

SENIOR SCHOOL **YEAR 7-10**

Information Booklet



FIRBANK
GRAMMAR

Revised October 2023

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YEAR 7-10 INFORMATION

This Handbook contains useful reference information about Firbank Senior School Years 7-10. A summary of key staff and their emails are at the back of this handbook.

Communication

Communication between parents and the School is very important. Your child will be supported by many people in their journey at Firbank but in particular by the year level wellbeing leader, their mentor and their subject teachers.

The main contact for enquiries regarding your child on a day-to-day basis is their mentor. Communication regarding your child's progress, wellbeing concerns and requests for leave should be directed to the wellbeing leader:

- **Year 7:** Wellbeing Leader
- **Year 8:** Wellbeing Leader
- **Year 9:** Wellbeing Leader
- **Year 10:** Wellbeing Leader

A list of your child's teachers and their email addresses can be found on the Parent Portal. Firbank email addresses follow the same format: **msurname@firbank.vic.edu.au**. We encourage parents to communicate frequently with teachers. Firbank staff will respond to emails within 24 hours between 8.00am - 6.00pm weekdays.

Other methods of communication that we use are Firbank Learning and Information Platform (FLIP), the Firbank eNews, the Firbank App, Consent2Go and parent emails. We encourage all parents to download the Firbank App. Information about downloading the Firbank App and accessing FLIP can be found on our website under Parent Resources.

NB. You will be logged out of the App if you do not access it within 30 days. This is a security measure and you will need to log in again. FLIP will be available from 2024.

Parent Help Desk

The Firbank Parent Help Desk is the first point of call for any general parent enquiries - whatever you need help with, across all our campuses. The Parent Help Desk is designed to assist with requests and solve problems, whether they are big or small. [Contact information](#) is at the back of the handbook.

REPORTING & ASSESSMENT

Reporting

The Parent Portal is the main avenue for communication about student academic progress. This will move to FLIP during 2024.

FIRBANK'S PROGRESSIVE ONLINE REPORTING

This system provides feedback on each major assessment task when it becomes available.

Academic Achievement transcript reports will be available at the end of each semester.

It will be possible to print the reports from the Portal if a hard copy is preferred. Reports are also archived under the Documents tab.

Student Conferences

Three-way interviews with students, parents and teachers will be conducted in Term 1 and Term 3 on Wednesdays. Refer to the School Calendar for dates.

Term 1

- Mid-late March

Term 3

- Mid-late August

Assessment

Student work is assessed according to the Achievement Standards as outlined in the Victorian Curriculum.

The Standards required for each subject at each year level will be listed and provided with the end-of-semester report on the Parent Portal.

The following should be noted:

At Standard - reflects that the Victorian Curriculum standard has been met.

Above Standard and Well Above Standard - will give an indication of where a student is placed in relation to the class / year level on that standard / task.

All substantive tasks will be linked to rubrics / standards.

Written feedback will provide clear information about how students can improve their performance.

The bands that relate to each Standard are as below:

- **Well Above Standard** - 90-100%
- **Above Standard** - 75-89%
- **At Standard** - 55-74%
- **Below Standard** - 40-54%
- **Well Below Standard** - <40%

Examinations

Refer to the School Calendar for dates.

Term 2

- Early June (Year 10)

Term 4

- Late November (Year 9)
- Early-Mid November (Year 10)

ATTENDANCE DURING EXAMINATIONS

If a student misses an examination due to illness, or has the Principal's or Deputy Principal's permission to be absent, then if possible, the examination may be rescheduled. This will be arranged through the Wellbeing Leader.

Students who do not have a valid reason for missing an examination will receive a zero result.

POLICY FOR APPLYING TO SELECT UNITS 3/4 SUBJECT IN YEAR 11

All students are expected and encouraged to work consistently to the best of their ability. Consistent effort in all areas of endeavour is crucial to success in the VCE.

Year 10 is the foundation year for the VCE and students must use their time in Year 10 to develop the skills and subject knowledge needed for the VCE years. The VCE is designed as a sequential program of study in Units 1-4. To ensure that all students have a successful VCE experience, it is important that a strong foundation for future study is established in Years 10-11.

Students will not automatically be allowed to select a Unit 3/4 to study in Year 11. Unit 3/4 subjects are very demanding and require a large commitment of time. The effort required may prove detrimental to a student's Year 11 program so the decision of whether or not to study a Unit 3/4 subject in Year 11 is an important one. Students wishing to study a Unit 3/4 subject in Year 11 will need to apply to the Director of Learning and the Wellbeing Leader. Students need to have demonstrated through their Year 10 studies that they can cope with the very demanding requirements of a Year 12 subject.

CRITERIA REQUIRED TO ATTEMPT A UNIT 3/4 SUBJECT IN YEAR 11

A Grade Point Average (GPA) for each subject will be included on the Year 10 end-of-semester transcript report. The Grade Point Average is an internationally recognised calculation which is used to find the average results of all assessments for a course. The GPA will be given as a mark out of 10.

Under normal circumstances, students will be invited to include a Unit 3/4 subject in their program when they move into Year 11 based on the following criteria:

- A Grade Point Average of 7.0 in English
- A Grade Point Average of 7.5 across all core subjects
- A recommendation from the relevant Head of Department
- Consultation with the Wellbeing Leader, VCE Co-Ordinator and Director of Learning / Deputy Head of Learning

Please note the following: A GPA of 7.5 equates to an average assessment of 'Above Standard'

Subjects for Year 11 will be selected in Term 3 so Semester 1 results will be used for the Grade Point Average.

Please note: Applicable Semester 2 results may also be taken into consideration.

Chinese First Language students will be able to study Chinese FL 3/4 in Year 11.

Variations to this policy can be made if a student shows exceptional aptitude in a particular discipline.

Occasionally a student might request to complete two Unit 3/4 subjects. This is not to be taken lightly as this places a huge amount of effort to ensure that focus and commitment is spread across all Unit 1/2 and 3/4 subjects. This choice can often lead to the detriment of Unit 1/2 subjects. We advise that students wait one more year before commencing additional Unit 3/4. The extra year of maturity and exposure to one Unit 3/4 in the Year 11 program has proved to be the best support for our students.

If a student requests to study two Unit 3/4 units in Year 11, each case is looked at individually and they must meet the criteria above for Semester 1 and achieve GPA 9 (equates to Well Above Standard) average in Year 10 for Semester 1.

Homework and the use of the Student Diary

Homework is an important aspect of your child's learning. It bridges the gap between learning at school and learning at home and reinforces work done in class. Homework helps to establish the habits of study, concentration and self-discipline.

The Student Diary should be used to record homework set and the dates relating to any assignments.

It is expected that students will be responsible for their diary management. Subject teachers will notify parents if there are any concerns with the completion of homework set in their subjects.

DOMAINS FOR LIFE

Firbank offers a breadth of experiences, knowledge and skills that equip our students to be continuous 'conquerors of learning' and ready for life. We value creating an aspirational culture of learning that builds on each student's strengths. These character traits will assist our students to be strong, independent thinkers. The domains encourage students to embrace new challenges and build inner strength and self-awareness that can be called upon throughout their lives.

Each semester, students and parents will be provided with a Domains Report which will be a record of participation and achievement of a student's involvement in co-curricular endeavours such as:

- Experiential Education Programs
- Sport
- Performing Arts
- Student Leadership Groups (EAG, Social Justice League, SRC and Student Wellbeing Group)

Our 6 Domains



RELATIONSHIPS

- Leadership groups
- Performing Arts



CONSIDERATION

- Leadership groups
- Experiential Education



RESILIENCE

- Experiential Education
- Sport



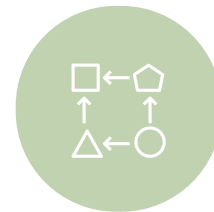
CONFIDENCE

- Performing Arts
- Co-curricular clubs



PASSION

- All programs









ADAPTABILITY

- Experiential Education
- Sport

Students will receive a report to recognise their Passion (by meeting minimum attendance requirements at each activity) and for each activity they will also be assessed against at least two other specific Domains.

