Parent Guide for Enrolment
Prep to Year 12

Orange Christian School
Heart • Soul • Mind • Strength
School Structure

Orange Christian School is a non-denominational co-educational school. It covers the years Prep (4 year olds) to Year 12.

The School is a Christian parent controlled school, founded and governed by an association of Christians committed to the cause of Christ-centred education.

The school is a member of Christian Education National (CEN) which represents schools Australia-wide.

School Leadership

Principal: Melissa Brown
Deputy Principal: Glen Gray
Business Manager: Gill Burmeister
Enrolment Officer: Jenni da Silva
Prep Teacher-in-Charge: Rosa Cunial
Creative Arts Coordinator: Peter Cooper
Junior School Coordinator: Cathy McPhee
Middle School Coordinator: Kath Berry
Senior School Coordinator: Sharyn Stockton
School Chaplain: Jann Osborn
Vision & Mission Statement

To raise up effective leaders of godly character who will blend academic achievement and biblical truth, to influence society for the glory of God.

The purpose of Orange Christian School is to honour and glorify God by giving each child a Christ-centred education, as a complete person created by God in His Image.

Academically – to see the world from God’s view
Spiritually – to view themselves in relation to God
Socially – to see mankind as God sees them

Statement of Faith
We believe:

- That the Bible alone is the inspired Word of God and the final authority for Christian belief and conduct.
- There is one God, eternally existent in three persons, Father, Son and Holy Spirit, as sovereign Creator and Ruler of the universe.
- In the Deity of Jesus Christ, His virgin birth, His sinless life, His miracles, His vicarious and atoning death through His shed blood, His bodily resurrection, His ascension to the right hand of the Father and His personal return in power and glory.
- In the actual existence of Satan who is the father of all evil and opposed to God ultimately subject to the purposes of God and destined to be confined forever in hell.
- Man by nature is sinful and salvation is obtained by faith in Jesus Christ alone and His atoning works.
- New birth (regeneration) by the Holy Spirit is absolutely essential for salvation.
- The Church, the indivisible body of Christ, bound together by the Holy Spirit consists only of those who are born again.
- In the resurrection of the saved unto everlasting life and blessedness in Heaven and the resurrection of the unsaved into everlasting punishment.
- In the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly obedient life and in the bestowing of the gifts of the Spirit and the manifesting of the fruit of the Spirit in the life of the believer.
- In Christ’s great commission to the church to go into all the world and preach the gospel to every creature, baptising those who believe.
- God commanded us to love one another as Christ has loved us.

School Website
The school website www.ocs.nsw.edu.au is an important communication tool within the Orange community as well as a window on the school to a wider audience. You are encouraged to regularly visit the website for upcoming events, news, photos, notes and sporting events. Students, parents and staff are all encouraged to submit articles about school life. All articles will be approved before publication.
Orange Christian School
Orange Christian School provides an education for students from Prep to Year 12 in a Christian community where Jesus Christ and His teachings are allowed to shape our attitudes and actions. This opportunity is available to all families that support the aims of the school and who want an effective education for their children.

This booklet outlines information you will need to consider when applying to enrol your child in Orange Christian School. Should you wish to proceed with an application, you will meet with the Enrolment Officer and members the school executive where you will have the opportunity to hear about the school and ask the Principal any further questions. Your application will be considered by the Enrolment Officer who will then notify you of our decision and give you the opportunity to confirm your intention to enrol.

A Short History of Orange Christian School
Orange Christian School was established in December 1980 by a group of parents who saw the need for a low-fee Christian school in Orange. They formed an “Association” that allowed them to establish a school to pursue their aim of providing a Christian education for their children. The basic objective was for a school to teach the same values espoused in the home.

Following Government approval, classes commenced in January 1981 with 17 students. Miss Anne Pagot was the first teacher and classes were held in the premises of the Church of Christ in March Road (currently Burrendong Way) Orange.

Enrolments, staff numbers and facilities gradually increased and, in a step of faith, the current site was purchased in 1988. Classes began at the Cecil Road site with 123 students in September 1989. Since then, many buildings have been completed that provide excellent facilities for a school of up to 450-500 students.

We sincerely thank the pioneering and present parents who, through their dedication, have strived for many years to enable us to enjoy the present school facilities and programs.

