

## Information for School Year 2010-2011



The German International School Sydney enables your child to live a fulfilled life in tomorrow's modern, fast changing and challenging global society.



**German International School Sydney**  
(German School Johannes Gutenberg Limited by Guarantee)

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Accredited German School Abroad  
Registered with NSW Board of Studies

## **Our Mission**

The German International School Sydney offers the highest quality co-education in a continuous bi-lingual and multi-cultural environment and is dedicated to developing the individual student's full potential.

We are committed to the best of German, European and Australian educational and cultural values mediated in a friendly and caring community.

We challenge our students to develop into responsible, reliable, competent and confident adults.

## **Our Values**

We celebrate different cultures, opinions and standpoints.

We guide our students to appreciate openness, honesty and respect.

We aim for the highest educational quality standards.

We foster an atmosphere of peace and understanding amongst all of us.

We educate our students with care and create an environment in which they can fully develop their knowledge and capabilities.

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## 1. Our History

The German School Johannes Gutenberg started classes on 7 February 1989 in Prospect with 28 students from Kindergarten to Year 4.

In January 1992, the School moved to Ryde, teaching 79 students across 8 classes. The growth required the School to grow as well: over the years several extensions to the facilities were made.

The School opened the Preschool in January 1993 providing education to students from the age of 3 and preparing them for the start in Kindergarten.

In 1996 the first students were sitting the Year 10 exams and left the School with the German Year 10 Certificate.

The School exceeded 200 enrolled students in 2001. The continuous growth required the School to acquire the property at 72 Belmore Street, which was refurbished with the help of parents and is hosting the IT lab and the library.

The School changed its school year to the northern hemisphere cycle in 2001/2002, with the school year starting late July and finishing late June.

In order to provide a certificate which will allow students to go to university, the School introduced the International Baccalaureate Diploma program in 2002. For the first time the School offered a complete student education from Preschool to Year 12.

The School changed its name to German International School Sydney and acquired the property at 33 Myoora Road, Terrey Hills for development of a new school campus.

In 2004, the first students graduated from the School with the IB Diploma. Since then, 68 students finished Year 12 with the IB Diploma, which has been offered as a bilingual program since 2003.

The School achieved the registration with the NSW Board of Studies in 2006, which documents that the School is fulfilling at least the minimum requirements of the NSW curriculum. The School continues to also fulfil the requirements of the German KMK<sup>1</sup>, offering a unique blend of the German and the NSW curriculum.

After years of preparation, construction of the new school campus in Terrey Hills commenced in 2006, supported by the German government with more than € 7 Mio.

In January 2008 the School started operating an English stream from Year 7 onwards, running parallel to the German section.

The School has commenced teaching at its new state-of-art facilities in Terrey Hills in August 2008.

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<sup>1</sup> Standing Committee of the State Education Departments

## **2. The Company**

The German International School Sydney is a private company operated by German School Johannes Gutenberg, Limited by Guarantee. It is managed by the Board of Directors, which are elected by the members of the company. In order to enrol a student at the School, parents need to become members of the company.

The company is a non-profit organisation which is exempt from income tax. The Building Fund ADVR T415 and the Library Fund ADVR T415-1 are recognised by the ATO and any donations to these funds are tax deductible.

The School receives recurrent funding from the Federal Republic of Germany, the Commonwealth of Australia and the NSW Department of Education.

The company is a member of the NSW Association of Independent Schools.

## **3. The School**

The School is an accredited German School Abroad and part of a network of 117 German Schools Abroad in more than 60 countries. The School is supported by the Federal Republic of Germany and guided pedagogically by the Secretariat of the Standing Committee of the State Education Departments (KMK) with the aim to provide German School Leaving Certificates for Years 9 and 10. In addition to the financial support, the principal and 4 teachers are seconded from Germany to our School.

