



**NEGS**  
MORE THAN  
A SCHOOL

**125**  
YEARS  
1895-2020

# SENIOR SCHOOL HANDBOOK

2021 EDITION

*Whatever you do, do it heartily.*



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## School Mission Statement

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NEGS aims to develop accomplished, educated individuals with active, passionate and creative minds. Respect and compassion for others and the courage to act on their beliefs are developed within a Christian ethos.

## Key Events and Term Dates 2021

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### TERM 1 (10 WEEKS)

|                      |  |
|----------------------|--|
| Tuesday 26 January   | Australia Day Public Holiday               |
| Wednesday 27 January | Staff Day & Orientation<br>Boarders return |
| Thursday 28 January  | <b>CLASSES COMMENCE</b>                    |
| Wednesday 31 March   | <b>TERM CONCLUDES</b>                      |
| Thursday 1 April     | Staff Day                                  |
| Friday 2 April       | Good Friday Public Holiday                 |

### TERM 2 (9 WEEKS)

|                  |                                 |
|------------------|---------------------------------|
| Monday 19 April  | Staff Day<br>Boarders return    |
| Tuesday 20 April | <b>CLASSES RESUME</b>           |
| Sunday 25 April  | ANZAC Day                       |
| Monday 14 June   | Queen's Birthday Public Holiday |
| Thursday 17 June | <b>TERM CONCLUDES</b>           |
| Friday 18 June   | Staff Day                       |

### TERM 3 (10 WEEKS)

|                       |  |
|-----------------------|--|
| Monday 12 July        | Staff Day<br>Boarders return               |
| Tuesday 13 July       | <b>CLASSES RESUME</b>                      |
| Thursday 16 September | <b>TERM CONCLUDES</b><br>Yr 12 Valedictory |
| Friday 17 September   | Staff Day                                  |

### TERM 4 (9 WEEKS)

|                   |                                     |
|-------------------|-------------------------------------|
| Monday 4 October  | Public Holiday<br>Boarders return   |
| Tuesday 5 October | <b>CLASSES RESUME</b>               |
| Friday 3 December | Speech Day<br><b>TERM CONCLUDES</b> |

## Daily Routine and Bell Times

### SCHOOL DAY

Boarding houses close promptly at 8:30am. The first bell of the school day rings at 8:40am each day. If your daughter arrives at school after that time, she will need to sign in at Mrs Smith's office [Room 2] and provide a reason. However [please note that a corresponding email, phone call or note from a parent is required. It is an important part of our duty of care that we know when students are on school grounds. We may need to contact parents if a student is marked absent at any time during the day. Students need to sign in and/or out during the day if they are not on school grounds/not in normal classes during school hours.

| WEEK A/B                         | MON 1/6  | TUES 2/7                   | WED 3/8       | THURS 4/8                  | FRI 5/10 |
|----------------------------------|----------|----------------------------|---------------|----------------------------|----------|
| Before School 7:45<br>Period 0   |          |                            |               |                            |          |
| 8:45 Period 1                    |          |                            |               |                            |          |
| 9:45 Period 2                    |          |                            |               |                            |          |
| 10:45 Recess                     |          |                            |               |                            |          |
| 11:05 Period 3                   |          |                            |               |                            |          |
| 12:05 Period 4                   |          |                            |               |                            |          |
| 1:05-1:50 Lunch                  |          |                            |               |                            |          |
| 1:50-2:20<br>Multipurpose Period | Assembly | Year Meeting<br>Tutor Time | House Meeting | Year Meeting<br>Tutor Time | Chapel   |
| 2:20 Period 5                    |          |                            |               |                            |          |
| 3:20 After School                |          | Staff Meetings             |               |                            |          |
| 6:30-8:20 Prep                   |          |                            |               |                            |          |

### ABSENCES

If your daughter is absent from school, you need to inform the school. Please provide notification through the Parent Portal. If you are unable to access the portal, please email [attendance@negs.nsw.edu.au](mailto:attendance@negs.nsw.edu.au) or call Reception on 02 6774 8700.