Application Process at a glance Prep to Year 12

| Stage 1—Initial enquiry | • School tour  
|                         | • Submit application  
|                         | • Pay $150 per family application fee |
| Stage 2—Process application | • Interview with parents/guardians with committee. Wherever possible the child/ren need to be at interview. (there is no Prep parent interviews)  
|                         | • Student with special needs may require a separate interview with Special Education Coordinator |
| Stage 3—After interview  | • Written offer sent to parents  
|                         | • Collect further information regarding enrolled students.  
|                         | • Negotiate start date |
Application Process
Orange Christian School is open to all children whose parents are seeking to give them an education that is consistent with the aims of the school, subject to the availability of places.
The main intake years are Prep, Kindergarten, and Year 7.

The offer of places in the school will be made on the basis of commitment to the Aims of the school, existing attendance of siblings, likely benefit from and contribution to the life of the school, and date of application. Interviews are conducted with both the child and parents before offers of places are made.

Applications for enrolment must be made on the appropriate form, accompanied by the application fee.

When to Apply
It is suggested that applications be lodged well prior to the desired date of enrolment. Early in the preceding year is strongly recommended.

How to Apply
The application form must be completed, signed by both parents, and forwarded to the Enrolment Officer with the non-refundable enrolment application fee of $150.
The application form should be forwarded with the following:

- A copy of the birth certificate or passport as evidence of date of birth for each child.
- If not Australian Citizens - Temporary and Permanent Residents must provide a copy of their Passport and Visa showing residency status for each family member.
- Copies of each child’s latest 2 school reports and National Assessment Program (NAPLAN) - if this application is for entry within the next 2 years. (Except Prep & Kindergarten applications)

School Tours
Situated on the edge of Orange is our beautiful, peaceful and extensive campus which caters for Prep to Year 12. Come and see for yourself how our students, from over 250 families, representing 30 churches have worked together to create our school community.
Join us for a Personalised Tour at a time to suit you

- See classes in action
- Talk with some teachers
- Explore the school grounds and facilities

Tours generally take half hour. Children are welcome. Please notify us when booking.
Book your place by contacting the Enrolment Officer Jenni da Silva.

Student Transport - The timetables are available to view with the link on the Orange Christian School website.
School Philosophy

The central purpose of education in a Christian school is to support the unique development of each child in order to meaningfully serve God and the needs of others as a member of a Christian community and the society in which we live.

The Christian philosophy of the school provides the basis for unity and community among the different persons involved in it. It promotes acceptance of the differences between individuals and provides them freedom to develop their gifts and talents. It promotes acceptance of a Christian framework within which personal values can develop.

The Bible gives guidelines for developing inter-personal relationships that apply in the school or class community, in small groups or on a one-to-one basis. These guidelines are applied to the many different situations that arise in the day-to-day life of the school.

The school seeks to bring all areas of school life into alignment with Biblical principles, including administration, curriculum, governance and welfare. By developing a faithful approach to education, Orange Christian School strives to offer excellent opportunities for academic, physical, spiritual, communal and emotional growth for all students.

With God as its Head and Jesus as the Chief Cornerstone, the school encourages each student and member of staff to strive for excellence in each facet of life within the school.

The 3 focus areas for our school educational programs will be
1. Christian education for lifelong discipleship
2. Strong academic focus
3. Emphasis on creative and performing arts

School Aims

- To honour God in all that is done in the school. To seek to teach all areas of the curriculum from a Biblical perspective and apply the teachings of the Bible in a natural way to all that happens in the life of the school.
- To encourage children to recognise that we live in God’s world and that He is sovereign over all His creation.
- To create an atmosphere in which the children encourage and build one another up and show concern for each other.
- To encourage children to work hard and to do their best with the talents God has given them.
- To develop self discipline in the children regarding their academic work, homework, sport, play, relationships and in their daily life.
- To show children the importance of honouring and respecting their parents and those who help in the school community.
- To develop in each child a sense of worth and well-being in God’s sight and before their peers.
- To equip each child for a life of useful service to God and the community, now and in the future.

These aims are best summarised in the following words from the Bible: “Whatever you do, in word or deed, do everything in the name of the Lord Jesus, giving thanks to God the Father through Him.” Colossians 3:17
Partnership with Parents
An active partnership between home and school is a most precious ingredient in your child's education. Like any partnership this involves cooperation and responsibility on both sides.

