



**Gnurad-Gundidj Campus**

*School for Student Leadership*

## **School for Student Leadership**

### **Gnurad-Gundidj Campus**



## ***SCHOOL AND PROGRAM INFORMATION***

**Principal:** Mr. Mark Reeves  
**Campus Principal:** Mr. Bronson Valpied

### **Gnurad-Gundidj Campus**

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<https://ggc.schoolforstudentleadership.vic.edu.au/>

[www.facebook.com/pages/School-for-Student-Leadership-Gnurad-Gundidj-Campus](http://www.facebook.com/pages/School-for-Student-Leadership-Gnurad-Gundidj-Campus)

# THE SCHOOL FOR STUDENT LEADERSHIP

The School for Student Leadership (SSL) is a Victorian Department of Education and Training school specialising in leadership education for students in Year 9.

**Our Vision:** We provide experiential education that supports personal growth, aspiration and transformation of all students as global citizens.

**Our Mission:** To provide an immersive State-Wide residential program for Year 9 Government school students which enables them to grow into better citizens and leaders through increased self-awareness, social engagement, community connection and environmental stewardship

## **Our Campuses:**

- The Alpine School Campus is located at Dinner Plain, in the Victorian Alps.
- The Snowy River Campus is located at Marlo, in East Gippsland
- The Gnurad-Gundidj Campus is located at Glenormiston, in the Western District.
- The Don Valley Campus is located at Don Valley, in the Yarra Valley.

The School for Student Leadership accepts students from metropolitan and country regions each term. This will enable students from different backgrounds to share the experience and opportunities provided through the program. The school offers a fully residential program for one school term with accommodation for up to 45 students in a purpose-built facility.

Students apply to attend the programs through a process that links their application to a proposed Community Learning Project (CLP). The CLP is the curriculum thread that runs in an adjoining and continuous manner through the program. It provides the purpose for attendance and the motivation for departure. Students symbolically are wedded to their projects, which aim to deliver an action outcome of their learning into their home communities.

## **THE GNURAD-GUNDIDJ CAMPUS**

The Gnurad-Gundidj (noo-rad goon-didge) Campus is located at the base of Mt Noorat, in Glenormiston North. The campus is situated amongst the volcanic plains, calderas, rivers and lakes of the western district. The nearby marine environments of the Shipwreck Coast are rugged, scenic and historically significant. This environment allows for a unique outdoor experience; distinguishable from the other campuses.





## SCHOOL RATIONALE

Underlying the educational rationale is a significant and contemporary understanding of adolescent psycho-social stages of development. Because students live, eat, work, play, get ill, socialise and emotionalise at our place 24/7, the total care and wellbeing of our students is number one. Understanding how to care, love, attend to and support students undertaking a significant separation is the first priority of the success of the schools.

While much about our larger organisation is data driven and analysed, much about the program and its outcomes may not easily be done so. The concept of delivering the missing "*rite of passage*" to contemporary Gen Y students is still an evolving art and one in which our school strives to lead the way.

We believe that to fully create emotional, cognitive, social and physical elements of the whole person, and hence develop as a young adult, a form of *rite of passage* must be undertaken. This is missing in contemporary society and educational constructs of that society.

We strive to provide an excellent, caring and world class educational organisation that can meet these complex and continuously evolving needs. The school will operate in a responsible and financially prudent manner and continue to appropriately engage the local community.

## SCHOOL VALUES

### Self-Belief:

- Self-talk, aspiration, drive and passion.
- A lifelong approach to physical and mental health and well-being.
- Resilience to take-on challenges, opportunities, goals and experiences.
- Individual rights and responsibilities.

### Relationships

- Relationships that encourage inclusion, diversity of self and others.
- Positive, respectful and empathetic relationships.
- Relationships that connect us with the environment.

### Connectedness

- Connectedness in communities, the School, family, local and global
- Connectedness with place, the natural environment, sustainable practice, beauty and wonder.
- A sense of belonging: family, culture, knowledge and spirituality.



## SCHOOL CONTEXT

**Social Context:** Year nine is generally identified as challenging developmental period with diminishing measurable engagement. There is an expectation that the opportunities presented by the SSL should be widely available and justly distributed to all potential students. Access to the opportunities provided by the school should be determined by merit and transcend socio-economic or cultural imperatives.

**Educational Context:** The school exists as a space of leading-edge teaching related directly to year nine education. The program and curriculum has limited inactivity and maximum flexibility to accommodate the unpredictability of the students, the social/residential component and the environmental vagaries. The curriculum and program is accessible to other government schools to access and mimic in their contexts.

**Technological Context:** All students have access to broadband communication via a personal laptop. All facilities are wirelessly connected and a deep understanding of the impersonation of "Gen Y-Digital Native" permeates the function of the SSL. All staff and students have access to a variety of interactive digital learning devices. Utilisation of the best contemporary learning and communication technology is at core to the function of a dispersed, multi-campus organisation.

**Environmental Context:** All facilities have a high in-built sustainability. Energy consumption is a key overall organisation concern. The buildings are designed and located to be sympathetic to the local environment, and provide an esoteric and visual learning and living environment for the school community. The situation of the buildings in isolated and essentially iconic locations is a deliberate contribution to learning and sense of isolation.

**Residential Context:** The successful operation of the living or residential component of the organisation is at the core of the school. It is more than a school; it is a home, a place of play, relaxation, relationships, friendships, emotions, health, sickness, eating, ablution, sleeping and waking, relaxation and adventure, to name a few.