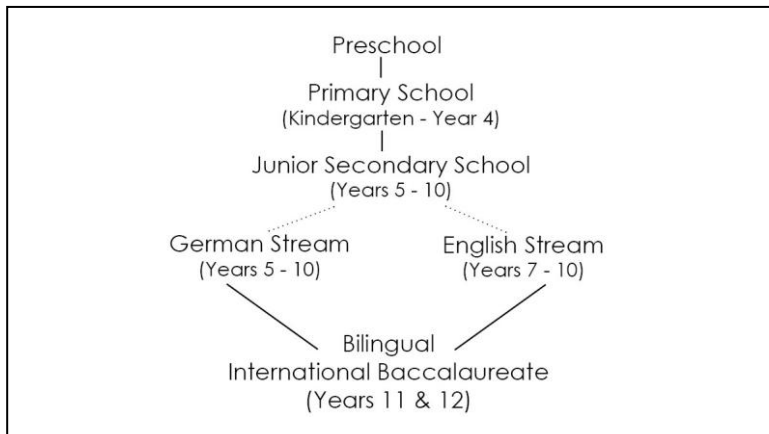
The Commonwealth of Australia and the state of New South Wales acknowledge the German International School Sydney as equal to other private schools in NSW. The School is registered with the NSW Board of Studies for Kindergarten to Year 12 and is licensed by the Department of Community Services for the operation of the Preschool.

The School is also licensed by the International Baccalaureate Organisation to offer the only bilingual International Baccalaureate Diploma program in Australia and is entitled to accept guest students not accompanied by their parents from overseas. The non-award IB Diploma Course is worldwide accepted as a high quality preparation for university studies.

The School does neither offer the NSW School Certificate after Year 10 nor the HSC after Year 12.

## 4. School Structure and Offerings

Our school structure is outlined below:



Since July 2007 the School has been headed by Principal Mrs Hannelore Trageser.

### 4.1. Preschool

Head of Preschool: Mrs Silke Bethke

The Preschool commenced operation in 1993 and caters for children from 3 to 5 years old.

The language used at the Preschool is predominantly German, but all teachers are bilingual. Non-German speakers are welcome and usually children at this age pick up a new language fast. There are no confessional restrictions.

The hours of operation are from 8.30am to 3.30pm. The Preschool is only open during school terms and closed during school holidays.

For more detailed information please refer to the Preschool information pack.

### 4.2. Primary School (Kindergarten and Years 1 – 4)

Head of Primary School: Mrs Elke Mayer

Common language is German. The aim of the Kindergarten is to raise the children's language competence in German to a level, which will enable them to participate in the German-language Year 1 without any problems and to prepare the children for entry into Year 1. The children are taught and looked after 5 days a week from 8.45am to 3.15 pm (the core tuition hours of the School). English speaking children can be enrolled in Kindergarten to Year 3 without prior German knowledge. The Kindergarten class is taught by two teachers: one teacher accompanied the children from the Preschool into Kindergarten and the other teacher will move with the class to Year 1. This concept has proven to provide a smooth transition from Preschool via Kindergarten to Year 1.

Since July 2007, the Kindergarten and Years 1 - 4 are part of the new language concept for the entire Primary section: students will be taught English and German

according to their individual language competency. Both languages will be offered as a native speaker course and a second language course. Students with a bilingual background will be able to be in the native speaker course for both languages.

All primary classes receive 35 periods of tuition per week. While the German curriculum does not require that many periods per week, additional tuition in English (following the NSW curriculum), homework support, extra curricular activities and play time are provided.

### **4.3. Junior Secondary School (Years 5 - 10)**

Head of Junior Secondary School: Dr. Horst Giesler

Year 5 is called 'The Observation Level'. This year serves probationary and observational purposes and follows the guidelines set for the German 'Gymnasium' tuition. At the conclusion of Year 5, parents / guardians receive recommended classifications for the further education of their child.

Since July 2007, Year 5 is also part of the new language concept for the entire Primary section: students will be taught English and German according to their individual language competency. Both languages will be offered as a native speaker course and a second language course. Students with a bilingual background will be able to be in the native speaker course for both languages.

Beginning with Year 6, all students, respectively of their classification, are taught together as one group. In order to accommodate variations in individual competence, a method of 'internal differentiation' (or individual programming) is employed. The class or teacher conference is empowered to re-classify students at the end of each school year in accordance with their performance.

English, Maths, Sciences and Humanities are taught in accordance with the German curriculum requirements, but also fulfil the requirements of the NSW curriculum.

From Year 6 onwards French is taught as the third language. It is compulsory for students in the 'Gymnasium' and 'Realschule' classification.

