



LE FEVRE HIGH SCHOOL



PARENT HANDBOOK

INTEGRITY

RESPECT

THRIVE



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PRINCIPAL'S WELCOME

It gives me great pleasure to welcome you to Le Fevre High School. Our mission is to provide every student with the opportunity to be connected to their learning through quality teaching, learning and wellbeing programs that are rigorous, innovative, differentiated and personalized. This supports our students to be successful learners who are confident and creative individuals.

With parents /caregivers and teachers as the most influential adults in promoting educational outcomes and positive social and emotional wellbeing of students, it is essential for us to be on the same page when it comes to ensuring the best for your child.

While there may not instantly, or always be perfect alignment between our views and yours, our desire and our actions must always point towards what will allow your child to strive, be resilient and prosper.

As the Principal, and also on behalf of the staff at Le Fevre please be assured of our commitment to your child and your family. We constantly seek to be visible and available to students and parents and will leave no stone unturned as we endeavour to support your child as they consider an exciting and fulfilling future.

Our door is always open so please accept the invitation to walk alongside us.

Kind regards,

Kirri Minnican
Principal





MISSION AND VISION STATEMENT

“To empower young people to be knowledgeable global citizens who think critically, enact positive change and meet the challenges of a changing world.”

STUDENT LEADERSHIP

The Student Governance work collaboratively with all members of the Le Fevre High School community to ensure that each year the relationship within our school community will grow and develop. Our number one goal is to make sure that students have a voice that is heard to support the development of all aspects of school.

GOVERNING COUNCIL

The Le Fevre High School Governing Council works in partnership with the staff at the school to ensure effective governance and management. The Governing Council aims to ensure relationships between parents, students and staff are positive and trusting, and supports the focus on achieving constructive outcomes for our children. The Le Fevre High School Governing Council operates within the guidelines and conditions outlined in the South Australian Association of State School Organisations (SAASSO) Handbook and a locally developed framework for Strategic Planning and Local Management. Members of Council are elected for a two year period of office at the annual meeting of parents held in Term 1. Staff and student representatives are elected annually to hold positions on the Council.

The Council welcomes interested members of the wider community with specific expertise to join and to assist the Council or its sub committees.

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TERM DATES

Term 1
29 January – 12 April

Term 1 Holidays
15 April – 26 April

Term 2
29 April – 5 July

Term 2 Holidays
8 July – 19 July

Term 3
22 July – 27 September

Term 3 Holidays
30 September – 11 October

Term 4
14 October – 13 December

Term 4 Holidays
16 December – 28 January 2025

LE FEVRE SCHOOL TIMES

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
CARE GROUP	8:45 – 9:00	8:45 – 9:00	8:45 – 9:00	8:45 – 9:00	8:45 – 9:00
LESSON 1 9:00 – 9:50	5	1	2	4	6
LESSON 2 9:50 – 10:45	5	1	2	4	6
RECESS	10:45 – 11:05	10:45 – 11:05	10:45 – 11:05	10:45 – 11:05	10:45 – 11:05
LESSON 3 11:05 – 12:00	4	7	3	5	7
LESSON 4 12:00 – 12:55	4	7	3	5	7
LUNCH	12:55 – 1:35	12:55 – 1:35	12:55 – 1:35	12:55 – 1:35	12:55 – 1:35
LESSON 5 1:35 – 2:25	2	CARE GROUP	6	1	3
LESSON 6 2:25 – 3:15	2	STAFF MEETINGS	6	1	3
END OF DAY	3:15	2:25	3:15	3:15	3:15

STUDENT & PARENT INFORMATION

RECEPTION OFFICE HOURS

Monday – Friday 8am – 4pm during the Term

STUDENT SERVICES HOURS

Monday – Friday 8:30am – 4:30pm during the Term

ATTENDANCE

Parents/Caregivers are requested to inform the school before 9am when their child is absent for the day or will be arriving late. This can be actioned by phoning Student Services on 8449 7004 – press 2, by texting the absence line on 0438 130 557 or by using the schools app.

Students who need to leave early must either get their parent/caregiver to call Student Services or bring a note stating what time and the reason why their child will be leaving early, this ensures that the information is recorded correctly. For more information, please click on the following link to the DfE website:

<https://www.education.sa.gov.au/parents-and-families/safety-and-wellbeing/attendance-school-or-preschool>

STUDENT MESSAGES

If you need to contact your child throughout the school day, you can do this by contacting Student Services who will pass your message on via Daymap message. Please note the Mobile Phone Policy does not allow students to utilise their phones during the school day.

CANTEEN AND LUNCH ORDERS

Le Fevre use an external company to operate our canteen and provide a wide range of food for our students. Lunch orders are to be placed via Qkr! App. The full menu is available on the school website.

LOST PROPERTY

Unclaimed items belonging to students will be placed into the Lost Property basket, which is located at Student Services.

VISITORS

All visitors and volunteers to the school must report to Reception and sign in.





HOMEWORK EXPECTATIONS

It is the aim of the school to support students to become independent learners. In view of this philosophy, students are to organise their time at home and at school to complete homework and assessment tasks by due dates. Students are also encouraged to attend the Homework Club, which is run, by The Smith Family volunteers and Le Fevre High School teaching staff. The Homework Club is held twice a week in the school library.

WELLBEING

Caring for the wellbeing of staff, students and the school community is central to everything we do at Le Fevre High School. We have adopted The Resilience Project, and embedded the core foci of Gratitude, Empathy, Mindfulness and Emotional Literacy throughout all aspects of what we do, including our school policies, practice, pedagogy and culture. The school has a Wellbeing Team who oversees the strategic direction of Pastoral Care and Wellbeing policies, programs and curriculum, as well as offering additional support to students and their families.

PARENT – TEACHER COMMUNICATION

Communication between home and school is encouraged and we believe in fostering the partnership that needs to exist to fully support our students. Parent teacher Interviews occur in terms 1 and 3. Student reports are issued in terms 2 and 4. We communicate via email, through our social media links with Facebook and Instagram and the school App. Meetings can occur at the request of parents and we encourage this to occur.

MEDICAL ATTENTION & EMERGENCIES

If during lesson a student feels unwell or has an injury, the student will need to ask the subject teacher for permission to go to Student Services where First Aid will be administered. If the student injures themselves during recess or lunch the staff member on duty will either treat the injury and/or ring Student Services for further treatment. If needed, Student Services will call the contacts listed provided by the parent/caregiver and/or in serious incidents will call and ambulance. Student Services staff are not able to supply painkillers or any other medication unless the student has an agreed health care plan completed and signed by a Medical Practitioner that has been lodged with the school.

CAR TRAVEL – STUDENT DRIVERS

DRIVING

Students who wish to drive to and from school must complete a Student Driver Approval, which can be obtained from Student Services.

The school reiterates that students who drive to school do so at their own risk.

STUDENT DRIVER EXPECTATIONS

- Drive responsibly, safely and courteously and adhere to speed limits
- Transport of other students must be approved by the Principal, Year 12 Leader, and parents of all parties travelling in vehicle
- Use of the car for excursions or other school activities must be approved by parents and organising staff

POLICIES

Please visit our website for our current policies: <https://www.lefevrehs.sa.edu.au>

CONNECT WITH US

We aim to connect with our families as much as possible and keep you informed about news and events that occur in and around our school. Follow the following links and upload our school app on the Google Play store or App Store to keep up to date:

Our website: <https://www.lefevrehs.sa.edu.au>

Facebook: <https://www.facebook.com/people/Le-Fevre-High-School>

Instagram: [@lefevrehs](https://www.instagram.com/lefevrehs)