**Political Context:** The success of the SSL is partially dependent upon the continuous engagement with local, regional and state decision makers and planners. The campuses exist in isolated and potentially economically compromised rural contexts and consequently can have a positive impact on the local economy. Maintaining a high status in the mind of key political stakeholders is critical to the espoused increase in access that is desired through the construction, replication and franchising of the facilities and programs.







## **SCHOOL LIFE**

Students live and work in a very close environment with up to 45 of their peers; they sleep, eat, shower and do work under the one roof. There are separate sleeping and showering facilities for both genders. There are 11 rooms in each of the two accommodation wings. The accommodation wings allow for distinct gender separation. Two students will be allocated to each room and there is one triple room if there are an uneven number of participants in the program. The school has staff supervision accommodation in each wing.

There is a great deal of independence offered to the students. The students are responsible for helping maintain the school, organising rosters, for doing various jobs around the school and generally controlling the nature of their home and place of learning. There are lessons on human relationships that will arise from this lifestyle. Great friendships are made, tolerance is learned and teamwork is created. It will be rare to find a SSL student who will not be proud of his or her involvement. School life provides an excellent opportunity for bonding. Of course it would be wrong to mean that there are never tensions. Not many guardians would think that living with teenagers is always blissful. Some teenagers need to be helped along the way to manage appropriate social relationships in one form or another.

## **SAFETY @ SSL**

Every effort and great care is taken to minimize the risk of accident. Students are thoroughly prepared for outdoor programs both in the classroom and by means of training exercises. Skilled and experienced staff supervise and maintain regular contact with school-based staff whilst out in the field and during expeditions. All programs build from a base that assumes little knowledge. In the early part of the programs staff will give greater assistance and supervision where student skills and confidence are developed. Towards the end of the program, under the guidance of staff, teams will plan and lead most aspects of the SSL program.

The safety measures taken by SSL Staff are intended to act as a safety net and not diminish the sense of adventure that students discover in the remote terrain where the programs are conducted. The SSL takes all proper care without removing the opportunity for personal growth and development by allowing for a degree of perceived risk.

Many of the day's activities involve students using equipment and working in situations that they may not necessarily come across in their normal environment. Examples may include, but are not necessarily limited to, mountain biking on bush tracks, swimming in surf beaches, working in the commercial kitchen, hiking off track and use of gardening and building equipment. In all of these situations strict instructions regarding safety are given to students, and safety equipment is provided. A good deal of reliance is placed on students following instructions and being aware of safety implications in all that they do.

In planning the local leadership program, the SSL keeps in close touch with the Local Shire, Police Victoria, Parks Victoria and the Department of Environment, Land, Water & Planning, In consultation with the Country Fire Authority, all fire and emergency procedures are regularly reviewed. The SSL complies with all DET policies and procedures, and in many cases has been a catalyst and innovator for best practice outdoor and adventure education risk management in Victorian schools.

## VISITING WEEKEND

Parents may need to plan ahead and perhaps car pool to deliver students to Gnurad-Gundidj on the starting date. Families should plan to arrive between 10am and 11am. There is often a rush after 11am, so it is more relaxing to arrive early. On arrival students will meet and be briefed by the student's Gnurad-Gundidj teacher. At 12pm there will be a short welcome for all families, which will be followed by lunch. Parents will be required to depart by 2pm. Schools may wish to coordinate or support a coordinated travel arrangement to assist parents and students.

**Luggage:** If possible, luggage should be packed into soft bags. Those big stripy bags from the \$2.00 Shop are perfect. Please be conscious of the weight of the bags for loading and unloading. Please ensure that the bags are clearly marked on the outside for easy identification.

**Welcome and Initial Briefing:** Students and parents will be greeted by Gnurad-Gundidj staff upon arrival. The staff will direct you to an appropriate parking space. Once inside the building, students can locate their assigned bedroom and place their luggage in there. Families can then hand in \$30 pocket money to the office before getting a photo taken. Finally, the morning will be capped off by meeting and greeting the Gnurad-Gundidj staff member assigned to your home school.

**Medical & Permission forms:** These must be completed on-line prior to when your child enrolls. It is vital that these forms are filled in as a family and that due care and attention are afforded to them so the SSL can maintain the standard of care and attention you would give to your child. These forms can be accessed at <https://gnuradgundidjcampus.ueducateus.com.au/enrolment>.



## DEPARTURE DAY

At the conclusion of the program, guardians are requested to be at Gnurad-Gundidj at 9.00 am, to collect their child and participate in any departure programs organised. Specific details of the departure program will be sent out to families at a closer date. If you are delayed, please call as waiting can cause considerable grief for your child who may think the worst. It cannot easily be appreciated the importance of closure and departure for the students. Please avoid the temptation to pick-up your child early as they will miss an important part of the ceremonial conclusion of the program by you doing this.

## VISITING WEEKEND

**What:** The visiting weekend is a vital component of the SSL experience as it draws the family into the experience of the student. The weekend takes place midway through the term. Specific dates will be circulated at Information Nights.

**Why:** Separation anxiety is often revisited for both students and parents. We feel it is worth the effort, as it achieves a shared understanding of aspects of the SSL experience for immediate family that needs to be shared face-to-face. This is a vital insight into your child's experience which will assist you with the reintegration process upon their return home. We ask you give this weekend the highest priority in your family's planning!

**When:** On Saturday, families are asked to pick-up their child between 9am & 10am. On Sunday, families are asked to return with their child at 3.00pm and leave by 4.00pm. Tea and Coffee are provided. If any families need to leave earlier and hence have to drop off their child prior to these times, SSL staff will need to be informed.

