
2025

INFORMATION BOOKLET

CALWELL
HIGH SCHOOL

School Leadership

Senior Executive:

Principal: Jason Holmes

Deputy Principal: Patricia Marton

Deputy Principal: Matthew Eyles

Business Manager: Helena Williams

Executive:

Wellbeing: Marcus Berryman (Yr. 7 & 8) & Hillary Swann (Yr. 9 & 10)

Science: Jennifer O'Donoghue

Maths: Martyn Call

PE & Outdoor Education: Tom Rodriguez

Arts: Nicole Canturk

English: Kellie Williams

HaSS: Lara Croucher

Learning Support & Inclusion: Melanie Consola

School Values

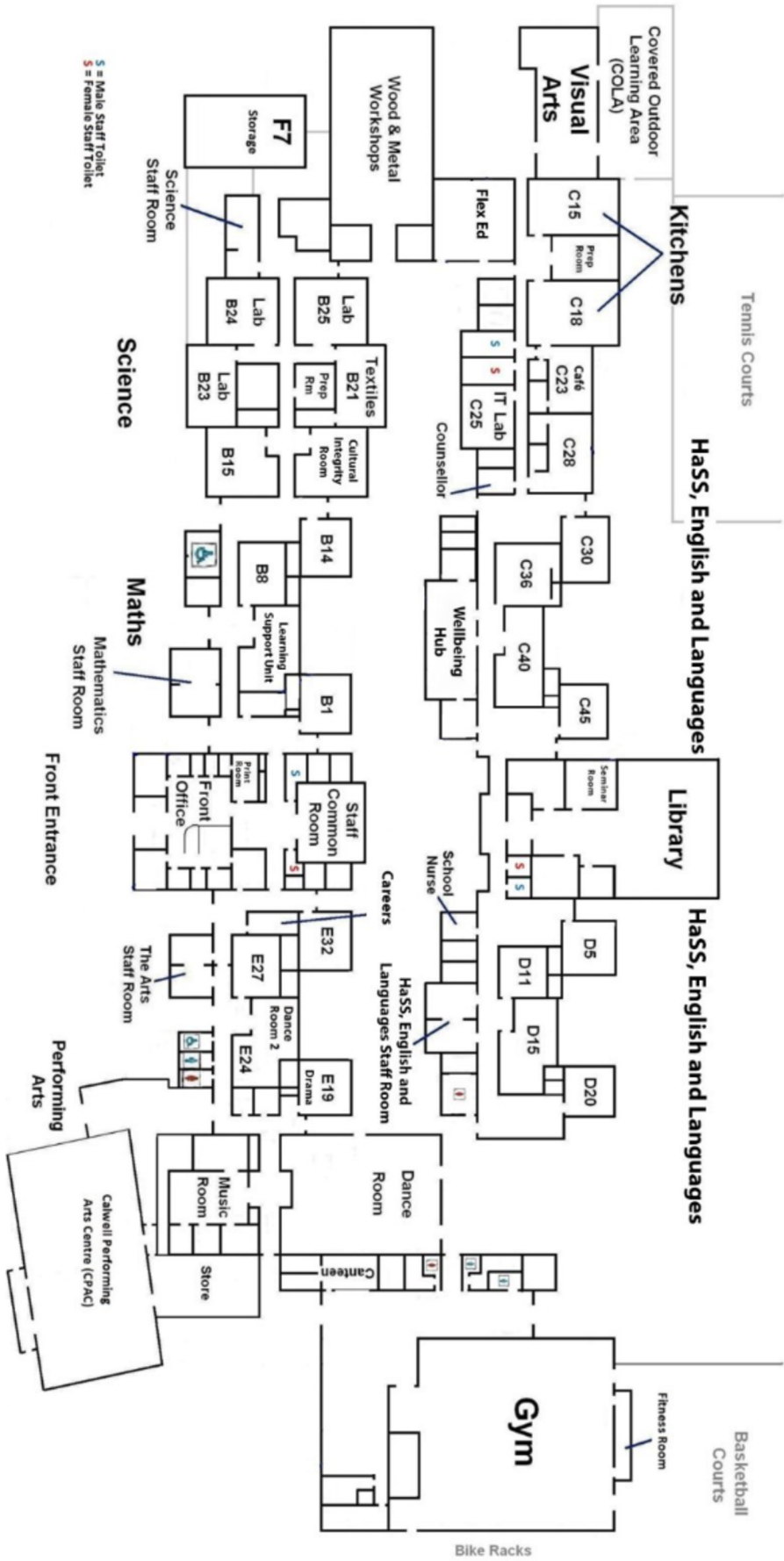
Respect	Self-Discipline	Achievement	Courage
Respect others' rights to learn	Right place at the right time	Be prepared and engage in learning	Take responsibility for our decisions and actions
Be polite, kind, and use appropriate language	Safe choices	Learn individually and together	Report bullying dangerous behaviour and damaged equipment
Take care of belongings and property	Wear our uniform with pride	Be proud of our achievements	Ask for help and support peers