The school will strive to....
- Fulfil our vision and mission
- Provide a safe, nurturing environment
- Provide consistent communication regarding your child
- Provide consistent communication about the school
- Provide opportunity for involvement
- Provide consistency in values/discipline
- Offer a listening ear - at a convenient time
- Respect your child and your family
- Prayerfully commit to invest time, energy and professional skills in support of Christian education
- Pray for and support your family

The school desires that parents....
- Support our vision and mission at home
- Provide a quiet study environment
- Provide consistent communication regarding your child
- Attend school meetings - such as parent teacher nights and information nights
- Be appropriately involved
- Respect staff, students and parents
- Support values and policies of the school
- Support and communicate with your child’s teacher
- Seek information and facts and not believe rumours
- Prayerfully commit to invest time, energy and resources to support Christian education
- Pray for and support the school and community

Role of Parents at Orange Christian School
As a Christian Parent Controlled School, we see parental involvement in education as part of the process of raising children. Orange Christian School encourages parental involvement in the classroom, in school activities and in key positions in the governance structure of the school. We are committed to this concept as a means of fully utilising the talents of both teachers and parents.

At Orange Christian School we encourage parents to take an active role in the education of their children. The teachers and administrative staff make opportunities for assistance known through meetings and the fortnightly newsletter. If it were not for parent participation, the school would find it difficult to operate, both physically and financially, so we urge you to be actively involved.
Curriculum at Orange Christian School
The Curriculum at Orange Christian School caters for children from Prep to Year 12. The school is divided into four sections based on the New South Wales curriculum and good teaching practice. These are Prep, the Junior School - Kindergarten to Year 4; the Middle School - Years 5 and 8; and the Senior High School which consists of Years 9 and 10 and Years 11 and 12 who are preparing for their Higher School Certificate.

Orange Christian School is registered by the NSW Board of Studies, which allows us to receive Government funding (except for Prep/Pre kinder). Our curriculum and policies are inspected by the Board of Studies, enabling the school to offer the School Certificate and Higher School Certificate.

After School Care
Orange Christian School operates an After School Care Centre which is open every school day. The program caters for school children from Prep to Year 8. Children enrolled in the After School Care Program are cared for by trained staff who mark the roll and provide an afternoon snack which usually consists of a cup of fruit juice, fruit, sandwich or soup.

The After School Care staff aim to provide a safe and stimulating environment of structured activities and supervised play. Children can involve themselves in a variety of activities including indoor and outdoor games, arts, crafts, sports, drama, dancing, cooking, board games, homework help, reading and quiet time.

Prep (4 year old school readiness program)
Orange Christian School’s vision is “to raise up effective leaders of godly character who will blend academic achievement and biblical truth, to influence society for the glory of God”, and our preparatory program is designed with this vision in mind. OCS Prep offers a positive environment focusing on the development of the whole child - academically, emotionally and spiritually.

The learning environment is one which challenges and celebrates the potential of young children. By engaging in project work, educational objectives are identified and these aim to help children learn attitudes, skills and knowledge necessary in laying the foundation for lifelong learning. Children are encouraged to be involved in all aspects of the program which is designed and implemented by qualified, highly skilled and experienced staff. OCS Prep provides a nurturing, secure, stimulating and innovative environment - one which promotes happiness and a desire to learn.

Curriculum
The curriculum is designed to develop:

- Positive attitudes to self and others based on strong Christian values
- Positive attitudes to learning including problem solving and critical thinking skills
- Independence and an understanding of the need for self discipline
- Fine and gross motor skills
- A range of cognitive skills through experiences in language, mathematics, science, music, art, drama, dance, literature, social and cultural studies and technology
- Positive and caring attitudes to the environment
We want to make you and your child’s experience at Orange Christian School as enjoyable as possible so the following information has been provided which may assist you.

**Staffing**
The Prep class is staffed by a teacher-in-charge who has an early childhood teaching degree and by an early childhood aide.

**Facilities**
The Prep class is conveniently located at the front of the School. A playground is provided specifically for the class and is equipped with age-appropriate play equipment, including a shaded sand-pit. Prep children do not mix freely with primary aged children but, at specific times, are taken to use the school’s facilities under supervision.

**Hours of Operation**
The Prep is open for five days per week, providing care and teaching in two, three and four day “packages”. We discourage one-day enrolments as these do not achieve outcomes that out-weigh the disruption to a child’s routine. The minimum enrolment, therefore, is for two days per week.