**Where:** It is suggested that families stay nearby, and accommodation should be booked well in advance. Accommodation options and information can be found at the front office on arrival day. The internet will also provide a wealth of options for accommodation and activities in the district.

**Who:** The visiting weekend is for immediate family members only. The School for Student Leadership experience is about an intense learning experience for the students. As such, parents/guardians and siblings, as the usual primary support for students, are really the most appropriate invited guests. Grandparents are welcome and we often see the bridging of significant generational gaps on this visit.

**What if...** If any families are unable to attend the weekend, please advise SSL staff as soon as possible. Special arrangements will be made. In the past, some families have shared lifts or even accepted responsibility for a student if their family is unable to attend. We do, however, ask and strongly recommend, for your child's well-being, that every effort is taken to attend the visiting weekend.



**Additional visits/departures:** On a rare occasion, a student may need to leave the SSL during other times in the program. In these circumstances, we invite families and stakeholders to consult with SSL staff prior to making a final decision.

## LIVING ARRANGEMENTS

**Mobile Phones:** Students are not allowed to be in the possession of Mobile Phones. Please do not let your child bring them to the program. It does not help your child to have a phone, even if you sanction it. It creates a great deal of guilt, extends home sickness, exposes other students to potentially harmful or unwanted information and keeping secrets is difficult in such a residential setting.

**Communication with SSL Staff:** Parents and guardians may ring the SSL to clarify issues in regard to their child's wellbeing or for emergencies. The SSL staff member assigned to your child will call you at least twice a term, as well as provide additional information via emails, Facebook and through our student management system UEducateUs.

**Communication with Students:** Students can communicate with family and friends through letter writing and email. All students are encouraged to write to their families on a regular basis. Mail is picked up on a daily basis and distributed to the students daily. Telephone calls to or from students are not normally possible, but can be arranged in extreme cases. Students will also maintain a reflective web log, via Sway, which family can access.

**Food:** The SSL program encourages maintaining a healthy lifestyle. A balanced range of healthy food is provided and students have input into the planning of menus and preparation of meals. Parents and friends are asked not to send any food/sweets to students; experience shows that this can create equity and health issues. The SSL also has an obligation to monitor the food in the facility to ensure that no allergens (i.e. nuts) are present. You are not doing your child any favours by trying to "sneak" junk food in. If your child is having a birthday whilst they are at the school, parents may send up to 1 kg of sweets which are shared with the school community. Chewing gum is not allowed at the SSL.

**Dietary Requirements:** Details of dietary requirements and/or food allergies must be forwarded to the SSL with the Emergency and Medical Information forms so that the necessary arrangements can be made. This would include religious requirements as well as vegetarian and vegan diets.

**SSL Shop:** Provision is made for any small items that students may need to acquire for the duration of their stay. Items available from the shop trolley include sun hats, drink bottles, film, writing paper, stamps, biros, headphones, USB sticks, shampoo, personal sanitary, among other things. All of these items are seen as a back-up, and in all instances we prefer students to bring enough supplies from home to last the full nine weeks.

**Shop Money:** The cost for shop items is charged to a student account. Our experience suggests that \$30.00 (but no more) is a good amount, which will cover most needs. It would be appreciated if parents were able to make this payment in cash on arrival day. If using a bank cheque or money order, please make it out to "The Alpine School." A refund will be issued for any unspent funds at the end of the program.





## PREPARING FOR THE PROGRAM

**Outdoor Activities:** The Outdoor Program is a very special part of the School for Student Leadership experience. It is also an area that causes apprehension in students who have little experience in outdoor adventure. It is important that all students understand the program is designed in such a way that every able-bodied student will be able to complete all parts of it. Whilst fitter students will find the going easier, even those who have done no hiking and minimal running should feel confident that they would be able to cope. Both the hikes and rides start with short courses and build slowly with fitness. Barring injury, there is no reason why any student should not complete the outdoor program.

**Fitness:** Although the program will accommodate all students, regardless of their preparation, there is considerable benefit in improving one's fitness prior to their time at the SSL. In particular those who play little sport or have done little exercise should treat this as a priority. Half an hour of daily exercise (be it running, walking, riding or swimming) will achieve a significant increase in general fitness and may also identify any physical problems which may need to be addressed prior to arriving.

**Music:** Digital music devices such as iPod's are not permitted. Students will be able to stream appropriate music through services, such as Spotify, using their allocated laptop. Students are encouraged to bring their musical instruments and they can make appropriate times for practice. Students will be responsible for the storage and care of their own instrument.

**Reading:** We have a generous selection of contemporary novels chosen by students and appropriate for their age. We strongly encourage all students to always have a novel, either their own or one borrowed from the library. Generally, students are in bed by 9.15pm and are expected to read quietly until lights out at 9.30pm.

**Religious Observation:** The SSL is a secular school consistent with DET policy. There is no provision made for the transportation of students to places of worship, however, personal time and space can be negotiated for individuals to undertake specific observations. Some religious observation, which may require fasting and the like, may need to be given prior consideration by participants and their families, as the very active nature of the SSL program may indicate that the two are not wholly compatible.

**Entertainment:** We encourage your child to bring a range of games and activities to help them share their interests and make new friends. The SSL provides a range of sports equipment, board games, art/craft, dress-ups and a ping pong table.



# PERSONAL COMMITMENTS

As part of the SSL residential experience, a number of personal commitments are required from families and students involved in the program. Families and students agree to these commitments in the Medical and Permission forms that are handed in to the SSL. If you have any queries or concerns about the contents of the personal commitments listed below, you are more than welcome to discuss this with your SSL staff member on arrival day.