Domains descriptors have been developed for each stage of development (shown opposite).

	Stage 1 (Years 7 and 8)	Stage 2 (Years 9 and 10)	Stage 3 (Years 11 and 12)
 PASSION	This student has followed their passion. They are developing determination and purpose in their actions.	This student has found and followed their passion. They demonstrate a sound level of determination and purpose in their actions.	This student has clearly found and followed their passion. They demonstrate an outstanding measure of determination and purpose in their actions and celebrate their accomplishments.
 ADAPTABILITY	This student is beginning to adapt to new and challenging situations, steadily developing these vital skills for a rapidly changing world.	This student has adapted to new and challenging situations, enabling them to be successful in a rapidly changing world.	This student has embraced and adapted to new and challenging situations, enabling them to be successful and at the forefront in a rapidly changing world.
 CONFIDENCE	This student demonstrates an emerging sense of self-worth and inner strength. They have a developing sense of confidence in themselves and their abilities.	This student demonstrates a sound sense of self-worth and inner strength. They have a good sense of confidence in themselves and their abilities. They also show an emerging confidence to develop and express their point of view.	This student demonstrates a sense of self-worth and inner strength. They have a strong sense of confidence in themselves and their abilities. They consistently demonstrate confidence to develop and express their point of view.
 RESILIENCE	This student is developing their resilience in a range of experiences. They are working towards improving their independence and capacity to deal with challenging situations.	This student has demonstrated resilience through a range of challenging experiences.	This student has demonstrated resilience through a range of challenging experiences and is capable, mentally strong and independent.
 CONSIDERATION	This student is beginning to show kindness and consideration for others. They are becoming aware of the world around them and starting to think beyond themselves.	This student consistently demonstrates kindness and consideration for others. They are aware of the world around them and think beyond themselves to promote positive change.	This student enthusiastically responds with kindness and consideration for others. They are engaged with the world around them and clearly think beyond themselves to promote positive change.
 RELATIONSHIPS	This student is developing relationships in a broad range of environments. They recognise the importance of these relationships to support them and provide them with a sense of belonging.	This student has developed sound relationships in a broad range of environments. They have started to build networks that support them, open doors to new possibilities and provide them with a sense of belonging.	This student has developed strong relationships in a broad range of environments. They have built networks that support them, opened doors to new possibilities and provided them with a sense of belonging.

Students will have their participation on each Domain and at each level reported on two measures:

- Meeting Expectations
- Exceeding Expectations

At the end of each semester, a Domains report will be included with their academic report with a descriptor of their achievements relevant to their year level and a list of all activities they have participated in to achieve this report.

At the culmination of Year 12, students will receive a detailed testimonial which will include a record of all co-curricular activities they have been involved throughout their time at Firbank and detailed descriptors of the skills they have built as a result of this participation.

SPECIAL PROGRAMS

Year 7-10 COMBINED FGS / BGS EVENTS

At each year level, students have 2-3 planned activities with our brother school, Brighton Grammar each year. These events are designed to provide students from both schools the opportunity to get to know each other and form meaningful connections that will last throughout their school years and beyond. Activities range from Trivia Nights to academic swap days and the sharing of guest speakers in topics such as respectful relationships and safe partying.

Staff from both schools are always in attendance and help run the activities with the facilitator of the event.

Details regarding these year level specific events are sent to parents by their child's wellbeing leader early in the year.



Year 7

START OF YEAR PROGRAM

A special program is run for all Year 7 students in their first days of school. The second week of school is the Discovery Surf Program, followed by the commencement of regular classes in Week 3.

The special program enables us to prepare students for the commencement of their academic studies, while also introducing many of the activities on offer.

Sessions include:

- Orientation of classrooms
- Information Technology Sessions and Connecting Devices to the Firkbank Network
- Introduction to the Library Services and Accelerated Reading Program
- Experiential Education Information Session
- Swim Trials for the House Swimming Carnival

DISCOVERY SURF PROGRAM

Beginning of Term 1

An integral part of your child's transition to Senior School is the participation in the Year 7 Discovery Surf Program in Anglesea, Victoria. This exciting outdoor education program will provide your child with valuable opportunities to meet new friends and staff by participating in a variety of outdoor activities in a safe and enjoyable manner. In class groups, students will participate in surfing, body boarding, mountain bike riding, stand-up paddle boarding and a specialised high ropes course and zip line experience. They will spend all nights in cabin accommodation at Camp Burnside. Further information will be published in Term 4.

DISCOVERY HIKE PROGRAM

Term 4

The Discovery Hike Program is an exciting three-day adventure, which will introduce students to new outdoor skills and concepts needed for future journeys and expeditions. Students will undertake a modified journey suitable to their confidence and experience along the Great Ocean Walk. In small groups, they will hike different sections of the trail between Apollo Bay and Johanna Beach. They will spend two nights in tents and cook their meals on portable stoves. Further information will be published in Term 3.

LEVEL 3 COMPASS AWARD

The Compass Award is a program that is integrated into the Year 7 Curriculum. The Award is an Awards Victoria initiative that is modelled on the framework of the International Duke of Edinburgh Award,

a program we introduce in Year 9. The Compass Award encourages students to try new activities and develop previous skills across four sections: Physical Activity, Hobbies, Volunteering and Exploration.

The Award is a student-led initiative and the students are expected to take ownership of their Award.

They are required to set their own goals, organise a suitable mentor and complete a set number of hours for each section.

The Compass Award is structured over four progressive levels. Levels 1/2 are offered in Years 5-6 at the Junior School campuses. Levels 3/4 will be completed across Years 7-8. Students will commence Level 3 at the start of Year 7 and may begin Level 4 as soon as Level 3 is complete.

It is expected students have started Level 4 by the beginning of Year 8. There are no prerequisites and students are not required to have completed Levels 1/2 before completing Level 3.

Year 8

HEAD OF SCHOOLGIRLS' ROWING REGATTA

March

All Year 8 students will attend the Head of the Schoolgirls' Rowing Regatta in Geelong. This excursion is a compulsory component of the Year 8 program as they form the official cheer squad for our rowing teams. Attendance at this prestigious event will contextualise the excitement and achievement that is possible with dedicated participation.

Information about travel and other arrangements will be sent home prior to the event.

EARTH PROGRAM

Term 2

The Earth Program provides unique experiences for students to learn first-hand about environmental impacts and management strategies, as well as be involved in meaningful service projects and conservation efforts.

Students will be engaged in a variety of permaculture activities, farming and landcare projects. The students will also complete an introductory bushwalk which will build on their skills and knowledge gained on the Year 7 Discovery Hike Program.

The aim of this program is for students to explore the interconnectedness of our ecosystems and sustainable living and resourcefulness. Students are encouraged to be inquisitive about the environments they explore and consider their actions and the results of them on others and the environment. To ensure that this experience is hands-on and practical, we will be using a range of venues to maximise the quality of the experience. Further information will be sent out in Term 4.

Students will be divided into countries represented within the United Nations. They will complete research about their country and are given time to investigate a given topic. The conference will run as an official day. This is a wonderful opportunity for students to find the best possible solution to a problem at hand through dialogue, negotiation and multilateral diplomacy.

ALPINE PROGRAM

Term 3

The Alpine Program is a 6-day program based out of Falls Creek in the Victorian Alps. Students will participate in a range of snow activities, including cross-country skiing, downhill skiing, snowshoeing and an overnight snow camping adventure. This program is designed to promote a connection and appreciation for the winter alpine environment. Students are encouraged to further develop a greater level of responsibility and begin to realise their true potential. The lessons gained from this program will help lay the foundations for future expeditions. Further information will be sent out at the end of Term 2.



