
3. Derek Pigot Auditorium
4. KWS Shop
5. Memorial Block (Rms 7-8)
6. Anderson Centre (Rms 70-94)
- 6a. Recreation Centre (Rms 30-33)
- 6b. Indoor Pool
7. Library & ICT (Rms C1-C5)
8. Science Block (Rms 11-18)
9. Pre-Prep (Rm 47)
10. Preparatory School (Rms 40-57)
11. Music Centre (Rms 60-68)
- 11a. Performance Theatre
12. Bennett Building (Rms 20-26)
13. Trathen House (Rm 19)
14. Health Clinic & Change Rooms
15. Canteen
16. Mathematics Block (Rms 1-6)
- 16a. Staff Common Room
17. Wolaroi Cottage
18. Cattle/Agriculture
19. Weymouth House
20. Grounds/Maintenance
21. Residence/s
22. Cadet Compound
23. Wolaroi House
24. A-Block Classrooms (Rms A1-A8)

# FIRST DAY NOTES & SUBJECT INFORMATION

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## ENGLISH

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## MATHS

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## SCIENCE

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## RELIGIOUS EDUCATION

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## HISTORY

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## GEOGRAPHY

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# FIRST DAY NOTES & SUBJECT INFORMATION

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## FRENCH

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## LATIN

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## LITERACY FOR LATIN / LANGUAGE & LITERACY

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## TECHNOLOGY

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## MUSIC

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## PDHPE



KINROSS WOLAROI  
— SCHOOL —

59-67 Bathurst Road (Locked Bag 4),  
Orange NSW 2800  
+ 61 2 6392 0300  
[reception@kws.nsw.edu.au](mailto:reception@kws.nsw.edu.au)  
[www.kws.nsw.edu.au](http://www.kws.nsw.edu.au)