In January 2008, the German International School Sydney started operating an English Stream. The English Stream allows students with no knowledge of the German language to be enrolled into Year 7. From the beginning of Year 7 until the end of Year 10 students in the English Stream will receive more than 640 hours of tuition in German as a second language. Combined bilingual classes with the German Stream in Sports, Music, Arts and Ethic will increase the exposure to the German language.

Students in the English Stream receive tuition in the 4 Key Learning Areas according to the NSW curriculum: English, Maths, Sciences, and Humanities. In addition to the combined bilingual subjects, students from both Streams are taught English and French together.

Bilingual students can also enrol in the English Stream and will be able to select the German course for native speakers if their German language competency is sufficient.

#### **4.4. International Baccalaureate (Years 11 and 12)**

Head of Senior Secondary School: Mr Alexander Wreth

The School offers a bilingual International Baccalaureate Diploma (IB Diploma) program as the finishing qualification at the completion of Years 11 and 12. The IB Diploma is accepted worldwide as a high quality preparation for university studies.

The curriculum is taught in English and German, with some subjects taught in German and others in English. In continuation of the English Stream in the Junior Secondary School the School students can continue with the IB Diploma in English, provided they continue with German as one of their subjects.

The School works in close cooperation with the German KMK: under certain circumstances there are specific subject combination requirements in order to be accepted at universities in Germany. The School offers the subjects required to fulfil these requirements.

For more detailed information please refer to the International Baccalaureate handbook.

### **5. Extra-Curricular Activities**

The School offers every Tuesday and Thursday during regular school hours a wide variety of extra-curricular activities, where students from Kindergarten to Year 8 can participate. Participation of the students is voluntary for Kindergarten to Year 2 and enrolment in the activities is required. Each course runs for two consecutive terms (July to December and January to June), after which a new selection can be made.

### **6. Our Staff**

The School employs 34 dedicated full-time and part-time teachers to cover the entire educational offerings. This includes 5 seconded teachers from Germany and 4 teachers for the Preschool.

All teachers have obtained their teaching qualifications in Germany or Australia or obtained a similar qualification in a different country. The School is committed to continuous education of all teachers to maintain the high qualification of our staff.

The School also employs 9 staff members in administration.

### **7. Our Students**

Our students come from all over the world and enrich our school community with their own culture and heritage. Our students are born in over 24 different countries, but are united in their interest in the German language and culture.

In January 2011, 296 students were enrolled at the School. The detailed enrolments in the different classes were:

Preschool	45 students
Kindergarten	15 students
Year 1	17 students
Year 2	24 students
Year 3	21 students
Year 4	20 students
Year 5	27 students
Year 6	18 students
Year 7 D	13 students
Year 7 E	5 students
Year 8 D	14 students
Year 8E	10 students
Year 9	13 students
Year 9E	10 students
Year 10	16 students
Year 11	12 students
Year 12	12 Students

## 8. School Site

The School is situated in Terrey Hills, 25.5 kilometres north of Sydney's Central Business District and one of the highest points of the Northern Beaches. The land is 16.200 m<sup>2</sup> and houses 8 buildings, outside areas and beautifully landscaped gardens. A safety fence, gates and cameras secure the premises. There is underground parking and a drop-off and pick-up zone.

The modern buildings are equipped with state of the art technology. Our school is conscientious of the environment; we produce energy with solar panels and conserve and reuse water with our own rainwater tanks. The school can now also accommodate up to 350 students.

Besides the modern class rooms, there are specialist classrooms for the science subjects, Biology, Chemistry and Physics, for art and music. Instead of an IT room the school has 3 full sets of laptops which can be used flexibly in any class room. The new library has an extensive selection of German and English literature, room for library and IT lessons and further computer work areas. For the Primary, the Junior Secondary and the Senior Secondary School there are additional group and recreational rooms. The school also has a garden classroom. The sports hall can, besides the sporting activities, also be used for theatre and cultural events, with a stage and seating up to 400.

On the grounds are common play areas, a sports area, a small football field and a separate school yard for the Preschool. Swimming lessons will take place on the premises of the swim school next door.

## 9. School Student Transport

The transport of our students is built on two components: government funded buses and GISS-operated buses.