### LEAVE

If your daughter needs to be absent from the day school for any non-illness related reason and for a whole day or more, you need to apply for leave through the Parent Portal. If you are unable to access the portal, please email [attendance@negs.nsw.edu.au](mailto:attendance@negs.nsw.edu.au) or call Reception on 02 6774 8700. Periods of extended leave and/or exceptional circumstances will require additional documentation and will not be granted automatically. Extended leave will need to be approved by the Deputy Principal [deputy.principal@negs.nsw.edu.au](mailto:deputy.principal@negs.nsw.edu.au)

## General Information

### ACADEMIC ENQUIRIES

Any questions about your daughter's academic progress or classroom activities need to go to the classroom teacher in the first instance. Additional enquiries can be directed to the relevant Head of Department, then the Director of Teaching & Learning. (Refer to the Parent Portal for staff contacts).

### BOARDING WEEKEND ACTIVITIES AND OTHER OPPORTUNITIES FOR DAY GIRLS TO PARTICIPATE

On weekends when there is a planned boarding activity, Day students are always welcome and this information will be communicated to families. Some activities incur a cost whilst others are free of charge. Activities include bushwalking at Dangars Falls, picnicking at Dumaresq Dam, movies, roller skating, golf and many more.

### CASUAL BOARDING

This service is provided to day families for weekdays or weekends. This is another practical solution to juggling work and family commitments while providing your children with the best educational opportunities. Casual boarding could occur overnight during the week or for a weekend. Parents wanting to request casual boarding are to email the Head of Boarding, Mrs Di Brander - [head.boarding@negs.nsw.edu.au](mailto:head.boarding@negs.nsw.edu.au). The school asks for at least 24 hours notice for your daughter to come into casual boarding to ensure there is availability. Casual Boarding is only available to students in Years 6 - 12. Cost is \$77 per night.

### CHILD PROTECTION

NEGS is a Child Safe school. Our [Child Protection Policy](#) can be found on the NEGS Website and in the Parent Portal. Child protection is a community responsibility. As a caring educational community with a Christian mission, NEGS values students as individuals and believes that children have the right to develop physically, mentally, spiritually and socially, in a safe and supportive environment free from any form of abuse. NEGS is committed to the prevention of child abuse and the protection of children. The focus of the Policy is both prevention and response. Staff are mandatory notifiers who must act on their legal obligations. Parents/caregivers should report suspected abuse to the Principal or Deputy Principal. NEGS will treat all allegations with strict confidentiality. NEGS will operate all child protection matters on an allegation basis. In accordance with the legislation, NEGS will not investigate the matter further until formal investigations by relevant external organisations are complete.

### CO-CURRICULAR ACTIVITIES AND LESSONS

- No student is to have a lesson during Assembly, Chapel, Tutor time, House or Year Meeting (1:45-2:20pm Mon-Fri).
- For students in Years 11 and 12, these lessons are not to take place during class time; they must take place during the student's study lessons or out of school hours.
- For students in Years 9 and 10 who have been granted the co-curricular line, they must arrange their lessons during those times or outside of school hours.
- For all other students, they may have a maximum of one lesson per week per activity (e.g. one per week for instrumental music and one riding lesson) during class time and they may not miss the same subject twice in the fortnight.

## COMMUNICATION

**NEGS PARENT PORTAL:** The Parent Portal also contains the NEGS Calendar. The documents section contains forms and information for parents. The Parent Portal is our preferred method of communication between parents and staff.

**NEGS FACEBOOK and INSTAGRAM:** Like the [NEGS Facebook page](#) and follow us on [Instagram](#) to stay up to date with events, celebrations and everyday life of students and staff at NEGS. There are separate Facebook pages for [NEGS Equestrian](#) and [NEGS Rifle Club](#).