## GENERAL CONSENT

**Parent or Guardian Consent:** I agree to my child's attendance at the Gnurad-Gundidj Campus and to their taking part in any excursion arranged for students in connection with the school program.

- I understand that programmed activities involve an element of risk and at times my child may be some distance from fully qualified medical aid. I will notify the school if my child has had contact with any infectious disease within four (4) weeks of departure. If unwell on arrival day, I will postpone arrival and notify the school to arrange an alternative arrival time.
- I understand that students with COVID-like symptoms will follow the current guidance of the Department of Education and may include the need to pick up students.
- I understand that there will be times when my child is not under direct supervision of staff, and that there will be an element of responsibility placed on them.
- I understand that a sign-out and group management system operates for unsupervised recreation time away from the school building.
- In the event of my child causing deliberate damage to school property I agree to reimburse the school for the repair of such property.
- In the event of my child found using, or in the possession of cigarettes, alcohol, or non-prescribed drugs forbidden by law, or behaving in a manner deemed as being a safety risk to others, I accept responsibility for removing or arranging to remove them from the SSL after notification by the Principal.

**Student Consent:** I hereby undertake that while travelling to and from the SSL and while in attendance there, I shall behave in an appropriate manner and shall observe whatever rules are decided on as best for the welfare of all. I understand that the SSL program will be challenging and I undertake to complete the program. I understand that a great deal of responsibility is placed upon me and I shall do my utmost to rise to that responsibility.

All students have chosen to take part in this experience; therefore, all participants in the SSL program will need to promote the following:

- Respect for self, one another, the staff, the school and the environment.
- A thoughtfulness and sensitivity towards others.
- Honesty in dealing with each other and self.
- Taking pride in the community.
- Recognition of positive relationships and student achievements.
- Learning to be responsible for the consequences of one's actions.
- Compliance with direct staff instructions.
- Understanding that haircutting, piercing, cigarettes, drugs and alcohol is not permitted.

## Online Enrolment

Please complete your son/daughter/wards' enrolment through the link below.

<https://gnuradgundidjcampus.ueducateus.com.au/enrolment>

Alternatively, you can visit our website <http://www.gnurad-gundidj.vic.edu.au> and follow the [SSL Student Enrolment link on the homepage](#).

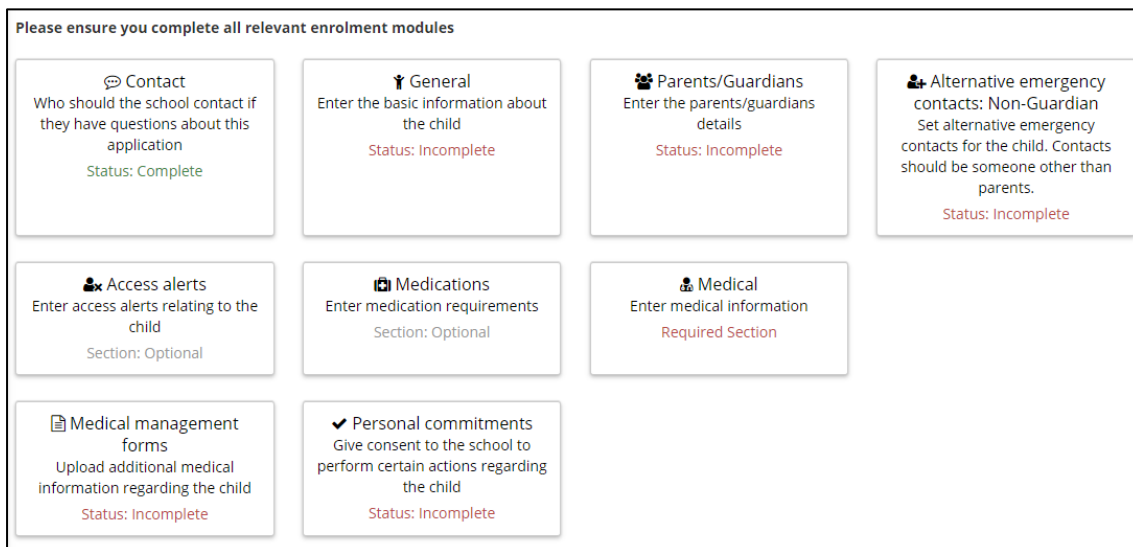
**To complete the application, follow the 'online enrolment form':**

- You will be directed to the screen below. Create 'new application'.



The screenshot shows a box titled "Enrolment" with two buttons. The first button is labeled "New application" with a plus sign icon and the subtext "Start a new student enrolment application". The second button is labeled "Resume application" with a pencil icon and the subtext "Resume an existing student enrolment application".

- Please read our Privacy Collection Notice and uEducateUs Terms and Conditions before enrolling students.
- Complete the Contact information section.
- Once you have completed the above steps, you will be directed to the screen below. Please complete each section by pressing on the corresponding button and completing the relevant details.



The screenshot shows a grid of enrolment modules under the heading "Please ensure you complete all relevant enrolment modules".