LEVEL 4 COMPASS AWARD

The Compass Award is a program that is integrated into the Year 8 Curriculum and a continuation of Level 3 which was introduced at the beginning of Year 7 at the Senior School. The Compass Award encourages students to try new activities or build on those established in the previous levels and develop skills across four sections: Physical Activity, Hobbies, Volunteering and Exploration.

The Award is a student-led initiative and the students are expected to take ownership of their Award and lead the process. They are required to set their own goals, organise a suitable mentor and complete a set number of hours for each section.

Students will commence Level 3 at the start of Year 7 and may begin Level 4 as soon as Level 3 is complete. It is expected students have started Level 4 by the beginning of Year 8. Both Levels 3 and 4 are required to be complete by the end of Year 8.

Year 9

DESERT PROGRAM

End of Term 2

The Compass Award is a program that is integrated into the Year 8 Curriculum and a continuation of Level 3 which was introduced at the beginning of Year 7 at the Senior School. The Compass Award encourages students to try new activities or build on those established in the previous levels and develop skills across four sections: Physical Activity, Hobbies, Volunteering and Exploration.

The Award is a student-led initiative and the students are expected to take ownership of their Award and lead the process. They are required to set their own goals, organise a suitable mentor and complete a set number of hours for each section.

Students will commence Level 3 at the start of Year 7 and may begin Level 4 as soon as Level 3 is complete. It is expected students have started Level 4 by the beginning of Year 8. Both Levels 3 and 4 are required to be complete by the end of Year 8.





JOURNEY EXPEDITION

End of Term 4

The 8-day Journey Expedition is a multi-activity expedition that will most likely take place in the Victorian Alps. The Journey Expedition focuses on personal development and consolidates outdoor skills learnt from previous programs. This learning opportunity provides them with quality time to reconnect with nature and reflect on their true potential. Students will develop their interpersonal and individual skills and learn the fundamentals of self-sufficient and low impact adventure travel. There are four different options to choose from which allows students to take more ownership of their experience and give a preference as to which one is best suited to them. Each route offers a different level of challenge. Further information will be published in Term 3.

DUKE OF EDINBURGH INTERNATIONAL AWARD

The Duke of Edinburgh International Award is an internationally recognised program. There are three levels of awards: Bronze, Silver and Gold, each level requiring an increased level of commitment and time.

The Bronze Award is a program that is integrated into the Year 9 curriculum. Students are encouraged to complete their Silver Award in Year 10 and the Gold Award in Years 11-12. Each student will create a unique program of activities over a set length of time across four different sections: Physical Recreation, Skills, Voluntary Service and Adventurous Journey.

The Award is a student-led initiative, and students are expected to take ownership of their award by choosing activities, setting goals, and organising assessors for their Physical Recreation and Skills sections. Students will be supported by the Experiential Education Department to select an appropriate Voluntary Service activity. By participating in all preparation sessions and completing both the Desert Program and the Journey Expedition, students satisfy the requirements for the Adventurous Journey section of the Bronze Award. Further information will be published in Term 1.

Year 10

HORIZONS OUTDOOR AND SERVICE PROGRAM

Term 1

The Horizons Program is carefully designed to have a range of options that allows each student to take ownership of their learning and expand upon previous outdoor experiences. Each program offers different levels of challenge and experiences which will provide valuable opportunities for personal growth and extend students' understanding of themselves, as well as their social and physical environments.

Some options will incur an additional cost. Program options may include, sea kayaking and sailing in the Gippsland Lakes, surfing at an AIS accredited facility on the Gold Coast, scuba diving in Port Phillip Bay, mountain biking and nature art / photography in the Victorian Alps. A booklet outlining these options will be published at the beginning of Term 4. Students will then submit preferences and be informed of their program allocation soon after.

DUKE OF EDINBURGH INTERNATIONAL AWARD

The Duke of Edinburgh International Award is an internationally recognised program. There are three levels of awards: Bronze, Silver and Gold, each level requiring an increased level of commitment and time. The Bronze Award was a compulsory part of the Year 9 curriculum. Students are encouraged to complete their Silver Award in Year 10 and the Gold Award in Years 11-12, although it is not compulsory.

Each student will create a unique program of activities over a set length of time across four different sections: Physical Recreation, Skills, Voluntary Service and Adventurous Journey. The Award is a student-led initiative, and the students are expected to take ownership of their award and lead the process.

By participating in all preparation sessions and completing any Outdoor Education Horizons Program, students satisfy the requirements for the Adventurous Journey section of the Silver Award. Further information will be published in Term 1.

TEEN MENTAL HEALTH FIRST AID TRAINING

Adolescence is a time of important change and development. It is also a time when mental health problems such as depression and anxiety can first emerge. That's why in year 10 all students undergo training over 3 consecutive sessions. The course teaches our Year 10 students how to offer support to their peers and how to seek appropriate help from a trained adult where required. This training certification is approved by Mental Health First Aid Australia and is valid for 3 years.



LEADERSHIP GROUPS

Environmental Action Group

The Environmental Action Group (EAG) is an elected group of students from each year level who share common interests in protecting the environment.

Each week the EAG meets on Friday at lunchtime to discuss both short-term and long-term plans (which can be found in the 2020 Climate Action Plan) or act on these goals, in an attempt to make Firbank more environmentally sustainable. The Environmental Action Group is a committee of students that aim to inspire, spread ideas and ultimately leave a lasting positive impact on Firbank's environment.

Student Representative Council

The Student Representative Council (SRC) is an elected body of students who meet weekly to discuss and respond to the needs and issues of the students of Firbank. The SRC represents the Senior School students' views and voice on a whole range of matters raised by the students from Years 7-12. Each year level has representatives who report to the Council about their concerns and issues raised directly with their representative or through the suggestion boxes located around the School. The SRC works collaboratively with the Campus Leadership Team and the other leadership groups in representing and developing policies that pertain to the student body of the School.

Social Justice League

The Social Justice League (SJL) is a selected group of students who are passionate about issues which affect people both inside the Firbank community and beyond.

Students raise issues which they are interested in and the meetings often involve robust discussion, planning for events and idea sharing. The SJL fundraise for not-for-profit organisations, raise awareness about issues which are important to them and volunteer with outside organisations. They meet weekly on Fridays and have selected representatives from each year level.

Wellbeing Group

The Wellbeing Group is a collective of students who are passionate about supporting their peers in maintaining their optimum wellbeing so they can succeed in all aspects of their lives; both inside and outside of school. To achieve this, the wellbeing group hosts a variety of activities targeted at specific aspects of student wellbeing, such as mental or physical health. The group enjoys supporting and working together as a team towards the common goal of helping others. The Wellbeing Group meets every Friday at lunchtime. And applications for the Wellbeing Group open during Term 3 every year.





CLUBS

Art Club

Art Club is an opportunity for students Years 7-12, to engage in the visual arts. Art Club is held weekly and students will be informed by the Visual Arts Captain regarding what day and where the session will be scheduled, because sometimes the venue will change. Various art-based projects are organised by our Visual Arts Captain, such as drawing, painting, photography and craft activities with the primary focus of having fun and providing an opportunity for students to mix with others who share their interest in visual arts.

Book Club

Book Club is open to students in Years 7-8, Years 9-10 and Years 11-12 with the club members determining which books will be read. This program also features the opportunity to meet with Brighton Grammar School's Year 7-8 and Years 9-12 Book Club. Meetings are held each term either at Firbank or Brighton Grammar, where a set novel is discussed.

Chapel Group

As an Anglican school, Firbank expects to encounter the living God in the interaction of faith with culture and daily life. We promote the idea that faith exploration and maintaining good spiritual health is something worthy of personal consideration, study and conversation. Individual faith is developed in constant conversation with those of other faiths, or no faith at all. The opportunity to explore matters of faith is offered to our school community - to students, families and to staff. To that end, the Chapel Group seeks to help people encounter the living God in daily life, to develop meaningful ways to learn about the symbols and the scriptures and how they relate to school life. The Chapel Group is a place to live out our School values and use our gifts and talents to explore and help others discover the religious and spiritual side of life.