**PHONE COMMUNICATION:** Parents and staff can readily communicate by phone. Contact Reception on 02 6774 8700 to leave a message for a staff member or email them to request a phone call.

## EXCURSIONS AND PERMISSION NOTES

There are a number of compulsory and optional excursions on offer throughout the year. Compulsory excursions include, but are not limited to, Year 7, 9/10 and 11 camps, plus the NEGS Swimming, Cross Country and Athletics Carnivals.

If an activity involves off-site travel for an excursion and/or a significant cost, then parents need to give permission. Parents can give permission through the Parent Portal or via the relevant permission note/Google form. This will ensure the organising staff member receives the notification of permission in an efficient and timely manner. Staff will advise parents of all relevant information and will remind students to obtain permission from their parents.

Students without appropriate permission will not be able to participate in the activity and alternative arrangements will be made to ensure they are appropriately supervised. Additionally, bookings, costings and payments are made based on numbers of students. The School often has to pay ahead of time and many of these costs are non-refundable, so charges will apply if your daughter withdraws from the excursion.

## ExtendED PROGRAM

This program is available for students from 3:30pm to 9:00pm or 6:30am to 8:30am. Students participating in the ExtendEd PM program can remain at school after the 3:20pm bell to attend their co-curricular activities, complete their homework supervised by staff and have afternoon tea and dinner before being picked up by their parents at 8 pm. Students participating in the ExtendEd AM program can join Boarders for breakfast if they have co-curricular activities before school then continue into the normal school routine from 8:30am. The earliest entry into boarding is 6:30am.

While some schools are charging up to \$50 a day (on top of regular tuition fees) for this casual service, NEGS is offering these services to students for the cost of

- ExtendED PM \$20 per day (including GST, to cover costs of meals and supervision).
- ExtendED AM \$10 per day (including GST, to cover costs of meals and supervision).

Parents are asked to notify the Head of Boarding by email at [head.boarding@negs.nsw.edu.au](mailto:head.boarding@negs.nsw.edu.au) if this program would support your daughter in any way. Include details such as your daughter's name, year group, days required, date to start, parent contact details and any dietary and medical information. ExtendEd is only available to Years 6 - 12.

Additionally, the NEGS Library is open Monday to Thursday from 8:00am until 5:00pm. On Fridays, the Library is open from 8:00am until 4:00pm. Students are able to access the library resources or use it as a quiet study space during these hours.

## HEALTH CENTRE

Parents are asked to advise the Health Centre Staff of matters regarding student health and to keep medical details up to date using the [Medical Update Form](#). If your child takes any form of medication, it needs to be delivered to the Health Centre. Local medical appointments are made through the Health Centre in which case the Health Centre staff will notify the School about the student's whereabouts and will make transport arrangements for the student. The Health Centre can be contacted on 02 6774 8716 or email [health.centre@negs.nsw.edu.au](mailto:health.centre@negs.nsw.edu.au).

## LIBRARY

The NEGS Library is open Monday to Thursday from 8:00am until 5:00pm. On Fridays, the Library is open from 8:00am until 4:00pm. Students are able to access the library resources or use it as a quiet study space during these hours. Our Librarian is Miss Laura Cambridge [laura.cambridge@negs.nsw.edu.au](mailto:laura.cambridge@negs.nsw.edu.au)

## MOBILE PHONE POLICY

If a student chooses to bring a mobile phone to school, it must be turned off at all times. If the student forgets to do this and the phone rings or beeps in class or a student is using it without relevant permission from a staff member, then the phone will be confiscated. If this is the student's first offence, then it will be for a period of 24 hours; second offence, one week; third offence, the remainder of the term. This is done on a term by term basis. The phone is switched off, clearly labelled with the student's name and placed in the School safe at Reception. Repeat offenders or argumentative behaviour when a staff member confiscates the phone, including defiance, will be subject to additional disciplinary measures.

## MUSIC

Students wishing to participate in Music beyond the compulsory program need to contact Music Administration [music.admin@negs.nsw.edu.au](mailto:music.admin@negs.nsw.edu.au) phone 02 6774 8744. Our Music Coordinator is Mrs Sally Spillane.