<p><b>Contact</b> Who should the school contact if they have questions about this application Status: Complete</p>	<p><b>General</b> Enter the basic information about the child Status: Incomplete</p>	<p><b>Parents/Guardians</b> Enter the parents/guardians details Status: Incomplete</p>	<p><b>Alternative emergency contacts: Non-Guardian</b> Set alternative emergency contacts for the child. Contacts should be someone other than parents. Status: Incomplete</p>
<p><b>Access alerts</b> Enter access alerts relating to the child Section: Optional</p>	<p><b>Medications</b> Enter medication requirements Section: Optional</p>	<p><b>Medical</b> Enter medical information Required Section</p>	
<p><b>Medical management forms</b> Upload additional medical information regarding the child Status: Incomplete</p>	<p><b>Personal commitments</b> Give consent to the school to perform certain actions regarding the child Status: Incomplete</p>		

- If applicable, please download, print and complete any of the 'Medical Management Forms'
  - Asthma
  - Allergies
  - Diabetes
  - Epilepsy
  - Mental Health

Once completed these forms can be scanned or photographed and uploaded to the same area.

**If you require further support, contact the Gnurad-Gundidj Campus on (03) 5592 5384.**

## BULLYING POLICY

The SSL recognises that everyone has a legal right to protection from harassment under the Sex Discrimination Act and the Equal Opportunity Act. Harassment will not be tolerated under any circumstances. Such behaviour has no place in our school community.

**Definition of Bullying:** Bullying is when someone repeatedly uses their power to hurt or to scare others. It can be done by an individual or a group. "Just having a joke" is NOT an excuse for bullying behaviour. It is everyone's responsibility to promote healthy relationships. We consider the following behaviour to be bullying and it will not be tolerated.

- Physical – any unwanted physical contact of any kind.
- Verbal – including written notes or cyberbullying.
- Sexual Harassment – inappropriate jokes, nicknames or sexist comments.
- Indirect – excluding others or having a "power over" relationship.

**Promoting healthy relationships at the SSL:** A community agreement is created and agreed to by all students. A behaviour management policy and a whole school approach to dealing with inappropriate behaviour is in place. Positive relationship support is embedded in our curriculum content. We accommodate the needs of individuals from different cultures. Our SSL values identify beliefs and behaviours that respect diversity and the beliefs of others.

### Responsibilities of Staff:

- To model appropriate behaviours at all times to both staff and students.
- To deal with all reported and observed incidences of bullying in a timely manner.
- To ensure that all students feel safe and supported.
- To facilitate restorative practice as necessary.

### Responsibilities of Students:

- To let an adult know if they are being bullied or see someone else being bullied.
- Don't Obey Bullies (DOB).
- Not to bully others.

### Responsibilities of Guardians:

- Look out for anything unusual in emails or lack of contact.
- Encourage your child to seek help.
- Inform SSL staff if you have any concerns.

### Responding to reported incidences of Bullying Behaviour:

1. The SSL will approach each student and the behaviour of each student individually with a view to understanding the needs driving that behaviour.
2. Students will remain in the program as long as it is assumed to be the best place for them. All action and consequences will be towards that aim, but not at the expense of the safety, security or wellbeing of any student or staff.
3. In situations of behaviour impacting on others, repeated behaviour, deliberate damage to property or harassment, SSL Coordinating Staff may consider; time out, restriction on privileges, restorative processes, parental contact, behaviour contracts or other educative processes.



4. SSL coordinating staff will only issue punitive consequences to students in a considered manner. There is an understanding that there may be times when the SSL is not the best place for the student involved.
5. If a student is a risk to the safety, wellbeing or security of others, departure from the program may be the only option. This will be planned in consultation with relevant stakeholders, and will be done in a timely and sensitive manner.

## SSL LAPTOP POLICY

**The Information & Communication Technologies (ICT) Network:** The school's ICT network is provided primarily for communication with within the SSL community and for the educational benefit of students. The ICT network creates huge opportunities for teaching and learning. Students can explore the world online, access rich information resources, research projects, communicate with people all over the world, create digital content and publish to the web. This agreement is intended to encourage responsible action and reflects the ability of students to exercise good judgement.

**Office 365 Education:** The SSL uses Office 365 Education in the classroom. Office 365 Education is an internet-based service provided by Microsoft for educational purposes. It provides school users with access to online services such as email, calendar, blogging, online document storage, sharing, messaging and video-conferencing facilities from school, and at home. Office 365 is not for storing personal records. Office 365 is not to be used for Student's personal activities and must be used in accordance with the SSL Acceptable Use of ICT Agreement. Office 365 for Education includes the following online services:

- Exchange online email
- OneNote Classroom
- Microsoft Classroom
- SharePoint online
- OneDrive for Business
- Microsoft Office apps

**Online Safety:** Before our students start to explore the ICT network and Office 365 online services, it is crucial to make sure everyone understands how to behave safely online. At the SSL, behaving safely online means:

- Protecting the privacy and personal information of all students.
- Using appropriate and respectful language in all communications.
- Selecting appropriate spaces or websites to work with and contribute to.
- Not harassing others with messages, posts or sharing discriminatory data or files.
- Being proactive in letting someone know if something is 'not quite right.'

**Network Privacy:** Accountability and respect for the privacy of network users is a shared responsibility. Listed below are a number of expectations to ensure network privacy-

- Students must protect their password and not divulge it to another person.
- Students should not interfere with other user's personal files or network folders.
- Students should not logon using another user's account.
- Students should not reveal personal information in any communications.

**Internet Usage:** Students need to understand they may be supervised by staff when using the Internet either directly, or indirectly, by screen monitoring, email quarantine and download use monitoring. Because the Internet is an unsupervised environment, the school has a responsibility to ensure that, as far as possible, material obtained from the Internet is not offensive or inappropriate. To this end, filtering software has been placed on Internet links. It is the responsibility of Students to ensure their behaviour is appropriate; please note that Students should not-

- Deliberately enter, or remain in, web sites containing objectionable material (including nudity, violence, racist or sexist content).
- Use real-time chat and social media programs (eg: Facebook, Skype, Discord, MSN & ICQ).
- Use proxies or similar programs that bypass filtering software.
- Play or download games online.
- Knowingly infringe copyright.