OCS Prep operates Monday to Friday with sign-in from 8:45am to 9:15am and sign-out at 3:00pm. The school offers an afterschool care service and this can be arranged through the office for parents who wish to pick their children after 3:00pm.

**Arrival and Departure**
A responsible adult must bring and collect children from OCS Prep. The responsible adult must be authorised in writing by the parent of the child. When children arrive and depart from OCS Prep, they must be signed in and out. If a child requires medication, the parent needs give this directly to a staff member.

**Junior School** *(Kindergarten to Year 4)*
Our aim is to guide students to a life built on firm foundations with a focus on

- **Heart** - a love of others and ways that can serve and support our school community and broader
- **Soul** - an understanding of one’s self under Jesus’ kingship
- **Mind** - engaging with and pursuing academic excellence
- **Strength** - endeavouring with all one’s physical abilities

At Orange Christian School we endeavour to:

- engage students in challenging and stimulating activities
- have students analyse, critique and reflect on all that they encounter so that they can choose what is best
- provide opportunities for children to explore and excel
- always strive for the best in our work, attitude and behaviour
- and have students develop a deeper understanding of who they are under Jesus Christ’s kingship and their role as part of a broader community

It is hoped that through a pursuit of life-long learning children will take these skills, attitudes and beliefs to Orange and beyond.
Our Key Learning Areas

English *(to communicate proficiently)* – Students learn the necessary skills to understand and proficiently use the English language. Reading, writing, talking and listening skills are developed to provide students with the knowledge and understanding of how to navigate their way through life in many contexts and to varying audiences. Student engagement with a diverse array of texts from novels, plays, and poetry as well as multimedia is part of each classes program.

Mathematics *(understanding the patterns within life)* – Mathematics develops students understanding and competence in using and manipulating numbers, shapes and measurement. Each of these strands is broken into smaller components – focussing on a complete understanding of Mathematical concepts and their interconnected nature. The ability to use this knowledge and think mathematically in everyday situations and provide solutions to questions and investigations is a key component of Mathematics.

Science and Technology *(seeking answers to questions)* – Science and Technology is about engaging students to pursue investigations, to seek answers and foster their natural curiosity by using critical thinking skills and asking ‘why?’. In participating in science activities students engage in both striving to understand a theory, concept or phenomenon but also participate in the practical experiments through using various technologies.

Human Society and Its Environment *(learning from the past, to shape the future)* – In HSIE students learn about history, geography, civics and citizenship. They participate in investigations and discussions that help them understand the past so that they can make informed decisions about the future for themselves, their community and their global community.

Creative and Practical Arts *(appreciation and expression through various forms)* - Creative and Practical Arts provides students the opportunity to explore and express themselves through various mediums and at the same time to appreciate and understand how others may express themselves or communicate through varying mediums. All students in our Primary Department engage with music, art, craft and drama and a school production every second year.

Personal Development, Health and Physical Education *(who am I and how do I care for myself and others)* – PDHPE helps students understand who they are and provides them with skills so that they can make wise decisions with regard to health, safety and personal well-being. Students engage in sporting activities of various types with the emphasis on participation, teamwork and skill development.

Information and Communication Technology *(Technology and how to use it effectively)* Digital literacy is a pre-requisite for modern living. Students are provided opportunities to engage with, use and learn responsible skills and management of technology. Through having a SmartBoard in every classroom and dedicated computer labs and computers in classrooms, children are modelled and taught the skills necessary for today and tomorrow.

Biblical Studies – In understanding who we are under Jesus’ kingship and our role in life, students in all primary classes participate in Biblical Studies lessons, devotions, times of prayer, singing and talks at weekly assemblies.

Excursions, Visiting Performances and Outdoor Education –
Excursions and visiting performances are organised for each grade and relate to the units of work students are covering and are set at age appropriate levels.
Middle School (Year 5 to Year 8)

The chance to explore; the opportunity to be challenged; the conditions in which to be nurtured; the freedom to fly.

Middle School at Orange Christian School provides this and more for the young people in our care. Middle School, proactively addresses the in-between years, Years 5 - 8, providing a smooth transition from Primary into Secondary School. Our program and teaching activities are age specific and delivered by our specialist Middle School teaching team. Students know and appreciate when adults work together to care for them and to cater for their specific needs and this is the kind of supportive partnership that we seek to develop within our school community.