## PASTORAL CARE AND WELFARE ENQUIRIES

Any questions about your daughter's general welfare in the day school need to go to her Tutor teacher in the first instance. Additional enquiries can be directed to the Stage Advisor, then the Deputy Principal. Parents of Boarders should contact the relevant House Mother then the Head of Boarding if it concerns matters beyond the school day. This will ensure an efficient process and quick contact with the person best placed to answer your questions.

### **PICK UP AND DROP OFF OF STUDENTS**

Students travelling to and from school can be dropped off at Akaroa. Day students who have permission to drive must park in the Akaroa car park.

### **PROTOCOL FOR SOCIALS**

- Day girls must travel on the bus to and from the Social with the Boarders. The bus will leave from the Saumarez Turning Circle with an academic staff member who will mark the roll. Girls attending the social must RSVP to their Stage Advisor by the Tuesday before the Social. In the interests of fostering social interactions, mobile phones are not permitted. If a student brings a phone, the supervising teachers will provide a collection point. Dress Code for the Social is 'Smart Casual'. If inappropriately dressed, the student will not be attending the social.
- No bare midriff, spaghetti straps, shorts, tracksuit pants or ripped clothing
- Smart long pants are acceptable including dark denim jeans
- Leggings are not to be worn on their own but may be worn with a skirt/dress
- Length of skirt/dress must be no more than one closed hand-span above the knee
- Appropriate shoes for dancing in. No thong-type footwear or ugg boots
- Appearance is to be neat and tidy
- Subtle makeup is permitted

### **SPORT**

Sport at NEGS is compulsory and we are fortunate to be able to offer a vast array of sporting opportunities. The Director of Sport, Mr Josh Cohen, advises students (and parents) via the Student Portal of the options for each term and students nominate their preferences, with priority given by seniority when numbers need to be capped.

### **STATIONERY REQUIREMENTS**

A list of stationery requirements can be found on the NEGS Website under the Publications>Downloads menu.

### **STUDENT LEADERSHIP**

Student leadership is a skill set that we develop at NEGS in both the junior and senior school. This is reflected in the quality of graduates from our school. Our SRC is an active body that makes sound recommendations to the Principal whilst the Year 12 leadership is visionary and active both within the School and wider community. The Head Prefect for 2021 is Amelia Croft, the Deputy Prefect is Emma Steele, and Prefects are Amity Coxon, Anika Langfield, Isabelle Chandler and Matilda Hall.



## Risk Warning: Sporting Activities 2021

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*Under Section 5M of Civil Liability Act 2002) On Behalf of NEGS and AHIGS*

NEGS organises many individual and team sporting activities during the course of a year. Some of these are organised in conjunction with IGSSA, a sub-committee of the Association of Heads of Independent Girls' Schools NSW (AHIGS). Students participating in these sporting activities take part in practice and in competitions.

NEGS and AHIGS expect students to take responsibility for their own safety by wearing compulsory safety equipment, by thinking carefully about the use of safety equipment that is highly recommended and by behaving in a safe and responsible manner towards team members, opponents, spectators, officials, property and grounds.

NEGS and AHIGS also expect parents, spectators and other participants to behave in a safe and responsible manner, to comply with the Codes of Conduct and to set a good example for the girls.

While NEGS and AHIGS take measures to make the sporting activities as safe as reasonably possible for participants, there

is a risk that students can be injured and suffer loss (including financial loss) and damage as a result of their participation in these sporting activities, whether at training or in actual events.

Such injury can occur while the student is engaging in or watching a sporting activity, or travelling to and from the event. The injury may result from a student's actions, the actions of others, the state of the premises or equipment failure.

On some occasions, an injury can be serious (such as torn ligaments, dislocations, back injuries, concussion or broken bones). In very rare cases an injury can be life threatening or result in permanent disability. If a student has a pre-existing injury, participating in a sporting activity could result in an exacerbation of that injury.