**Software and Operating Systems:** The ICT network is set up for computers to be successfully and reliably used in the school. Any behaviour interfering with the functioning of the ICT Network's operation is an infringement of acceptable use; please note that Students should not-

- Steal, or deliberately or carelessly cause damage to any equipment.
- Modify, move or replace physical components of the ICT network.
- Eat or drink near any physical components of the ICT network.
- Attempt to change security, desktop, configuration or operating system settings.
- Bring or download unauthorised programs & software, including games, movies & TV.
- Deliberately introduce any virus or program.

**Behaviour Consequences:** For breeches of the Laptop Policy, students can face a number of consequences depending on the severity of the breach and the context of the situation. More than one consequence may apply for a given offence. Serious or repeated offences will result in stronger penalties, including removal of behaviour specific privileges (ie- printer, email or internet access) or payment to fix or replace broken equipment.

**Guardian Consent for student use of online services (Office 365):** By signing and returning the Microsoft Office 365 consent form, parents acknowledge, consent and confirm that they:

- Have received and read the Office 365 Education Privacy Information and Consent Form.
- Understand how student personal information will be collected, used, disclosed and managed.
- Understand that consent will continue while students are involved in the use of the consented online services.
- Understand that consent on behalf of students may be withdrawn at any time by written notification to the school.
- Understand that if the school determines that the personal information is no longer required or relevant, the use of the personal information will cease.

## RECORDING AUTHORISATION

At the SSL we celebrate the successes of the students in many ways. We publish images and video on our website, along with official SSL Facebook and Twitter accounts. We do not include full names of students. We require your consent for these and other recordings to occur.

Guardians of the students also provide permission for photographic, video or any other form of electronic recording of Students to be retained on behalf of the Crown in Right of the State of Victoria (Department of Education and Training). Guardians acknowledge that any form of electronic recording will be retained, and authorise the use or reproduction of any recording referred to above for any reasonable purpose without acknowledgment or being entitled to remuneration or compensation.

I understand and agree that if I wish to withdraw this authorisation, it will be my responsibility to inform SOFWeb, Department of Education and Training, on telephone (03) 9637 2000 or the relevant school principal where publication is other than on a Departmental website.

## M-RATED FILMS AUTHORISATION

All chosen movies have been reviewed by teaching staff and deemed appropriate for use in our program. We will provide adult supervision while screening movies and review movies with students if/as necessary. By law, adult supervision is recommended while screening M-rated movies for any person less than 15 years of age. I agree to my child viewing the following films, some of which are M rated:

- Employable Me
- First Contact (series)
- Mabo
- North of the Sun
- Soul Surfer
- The Merger
- The Sapphires
- The Social Dilemma
- Kung Fu Panda
- He named me Malala
- Redesign My Brain
- Tracks

## Child Safe Standards

All program and operation at all campuses is compliant with DET policy guidelines, including School Policy Advisory Guide and Child Safe Standards.

The school is fully accredited to comply with Child Safe Standards and follows all reporting and advice obligations.

## RISK & Emergency

The SSL are connected through the DET ISOC reporting system for all emergencies. The campuses all lie in different Emergency reporting regions but are all connected by the single point of contact being DET. In emergencies and incidents, the Principal will raise IRIS alerts and manage the situation as required by protocol and with regional and central consultation.

All campuses follow a trigger response matrix which alters the program, operation or initiates evacuation of the campuses in response to fire, flood, emergency disruption or inability to continue to operate.

## MEDICAL TREATMENT AUTHORISATION

**SSL Staff:** Emergency and First Aid procedures are established at the SSL. All permanent teaching staff have first aid qualifications.

**Ambulance:** In the event of a serious accident, Guardians accept all responsibility for payment of any expenses incurred, including transport. I understand SSL staff will arrange for ambulance transport for my child if necessary. SSL strongly advises that Students have ambulance cover; if you are under the impression that your private health insurance covers ambulance costs, please check with your provider.

**Asthma:** Your child may not have had asthma since they were young or may have only very mild asthma. It is necessary to be prepared and have medication in such an event. If your child has ever had asthma you must please fill out the asthma management form.

**Consent:** Due to climate, residential living arrangements and the active nature of the SSL program, injury and illness can occur for some students. In the event of injury or illness to my child whilst at the SSL, I authorise the coordinating teacher in charge of my child to:

- Obtain on my behalf of any medical assistance my child may require.
- Approve my child receiving medical attention as deemed necessary by a medical practitioner in the event of parents or guardians being unable to be contacted.
- Act in the role of legal guardian for communication purposes with GP Clinics or Hospitals.
- Administer first aid as the coordinating staff member may judge reasonably necessary.
- Administer over-the-counter medication as appropriate, including- paracetamol, ibuprofen, antihistamines, cold/flu relief and topical creams.

**Medical Information:** The SSL medical information forms will be completed during the online enrolment via Ueducateus. If your child has any medical treatment after this date or has been in contact with any contagious illness please inform the SSL. Please ensure that your child's immunizations are up to date, especially tetanus. Your children will be required to discuss all medication brought to the SSL. This includes such things as asthma medication, tablets, lotions and mixtures, cough lozenges, vitamin and mineral supplements etc.