### Information on the government funded buses:

The state NSW subsidises the transport of students from their home to their school and back through the School Student Transport Scheme (SSTS). Over 600,000 students use this offering, costing the state more than A\$400 Mio annually.

In order to obtain a free bus pass, students must fulfil several criteria:

#### Age:

Students need to be at least in Kindergarten (students in the Preschool are not eligible for a SSTS bus pass) and older than 4½ years old.

#### *Distance between home and school:*

Years 3 to 6: lives more than 1.6km linear distance or more than 2.3km direct practical walking route from the school

Years 7 to 12: lives more than 2km linear distance or more than 2.9km direct practical walking route from the school

There are no limits for students from Kindergarten to Year 2.

In easier to understand terms: with Terrey Hills being kind of isolated with the national parks around, only students living in Terrey Hills or the northern fringes of Belrose won't fulfil the distance criterium and would not be eligible for a SSTS bus pass. Other suburbs close by, like St Ives, Ingleside, Duffys Forest and Belrose are already far enough to fulfil the distance criterium.

#### *Visa-Status:*

In order to obtain a free bus pass, students need to be either Australian citizens, permanent residents or have one of the following visa classes: 309, 310, 444, 445, 448, 449, 450, 580, 785, 820, 826, 995.

All other visa classes (e.g. the most common 457) are not eligible for the free bus pass; but students can use the buses by paying the normal concession fare.

The schools in Terrey Hills are serviced by the private bus operator Forest Coach Lines. At our new location in Terrey Hills we are able to use these buses with a bus stop directly at our school, provided there is sufficient capacity. These buses are already used by other schools in Terrey Hills (Sydney Japanese School und Northern Beaches Christian School).

Most of these bus services are solely for students, with two exceptions, where other passengers will also use the bus (Route 270 in the morning from Sydney CBD and Route 284 in the morning from Chatswood).

Forest Coach Lines bus services are usually operated by the same driver, who will get to know the students on his/her run.

The free student bus passes are only valid on school days and only for the direct route from home to the school and back. Students whose parents are separated can get two bus passes – one for each parent's home.

Our students in the IB program may have lessons earlier than 8.45am or later than 3.15pm. With a couple of public bus routes travelling along Myoora Road and using the bus stop in front of our property, our school is connected with Sydney CBD (Route 270), with Chatswood (Routes 280, 284, 285), with Gordon Station (Route 196) and with Mona Vale (Route 196).

Along some routes, buses can only pick up students from dedicated bus stops. This is due to the licencing areas for different bus operators. Within its own licencing area, bus operators can pick up / set down at any bus stop. Outside their own licencing area they are only allowed to pick up / set down at dedicated bus stops. What does this mean for us? Using Route 110 as an example: the bus drives from Neutral Bay to Frenchs Forest outside its licence area and therefore picks up students only at 4 bus stops (Neutral Bay, Mosman, 2 x Seaforth). From Frenchs Forest onwards the bus can stop at any bus stop. For all bus stops please keep in mind: Please Signal the Driver!

#### Information on the GISS-operated Buses:

To complement the existing government funded school buses, the school continues to operate its own buses. The focus of this service are students of the Preschool (since they cannot use the other buses) and students living in areas where there are no suitable government funded bus routes. While the smaller students have priority on the GISS-operated buses, older students are able to use them as well.

We share one bus route with the Sydney Japanese School (Beachwheels bus), which is operating one route like our GISS-operated buses. This bus starts in Waverton and travels via North Sydney, St Leonards and Lane Cove to Terrey Hills. Where possible and sensible we will be looking into further shared services in order to have an efficient and cost effective bus service for both schools.

For further information and fees please contact the school office.

## **10. Tuition**

### **10.1. German Stream**

Tuitions from Kindergarten to Year 10 are conducted in the German language. The syllabus has been prepared by the School in accordance with the guidelines used in German curricula and has been approved by the Secretariat of the Standing Committee of the State Education Departments (KMK).

Relevant topics from the NSW curriculum are integrated in the teaching program. The school's curriculum also fulfils the minimum requirements of the NSW curriculum.

According to the resolution of the Standing Committee of the State Education Departments (KMK) of the Federal Republic of Germany as of 11 April 1995 the German International School Sydney conducts school leaving examinations for Years 9 and 10.