Students could also suffer loss as a result of their personal property being lost, stolen, damaged or destroyed.

## Risk Warning: Non Sporting Activities 2021

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*Under Section 5M of Civil Liability Act 2002) On Behalf of NEGS and AHIGS*

NEGS organises many activities such as debating, music ensembles, choir, during the course of a year. Some of these are organised in conjunction with the Association of Heads of Independent Girls' Schools NSW (AHIGS). Students participating in these activities take part in practice and in competitions.

The Association of Heads of Independent Girls' Schools NSW (AHIGS) administers and convenes inter-school activities (such as Archdale Debating and Festival of Speech) in which many students, including students of this school, participate.

NEGS and AHIGS also expect parents, spectators and other participants to behave in a safe and responsible manner, to comply with the Codes of Conduct and to set a good example for the girls.

While NEGS and AHIGS take measures to make the activities as safe as reasonably possible for participants, there is a risk that students can be injured and suffer loss (including financial

loss) and damage as a result of their participation in these activities, whether at practice or in actual events.

Such injury can occur while the student is engaging in or watching a non-sporting activity, or travelling to and from the event. The injury may result from a student's actions, the actions of others, the state of the premises or equipment failure (e.g. a collapsed stage during a debating competition).

On some occasions, an injury can be serious (such as torn ligaments, dislocations, back injuries, concussion or broken bones). In very rare cases an injury can be life threatening or result in permanent disability.

Students could also suffer loss as a result of their personal property being lost, stolen, damaged or destroyed.

## Advice to Students

The following information is contained in the NEGS Student Diary. Students are encouraged to become independent problem solvers by instigating these measures when needed.

### WHAT TO DO IF...

#### 1. I LOSE SOMETHING?

Retrace your steps and make sure that you have checked everywhere and made every effort to locate your possessions yourself. Then, if it is still missing, go and see the Academic Administrative Assistant beside the Deputy Principal's office as this is where Lost Property is kept for a period of time.

#### 2. I WANT TO BORROW EQUIPMENT?

Ask the teacher of the activity concerned. For Sport equipment, ask a member of the Sport/PE Department in the MPC.

#### 3. I NEED INFORMATION ABOUT SCHOOL EVENTS / PROCEDURES?

Read the Daily Notices which are in the Student Portal each day, if you are still uncertain, ask your Tutor, who may be approached out of class time.

#### 4. I AM ABSENT FROM SCHOOL?

All absences should be reported through the Parent Portal (preferred) or contact Reception on 6774 8700 or by email [attendance@negs.nsw.edu.au](mailto:attendance@negs.nsw.edu.au) before 9:00am on the day of absence. All whole day leave for non-illness reasons are to be applied for in advance through the Parent Portal.

#### 5. I AM SICK DURING SCHOOL OR I NEED TO TAKE MEDICATION?

Report to your teacher to get a note to report to Sister in the Health Centre. Where possible, arrange this during a break. If ill and required to go home, Day students can wait in the Health Centre until collected by a family member. All medication must be clearly labelled with the student's name and dosage information. This medication must be taken to the Health Centre. All unwell students must depart school through the Health Centre.

#### 6. I AM LATE TO SCHOOL OR LATE TO CLASS?

Report to the Academic Administrative Assistant's office (Room 2) and sign in and proceed to class. Students who are late to class must have a late note signed by the teacher or staff member who detained them. Without a late note, lateness to class will incur a sanction.

#### 7. I AM HAVING DIFFICULTY WITH MY WORK?

In the first instance, you should approach your subject teacher for extra assistance or advice. Peers may also be of assistance. If you continue to have difficulties, see your Tutor or Stage Advisor who will help the student to problem solve.

#### 8. I AM UPSET ABOUT SOMETHING?

In the first instance, approach your Tutor or Stage Advisor or, if a Boarder, your House Mother for assistance or advice. If necessary, the problem may then be referred for specialist help from the Chaplain, Health Centre Staff or outside agents.

