



Parent Handbook

Quick Guide to Policies & Procedures

Every person. Every opportunity.

Inclusion. Respect. Effort. Resilience.

Policies & Procedures



Welcome to Katherine High School: a school community committed to providing a safe, respectful and disciplined learning environment for students and staff. This document outlines some of the policies and procedures to ensure learning and teaching in our school is prioritised. Please contact the school for detailed documents for each policy.

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Uniform Policy...

All students at Katherine High School are required to wear the mandatory School uniform at all times, except on specially nominated free dress days.

The mandatory School uniform consists of:

Middle Years (Years 7-9)

- Katherine High School shirt
- Black shorts (minimum length mid-thigh) or black pants (includes jeans without rips)
- Closed in shoes (e.g. sneakers/trainers)

Senior Years (Years 10-12)

- Katherine High School shirt
- Black shorts (minimum length mid-thigh) or black pants (includes leggings and jeans without rips)
- Closed in shoes (e.g. sneakers/trainers)
- Year 12 Jersey/Polo Shirt

All Year Levels

- Leggings are not to be worn at any time.
- Body piercings will be assessed according to their Work, Health and Safety risk.
- School shirts include House Shirt, Clontarf, Stars, School Sport and Pathways.

Physical Education Classes

Students will need to bring a change of clothes for PE classes. Appropriate changing and showering facilities are available at School.

Katherine High School recommends the SunSmart Policy. Students are encouraged to wear hats whenever out in the sun.

Exceptions to the Uniform

Students attending VET classes are required to wear a school VEYT shirt, long pants and closed-in boots.

Breach of Policy

First time offence will result in a student being provided a shirt for the day and family notified with student required to return the shirt. Repeated offences may result in the student being asked to go home and change or a student being suspended. Full details of the breaches can be found in the KHS Uniform Policy document.



Mobile Phones Policy... in government schools

Student mobile phones are not permitted to be used in Northern Territory Government schools and are to be off and away all day. Exemptions apply for teacher directed educational purposes or for medical reasons.

- This policy applies to mobile phones, smart watches and all other devices that allow electronically based distractions. Smart watches will need to be switched to flight mode while students are in school.
- Students are not permitted to have mobile phones on during the school day. Mobile phones must be switched off and stored in a Yondr pouch should the students wish to keep the phone in their possession. Smart watches must be placed on flight mode so phone calls and messages cannot be sent or received during the school day.
- Mobile phones owned by students at Katherine High School are considered valuable items and are brought to school at the student's or parent/guardian's risk.
- For some students, mobile phones and apps are critical for monitoring their health condition. As such, students may be granted an exemption to use their mobile phone and smart watch during the school day to monitor a health condition as part of a school approved documented health care plan.
- All communication between parents/guardians and students, during school hours, is to occur via the school office on (08) 8973 8200.
- Katherine High School has duty of care for all students when they are attending the school. In emergencies, where students need to get in contact with parents/guardians, students are to notify the appropriate school staff. If parents/guardians need to contact a student, they are asked to contact the school office directly.
- Students who use their mobile phones inappropriately at Katherine High School may be issued with consequences consistent with our school's Behaviour Management System, Positive Behaviour in Schools Policy and Code of Conduct.
- Students who do not comply with this policy will have their mobile phone confiscated and held at the office. The student will need to collect their mobile phone at the end of the school day.
- Please contact the school directly for the full policy document.



Attendance Guidelines...

Katherine High School supports the NT Government to increase school attendance.

We strived to obtain 80 per attendance rate at our school to ensure students have the best opportunity for growth.



"Every day counts and there is no 'safe' threshold for absences"

Hancock et al., 2013

Student Engagement Officers, including the School Based Engagement Officers work with schools, families and communities to manage student absences and enforce parental responsibilities in accordance with the Northern Territory Education Act 2015.

You can read more about why attendance matters via [attendance-matters.pdf \(aitsl.edu.au\)](https://education.nt.gov.au/policies/student-enrolment)

Our student enrolment and attendance guidelines can be found via:

<https://education.nt.gov.au/policies/student-enrolment>

Please notify us if your child is absent or late.

You can contact us by phone, email or via the Compass app.

Email: admin.kathehs@education.nt.gov.au

Phone: 08 8973 8200



Excursion Policy...

Katherine High School runs excursions in accordance with the Northern Territory Government Education Department's Policy to ensure activities are inclusive, with all students appropriately supported to participate.



This policy outlines responsibilities and procedures that must be adhered to when planning and undertaking school excursions. Excursions must have clear educational outcomes that take into account the learning programs and individual needs of students, as well as the educational programs and resources of the school. The full policy document can be found via <https://education.nt.gov.au/policies/school-operations>



Excursion may incur a fee or will be used from your student's yearly contribution which can be paid via the Administration Office or Student Services.

Please contact us at admin.kathehs@education.nt.gov.au for more information.



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Every opportunity.**



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Contact us!

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