Chess Club

Chess Club meets once a week and is open to all year levels in the Senior School. Students participate in external tournaments as well as joint activities with Brighton Grammar School. A qualified teacher from 'Chess Kids' attends each session to help the students to develop their skills and organise the weekly tournaments.

Dance Troupe

Dance Troupe is for trained and experienced dancers who will be challenged and invited to further their technique across various styles of dance. It is an auditioned group which represents Firbank in dance competitions held throughout the year. Students from Years 7-11 who love to dance can audition.

Drama Club

Drama Club meets weekly at lunchtimes and is open to students at all year levels who enjoy creativity, imagination, acting, writing and performing. The Senior students and the Year 12 Drama Captains are involved in leading this club where the students share their passion for creativity and performance through games, discussion and skill building. A safe, relaxing way to connect with new friends across year levels.

Debating Club

At Firbank, we challenge our students to find their voice and form opinions in any arena. Debating gives students the opportunity to learn about current media issues and rewards academic skills such as critical thinking, sound argument and confident speaking.

Years 7-8 students can join the Junior Debating Team and students from Years 9-12 can join the Senior Debating team and compete regularly. This state-wide competition facilitated by the Debating Association of Victoria involves 250 schools, making it the largest debating competition in the world.

Mathematics Additional Support

The Firbank Mathematics Department has always endeavoured to provide the best learning opportunities for all our students. While there is an opportunity for students in Years 7-10 to undertake and avail themselves of enriched and extended learning, besides acceleration, we are also mindful and aware of students that need additional help, guidance and support with conceptual understanding in mathematics. We will continue to offer this help, hence we encourage parents to ensure that their children at Firbank make the best of this opportunity. More details regarding the structure will be made available at the start of the year.

Mathematics staff will take the sessions and students may attend on a regular basis or as the need arises.

Students may wish to use the sessions to:

- clarify skills and concepts that they are finding difficult in the current topic
- complete set homework with the security of being able to ask for help if needed
- request assistance with the areas of weakness and practice examples while support is available
- seek and complete enrichment work in areas of interest
- prepare for assessments

Pride Group

The Pride Group! (Promoting Respect, Inclusivity and Diversity Everywhere!) is a fun and informative group of people who care about everyone, no matter who you are. We strive for equality and inclusivity to give everyone a platform so their voice can be heard. We support the LGBTQIA+ community and their allies. Everyone is welcome to share their stories, show support and educate people on issues related to this community. We stand for acceptance, diversity and equality.

PRIDE! has an open-door policy for our weekly meetings which occur on Thursdays - we welcome any member of the School community at any meeting they wish to attend.

Tech Club

Tech Club is for students who have an interest, or would like to develop more of an interest, in different types of technology that is not explored in the classroom. Students attending have the opportunity to experiment with different software and hardware, such as Grok Learning, Game Maker Studio, Lego EV3 kits, Ada Fruit swable LEDs and more.

Writers' Club

Is open to all students who take an interest in writing. The club offers regular meetings and an online portal to allow students to expand and explore their love of the written word while being challenged, inspired, encouraged and guided.

SCHOOLS SPORT CARNIVALS

INTER-HOUSE SWIMMING CARNIVAL

The Inter-House Swimming Carnival is held at the Melbourne Sports and Aquatic Centre (MSAC). Parents are welcome to attend this event, which is compulsory for all students. Each sporting house chooses a dress-up theme for the day and students dress accordingly. The students travel to and from MSAC in buses. Start and finish times for the day follow the regular school day.

INTER-HOUSE DIVING CARNIVAL

This event is held during the day at the Firbank pool. Event times vary according to year level. Parents are welcome.

INTER-HOUSE ATHLETICS CARNIVAL

The Inter-House Athletics Carnival is held at the Sandringham Athletics Track. Parents are welcome to attend this event, which is compulsory for all students. Each sporting house chooses a dress-up theme for the day and students dress accordingly. Start and finish times for the follow the regular school day.

INTER-HOUSE CROSS COUNTRY CARNIVAL

The Inter-House Cross Country Carnival is held at Firbank. Students run a 2km course in and around Turner House and run in year levels at staggered times.

Girls' Sport Victoria (GSV)

GSV Sport is available to all students in Years 7-12.

TERM 1

- Indoor Cricket
- Softball
- Tennis
- Swimming
- Diving
- Triathlon

TERM 2

- Cross Country
- Netball
- Hockey
- Australian Football

TERM 3

- Athletics
- Soccer
- Badminton
- Volleyball
- Basketball (Senior only)

TERM 4

- Basketball
- Cricket

An integral part of being a member of a GSV sporting team is to attend training.

The GSV teams train / play according to the following schedule:

JUNIORS

- (Year 7-8) Training: Monday mornings
- Games: Thursday afternoons

INTERMEDIATES (YEAR 9-10)

- Training: Tuesday mornings
- Games: Wednesday afternoons

SENIORS (YEAR 11-12)

- Training: Friday morning
- Games: Monday afternoon

SWIMMING GSV TEAM

- Training Tuesday afternoon and Thursday mornings during Term 1

DIVING GSV TEAM

- Selected lunch time trainings during Term 1

ATHLETICS GSV TEAM

- Selected training sessions during Term 2/3

Other Firbank Sporting Opportunities

Firbank also participates in many other sporting competitions that fall outside of the GSV including sailing, gymnastics, snowsports and rowing.

FIRBANK ROWING

Rowing is offered as a sport at Firbank to students in Years 8-12. Crews train multiple times a week on both the Yarra River and in the school gym.

The season starts in Term 3, with regattas in Terms 4 and 1. The season culminates with the Head of the School Girls' Regatta held in Geelong at the end of Term 1. On occasion, our senior crews attend the National Championships.

FIRBANK NETBALL CLUB

The Firbank Netball Club strives to provide a positive and inclusive environment for all players to participate in the game of netball. The club aims to ensure every player is given the opportunity to play netball to the best of their abilities in an encouraging and supportive environment.

Firbank Netball Club teams train once a week, either before or after school. The teams represent the Firbank Netball Club in the Sandringham and District Netball Association (SDNA) competition with games played on Saturdays. Game times vary from morning to mid-afternoon depending on the draw and division. The season runs from late February to mid-September.

The Firbank Netball Club holds trials for all incoming Year 7 students during Term 4 of the year before they commence at the senior school. Please refer to the page on the website available under parent resources.

FIRBANK AQUASTARS SWIMMING CLUB

The Firbank Aquastars (FAS) swimming club is based at the Firbank 25 metre indoor swimming pool and is open to all swimmers, both Firbank students and external students.

FAS has a strong history of coaching swimmers up to and including National Age and National Open swimmers. The Firbank Swim School and FAS cater for learn to swim, squads and elite performance.

The club prides itself on having strong community connections and a welcoming environment.

FIRBANK TENNIS CLUB

Tennis lessons are available to Firbank students. They are conducted on the Turner House (Junior School) courts and delivered outside of school hours. Tennis lessons can be arranged by contacting the tennis coach.

FIRBANK SNOWSPORTS

Firbank students with skiing or snowboarding experience have the opportunity to be part of the Firbank Snowsports team that participates in the Victorian Interschools Snowsports championships each year.

The team competes in both alpine and snowboarding events.

MUSIC

Music at Firbank is an essential part of the education of every child and takes place in both the curriculum and co-curriculum of the school. The Music School is situated in the Music Precinct and provides a number of specialist teachers. The Music School enjoys a reputation for excellence of performance and has an extensive performance program which includes a series of concerts and recitals, various school functions, and a commitment to support the community through performance.

Music contact information is at the back of the handbook.

Music Lessons

The Music School offers the following instruments for tuition as part of the Firbank Curriculum: flute, oboe, clarinet, bassoon, saxophone, trumpet, French horn, trombone, euphonium, tuba, classical guitar, bass guitar, violin, viola, cello, double bass, piano, singing, percussion and drum kit. Music theory tuition is also available.