### **10.2. English Stream**

We commenced the English Stream in January 2008. Knowledge of the German language is not a pre-requisite for enrolment in the English Stream, which will be offered in Junior Secondary School (Years 7 to 10) only.

Tuition in Years 7 to 10 will be conducted in English for the Key Learning Areas English, Maths, Sciences, and Humanities, all in accordance with the NSW curriculum. In

addition, students receive German and French as a second language. Further subjects are physical education, art, music and ethics.

English and French is taught in combined classes with the German Stream. Physical education, art, music and ethic are also taught combined with the German Stream. These lessons are bilingual.

Contrary to the German Stream, the English Stream follows the school year calendar of Australia starting in January and ending in December.

## 11. Tuition Times

The School provides tuition from Monday to Friday. The timetable of the school:

1. Period	8.45 am – 9.30am	45'
<i>Break</i>	<i>9.30 am – 9.35 am</i>	<i>5'</i>
2. Period	9.35 am – 10.15 am	45'
<i>Break</i>	<i>10.15 am– 10.30 am</i>	<i>15'</i>
3. Period	10.30 am – 11.15 am	45'
<i>Break</i>	<i>11.15 am – 11.20 am</i>	<i>5'</i>
4. Period	11.20 am – 12.05 pm	45'
<i>Break</i>	<i>12.05 pm – 12.10 pm</i>	<i>5'</i>
5. Period	12.10 pm – 12.55 pm	45'
<b>Lunch Break</b>	<b>12.55 pm– 1.40 pm</b>	<b>45'</b>
6. Period	1.40 pm – 2.25 pm	45'
<i>Break</i>	<i>2.25 pm – 2.30 pm</i>	<i>5'</i>
7. Period	2.30 pm – 3.15 pm	45'

**Attendance of all teaching staff:** 8.30 am — 3.30pm

**Student's timetable:** 35 lessons weekly

**Preschool opening hours:** 8.30am – 3.30pm

**Primary School:** 26 hours lessons, 1 hr library, 4 hrs supervised home work,  
4 hrs Extra-curricular activities (AG),

**Year 5:** 31 hours lessons (1 additional hour for history), 2 hrs AG, 2 hrs AG

**Years 6,7,8:** 33 hours lessons (additionally: in Y6 - 1 hour Geography,  
inY7 - 1hr French, in Y8 - 1hr Biology), 2 hrs AG

**Years 9, 10:** 35 hours lessons (additionally: Y 9 - 1hr Geography, Y10 - 1hr social studies)

**IB:** more than 35 hours

**Extra-Curricular Activities (AGs):** Tuesdays and Thursday during school hours

**Primary School:** day starts with the class teachers

**Assembly-Dates:** for Primary School—fixed in the time table, every third week,  
for whole school—once a term

## 12. School Holidays

The School follows the NSW school holidays, with the exception of two additional weeks in the winter break:

Winter Break:	26/06/2010 to 27/07/2010
Spring Break:	25/09/2010 to 10/10/2010
Summer Break:	18/12/2010 to 30/01/2011
Autumn Break:	09/04/2011 to 26/04/2011
Winter Break:	24/06/2011 to 26/07/2011

The School does not operate on Australian National and NSW public holidays:

Labour Day:	04/10/2010 (during spring break)
Christmas Day:	25/12/2010 (during summer break)
Boxing Day:	26/12/2010 (during summer break)
New Year's Day:	01/01/2011 (during summer break)
Australia Day:	26/01/2011 (during summer break)
Good Friday:	22/04/2011 (during autumn break)
Easter Monday:	25/04/2011 (during autumn break)
Anzac Day:	26/04/2011 (during autumn break)
Queen's Birthday:	13/06/2011

The School does not operate on the following German public holiday:

Day of Unification:	03/10/2010 (during spring break)
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## 13. Reports

Reports up to Year 10 will be issued in German. On request a translation in English can be provided.

Students in Kindergarten to Year 2 receive a report only at the end of the school year. These reports are restricted to descriptive evaluations and do not contain numerical assessments.

Students in Years 3 to 10 receive biannual reports with numerical assessments, from 1 (best) to 6 (worst). The grades for Year 3 and 4 are also accompanied by a performance description.

