“For The Top”

Students and parents of students in Year 12

Bulletin 1

Action at school

Classes and timetables: All senior students will have timetables that include on line lessons ie timetabled through RAP for co teachers and link lessons and off-line lessons.

Students will timetable additional periods for each course for each of their off-line lessons. This means all students will be able to plan their preparation for link lessons, complete weekly work and prepare for assessment tasks. This will also allow staff to know which courses students are likely to need assistance with each period.

Rooming: The former senior study has been partially renovated with a new coat of paint, improved student desks and other furniture. The expectations for student use of the room have been developed by students and Mr Toohey. All students are bound by these expectations, in consideration of the needs of others. This room will be known as “The Blue Room”.

Signing in and out of school is required of all senior students. For this purpose a distinctive blue attendance booklet is at the front office. All students are clear about the expectations here.

Student books will be expected to be well organised and up to date at all times. Student course work/notebooks will be monitored at fortnightly intervals by one of the executive or by Mr Toohey, the Year 12 Adviser to ensure these expectations are met. This will assist students in maximising results for their courses. All students will be expected to have scope and sequence outlines, including assessment schedules and printed copies of weekly work pasted into their book. Additionally all weekly work will be completed in an organised and structured manner. Co teachers will also be expected to monitor students’ course work.

Each day all students should spend at least 30 min per course reading over the day’s work. This will ensure that any missing pieces are noticed and added, information is retained in student memory and questions can be recorded to ask in the next class. Sheets can be pasted in place.

How can parents assist their new HSC student?


Encourage additional revision at home by looking through your student’s course work and asking questions and looking for gaps or unfinished sections.

Ensure that your student has a balanced life; one that has physical exercise at least once a week as well as adequate rest and a nutritious diet. Regular sleeping hours are often useful. Late night work on computers, long chats on the mobile phone late at night are not
conducive to a productive study routine. Keep your student involved in the family activities. This will help with stress reduction in the months closest to assessment tasks or exams.

Keep a calendar of the relevant assessment tasks where you can check on progress; not to ensure completion but to ensure awareness of stress causers in your student.

The new student planners will assist with students developing their learning, thinking and living skills. These skills will be available on-line and you will have access to the website during 2013. Take time to have a look and you will able to see the direction of their studies. If you are not sure about something then ask a question at school.

Senior Students will be expected to be role models for the other students in the school. There are significant expectations for senior students.

Expectations (all of these will be communicated to the students. Students will also play a role in determining any additions to these expectations.)

<table>
<thead>
<tr>
<th>As Role models</th>
<th>Develop a Home Learning/study routine/skills</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Punctual to class</td>
<td>• Read over the day’s notes</td>
</tr>
<tr>
<td>• Full school uniform</td>
<td>• Develop short/long term memory</td>
</tr>
<tr>
<td>• In class, on task</td>
<td>• Notemaking/summarising</td>
</tr>
<tr>
<td>• Speaking respectfully to others</td>
<td>• Practise questions</td>
</tr>
<tr>
<td>• Visible in front of school</td>
<td></td>
</tr>
<tr>
<td>• Support each other in school</td>
<td>Develop a strong culture of cooperation and learning</td>
</tr>
<tr>
<td>• Promote achievements of senior students in newsletter</td>
<td></td>
</tr>
<tr>
<td>• Use initiative</td>
<td>Develop skills of communication and leadership, both peer and school</td>
</tr>
</tbody>
</table>

At school support for the students: (*these support methods will need to be allocated to school staff through negotiation)

• All periods to have timetabled learning; each course should have one extra period placed in the off class periods.
• *Timetables for all link rooms and the “Blue Room” to indicate who should be in the room.
• Agreed signing in and out procedures for lunch; especially when students obtain drivers licences
• Regular year group meetings
• Promotion of Year 12 students as premier students in the school
• *Regular monitoring of progress in course work, study and learning skills development,
• Parent information evenings organised to include BOSLO, previous HSC parents, staff with special skills.

Date for the future: Wednesday December 5th, a parent student information evening