Academic rigour is an important aspect of our Middle School, with carefully devised teaching/learning programmes specifically designed to marry investigation and research skills and hands-on practical activities. Analytical thinking skills and plenty of opportunities for students to present and showcase their work are also key features of Middle School.

Outdoor Education is another avenue through which our students are encouraged to test out their wings. Each year students in Year 7 are given opportunities to interact with the environment in exciting and challenging ways. The Six Foot Track camp involves much group planning and training in order to provide and cook nutritious meals for one's group, and to be able to walk 24 km over three days. All this takes place under the guidance of our specialist team – accompanied by a significant number of enthusiastic parents!

Learning to play an instrument in the Stage 4 band program creates a journey of discovery to find skills and confidence perhaps previously untapped. Students experience both tutorial training and whole band performance each week, to develop proficiency and confidence when playing their selected instrument.

The junior and secondary musicals also provide a great training ground for our students, enabling them to participate in large-scale theatrical productions. Here they learn not only what is required of them on stage, but also how to work collaboratively with other students, forming long-lasting friendships. Our school is about the journey from childhood to responsible adult leadership. Here again is an opportunity for this leadership to develop through the modelling junior students witness by our senior students. Younger students having great friendships with older students is yet another positive effect resulting from these productions.

A sense of purpose and direction is something we at Orange Christian School know is vital in a young person’s life. This will enable them to live lives that will be a blessing in our community.
Senior School (Year 9 to Year 12)

Senior Secondary at Orange Christian School is designed to offer your child an exciting educational experience that will shape them into Godly leaders who are equipped to inform the changing world in which they live.

The senior educational program at Orange Christian School allows students to explore the world through academic experiences led by specialist teachers who know their subject. The teachers are experts at critiquing the subjects from a Christian perspective and at the same time supporting the students to extend their academic capabilities.

Our Senior Secondary department consists of students in Years 9-12. Students at this age are beginning to think more seriously about life beyond school and about career options so it is at this time that engaging with a secondary curriculum that is firmly grounded on Christian principles, is so important. Students will be challenged to think through serious issues of life from a Christian perspective whilst engaging with a more academically rigorous curriculum.

Stage 5 - Years 9 & 10

As students move out of Middle School into Senior Secondary they want to engage with the world in a more adult manner; they are beginning to assert their independence of thought and trying to expand their boundaries. At this point in the student's academic journey, Orange Christian School opens up the world for them to safely explore with teachers who are specialists in this age group and their subject area. Students are challenged to question, critique and respond to the issues of our world through the Christian principles of compassion, mission and redemption.

The core subject of English, Mathematics, Science and History are taught by subject specialists who also teach our HSC courses. They are therefore able to bring this experience to the stage 5 courses; laying the academic groundwork students need to move into their HSC studies with confidence. Our elective courses allow for a range of creative, design and technological courses that engage and enthuse students about this aspect of their schooling, with many opportunities for them to put their learning to use through musicals and showcases.

The pastoral care program is designed to help young people to understand, develop and support them in their personal faith journey. The Homeroom teachers and Chaplain work closely together to support our student's academically, pastorally and spiritually at this point in their schooling. This gives them a firm foundation on which to then explore challenging issues and concepts.
Stage 6 – Years 11 & 12

We strongly believe that in the Senior School the HSC is not a time for students to disengage from their families, churches and community. Our students are encouraged to participate in a variety of extra-curricular activities that allows them to develop their gifts and abilities in a supportive Christian community. We believe that taking part in community life helps to inspire their academic studies in such a way that they are able to become dynamic citizens in their community.

The Orange Christian School delivery of the HSC combines traditional delivery with compressed courses.

This model allows students to complete two HSC subjects in Year 11; with the courses offered in a concentrated fashion with eleven lessons a week in the compressed and five lessons a week in the traditional subjects. We believe that this ensures Year 11 becomes an academically rigorous year which helps students to increase their scholastic skills and understanding, right at the time they need it. As our students are introduced to the expectations of the HSC in Year 11 they are better equipped to balance the demands of family, church and community in Year 12.

As Paul encourages us to prepare thoroughly and run the race with diligence (1 Corinthians 9: 24-25) we believe that delivering the HSC in this manner turns the HSC into 'Tour de France' with students completing it in stages rather than a sprint to the finish which often leaves students behind or unable to finish strongly. Students are therefore able to focus on their learning, strengthen weaknesses and consolidate strengths in this model of HSC studies.