**Mental Health:** Due to the intensity of the living environment, factors such as separation anxiety and other personal issues may arise. These may be unpredictable and affect any of our students. In these cases, SSL Staff will make every attempt to support the behaviours and work with students to assist them to solve personal challenges. There can be personal issues which may result in students being unable to continue their stay at SSL for a period of time. We recognise the SSL may not be the best place for some issues to be negotiated. These cases would be dealt with individually, and might include concerns such as: eating disorders, self-harm or other indicators of emotional/psychological distress. If your child/ward has any pre-existing conditions, please indicate this via the appropriate form during the online enrolment. You are also welcome to directly contact the appropriate SSL campus.






**Orthodontics:** The usual time between appointments with the orthodontist is 6 - 8 weeks. Your child should see their orthodontist as close as possible to their date of departure for the SSL and again on their return. It is important that they do not start orthodontic treatment within a few weeks of going to the SSL. Staff will cope with minor problems that arise, so your child will be comfortable.









# CLOTHING AND GEAR LISTS





## ESSENTIAL CLOTHING LIST

	<u>Clothing Needed</u>	<u>Specific Advice</u>	<u>Check</u>
	<b>2 pair of loose fitting <u>non denim</u> pants / trousers</b> <b>1 pair of tracksuit pants.</b>	- Denim is not suited to our environment; it is heavy and cold when wet. - Quick drying pants are most comfortable	
	<b>2 pairs of loose comfortable knee length shorts.</b> <b>1 padded bike shorts (optional).</b>	- Knee length shorts for activities done at Gnurad - Short shorts are NOT appropriate.	
	<b>1-2 long sleeved lightweight shirts</b> <b>1-2 cooler weather long sleeved top</b> <b>1 Flannel Shirt</b>	-Long sleeves and collars help avoid sunburn during bike rides and canoeing. -Flannel Shirt is warm and cosy on a cool night and fashionable at the Bush Dance night	
	<b>4-6 T-shirts.</b>	Tank tops and singlets are NOT sunsmart and usually too revealing during activities	
	<b>2 wool or polar fleece pullovers or jumpers.</b>	Yes! Even in term 1 & term 4, it gets cold in the southwest. Especially at night.	
	<b>Underwear: Approx. 10 underwear &amp; 4 bras.</b> <b>3 pairs of thick socks (Explorers) LOTS of pairs of thinner socks</b>	Cotton underwear is recommended. Socks go missing a lot!!	
	<b>2 Sets of Pyjamas</b> <b>1 Dressing Gown</b>	Pyjamas are the expected clothing for bed.	
	<b>Swimwear - one piece, shorts &amp; rashie</b>	We are a SunSmart school. No bikini's allowed.	
	<b>1 set of clothing for CLP Day</b>	i.e. School Uniform, Smart Casual Dress	
	<b>1 pair lace up, waterproof hiking shoes or light weight boots</b>	Hiking up volcano craters and over rocky ground needs sturdy footwear to protect ankles	

	<b>1-2 pairs Runners</b> <b>1 pair water shoes</b> <b>1 pair thongs</b> <b>1 pair comfy indoor shoes</b>	<p>Students require shoes wherever they are, even when swimming.</p> <p>Stubbed toes, cut feet and broken toenails are not ideal for outdoor activities.</p>	
	<b>1 x THERMAL long-sleeved top</b> <b>1 x THERMAL long pants</b>	<p>YES – Even in summer! It gets below 10 degrees whilst camping.</p> <p>Thermals can be polypropylene or woollen. Cotton thermals are not suitable</p>	
	<b>Wide brimmed Sun Hat</b>	We are a SunSmart school.	
	<b>Beanie &amp; Gloves</b>	Even in Term 1 & 4 the nights out on expo get cold.	
	<b>Sunglasses</b>	Polarised UV glasses will provide the best eye protection for the weather.	

## ESSENTIAL GEAR LIST

<u>Gear Needed</u>		<u>Specific Advice</u>	<u>Check</u>
	<b>Sleeping bag Inner Sheet</b>	An old cotton sheet cut to size with the side sewn up is suitable.	
	<b>Torch</b>	Head torches are the most useful.	
	<b>Water Bottles</b>	2 x 1 litre water bottles (students will be expected to carry 2 litres of water with them at various times). Bottles that can be used whilst riding a bike are ideal.	
	<b>Mug, Bowl, Cutlery</b>	Enamel, plastic/poly-carbonate or aluminium.	
	<b>3 Strong Garbage bags</b>	The dark orange ones are best - they tend to be sold in packets of 3. These line packs on expeditions so must be heavy duty quality.	
	<b>Beach Towel</b>	Gnurad-Gundidj supplies bathroom towels.	

	<p><b>Small Alarm Clock</b></p>	<p>Battery operated or clockwork (not electric!)</p>	
	<p><b>First Aid Kit</b></p>	<p>A simple St John Ambulance kit will serve most everyday needs. SSL will provide specialist first aid equipment.</p>	
 <p><b>Toiletries</b> Toiletries will be used frequently and for long periods of time.</p>	<ul style="list-style-type: none"> <li>• Brush and comb</li> <li>• Toothbrush and toothpaste</li> <li>• Nail scissors/clippers/nail file</li> <li>• Soap (preferably liquid soap)</li> <li>• Shampoo and conditioner</li> <li>• Sanitary pads, period underwear and/or tampons</li> <li>• Roll-on deodorant (not aerosol or pump pack)</li> <li>• Moisturisers etc.</li> <li>• Sunscreen (SPF 50+) / Lip balm with sunscreen (SPF 15+)</li> <li>• Roll on insect repellent (not aerosol or pump pack).</li> <li>• Shavers and shaving cream if required</li> </ul>		
 <p><b>Medication</b> An adequate supply or a repeat script must be supplied for specialist medication.</p>	<p>This includes;</p> <ul style="list-style-type: none"> <li>• asthma medication,</li> <li>• antihistamines,</li> <li>• decongestants,</li> <li>• medication for period pain,</li> <li>• cold sore medication, eczema creams,</li> <li>• vitamin and mineral supplements, etc.</li> </ul>	<p><i>NB: All medication must be packaged in a sealed container or zip-lock bag, which is clearly marked with the student's name. On arrival, this package will be collected by the student's teacher. Please include instructions on how to administer the medication.</i></p> <p><i>Please record details of medications on UEducateUs online enrolment.</i></p>	

