



**XAVIER**  
HIGH SCHOOL ALBURY  
150 Years in Catholic Secondary Education

## New Families Information Quick Facts

Below is some information to help you with your child's transition to Xavier High School. This information was presented at the Parent Liaison Group session held at lunchtime on Friday. The Link to the powerpoint is available here: [New Family Information](#)

### Getting Started

#### Essential Equipment for Starting Year 7

In order to ensure that students are prepared to begin their Year 7 journey successfully, we request that all students present on the first day with the following items:

- Backpack purchased from the school for \$25.00
- Calculator purchased from the school for \$20.00
- Pencil case
- Lock (combination or key) for their locker
- Lunch or money to buy lunch at the canteen
- Drink bottle

#### Getting To and From School

**Bikes** - Bike racks are provided near the Fallon St Gate. Bikes & helmets should be locked for the duration of the school day.

**Buses** - Please go to <https://apps.transport.nsw.gov.au/ssts/#/howToApply> to apply for a bus pass for your child

The **pick-up and drop-off** of students is recommended to use Fallon Street (paying attention to the parking signs as parking authorities conduct random checks from time to time). It is not recommended to use Currawong Street or Curlew Crescent. Buses currently use these two streets and as such the congestion in the streets has the potential to cause a significant accident along with restricting access for residents to their own properties.

Please ensure you do not park over any of the car park driveway as this blocks staff & visitors to the school from coming or going.

## Daily Life

### Lesson Times

At Xavier, we begin the day with Homeroom. Homeroom is a fifteen minute period where students meet in a house based group of approximately 25 students across Years 7 - 12. Following Homeroom, we have five lessons of 60 minutes. Times are set out below:

8.45am First bell - all students are required to be at school before this bell rings. At this bell students ensure that they have everything from their lockers and they move to Homeroom.

8.50am Homeroom

9.05am Period 1

10.05am Period 2

11.05am - 11.30am Recess

11.30am Period 3

12.30pm Period 4

1.30pm - 2.20pm Lunch

2.20pm Period 5

3.20pm Home time

A printable copy of the bell times can be found here - [Bell Times](#)

### Alternative Days - Every Tuesday

On Tuesdays, we follow a slightly different timetable structure. On these days, the lesson times are shortened and allow us to include an 'Alternative Session' that is utilised for Learning Mentor conversations, guest presenters, assemblies, workshops or other relevant activities. The times on a Tuesday are as follows:

Warning bell: 8.45am

Homeroom: 8.50am – 9.00am

Period 1: 9.00am – 9.50am

Period 2: 9.50am – 10.40am

Recess: 10.40am – 11.05am

Period 3: 11.05 – 11.55am

Period 4: 11.55am – 12.45pm

Lunch: 12.45 – 1.35pm

Alternate sessions: 1.35 – 2.35pm

Period 5: 2.35 – 3.25pm

### Early Departures/Late Arrivals Absences & Sick bay

#### [Absence Early Departures/Late arrivals and Sickbay Parent Handout](#)

**Absences** - All absences must be explained within 10 days of the absence occurring

**Early Departures/Late Arrivals** - students are to present to the office if arriving or departing during school hours

**Sick Bay** - students are to present to sick bay **before** contacting parents

### Student Lockers

All students have their own locker in which they keep their bag, books and other belongings. A lock will need to be purchased by you to keep the locker secure. Students are expected to keep their locker neat and tidy. The locker areas are equipped with closed circuit video surveillance. Bags are not to be taken to class.

## Other Information

**Library Resource Centre** - Open 8am-4pm daily and students are welcome to use the this space during recess & lunch also

**Lost Property** - Is stored in the office, if your child is missing something please send them to the office to check the lost property tub.

**Canteen** - The canteen is open at recess and lunch daily. Lunch orders are to be placed by 11.30am

## School Fees

Fees are due and payable in instalments by the end of each term. Payments can be made weekly, fortnightly, monthly or each term.

The 2018 Fee Schedule can be found here - [School Fees](#)

## Flexischools - For Lunch orders Canteen

[flexischools - how it works Video](#)

To sign up please go to [www.flexischools.com.au](http://www.flexischools.com.au)

All you will need to do is link your child's Student ID card once it is printed and collected by them (usually around week 3 of Term one)

## Uniform Handout

At Xavier wearing our uniform correctly displays a sense of pride in ourselves and in our community. It is expected that students wear correct uniform and maintain a high standard of personal grooming and neatness.

<https://www.xswww.catholic.edu.au/join/enrolments/uniform>

## Communication

**Our Website:** <http://www.xswww.catholic.edu.au/>

**Newsletter** - issued on a Friday via **SchoolStream**

Or follow this link to the newsletter archives- <http://www.xswww.catholic.edu.au/newsletter/>

**School Calendar** - is available on the website and SchoolStream and is updated regularly

<http://www.xswww.catholic.edu.au/live-school-calendar/>

<https://www.facebook.com/XHSAIbury>

<https://twitter.com/xavieralbury>

## SchoolStream

SchoolStream is our main form of communication with Parents. Please see the video below for how it works and also a link with instructions on how to download the App.

Video on how it works: <https://www.schoolstream.com.au/>

Follow this link on how to download the SchoolStream App:  
<https://www.schoolstream.com.au/download/>

### **Contacting the office**

Email : [xhs-info@www.catholic.edu.au](mailto:xhs-info@www.catholic.edu.au) ~ Phone: 02 6040 6388 ~ 294 Fallon St Albury

### **Parent Bodies**

At Xavier we have the following Parent Bodies;

- School Council
- Parents & Friends
- Parent Liaison Group

<http://www.xhsww.catholic.edu.au/our-school/parent-bodies/>

Click the link below to register your interest in joining the P&F

<https://docs.google.com/forms/d/1gsUu4T2lefJctVY34rh8nJU0arptllynRQ3-98-Fy1l/edit>

## **Policies**

### **Mobile Phones**

Mobile phones may be used at recess and lunch times and in the classroom at the direction of the teacher. They should be turned off at all other times (this includes during study lessons). Inappropriate use of a mobile phone will result in its confiscation.

● Students with mobile phones may not engage in personal attacks, harass another person or post private information about another person using SMS messages, taking / sending photos or objectionable images, and phone calls. Students using mobile phones to bully other students will face disciplinary actions as sanctioned by the Principal (this may include confiscation of the phone)

### **Chromebook Agreement**

[Chromebook Agreement Booklet](#)

[Chromebook Agreement - Sign-off Page](#) (please bring this with you on your first day to receive chromebook)

### **Other Policies**

Our school policies can be found at the following link

<http://www.xhsww.catholic.edu.au/enrolments/school-policies/>

### **Student Assessment Handbooks**

[Stage 4 Student Assessment Handbook](#)

[Stage 5 Assessment Program 2017](#)

[Stage 6 Student Assessment Handbook](#)



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At Xavier we put learning first.

294 Fallon St / PO Box 518  
Albury NSW 2640

School Office  
02 6040 6388

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