The introduction of iPads into Senior Secondary in 2012 has moved our classrooms into the digital age. Students are able to access up-to-date data to support their research for Legal Studies or Biology, use multimedia techniques to represent or summarise their learning in CAFS and English and engage with their peers and teachers in a safe environment.

The iPad has allowed the classroom to become dynamic with teachers and students able to use the iPads in conjunction with the Apple TV to present work and share their learning to the benefit of all students.
### Stage 5 Subject Choices

<table>
<thead>
<tr>
<th>Core Subjects</th>
<th>Elective 1 Options</th>
<th>Elective 2 Options</th>
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<tbody>
<tr>
<td>English</td>
<td>Music</td>
<td>Food Technology</td>
</tr>
<tr>
<td>Mathematics</td>
<td>Graphics Technology</td>
<td>Industrial Technology</td>
</tr>
<tr>
<td>Science</td>
<td>Visual Arts</td>
<td>Drama</td>
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<tr>
<td>History</td>
<td></td>
<td></td>
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<tr>
<td>Geography</td>
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### Stage 6 Subject Choices

<table>
<thead>
<tr>
<th>Non Compressed Courses – Traditional Delivery</th>
<th>Compressed Courses</th>
</tr>
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<tbody>
<tr>
<td>English – Advanced</td>
<td>Chemistry</td>
</tr>
<tr>
<td>English - Standard</td>
<td>Biology</td>
</tr>
<tr>
<td>English – Extension 1</td>
<td>Ancient History</td>
</tr>
<tr>
<td>Mathematics – Extension 1</td>
<td>Modern History</td>
</tr>
<tr>
<td>Business Studies</td>
<td>Mathematics – 2 unit</td>
</tr>
<tr>
<td>Visual Arts</td>
<td>General Mathematics</td>
</tr>
<tr>
<td>Drama</td>
<td>Legal Studies</td>
</tr>
<tr>
<td>TVET – most courses run in conjunction with Orange TAFE, Distance education options for low demand courses also available</td>
<td>Design and Technology</td>
</tr>
<tr>
<td>Distance education – through Dubbo School of Distance Education or OTEN for all languages, PDHPE and Physics</td>
<td>Community and Family Studies</td>
</tr>
</tbody>
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At the start of Year 11 students undertake the *Digital Discipleship* course which develops their understanding of the responsibilities of using digital technology. They are prompted to think through their responsibilities in the digital world and to ask themselves the hard questions about their digital footprint. At Orange Christian School we believe that through this course students are challenged to grapple with the issues of cyberspace etiquette and the ethics of copyright and digital scholarship in their studies.

The spread of courses allows for a wide range of University and TAFE options after the HSC. Students are also encouraged to participate in local and international mission opportunities with OCS taking an active part in the Red Shield Appeal, 40 Hour Famine and a mission trip to Fiji. These opportunities allow our students to engage with our world in meaningful ways.

**Creative Arts – Yrs K-12**

Orange Christian School highly values the Creative Arts as a mean of exercising our God given gifts. Our school offers opportunities in Visual Arts (Yrs 7-12), Music (Yrs 7-10) and Drama (Yrs 7-12).

Mandatory and elective Creative Arts subjects provide many creative outlets for students, as do worship band, vocal groups, art exhibitions and dramatic performances. The curriculum of our Creative Arts is our school musical, giving artists, musicians and actors the chance to work collaboratively in a major production. In recent years we have performed *A Pilgrims Progress*, *The Pirates of Penzance*, *My Fair Lady* and *Hello Dolly*, *Beauty and the Beast*, *Fiddler on the Roof* and *The Mikado*. Participation by all interested members of the school community is always encouraged.
Discipline Policy

The system of discipline at OCS should be seen as part of the complete training of a child. “Train a child how to live the right way then even when he is old, he will still live that way.” (Proverbs 22:6)

Discipline is viewed as a process to nurture our children towards maturity. The Discipline Policy at Orange Christian School seeks to help students to grow to a point where their lives are characterised by self-discipline rather than being moderated by external controls.

While children possess wondrous potential because they are made in God’s image, they also have an inbuilt tendency to do what is wrong (sin). Children need to be nurtured to attain their potential while learning to recognise and reject sin.