Information regarding lessons, including cost and terms and conditions, can be located on the Music Lesson Application Form available on the Firbank website Firbank.vic.edu.au.

Music Ensembles for Year 7 and 8 Students

The following music ensembles are open to Year 7 and 8 Students.

CONCERT BAND

Concert Band is an unauditioned ensemble which welcomes all young instrumentalists. Students who play a wind, brass or percussion / rhythm instrument, or the piano are invited to contact the Ensemble Director, or just come along to the first rehearsal for the year.



BAYSIDE STRINGS

Bayside Strings is an unauditioned ensemble which welcomes all young string players. Students who play the violin, viola, cello or double bass are invited to contact the Ensemble Director.

GUITAR ENSEMBLE

Students learning the guitar are encouraged to contact the Ensemble Director, for further information.

FLUTE ENSEMBLE

Students learning the flute are encouraged to contact the Ensemble Director for further information.

PERCUSSION ENSEMBLE

Students learning percussion are encouraged to contact the Ensemble Director for further information.

Choral Groups

Choral singing is a large part of the Music program at Firbank, and there is a choir for everyone who wants to sing.

Years 7-8 Choir is an open entry all comers choir who rehearse weekly, working towards performances at Music School concerts including Jazz Night in Term 1, and the Choral Concert in Term 3. This is a relaxed choral group and great for those who love to sing!

Chamber Singers is an auditioned choir for students who are wanting some extra development of their singing skills. Auditions for Year 7's are held in the week after Camp early in Term 1. More information about auditions and rehearsals will be available in the Music Precinct from the start of the year. Students are encouraged to contact the Ensemble Director, for further information.

Music Ensemble Rehearsal Times

TUESDAY

- 12.50pm - 1.50pm, Years 7-8 Choir, Choir Room

WEDNESDAY

- 7.20am - 8.20am, Guitar Ensemble, MPG01
- 7.20am - 8.20am, Bayside Strings, Choir Room
- 7.20am - 8.20am, Concert Band, Recital Hall
- 1.00pm - 1.45pm, Percussion Ensemble, Recital Hall

THURSDAY

- 12.50pm - 1.50 pm Chamber Singers, Choir Room

FRIDAY

- 7.20am - 8.20am, Chamber Singers, Choir Room
- 7.45am - 8.20am, Flute Ensemble, Tuition Room 1

Please contact the Music Department with any queries regarding music at Firbank.

Music Ensembles for Year 9 Students

The following music ensembles are open to Year 9 Students.

BIG BAND

Big Band is the premier band and is open to students who play the saxophone or a brass, percussion / rhythm instrument, or the piano. Although unauditioned, interested students will be assessed for the appropriate playing level. Students are invited to contact the Ensemble Director, to discuss joining the Band.

SYMPHONIC WINDS

Symphonic Winds is the senior concert band and is open to students who play a wind, brass, percussion / rhythm instrument, or the piano. Although unauditioned, interested students will be assessed for the appropriate playing level. Students are invited to contact the Ensemble Director, to discuss joining the ensemble.

CONCERT BAND

Concert Band is an unauditioned ensemble which welcomes all young instrumentalists. Students who play a wind, brass or percussion / rhythm instrument, or the piano are invited to contact the Ensemble Director, or just come along to the first rehearsal for the year!

SENIOR STRING ORCHESTRA

Senior String Orchestra is the senior strings ensemble and is open to students who play the violin, viola, cello or double bass. Interested students are invited to contact the Ensemble Director, Mr Kim Morley to discuss joining the ensemble.

BAYSIDE STRINGS

Bayside strings is an unauditioned ensemble which welcomes all young string players. Students who play the violin, viola, cello or double bass are invited to contact the Ensemble Director, to learn more about the ensemble.

GUITAR ENSEMBLE

Students learning the guitar are encouraged to contact the Ensemble Director for further information.

FLUTE ENSEMBLE

Students learning the flute are encouraged to contact Ensemble Director for further information.

PERCUSSION ENSEMBLE

Percussion Ensemble: students learning percussion are encouraged to contact the Ensemble Director, for further information.

Choral Groups

Choral singing is a large part of the Music program at Firbank, and there is a choir for everyone who wants to sing.

Years 9-12 Choir is an open entry all comers choir who rehearse weekly, working towards performances at Music School concerts including Jazz Night in Term 1, and the Choral Concert in Term 3 and play a major role in the Presentation Evening Choir. This is a relaxed choral group and great for those who love to sing!

Chamber Singers is the intermediate auditioned choir for students who are wanting some extra development of their singing skills, while Bel Canto is the senior auditioned choir for advanced singers. Auditions for Year 9's are held in Term 4 of Year 8 and allows students to be placed in either choir. More information about auditions and rehearsals will be available in the Music Precinct from the start of Term 4. If a student is new to the school, an out of season audition can be arranged through the Music School. Students are encouraged to contact the Ensembles Director, for further information.

Music Ensemble Rehearsal Times

MONDAY

- 7.20am - 8.20am, Big Band, Recital Hall
- 12.50pm - 1.50pm, Bel Canto, Choir Room

TUESDAY

- 12.50pm - 1.50pm, Years 9-12 Choir, Recital Hall
- 3.30pm - 5.30 pm, Symphonic Winds, Recital Hall
- 3.30pm - 5.30pm, Senior String Orchestra
Choir Room

WEDNESDAY

- 7.20am - 8.20am, Guitar Ensemble, MPG01
- 7.20am - 8.20am, Concert Band, Recital Hall
- 7.20am - 8.20am, Bayside Strings, Choir Room
- 1.00pm - 1.45 pm Percussion Ensemble, Recital Hall

THURSDAY

- 7.20am - 8.20am, Big Band, Recital Hall
- 12.50pm - 1.50pm, Chamber Singers, Choir Room
- 3.30pm - 5.30pm, Bel Canto, Choir Room

FRIDAY

- 7.20am - 8.20am, Chamber Singers, Choir Room
- 7.45am - 8.20am, Flute Ensemble, MPG01





Music Ensembles for Year 10 Students

The following music ensembles are open to Year 10 Students.

BIG BAND

Big Band is the premier band and is open to students who play the saxophone or a brass, percussion / rhythm instrument or the piano. Although unauditioned, interested students will be assessed for the appropriate playing level. Students are invited to contact Ensemble Director to discuss joining the Band.

SYMPHONIC WINDS

Symphonic Winds is the senior concert band and is open to students who play a wind, brass, percussion / rhythm instrument or the piano. Although unauditioned, interested students will be assessed for the appropriate playing level. Students are invited to contact Ensemble Director to discuss joining the ensemble.

SENIOR STRING ORCHESTRA

Senior String Orchestra is the senior strings ensemble and is open to students who play the violin, viola, cello or double bass. Interested students are invited to contact Ensemble Director to discuss joining the ensemble.

GUITAR ENSEMBLE

Students learning the guitar are encouraged to contact Ensemble Director for further information.

FLUTE ENSEMBLE

Students learning the flute are encouraged to contact Ensemble Director for further information.

PERCUSSION ENSEMBLE

Students learning percussion are encouraged to contact Ensemble Director for further information.

Choral Groups

Choral singing is a large part of the Music program at Firbank, and there is a choir for everyone who wants to sing.

Year 9/12 Choir is an open-entry all-comers choir which rehearses weekly, working towards

performances at Music School concerts including Jazz Night in Term 1 and the Choral Concert in Term 3.

The choir also plays a major role in the Presentation Evening Choir. This is a relaxed choral group and great for those who love to sing!

Bel Canto is the Senior auditioned choir for advanced singers. Auditions are held in Term 4 of the year before

More information about auditions and rehearsals will be available in the Music Precinct from the start of Term 4. If a student is new to the School, an out-of-season audition can be arranged through the Music School. Students are encouraged to contact Ensemble for further information.

