



Parent Handbook

Quick Guide to Policies and Procedures

Every person. Every opportunity.

Inclusion. Respect. Effort. Resilience.

Policies & Procedures



Welcome to Katherine High School: We are a school community dedicated to creating a safe, respectful and disciplined learning environment for all students and staff. This document provides an overview of key policies and procedures that support high-quality teaching and learning across our school. For full versions of each policy, please contact the school directly.

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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)

- School shirt, house shirt, Clontarf or STARS shirt
- Black school shorts or similar
- Hat and enclosed shoes (No Crocs, sandals, or thongs)

Senior Years (Years 10-12)

- School shirt, house shirt, Clontarf or STARS shirt
- Black school shorts or similar or black pants or jeans (no rips)
- Hat and enclosed shoes (No Crocs, sandals, or thongs)

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.

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 VET 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 create electronic distractions. Smart watches must be switched to flight mode while students are at school.

Students are not permitted to have mobile phones on during the school day. Phones must be switched off and stored in a Yondr pouch if students wish to keep them in their possession. Smart watches must be on flight mode so calls and messages cannot be sent or received during school hours.

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. Some students rely on mobile phones or apps to monitor a health condition. These students may be granted an exemption to use their phone or smart watch during the school day as part of a school-approved documented health care plan.

All communication between parents/guardians and students during school hours must occur via the school office on (08) 8973 8200.

Katherine High School has a duty of care for all students while they are attending school. In emergencies, students needing to contact parents/guardians must notify the appropriate school staff.

Parents/guardians needing to contact a student should call the school office directly.

Students who use their mobile phones inappropriately may receive consequences consistent with our 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 phone can be collected by the student at the end of the school day.

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](#))

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>



Excursions 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!

Grevillea Rd, NT, Katherine East, 0850

PO Box 189, NT, Katherine, 0851

(08)897 38200

admin.kathehs@education.nt.gov.au

www.katherinehighschool.com.au

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