Discipline at Orange Christian School includes:

- Encouraging students when they are acting appropriately.
- Providing guidance through classroom school principles and expectations - Positive Behaviour for Learning (PBL)
- Helping students discover their self-worth through a relationship with the creator God who loves and values them.
- Correcting students when they are not acting in an appropriate manner.
- Admonishing students in private or without embarrassing them.
- Allowing students to experience both the natural and communally imposed consequences of their behaviour.
- Training students to act in a manner that is respectful of others.
- Discipline at Orange Christian School never includes corporal punishment.

Pastoral Care and Welfare

As a Christian School.....God intends for us to live together in a way that acknowledges differences and accepts others because we are each made in God’s image. Our relationships with each other are not always the way that God would have them so the school has well-developed policies for the protection of children from harm and bullying.

To work, these policies depend upon two key elements – compliance with the laws and processes mandated by government, and communication between parents and teachers about all matters affecting the well-being of the children.

Orange Christian School staff will communicate with you if we see any patterns or trends that we feel could affect the academic, emotional or social development of your child. In turn, we ask that you, as the child’s caregiver, will get in touch with us about any concerns you have or any worrying information that comes your way. Together, we can help your children to experience a safe and enjoyable journey through their education.

Our pastoral care program is designed to help young people to understand, develop and support them in their personal faith journey. Due to the structure of the Senior School, students are able to develop supportive relationships with their peers and teachers as they grow to understand the world in which they live. Our strong focus on academic engagement has meant that our students consistently achieve very good results in their HSC exams. Students have moved into careers such as teaching, engineering, ministry, nursing, child care and the medical sciences. We have found that with the training in Christian leadership they have been challenged to become active members of their local church community contributing in worship teams, missionary work and youth leadership. We believe that with the focus on developing the whole child, our students are equipped to face the modern world as ambassadors for Christ.
### 2015 Fee Schedule

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<thead>
<tr>
<th>Family Size</th>
<th>$ Annually</th>
<th>Per Term</th>
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<tbody>
<tr>
<td>1 primary</td>
<td>4460</td>
<td>1115</td>
</tr>
<tr>
<td>2 primary</td>
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<td>2295</td>
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<tr>
<td>1 secondary + 2 primary</td>
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</tr>
<tr>
<td>1 secondary + 3 primary</td>
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<td>3388</td>
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<td>2 secondary +1 primary</td>
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</tr>
<tr>
<td>2 secondary + 2 primary</td>
<td>14582</td>
<td>3646</td>
</tr>
<tr>
<td>3 secondary +1 primary</td>
<td>15263</td>
<td>3816</td>
</tr>
<tr>
<td>1 secondary</td>
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<td>1459</td>
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<td>13479</td>
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</tr>
<tr>
<td>4 secondary</td>
<td>15813</td>
<td>3954</td>
</tr>
<tr>
<td>Senior Secondary levy</td>
<td>1340</td>
<td></td>
</tr>
</tbody>
</table>

Families with more than 5 or more will need to contact the school front office for more information.

First child is the eldest child in the family.

### School Fees Fund Education for All Students

Orange Christian School’s fees are calculated on the cost of providing education to your student for the full year. Fees form a considerable part of the school’s annual income (around 35%). A sound budget and long-term planning are necessary to ensure the teaching programs and equipment that students require throughout the year.

### Affordability

In keeping with the school’s philosophy of providing affordable Christian education, fees are kept as low as possible, including considerable sibling discounts for several children enrolled at the school. The school
endeavours to assist families so that no families experiencing genuine hardship are denied access to our school because of monetary considerations.

As part of a Christian community, we expect that parents will partner with the school in non-monetary ways, making substantial contributions of time and energy to the school.

**Fees Schedule**

Orange Christian School fees are determined at the beginning of each year as an annual amount per student. They are not levied per term, or weekly. The Fees Schedule is published on the school’s website, with enrolment forms, and to school families at the beginning of each year.

**OCS Prep Fees**

The cost of each child enrolled at OCS is $43 per day. Prep fees do not include any food. Prep is offered Monday to Friday, 39 weeks of the year. There is no fee discount for siblings enrolled in the Prep program. There is no Fee Relief available for Prep fees.

**Tuition Fees – Kindergarten to Year 12**

School fees at OCS are designed to be all-inclusive. They include expenses such as homework/ Library satchels for Primary students, exercise books, school diary, school excursions and entry fees to school sporting activities. Some exceptions in senior secondary school are special one-off excursions; and purchase of iPad (Years 10-12).