Music Ensemble Rehearsal Times

MONDAY

- 7.45am - 8.20am, Big Band, Recital Hall
- 12.50pm - 1.50pm, Bel Canto, Choir Room

TUESDAY

- 12.50pm - 1.50pm, Years 9-12 Choir, Recital Hall
- 3.30pm - 5.30pm, Symphonic Winds, Recital Room
- 3.30pm - 5.30pm, Senior String Orchestra, Choir Room

WEDNESDAY

- 7.20am - 8.20am, Guitar Ensemble, MPG01
- 1.00pm - 1.45pm, Percussion Ensemble, Recital Hall

THURSDAY

- 7.20am - 8.20am, Guitar Ensemble, Tuition Room 1
- 3.30pm - 5.30pm, Bel Canto, Choir Room

FRIDAY

- 7.20am - 8.20am, Flute Ensemble, MPG01

GENERAL INFORMATION

Uniform

Firbank has a tran-seasonal academic uniform with various summer and winter options that can be worn throughout the year. All students are required to wear their blazer to and from school (extreme weather exceptions apply) with their preferred summer or winter academic uniform.

All students must wear Firbank socks, brown school shoes and use a Firbank school bag. The School scarf may be worn with the winter uniform.

Firbank's sport uniform also has flexibility with all students requiring a Firbank short sleeve sports tee, hoodie, shorts or track pants, sports cap, sports socks and sport bag. The House Polo is required for house events.

The sport uniform can be worn to and from School on days when students have PE classes first or last periods or when they are attending pre-school or after-school training sessions. Items of the PE uniform and the School uniform must not be worn together.

During Terms 1 and 4, the Firbank sports cap / hat is mandatory for PE classes and after school sport.

Uniform must be clean, neat and in good repair. The length of the skirt or dress must be such that it should rest just above the knees. School trousers should be worn full length. Firbank socks must be worn.

Dobsons can guide you through all other Academic and Sport Uniform items.

Hair must be neat and tidy. For health and safety reasons, shoulder length or longer hair must be tied back. Students in 7-11 may choose to wear a navy ribbon. Students in Year 12 have the choice of a red ribbon. Hair colouring should look natural.

Two plain studs or sleepers in each ear lobe are permitted. Religious or culturally significant jewellery may be worn. Natural-looking tinted moisturiser and natural nail polish are permitted.

Assembly

Every week students will attend the Senior School Assembly located in the CCA. Students will also attend Year Level run assemblies up to twice a term and their House Assemblies on a fortnightly basis.

Anaphylaxis

We have a number of students in the School community with anaphylaxis to various allergens. Anaphylaxis is a severe, rapidly progressive allergic reaction that is potentially life-threatening. Common allergens can be found in food products (nuts, dairy, fish and shellfish, wheat, soy, various fruits), latex and insect venom. Firbank Grammar School cannot reasonably ensure that the School is an allergen-free environment, and we educate our students and the School community accordingly.

We manage the risk of anaphylaxis as so:

- We respectfully request that students and parents are mindful of anaphylaxis when sending food to school
- We do not provide / sell any nuts or nut products at the canteen, or for special events
- We ensure any food served at Firbank has appropriate signage and communication to the School community
- We train all staff on first aid and anaphylaxis, as well as the use of auto-injector devices annually
- We have auto injector devices for general use around the School, and in first aid kits for off-site activities
- Individuals with anaphylaxis are required to carry their own device at all times
- Our Health Centre and other relevant staff work with families to develop Individual Anaphylaxis Management Plans annually, and for any camps

Please ensure any relevant medical information about your child is entered into Consent2Go.

For further information, please refer to our school Anaphylaxis Management Policy on our website or contact our Health Centre.

App

Please ensure you download the Firbank App. Search for Firbank Grammar School on the Apple App Store or Google Play to download the Firbank Grammar School App.

The App is an aggregate communications tool that is designed to connect at a whole-school level, campus level and, where appropriate, year level. The App does not alter your 1:1 or class-level communication.

Through the App, you will receive letters, latest updates, alerts and the bi-weekly School newsletter. The School calendar is on the App and this can be synched directly with your calendar / iCal.

Senior School clubs, sporting activities, dance, drama and music are all on the App. To ensure the continued safety of our students, our App requires you to use your OneLogin School sign in to access any data. This is the same login that you use as a parent to access the Firbank Parent Portal.

Most importantly, please ensure you visit our website for instructions on how to manage your subscriptions. We recommend that you select only the information that is relevant to you. You can change your subscriptions at any time.

Please note that you will need to sign in and manage subscription preferences on each device if you download the App to more than one device such as an iPad and iPhone. Subscription preferences need to be set up on each device initially when you first download the App.

Asthma

We have a number of students at Firbank Grammar School with asthma. All our staff at Firbank Grammar School are trained in first aid. If a student has asthma, details of their condition must be provided by parents in Consent2Go. For further information about asthma, please refer to the Asthma Policy on our School website.

Attendance

Students are required to attend all timetabled classes, official activities and School functions. Compulsory School events are listed in the key dates section.

Students are to be at Firbank no later than 8.20am each day, as students are expected to be in their Period 1 classroom by 8.30am where attendance is recorded.

Attendance is also recorded at the start of every class. If a student is going to be absent or late, please notify the School ASAP.

Please call or email before 10.00am if your child will be absent or late for the day. Unexplained absences will be followed up by the School Reception with parents / guardians.

If a student is absent for two or more consecutive days, please contact their wellbeing leader.

If extended leave is required, please discuss this with your child's wellbeing leader. Written permission for extended leave is required from the Deputy Principal and Head of Senior School.

Boarding and International students

At Firbank Grammar School, we are proud of our long history of providing boarding facilities for students.

Our Boarding House is used by students whose families live in rural areas, interstate or overseas. Our International Student community resides in the Boarding House. Our International Student community comes from many countries around the world, providing a richness and diversity to our student cohort, and are a much-valued aspect of life at Firbank. For further information about Boarding or International Students, please refer to the School website for further information.

Cafeteria

At Firbank Grammar School, we have a cafeteria on site that is run by Catering. Students can pre-order and pay for food via the Flexischool App, or directly with cash or card.

Calendar

Important events can be found on FLIP and the School website.

Consent2Go (C2G)

Consent2Go is a system that is used by the School to:

- Provide a portal for parents / guardians to give and update contact and medical information about their child.
- Provides teachers with a system to plan and manage risks involved with excursions and incursions.
- Provides a way for parents to easily give / decline permission for students to attend events throughout the year.

Parents will receive a welcome email from Firbank Grammar approximately one term prior to their child commencing, which will request that parents / guardians provide current health information, emergency contacts, medical information - including asthma and allergies - and notes / care instructions that relate to the student. Should you have any questions about this, please contact the Senior School Reception.

Students cannot go on an excursion or camp unless C2G has been completed and permission has been given by a parent / guardian.

Certificate of Achievement

At Firbank, we value achievement. We are proud that we provide a well-balanced education for our students. The success of a Firbank education is measured by more than a strong ATAR score at the completion of Year 12.

While we celebrate the outstanding academic achievements of our graduating students, it is important to recognise that Firbank provides extensive opportunities to participate in a diverse co-curricular program, take on leadership roles and become involved in community service programs. We know that students benefit from being involved.

The Firbank Grammar Certificate of Achievement will recognise and reward a student's involvement and achievement in the Senior School. The certificate will be awarded to students at the completion of Year 12.

There are a number of reasons for the introduction of the Firbank Grammar Certificate of Achievement.

It is becoming increasingly the case that universities and employers are requiring transcripts, which document the scope of a student's involvement and achievement during their secondary school years.

As they are looking for a well- rounded student, institutions overseas give extra credit to students for their participation and leadership in co-curricular activities. Our graduates will be able to use this certificate as a reference in these situations.

The certificate will provide accurate information about the Firbank experience for each student. The holistic educational experience of each student will be documented and participation in the School's academic and co-curricular programs will be recognised and rewarded.

The certificate will reinforce the fact that we value a student's involvement in a range of activities beyond the classroom. We recognise that this involvement is important for the development of a student.