Term Dates and Public Holidays

For information about Term Dates and Public Holidays please see the ACT Education and Training Directorate website at:

https://www.education.act.gov.au/public-school-life/term_dates_and_public_holidays

School Map



Communication Avenues

Newsletter:

A school newsletter is published once a week. The newsletter is emailed directly to families.

Social Media:

Calwell High School has a presence on Facebook. This is a brilliant way of keeping up to date on important news and events at the school.

Email:

We encourage families to use email for their contact with teachers regarding teaching and learning, excursions, concerns, achievements and other non-urgent matters. We hope that email will allow teachers to provide more timely and detailed feedback to families about their students. It is also the method we use to send reports home at each stage of learning throughout the year. Your email address will not be used for any other purpose.

All staff emails use the same format and are constructed via:
firstname.lastname@ed.act.edu.au.

General inquiries/School Reception: 6142 1930, info@calwellhs.act.edu.au

Parent Portal



You can now access Parent Portal with the Sentral for Parents app. Download Sentral for Parents for free through the [App Store](#) or [Google Play Store](#).

Parent Portal is a secure online platform used to share student information between you and your child's teachers.

If you've already registered, you can download the Sentral for Parents app to receive notifications when new information is available.

If you haven't registered for Parent Portal yet, use this [Parent Portal access link](#) to log into or create your ACT Digital Account. To access Parent Portal, you will need your access key, you should have received this by email when we launched.

If you can't find the email with the access key, please contact the front office team for help.

Some reminders about what you can do with Parent Portal:

- Notify us if your child is sick or explain an absence
- Receive academic reports
- Receive our school newsletter
- Receive messages from your child's teachers
- Make payments
- Access the school calendar and your child's student timetable.

Weekly Timetable

Each day begins with tutor group where attendance is marked and important school information distributed. Tutor group is followed by three 90 minute lessons.

Students take part in five core classes (English, HaSS, Maths, Science and PE or Dance) as well as two electives. In addition students also take part in our Aspire Pastoral Care program weekly.

CHS TIMETABLE 2025							
Time	Monday	Tuesday		Wednesday		Thursday	Friday
9:00 – 9:10	TUTOR	TUTOR	9:00 – 9:30	TUTOR & ASPIRE	9:00 – 9:10	TUTOR	TUTOR
Period 1 9:10 – 10:40	Line 1	Line 4	9:30 – 11:00	Line 7	9:10 – 10:40	Line 2	Line 5
Break 1 10:40 – 11:20			11:00 – 11:30		10:40 – 11:20		
Period 2 11:20 – 12:50	Line 2	Line 5	11:30 – 1:00	Line 1	11:20 – 12:50	Line 3	Line 6
Break 2 12:50 – 1:30			1:00 – 1:30		12:50 – 1:30		
Period 3 1:30 – 3:00	Line 3	Line 6	1:30 – 3:00	Flexible Learning Time	1:30 – 3:00	Line 4	Line 7

Flexible Learning Time

Our formal classes finish at 1.00pm on Wednesdays, and the afternoon will be dedicated to *Flexible Learning Time (FLT)*. This is part of our commitment to student voice and innovation and is in response to feedback from students seeking more dedicated independent learning time to work on assignments and homework. This period is supervised by staff, and coincides with many of our wellbeing, vocational and intervention programs that are scheduled on Wednesdays.

Please note that no teaching and learning time from core or elective classes is lost. This study time is gained through a reduced Aspire session and reduced break times on Wednesdays. Some students use this Flexible Learning Time at home. To allow us to sign out your child, we require written permission. Sign Out Permission Forms are distributed via the front office.

Attendance Procedures

All children and young people in the ACT are required to participate in fulltime education from six years of age until they complete Year 10. Young people are then required to participate in fulltime in education, training or employment until they complete Year 12 or they turn 17, whichever happens first.