**Other Costs**

**Enrolment Fee:** A non-refundable fee of $150 is required upon application. This is returned if the school is unable to offer a place.

**Parents-in-Partnership (PIP) Levy:** A working bee/ PIP levy of $150 per family, per annum, is incorporated in the eldest child’s school fee. At the end of the year, parents who have completed their PIP program will have this levy rebated. Prep fees do not include the PIP levy.

**Financial Agreement**

To be fair to all families, and to meet the requirements of our budget in providing quality education for all students, parents enter into a Financial Agreement with the school at the time of enrolment. This Financial Agreement sets out the annual fees owing to the school for providing education to your child or children for the year. It allows the payment of fees in a lump sum at the start of the year; or by compulsory direct debit, which better suits many families. For accounting purposes, Prep fees are separated from School fees, and therefore two direct debit payments are set up. The Agreement is signed by the parents and a school representative, and forms part of the Enrolment Contract.

**Difficulty Paying School Fees**

If family circumstances create difficulty for them paying school fees, please contact the school’s Business Manager as soon as possible. The school may be able to assist if you let us know early.
Extended Absence from the School

Sometimes students are away from school for extended periods of time, such as holidays, illness or family circumstances. The school cannot grant an exemption of school fees for these times, as school fees are levied across a whole year. Please contact the school to discuss your situation. It may be possible to provide appropriate school lessons for your child. In extenuating circumstances please contact the Business Manager to discuss fee payment.

When a Child Leaves the School

There are times when a student leaves OCS before the completion of their education, either at the end of a school year, or midway through the year.

Parents, as per the Enrolment Contract, must give at least ten (10) full weeks’ notice of their children leaving the school. This gives the school fair notice of departure to allow for adjustments in resourcing, staffing and administration, which affect all students in the school. When notice is given, the school will inform you of the balance of fees to be paid, and adjust direct debit payments to cover the balance.

Please note, where students are enrolled in TVET, VET or distance education subjects, the full annual fee for the course must be paid irrespective of any notice.
Standard Information Collection Notice

1. The School collects personal information, including sensitive information about pupils and parents or guardians before and during the course of a pupil's enrolment at the School. The primary purpose of collecting this information is to enable the School to provide schooling for your son/daughter.

2. Some of the information we collect is to satisfy the School's legal obligations, particularly to enable the School to discharge its duty of care.

3. Certain laws governing or relating to the operation of schools require that certain information is collected. These include Public Health and Child Protection laws.

4. Health information about pupils is sensitive information within the terms of the National Privacy Principles under the Privacy Act. We ask you to provide medical reports about pupils from time to time.

5. The School from time to time discloses personal and sensitive information to others for administrative and education purposes. This includes to other schools, government departments, medical practitioners, and people providing services to the School, including specialist visiting teachers, sports coaches and volunteers.

6. If we do not obtain the information referred to above we may not be able to enrol or continue the enrolment of your son/daughter.

7. Personal information collected from pupils is regularly disclosed to their parents or guardians. On occasions information such as academic and sporting achievements, pupil activities and other news is published in School newsletters, magazines and on our website. Individual or group photos may also be published in the school's newsletter, magazine, website or any other marketing material. You must advise us if you do not wish photos of your child to appear in such publications.

8. Parents may seek access to personal information collected about them and their son/daughter by contacting the School. Pupils may also seek access to personal information about them. However, there will be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others, where access may result in a breach of the School's duty of care to the pupil, or where pupils have provided information in confidence.

9. As you may know the School from time to time engages in fundraising activities. Information received from you may be used to make an appeal to you. It may also be disclosed to organisations that assist in the School's fundraising activities solely for that purpose. We will not disclose your personal information to third parties for their own marketing purposes without your consent.

10. We may include your contact details in a class list and School directory. If you do not agree to this you must advise us now.

11. If you provide the School with the personal information of others, such as doctors or emergency contacts, we encourage you to inform them that you are disclosing that information to the School and why, that they can access that information if they wish and that the School does not usually disclose the information to third parties.

12. As a Christian community concerned for its members, staff, students and parents regularly pray for each other. At times this will involve disclosing personal and sensitive information, such as about illness, accident, birth or engagement, to others. If you give us such information but do not want it used in this way please advise us at the time of notification.

Please note

The information contained in this booklet is current at the time of printing. The School reviews procedures and expectations from time to time. Updated information is provided at the time of offer and prior to commencement at the school. Further information can be found on our school website.