Students will earn their certificate through the accumulation of credits, which will be awarded for both academic and co- curricular participation and achievement. The certificate has four levels of achievement: Bronze, Silver, Gold and Platinum.

Cumulative reporting of a student's progress and level of involvement will be provided at the end of each semester as part of the end-of-semester report.

Specific information about the points allocated to various activities is available on the portal.

Child Protection

Firbank Grammar School takes the safety and wellbeing of our students very seriously.

Please refer to our [website](#) for our policies on:

- Child Protection and Safety
- Child Safety Code of Conduct
- Mandatory Reporting
- Working with Children

Complaints

The first instance of a concern or complaint should be made directly to the School.

The complainant should telephone, visit, write to or email:

- The student's teacher or mentor about learning issues and incidents that happen in their class or group
- The year level wellbeing leader if students from several classes are involved
- The year level wellbeing leader or Deputy Head of Senior School about issues relating to staff members or complex student issues
- The Deputy Principal, Head of Senior School about issues relating to School policy, School management, staff members or very complex student issues

If a complainant is unsure who to contact in the first instance, contact the Deputy Head of Senior School.

For further information, please refer to our complaints resolution policy on the School website.

Curriculum

Separate Curriculum Overviews are available for each year level. Copies of these are available on our School website. Please enquire with Senior School Reception to obtain a hard copy.

Excursions and incursions

Firbank Grammar School is proud of the range of experiences we provide for our students throughout the year. Students will participate in various incursions and excursions, and these are organised either by individual faculties or by the wellbeing leader for the entire year level. Details are communicated via email from the School, through the use of Consent2Go.

Fees

Fees are typically charged in four separate instalments throughout the year. For further information, please refer to our School website.

Firefly and Teams

The Firefly App is our Learning Management System where students will find their timetable and resources for classes. Teachers may send students messages about classwork and assignments by mail on Firefly. Students may want to submit work via Firefly.

Health Centre - for general health and first aid

The Health Centre is located at:

The Centre for Creative Arts (CCA)

Phone: (03) 9591 5134

Email: healthcentre@firbank.vic.edu.au

Opening hours: 8.30am - 3.30pm
from Monday to Friday

If students are unwell or require first aid during class time, they should ask for permission from the teacher to go to the Health Centre. Their attendance will be recorded. The school nurse or Health Centre Manager (HCM) will assess the student and, if they need to go home, they will ring parents or an emergency contact. If the student needs to go home, the school nurse or HCM will complete the necessary paperwork for them to leave.

Students may not go home without permission from either the Health Centre, Deputy Head of Senior School or Head of Senior School.

If students are unwell or require first aid at recess or lunchtime, they should visit the Health Centre (HC).

Immunisation Program

Firbank Grammar School supports general health in the community by providing an optional Immunisation Program to all Year 7 and Year 10 students, in conjunction with Bayside City Council.

The Health Centre coordinates with the Bayside Council to provide students with access to the DHHS Immunisation Program.

From 2019, the diphtheria-tetanus-pertussis (DTP) vaccine and the human papillomavirus (HPV) vaccine will be offered to Year 7 students. Meningococcal ACWY vaccine will be offered to students in Year 10. Information about the program and consent forms are communicated via email through Consent2Go.

Library / Info Hub

The Library / Info Hub provides both print and online resources and actively supports students' learning. It is open from 8.00am - 6.00pm. during the week and closes at 4.00pm on Fridays.

Information Technology

Year 7- School managed laptop provided on a 3 Year cycle. Year 8 - 10 that started before 2024. Students are required to bring their own device designated for use at School. For more information please refer to the BYODD information letter provided earlier in the year.

Software: All subject based software will be provided to students as required. During school hours students will be required to connect to Firbank Wi-Fi for access to the internet and school applications.

Conduct - Students are required to comply with the ICT policy which can be found on the Firbank website.

International Women's Day Breakfast

This event, co-ordinated by the Student Representative Council, is held annually in March.

The SRC organise a guest speaker for this breakfast event and all parents are welcome and encouraged to attend and support this celebration.

IT Support

Staff in the IT office will be able to support students if they have any trouble logging in to the School network or with an iPad / laptop. The IT Office is located upstairs in the Hindley Reception Building.

Lockers

Each student will be allocated a personal locker. It is the responsibility of each student to purchase a strong combination lock to ensure the safe keeping of their belongings.

Lost property

All uniforms, books, stationery and personal items are required to be named. When named items are found, staff will contact that student directly to arrange for items to be collected. Lost items will either be kept at Reception or in the PESC for collection.

Mentor group

This is the group of students that will be together throughout SOC time and Wellbeing Sessions. Mentor Group - is guided and supported by your child's mentor teacher.

Mental health

Firbank Grammar offers confidential counselling services from a registered psychologist and counsellors to Senior School students who are considered able to understand and provide informed consent.

Information discussed during counselling remains confidential, except when the psychologist or counsellor has a legal obligation to protect the safety of students.

WELLBEING LEADERS

An internal referral can be filled in and sent to the Counselling Services.

STUDENTS

Self-referrals can be made via email or presenting to the Counselling Offices.

PARENTS / GUARDIANS

Families can refer their child by contacting their child's wellbeing leader for a confidential conversation.

EXTERNAL PROVIDERS

Other health care professionals may refer by contacting the wellbeing leaders or school psychologist / counsellors

A school psychologist / counsellor aims to help a young person get the best out of life at school by supporting students to achieve:

- Academic success
- Psychological health and wellbeing
- Social and emotional wellbeing

Mobile phones

PURPOSE

Mobile phones are a useful communication tool. They offer access to information and can also be a valuable learning device. These guidelines intend to provide information for the use of mobile phones at Firbank Grammar Senior School by our students. The aim of the student guidelines is to promote classroom engagement, positive learning outcomes and encourage students to develop self-regulation.

STUDENT GUIDELINES

Students are permitted to carry, at their own risk, a mobile phone to and from school.

The use of mobile phones to film or photograph people and their activities without their knowledge and / or permission is an invasion of privacy and is strictly forbidden.

For students in Years 7-9: during the day, mobile phones are to be switched off and secured in student lockers. Students can access their mobile phones at the end of the school day.

For students in Years 10-12: during class time, mobile phones are to be switched off and secured in student lockers. Students can use mobile phones during recess and lunch breaks.

MOBILE PHONES AND THE CLASSROOM

There may be occasions where mobile phones will be required in the classroom for educational purposes. This can be coordinated according to the classroom teacher's requirements.

As a general rule, however, the use of mobile phones during class time can limit engagement and disrupt learning. If a student is found to have brought their mobile phone to class, then:

On the first occasion, students will be reminded that this is a disruption to the learning environment and will be asked to place their mobile on the classroom teacher's desk until the end of the lesson.

If there are subsequent occasions:

Students will again be reminded that this disrupts the learning environment Wellbeing leaders will be notified and this information will be recorded.

If this behaviour persists:

Students will be asked to meet with their wellbeing leader to discuss how the School can help them in their responsible choices to support teaching and learning in the classroom. Wellbeing leaders will work with parents to support students.

Parents association

The Senior School Parents Association (SSPA) works closely with the School to promote a sense of community among parents and provide funds for specific projects. Class representatives at each level organise informal functions for parents. Any parent volunteering at the School is required to have a valid Working with Children Check.

Privacy

Firbank Grammar School respects all individual rights to privacy and is committed to protecting the privacy of our students, staff and other members of our school community. Firbank Grammar School adheres to the National Privacy Principles established by the Privacy Act 1988 (Cth). All members of the School community are required to comply with the School's Privacy Policy, which can be found on the School website.

Scholarships

Information about scholarships can be found on the School website.

School Email

Teachers will often contact students by email, so we encourage students to check it regularly.

School Photo day

School Photo Day occurs in the first few weeks of Term 1. Immaculate School uniform on this day is essential. Parents will receive a separate notice about the confirmed Photo Day date and payment details.