## RECCOMENDED GEAR (OPTIONAL)

<u>Staff Suggested Gear</u>	<u>Specific Advice</u>	<u>Check</u>
<b>Recipes</b>	Any favourite family recipe books can be brought to help plan menus with the Chef.	
<b>Hot water bottle</b>	Great for relief of period pain, muscular aches and sleeping at night.	
<b>Camera and/or Video camera</b>	Don't forget to pack spare batteries.	
<b>USB or External Hard Drive</b>	There is usually about 20 gig of data students want to take home. Bring no games, movies or TV please.	
<b>Laundry basket</b>	A fold away basket is handy for laundry.	
<b>Addresses</b>	A list of postal and email addresses. Personal email accounts cannot be accessed at the SSL.	
<b>Sports / Gym Equipment</b>	The SSL has some basic sports and gym gear. Please bring your favourite gear to play & share.	

<u>Student Suggested Gear</u>	<u>Specific Advice</u>	<u>Check</u>														
<b>Teddy Bear</b>	Nice to cuddle at night															
<b>Costumes/Dress Ups</b>	There are LOTS of dress up opportunities, and you will!															
<b>Photos</b>	Friends, family, where you come from, favourite holidays, you as a child (handy for portfolio)															
<b>Sketch Book</b>	Sketch Books also available for purchase from the SSL.															
<b>Table Tennis Balls &amp; Bat</b>	Even if you don't play now, you will love it by the end.															
<b>Camel Pack</b>	Great for long bike rides and canoeing.															
<b>Writing Materials</b>	Do not underestimate the number of letters which get written at the SSL! Envelopes and stamps are essential.															
<b>Music Instruments</b>	To keep up your skills, or learn some new ones!															
<b>Headphones</b>	The shop trolley sells ear buds, but you may prefer to bring better quality ones.															
<b>Washing Powder</b>	If you have sensitive skin. General use washing powder is provided.															
<b>Spare sun smart hat</b>	For when the first one gets lost, broken or borrowed.															
<b>Art Resource Kit</b>	<table border="0"> <tr> <td>5 x pens or biros</td> <td>1 x black fine liner</td> </tr> <tr> <td>4 x grey lead pencils</td> <td>2 x highlighters</td> </tr> <tr> <td>2 x glue sticks</td> <td>1 x pair of scissors</td> </tr> <tr> <td>1 x packet of texta's</td> <td>1 x pencil sharpener</td> </tr> <tr> <td>1 x packet coloured pencils</td> <td>1 x pack of blue tack</td> </tr> <tr> <td>1 x ruler</td> <td>1 x roll of sticky tape</td> </tr> <tr> <td>1 x eraser</td> <td></td> </tr> </table>	5 x pens or biros	1 x black fine liner	4 x grey lead pencils	2 x highlighters	2 x glue sticks	1 x pair of scissors	1 x packet of texta's	1 x pencil sharpener	1 x packet coloured pencils	1 x pack of blue tack	1 x ruler	1 x roll of sticky tape	1 x eraser		
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1 x eraser																



## SSL PROVIDED EQUIPMENT

### Outdoors Equipment

- Day pack & hiking pack
- Sleeping mat & sleeping bag
- Waterproof jacket & pants
- Tents & camp stoves
- Mountain bikes & all safety equipment
- Canoes & all safety equipment
- Surfboards, Wetsuits & all safety equipment
- Snorkeling equipment

### Residential Equipment

- Pillow
- Doona & spare blanket
- All linen
- Laptop computer
- Bath towels

## BANNED ITEMS (CONTRABAND)

<b>Cash/Money/ATM cards</b>	We can take no responsibility for the security of money that could be lost or stolen. The shop trolley will cater for student needs.
<b>MP3 Players / iPod's</b>	CD player & laptops are supplied in the communal rooms.
<b>Computer Games and software</b>	Absolutely not permitted and is confiscated by the Principal and returned at the end of the term.
<b>Television Shows and Movies</b>	Due to copyright laws, classification issues and time wasting we ask these stay at home. SSL has a variety of films available for viewing.
<b>Personal Electrical Appliances</b>	Such as hairdryers, straighteners, curlers, clock radios.
<b>Singlets/Tanktops</b>	Singlets are not SunSmart and usually too revealing during activities.
<b>Mobile Phones</b>	There is an increased problem with security as well as access security of mobile phones, as well as equity issues.
<b>Incense or Candles</b>	Fire risk and allergies.
<b>Aerosol or Pump Packs</b>	For example: deodorant, insect repellent, & perfume. These trigger the school fire alarm system. There are always concerns at misuse of propellants and asthma triggers.
<b>Nail polish &amp; remover</b>	This is a health hazard as some people are allergic to the fumes from these products. Nail polish products are also flammable.
<b>Bluetooth Speakers</b>	These expensive items are often misplaced or broken. They also lead to large amounts of noise pollution in the building.
<b>Skates, skateboards, scooters</b>	There is nowhere safe to ride or use these at the SSL.