All half-yearly reports from Year 3 to Year 10 are issued on the last school day prior to the summer holidays in December. The yearly reports for Kindergarten to Year 10 are handed out on the last school day prior to the winter break in June.

Students leaving the School during the year will receive a leaving report on their last day at school.

In the IB quarterly update reports are issued to students and parents after each term. Progress reports provide grades for effort and academic achievements for all elected subjects. The effort grade gives an indication of a student's effort and engagement and will usually give an indication of academic potential and attitude. Half-yearly reports are issued to students and parents after each semester and provide a cumulative academic grade for the semester for each elected subject. These correspond with academic grades in the quarterly updates. Other grades on these reports are examination grades, reflecting student achievement on the formal examinations, which are held towards the end of each semester. Semester reports also indicate student achievement across a variety of general learning expectations which are common to all subjects, and subject-specific learning objectives, which correspond with those outlined by the IBO in their subject guides. Teachers also include a written comment on student progress in each subject.

The quarterly update reports are issued on the last day of the quarter for the 1<sup>st</sup>, 3<sup>rd</sup> and 4<sup>th</sup> quarter. Semester 1 reports and quarterly reports for the 2<sup>nd</sup> quarter are issued 2 weeks after the completion of semester 1 examinations. Semester 2 reports are issued on the last school day prior to the winter break.

## 14. Eligibility and Promotion

The transition from Preschool to Kindergarten depends on the individual intellectual, emotional and social maturity of each child. Within the framework of a class conference each child will be individually discussed and a decision made based on the outcome of the discussions. The child should also be 5 years old by the time of enrolment to Kindergarten.

If a child's enrolment is prevented by lack of an available place, the child may be placed on a waiting list.

Promotion from Year 1 to Year 2 is automatic, except in those instances where parents / guardians and teachers consider repetition of Year 1 desirable for a child's development.

In Years 3 to 10 promotions from one year to the next is not automatic. Promotions depend on grades issued in the individual subjects. Assessment marks at the end of the year represent the mark for the entire school year (and not just for the second half).

## 15. Enrolment

The following forms and documents are required for enrolment:

- Completed and signed enrolment form (Terms and Conditions, Details of Student, Details of Parents / Guardians, Health Questionnaire, Application for Membership, Consent Form, Swimming Capabilities, Bus Policy)

- The last two school reports issued by the preceding school(s) – not required for Preschool or Kindergarten
- Copy of immunisation record
- Proof of nationality of the child (e.g. valid passport)
- Proof of residency status in Australia of the parents / guardians
- Payment of enrolment and membership fee

Only after receipt of the completed enrolment form and payment of the enrolment fee will the School reserve a place in the appropriate class.

## **16. Fees and Payment**

Please refer to the Terms and Condition and the current School Fee Schedule.

Under certain circumstances, parents / guardians can apply for a reduction of school fees. Applications have to be addressed in writing to the Social Committee of the Board of Directors and need to include reasons for the application and supporting documents. All information is being treated confidentially. For further information and the application form please contact the school office.

## **17. Insurances**

All students are insured for the time between the beginning and the end of lessons. This applies to school events such as class excursions or class trips.

## **18. Policies**

It is a condition of enrolment of a child that parents / guardians acknowledge and adhere to the regulations and policies governing the School. All regulations and policies may be inspected in the school office or, upon request, supplied in form of photocopies.

The German International School Sydney offers multi-lingual education from Preschool, Kindergarten, and Primary School to Secondary School and out of school hours care.

Our school is accredited by the German KMK\*, registered with the NSW Board of Studies and complies with their curriculum requirements. We are authorized by the International Baccalaureate Organization, providing the only German-English International Baccalaureate in Australia.

The German International School Sydney is open to students from all countries and all cultures. Knowledge of the German language is not a prerequisite#. Students can learn German with us better than anywhere else in Australia.

Academic and social competence is carefully balanced, combined with a commitment to support individual talents.

International students and teachers interact in an atmosphere of a fair, caring, respectful, and integrative community.

\* Standing Committee of the State Education Departments

# When starting either in Preschool, Primary School up to Year 3, Year 7, or Year 11 (IB)