If your child is unable to attend a school day, please notify the school via info@calwellhs.act.edu.au, or by responding to the text message sent by our attendance officer with the reason for the absence.

Signing out early?

We need parent/carer permission to sign our students out during school hours.

To sign your student out, please call, email or visit us in person.

Otherwise, if they come to sign out, we'll need to give you a call.



61421930



info@calwellhs.act.edu.au



111 Casey Cres, Calwell



Getting to and from school

Students are welcome to be dropped off by car, walk to school or catch a bus.

Current Calwell High School bus routes can be found at:

https://files.transport.act.gov.au/autoTT/Service_Current/schools_az/calwell_high_school.pdf

Chromebook Information

All students in ACT Public High Schools are allocated a Chromebook to support their learning once they have successfully enrolled and are attending their school. Permission to receive a Chromebook is provided via the online enrolment.

Students are expected to look after their own Chromebook by maintaining the equipment and bringing it charged to school every day.

If you have any questions or concerns regarding Chromebooks, please contact the front office via info@calwellhs.act.edu.au.

Google Classroom

Calwell High School uses Google Classroom to organise and support learning in all classes. Students are expected to regularly review their Google Classroom to ensure they stay up to date on all allocated work.

Families can receive weekly summaries via email which outline any missing or upcoming work. If you require support to access these, please reach out to your child's tutor teacher.



Google Classroom

Classroom Expectations

At Calwell High School, we believe a well-structured and disciplined classroom is crucial for effective teaching and learning. We have expectations to ensure student success. Let's explore these expectations and understand why they matter.

Students are greeted warmly and asked to line up, promoting order and a positive start to the day. Bags should be placed in a designated area to maintain a clutter-free environment. Only essential learning tools are allowed on desks, reducing distractions. Students have assigned workspaces, fostering ownership and concentration. Teachers share learning intentions and success criteria at the beginning of each lesson. A ready-to-learn activity primes students for effective learning. End-of-lesson routines help wrap up work and reflect on learning. Eating is only allowed during break times to maintain focus. Leaving the classroom during class time requires permission and one student at a time, minimising disruptions.

By following these expectations, students at Calwell High School can thrive academically in a structured and supportive environment. Remember, you contribute to a positive learning atmosphere by adhering to these guidelines.

IN OUR CLASSROOMS

Students line up and are welcomed to class

All bags are placed in an agreed space

Only essential learning tools on desks

Students work at designated work spaces

Learning Intentions & Success Criteria shared

Ready To Learn activity to start every lesson

End of lesson routines:
Wrap up, tidy up and wait for the bell at your work space

Eating is for break times

Leaving during class time is with permission and one student at a time



RESPECT | SELF-DISCIPLINE | ACHIEVEMENT | COURAGE

Mobile Phones & Personal Communication Devices

Only Chromebooks are to be used for learning purposes and should be brought to school fully charged each day. As the ACT Personal Communication Device policy states, mobile devices are to be kept at home and not be used during school hours of 9.00am-3.00pm.

Students are strongly encouraged to leave their mobile phones and other Personal Communication Devices (PCDs) at home. During school hours (9am-3pm), including breaktimes and school events, access to PCDs is prohibited unless a formal exemption has been approved by the Principal.

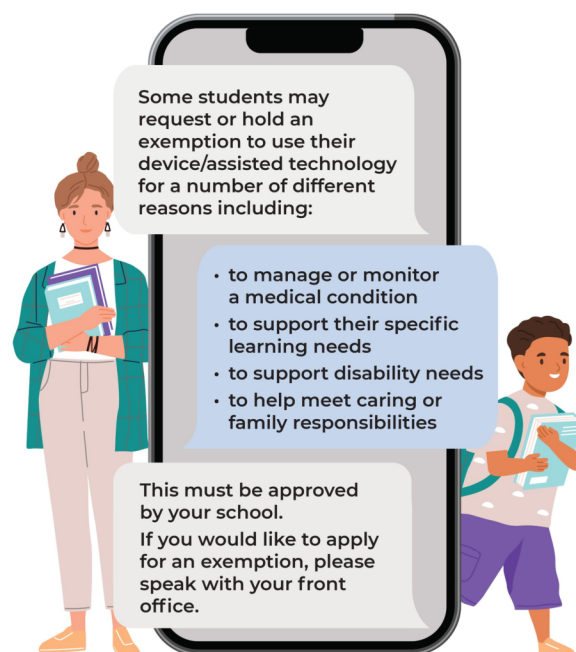
We understand that some students may need their mobile phones for safety reasons before and after school. In such cases, phones must be kept in student bags and switched off until the end of the school day.