Sister Group

This is a vertical group within the House system of Years 7-12 students. The aim is to provide an opportunity to form meaningful relationships across year levels. The sessions are led by Year 11-12 students within the House and involve activities to promote peer to peer relationship building across the year levels.

Student Leadership

At Firbank, we view leadership in a broad context, as leadership of self is a vital part of a student's development.

A number of groups offer leadership opportunities for students at any year level. Applications and interviews for leadership positions in the following groups, which are comprised of students from Years 7-12, take place in Term 3.

The roles will be effective from Term 4, 2023 to the end of Term 3, the following year.

- Environmental Action Group
- Social Justice League
- Student Representative Council
- Student Wellbeing Group

Student Services and Individual Learning

The Student Services Department oversees the Psychoeducational Assessments and support for students who may be struggling with their learning. Assessments are conducted for students to be supported in English Language Studies (ELS) classes and for Mathematics Essentials, through a targeted, evidence-based program. Students are referred for assessment by parents, teachers and wellbeing leaders who are concerned with the difficulties that students may have with their learning. The Director of Student Services, in charge of the psychological assessments and is supported by the Coordinator of Learning Strategies. The Department also manages the NCCD process each year.

Sunsmart

Firbank Grammar School is a Sunsmart school. UV levels are monitored and communicated in our daily bulletin. When UV levels are expected above three, sun protection measures are put in place, for both classes held outside and during lunch and recess breaks.

Students are to wear hats during sport classes and apply sunscreen as provided by the School. For further information, please refer to our Sun Protection Policy on our website.

Supervision

Students in the Senior School are supervised at all times during class, and by yard duty staff during recess and lunch breaks. Students are expected to remain within the permitted areas to ensure

appropriate supervision can be ensured. Please refer to our School Map for out-of-bounds areas. Students are also supervised at all times during compulsory School events. Should supervision not be provided for an optional event, parents will be communicated with about this to ensure appropriate supervision arrangements can be made independently from the School.

At Firbank Grammar School, we seek to support and encourage the independence and develop the maturity of our Senior School students. It is expected that students, along with parents / guardians, will make appropriate arrangements for their children to get to and from School, and to and from extracurricular activities unless otherwise provided and advised by the School.

Textbooks

Information about textbooks can be found on the School website. Textbooks can be ordered online.

If students arrive during the course of the year, the year level Wellbeing Leader can help determine which books are required for the remainder of the year.

Timetable

Students will receive a timetable on the first day at School. Timetables can also be found on Firefly or FLIP. This will have a list of the subjects being studied, the classrooms and the code of the teacher who will be taking the class. The timetable is a 10-day timetable which runs over two weeks.

Wednesday Afternoon Learning / Asynchronous Learning (WAL)

Wednesday Afternoon Learning / Asynchronous Learning is an independent learning experience that encourages and teaches students to develop skills that lead to them being self-directed learners who can self-regulate and self-motivate. Students in Years 7-9 have 1.5 hours of supervised study each week. In week one, Years 10-12 have self-directed study (either on or off-campus) and in week two, Years 11 and 12 have a full asynchronous learning day (either on or off-campus).

Wellbeing

Wellbeing is at the heart of everything we do. We see wellbeing as the state in which our students can achieve their goals, have skills to work through challenges, live and learn productively and contribute to their community. We are committed to providing

a safe and secure environment in which students are able to learn and grow. At Firbank, we strive to know, value and care for our students through our mentor program, our wellbeing leaders, our social and emotional curriculum and through acknowledging that every teacher is a teacher of wellbeing.

For further information on our wellbeing program, please refer to:

- Our website
- The student diary
- Your daughter's mentor group teacher
- The year level wellbeing leader
- The Deputy Head of Senior School

CONTACT INFORMATION

Senior Leadership

NAME	TITLE	EMAIL
Jenny Williams	Principal	jwilliams@firbank.vic.edu.au
Leandra Turner	Deputy Principal / Head of Senior School	lturner@firbank.vic.edu.au
Ayles Llewellyn	Deputy Head of Senior School	allewellyn@firbank.vic.edu.au
Kim Elith	Director of Learning	kelith@firbank.vic.edu.au
Joanne Thompson	Deputy Head of Learning	jthompson@firbank.vic.edu.au

Wellbeing

The main contact for enquiries regarding your child on a day-to-day basis is via the Parent Help Desk. Communication regarding your child's progress, wellbeing concerns and requests for leave should be directed to your child's wellbeing leader.

YEAR LEVEL	WELLBEING LEADER	EMAIL
Year 7	Clare Challenger	cchallenger@firbank.vic.edu.au
Year 8	Julie Ferres	jferres@firbank.vic.edu.au
Year 9	Andrea Demosthenous	ademosthenous@firbank.vic.edu.au
Year 10	Annette Davie-Smythe	adaviesmythe@firbank.vic.edu.au

Parent IT Help Desk

PHONE NUMBER	EMAIL
(03) 9591 5188	parenthelpdesk@firbank.vic.edu.au

Music

TITLE	MUSIC INSTRUCTOR	EMAIL
Music or Lessons	Mrs Sarah Saunders (03) 9591 5151	ssaunders@firbank.vic.edu.au
Concert Band (Year 7-9)	Ms Catherine Bates	cbates@firbank.vic.edu.au
Bayside Strings (Year 7)	Mr Kim Morley	kmorley@firbank.vic.edu.au
Guitar Ensemble (Year 7-10)	Mr Clive Simpson	csimpson@firbank.vic.edu.au
Flute Ensemble (Year 7-10)	Ms Kate Bergen	kbergen@firbank.vic.edu.au
Percussion Ensemble (Year 7-10)	Mr James Townsend	jtownsend@firbank.vic.edu.au
Choral Groups (Year 7-10)	Ms Philippa Jones	pjones@firbank.vic.edu.au
Big Band (Year 9-10)	Mr Simon Marsden	smarsden@firbank.vic.edu.au
Symphonic Winds (Year 9-10)	Mr Simon Marsden	smarsden@firbank.vic.edu.au
Senior String Orchestra (Year 9-10)	Ms Philippa Jones	kmorley@firbank.vic.edu.au

Sport

NAME	TITLE	EMAIL
Sporting opportunities	Peter Russo (Director of Sport)	prusso@firbank.vic.edu.au
Netball	Firbank Netball Club	netball@firbank.vic.edu.au
Aquastars - Swimming	Nadine Preston (Swim School Manager)	npreston@firbank.vic.edu.au
Tennis	Cheryl Hewitt	tennis@firbank.vic.edu.au
Rowing	Lauren Fyfe	lauren.fyfe@icloud.com

Attendance

NOTIFY THE SCHOOL	EMAIL OR THROUGH	PHONE NUMBER
If a student is going to be absent or late	absentees@firbank.vic.edu.au Via the Firbank App Via FLIP, during 2024	(03) 9591 5188

Health Centre

PHONE NUMBER	EMAIL
(03) 9591 5188	healthcentre@firbank.vic.edu.au

Mental Health

PLEASE NOTE	CONTACT	EMAIL
Referrals are received and processed by the counselling staff	Counselling Staff	counselling@firbank.vic.edu.au
	Ms Sara Groves (Psychologist)	sgroves@firbank.vic.edu.au
	Ms Jodi Fox (Counsellor)	jfox@firbank.vic.edu.au

Parent Association

	CONTACT	EMAIL
To get involved please contact	Senior School Parents Association (SSPA)	sspa@firbank.vic.edu.au

Student Services and Individual Learning

NAME	TITLE	EMAIL
Mrs Jennifer Vincent-Green	Educational Psychologist	jvincentgreen@firbank.vic.edu.au





FIRBANK
GRAMMAR

51 Outer Crescent, Brighton Vic 3186 • ELC - Year 12 • Girls Campus
45 Royal Avenue, Sandringham Vic 3191 • ELC - Year 6 • Co-educational Campus
firbank.vic.edu.au