#### 9. I REQUIRE ADVICE ABOUT CAREERS OR WORK EXPERIENCE?

See the Careers Advisor and make an appointment to discuss your interests and suitability for particular courses or careers.

#### 10. I HAVE TO VARY MY SPORT COMMITMENTS BECAUSE OF AN EXEAT?

You must approach the Director of Sport to get a green slip to be excused from Sport. Two 'greens' per term are allowed and you must arrange for your own substitute player in consultation with the coach or coordinating teacher. Make certain you have your green slip approved before you confirm your exeat.

#### 11. I HAVE A CO-CURRICULAR LESSON DURING THE SCHOOL DAY

Students are not to miss Assembly, Chapel, Year Meeting, Tutor Time or House Meeting for co-curricular lessons. It is an expectation that Years 11 and 12 students only have co-curricular lessons in their spare lessons/lunchtime or before or after school. Students may only have ONE lesson out of class time, per week, per discipline. If you have lessons in both Equestrian and/or Music/Drama, then a maximum of TWO lessons per week are permitted. Students cannot miss TWO lessons from the same subject in a fortnight (timetable cycle).

## Uniforms

The Uniform Shop is located on the school premises and is the only supplier of the NEGS school uniform. The Uniform Shop can be contacted by phone on 02 6774 8769 or by email [uniforms@negs.nsw.edu.au](mailto:uniforms@negs.nsw.edu.au).

### OPENING HOURS DURING SCHOOL TERM:

Tuesday 8:30am – 4:00pm

Thursday 8:30am – 4:00pm

Appointments can be made outside these hours, for new students to have their initial uniform fitting, by contacting the School on 02 6774 8700.

Second-Hand Uniforms: the Uniform Shop will accept and sell quality second-hand uniforms.

### UNIFORM REQUIREMENTS

The standard of dress is one of the reasons why NEGS is a school of distinction. Dress and personal appearance are important elements of presentation. Excursion dress depends on the type of activity involved. For 'visiting' type excursions, the 'Walking Out' uniform is required. For a physically active excursion, it is recognised that joggers, blue jeans or school sports shorts, sports jersey, PE shirt and sports hat would be more practical. All years are to conform to the jewellery rules at all times. Facial and body piercing is not permitted, which includes clear earrings. It is School Policy that a hat is worn whenever a student is outdoors in the sun.

For sport, there is an appropriate uniform that must be worn. In the Equestrian Centre, the uniform is geared towards safety and all the relevant uniform rules must be followed. Note that the sport or equestrian jacket cannot be worn with summer or winter uniform except on exceptionally cold days and only over the NEGS jumper and blazer when a student is outdoors in the cold weather.

Hair must always be clean and tidy, back off the face, off the collar, and tied back with a ribbon when long enough to be secured with an elastic. The elastic must either match the ribbon or the hair colour. Clear and tortoiseshell combs or clips are acceptable. Scrunchies are not permitted. Inappropriately dyed or streaked hair is not permissible. Hair colour must be natural.

Failure to comply with wearing correct uniform results in consequences. Repeat offenders or argumentative behaviour, including defiance, when a staff member confiscates inappropriate items such as earrings will be subject to additional disciplinary measures.

For further details, refer to the NEGS Uniform Requirements in the documents section of the Parent and Student Portals and page 8 of the NEGS student diary.

## Prep (Homework) Rules Years 7 - 10

All boarding students (including casual Boarders) and students participating in ExtendEd ([see separate entry](#)) have Prep during the week.

During this period, students are expected to complete homework, assignments as well as undertake an individual study program.

Please see the Boarding Handbook for more information on Prep at NEGS.