Mobile Phones (PCDs) should not be kept on a student's person, desk, or work area. Headphones are to be kept in bags and switched off unless explicitly permitted by the classroom teacher and connected to the Directorate-issued Chromebook.

Students bringing PCDs to school do so at their own risk, and Calwell High School cannot be held responsible for any loss or damage.



MOBILE DEVICE EXEMPTIONS?



Wellbeing at Calwell High

At Calwell, wellbeing is a part of every aspect of what we do at our school. If you need support with your wellbeing you have your classroom teachers, tutor teacher, Year Coordinator and Executives.

There are also Youth Workers, the School Psychologist, School Nurse, the Community Engagement Coordinator and Mr Ricky to help you out.

The focus of wellbeing at Calwell is to build your resilience and growth in academics, behaviour and social and emotional areas.

ASPIRE

Our ASPIRE program is done in your tutor groups every week. It's all about your wellbeing; from belongingness, self-awareness, relationships to health and resilience.

ASPIRE aims to bring students together in different types of learning, discussions, activities and even competitions to support your connection to the Calwell Community.



2025 Key Contacts

Principal	Jason Holmes	jason.holmes@ed.act.edu.au
Deputy Principals	Trish Marton Matt Eyles	patricia.marton@ed.act.edu.au matthew.eyles@ed.act.edu.au
Wellbeing Executives	7/8: Marcus Berryman 9/10: Hillary Swann	marcus.berryman@ed.act.edu.au hillary.swann@ed.act.edu.au
Subject Executive Teachers		
Inclusion	Mel Consola	melanie.consola@ed.act.edu.au
English/HaSS	Kellie Williams Lara Croucher	kellie.williams@ed.act.edu.au Lara.croucher@ed.act.edu.au
Mathematics/ Languages	Martyn Call	Martyn.call@ed.act.edu.au
PE & Outdoor Education	Tom Rodriguez	tomas.rodriguez@ed.act.edu.au
Science/Technology	Jen O'Donoghue Steve Deans	jennifer.o'donoghue@ed.act.edu.au steven.deans@ed.act.edu.au
Arts	Nicole Canturk	nicole.canturk@ed.act.edu.au
Year Coordinators		
Year 7 2025 Year 8 2025 Year 9 2025 Year 10 2025	Matt Bradley Tim O'Brien Laura Bradley Kim Lum	matthew.bradley@ed.act.edu.au tim.o'brien@ed.act.edu.au laura.decosta@ed.act.edu.au kim.lum@ed.act.edu.au
Front Office		info@calwellhs.act.edu.au (02) 6142 1930

FAQ's

Who do I contact if I need to update my contact details?

To update any contact details or change of circumstance information please email info@calwellhs.act.edu.au or call 6142 1930

Who do I contact if I need to discuss extra supports for learning or behaviour for my child?

Please contact your child's year coordinator or relevant classroom teacher

Who do I contact to provide support services for my family or my child?

Please contact the Executive Wellbeing teacher at marcus.berryman@ed.act.edu.au (Year 7/8) or hillary.swann@ed.act.edu.au (Year 9/10)

Are students expected to wear uniform every day?

Yes, uniform checks will be conducted regularly and students will be strongly encouraged to wear uniform every day. While we are in the transition phase of uniform, we ask where possible that students wear existing uniform or a black polo.

What is the schools' approach to behaviour management?

At Calwell High School we believe in a holistic and restorative approach to behaviour management through the Positive Behaviour For Learning framework. Our teachers facilitate restorative conversations through our Faculty Follow Up process to reset expectations and address issues that may arise in class. We also have a Level system that allows students to set goals for their own learning and self regulation in classrooms in collaboration with their parents, teacher and head of department.

What support services are offered at Calwell High School?

- School Nurse
- Youth Workers
- School Counsellors and Psychologist
- Wellbeing Hub and Case Managers

Who do I contact if my child needs help with an assessment task?

Please contact your child's classroom teacher

What activities and experiences are available for my child outside of class?

- Gifted and talented referral process
- Extension activities and programs
- Ongoing competitions
- Reading and Writing challenges
- Incursions and PBL opportunities
- Camps/Events
- Arts Showcases
- Flexible Learning Time
- Calwell High School Connection Clubs

Who do I contact if my child has issues with their device?

Please contact the front office at info@calwellhs.act.edu.au or your child's Year Coordinator.