## Staff Contacts

All staff can be contacted through the Parent Portal or by calling Reception on (02) 6774 8700

| EXECUTIVE                         | STAFF MEMBER     |
|-----------------------------------|------------------|
| Principal                         | Mrs Kathy Bishop |
| Deputy Principal                  | Mr Mark Flynn    |
| Business Manager                  | Mr Shaun Cassidy |
| Director of Teaching and Learning | Mr Tony Jones    |
| Head of Boarding                  | Mrs Di Brander   |
| Director of Sport                 | Mr Joshua Cohen  |
| Director of Enrolments            | Ms Muffie Sproat |
| Junior School Coordinator         | Mrs Heidi Dent   |

| HEADS OF DEPARTMENT                                    | STAFF MEMBER     |
|--|------------------|
| Head of English, HSIE and Languages                    | Mrs Terri Swartz |
| Head of Mathematics, Science and Ag Science            | Ms Wendy Morey   |
| Head of Creative and Performing Arts, Design and PDHPE | Ms Julie Hodges  |

| STAGE ADVISORS | STAFF MEMBER         |
|----------------|----------------------|
| Year 7 and 8   | Mrs Penny Lehman     |
| Year 9 and 10  | Mrs Sally Spillane   |
| Year 11 and 12 | Miss Laura Cambridge |

| STAFF MEMBER         | TEACHING   |
|----------------------|--|
| Miss Laura Cambridge | Librarian/ Year 11 and 12 Stage Advisor                    |
| Mrs Le-anne Chandler | English Teacher  |
| Mr Josh Cohen        | Director of Sport / PE teacher                             |
| Dr Kristen Cohen     | Netball Coordinator / PE Teacher                           |
| Mr Mark Flynn        | Deputy Principal   |
| Mr Timothy Forgeard  | Debating and Public Speaking Coordinator / History teacher |
| Ms Tamara Ramsay     | Chaplain   |
| Mr Tony Jones        | Director of Teaching & Learning / Maths                    |
| Mrs Penny Lehman     | Year 7 and 8 Stage Advisor                                 |
| Ms Wendy Morey       | HOD Mathematics, Science & Ag                              |
| Ms Laura Curotta     | Music teacher  |
| Mr Thomas Paige      | English teacher  |
| Miss Sarah Ronald    | Art teacher  |
| Mrs Sally Spillane   | Music Coordinator / Year 9 and 10 Stage Advisor            |
| Miss Belinda Stone   | Careers Advisor, Science teacher                           |
| Mrs Terri Swartz     | HoD EHL  |
| Ms Alice Turner      | Drama teacher  |
| Mrs Prudence Woods   | Learning Support Coordinator                               |
| Miss Ellie Ryan      | Legal / Business Studies teacher                           |
| Mrs Katherine Polain | Chemistry / Science teacher                                |
| Mr Jock Pattinson    | PE teacher   |

| STAFF MEMBER         | JUNIOR SCHOOL                      |
|----------------------|------------------------------------|
| Mrs Heidi Dent       | Junior School Coordinator / Year 6 |
| Mrs Rebecca Moore    | Pre-Kindy                          |
| Mrs Melinda Carson   | Pre-Kindy                          |
| Mrs Catherine McCann | Kindergarten                       |
| Mrs Victoria Packer  | Year 1                             |
| Mrs Emma Pracy       | Year 2                             |
| Mrs Merryn Macinnis  | Year 2                             |
| Mrs Deanna Ford      | Years 3 and 4                      |
| Mrs Liane Nixon      | Year 5                             |
| Mrs Carmela Limen    | Year 6 (Tuesday)                   |

| STAFF MEMBER    | HEALTH CENTRE        |
|-----------------|----------------------|
| Sr Kate Kennedy | Sister (Mon - Thurs) |
| TBA             | Sister (Fri)         |

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**NEGS**  
MORE THAN  
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**125**  
YEARS  
1895-2020

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[negs.nsw.edu.au](http://negs.nsw.edu.au) | [reception@negs.nsw.edu.au](mailto:reception@negs.nsw.edu.au)

[www.negs.nsw.edu.au](http://www.negs.nsw.edu.au)