

Term 1 CALENDAR

- Thursday 19th April
Eureka Athletics
- Tuesday 24th April
Year 7 & 10 Immunisations
- Wednesday 25th April
ANZAC Day
- Thursday 26th April
PTSC's (No classes)
- Friday 27th April
Lady Northcote Excursion

Camps, Sports & Excursions Fund (CSEF)

The CSEF is an annual payment to the school to be used towards the above activities only.

You require a valid Veterans Affairs Gold Card or eligible Centrelink Health Care Card (HCC) or Pensioner Concession Card (PCC) or temporary foster parent.

Contact the Administration Office for an application form.

Secondary School Student rate: \$225 per year.

Closing date for CSEF funding:

29th June, 2018

2018 Newsletter Dates

Term 2	Week 2 - Friday 27 th April
	Week 5 - Friday 18 th May
	Week 8 - Friday 08 th June
	Week 11 - Friday 29 th June
Term 3	Week 2 - Friday 27 th July
	Week 5 - Friday 17 th August
	Week 8 - Friday 07 th September
Term 4	Week 2 - Friday 19 th October
	Week 5 - Friday 09 th November
	Week 8 - Friday 30 th November
	Week 10 - Friday 14 th December

Woodmans Hill Campus Principal Report



As term 1 draws to an end, the school holidays provide students with the opportunity to not only take a break, but more importantly the opportunity to stop and reflect on their learning. Students should take advantage of the opportunity to consider how they can continue to make the most of their learning opportunities when they return for term 2.

The term has been very fast and busy. All students had the opportunity to participate in the College athletics carnival, it's always fantastic to see students participating with enthusiasm and great spirit to do well in their events.

Our first parent teacher interviews will take place in week 2 of term 2. I strongly encourage all families to make themselves available to attend and meet with each of their child's teachers. Parent teacher interviews provide an excellent opportunity for parents to gain insight to how their child is progressing and how they as families may support their child's learning at home. Interim Reports will be available for viewing through Compass.

TEACHER PROFESSIONAL PRACTICE DAYS

The Victorian Government are committed to providing professional development opportunities for our teaching workforce.

WHAT ARE THE PROFESSIONAL PRACTICE DAYS?

As part of the Victorian Government Schools Agreement 2017, teachers will receive one day per term when they are out of the classroom to focus on the improved delivery of high quality teaching and learning.

WHAT THIS MEANS FOR YOUR CHILD

Your child's teacher will spend four days per year further developing their skills in areas that are aligned to the school priorities. Your child will directly benefit from these improvements in their daily learning.

On these days, an alternate teacher will be provided with the learning plan for the day and be well equipped to assist your child with their learning needs.

We are scheduling the professional practice days ahead of time so there is minimal impact to students and, where possible, there is consistency in teaching.

Given the shortness of term 1, there has been a lot of staff having their days scheduled throughout the final weeks of the term. From 2 onwards, these days will be spread out throughout the whole term, meaning hopefully less disruption.

Open Night

I would like to take this opportunity to thank all staff and students involved in delivering another successful information night for prospective families. Tuesday 7th March we had close to 80 families attend; most of which were new families, with standing room only.

The night's positive turn out (our largest in my time at the school) is a testament to all staff/students and parents at Woodmans Hill that we are heading in the right direction, and that its clear the message is spreading throughout the Ballarat community about the positive impact we are having on the learning achievement of our students and the positive culture we are building at Woodmans Hill.

This event doesn't occur without the support and assistance of a large number of staff and students. Thank you to Shannon Turnbull for her leadership and coordination of the event. Thank you to all staff and students who have been involved in the lead up to the night and also those staff that assisted on the night itself. I really appreciate the willingness to help out wherever needed. It's that kind of flexibility and dedication that will help us grow to our full potential.

Simon Haber

The Curious Incident of the Dog in the Night-time



Year 11, Unit 1 English students travelled to Melbourne by train to view the performance of “The Curious Incident of the Dog in the Night-time” at the Arts Centre Melbourne on Thursday the 22nd February. The play was thoroughly enjoyed by the students and everyone was very impressed by the performance.



Victorian Premiers' Reading Challenge

The Victorian Premiers' Reading Challenge is now open and Woodmans Hill is excited to be participating.

The Challenge is open to all Victorian children from birth to Year 10 in recognition of the importance of reading for literacy development. It is not a competition; but a personal challenge for children to read a set number of books by 7 September 2018.

Children from Prep to Year 2 are encouraged to read or 'experience' 30 books with their parents and teachers. Children from Year 3 to Year 10 are challenged to read 15 books.

All children who meet the Challenge will receive a certificate of achievement signed by the Victorian Premier and can choose to have their name included on the online Honour Roll. If you would like your child's name to appear on the Honour Roll, please sign the attached form and return it to your school.

To read the Premier's letter to parents, view the booklists and for more information about the Victorian Premiers' Reading Challenge, visit: www.education.vic.gov.au/prc

Senior School News – reminders . . .

What happens if your teacher is away?

If a Year 12 class teacher is absent from school, we will no longer be covering Year 12 classes with replacement teachers/ CRTs. This decision has not been made lightly and follows suit with many other Victorian schools.

The exception to this will be:

Year 12 English

Year 12 Further Maths

Combined year 11&12 classes

Teachers will leave suitable work for students to continue via Compass via class news feed (below teacher notes). Where a staff member is expected to be absent for a prolonged period (eg a week or more), coverage for the affected class/s will be provided.

To facilitate this new process, the following will occur:

A copy of the daily org sheet for the day will be placed on the Senior Study Centre notice board each morning, highlighting the year 12 classes not covered.

Students whom would normally be timetabled in a senior centre classroom will be asked to work within their timetabled room. Other classes will use the open space.

Further data points have been installed in the open space and distance ed office this week, allowing us to put more desks in the centre for senior students only.

Rolls will be marked by a member of the administration or leadership team.

We expect that senior students will be adhere to this process in a responsible and mature manner.

Additional support from teachers

Please be aware that if you wish to access extra support from your year 12 class teachers outside of class time, you will need to talk to your teacher before or after class, to arrange a suitable time (in advance) where the teacher can make themselves available to catch up with you. A reminder that Tuesday and Thursday homework club (3.20-4.20pm) may also be an appropriate time to access teacher support.

Year 12s should not expect teachers to provide this extra support at the drop of a hat. Students are NOT to go into teachers' classes while teachers are teaching other classes, to ask for help either.

Year 12 Mid-Year Exams

Mid-year written examinations will be held in **Weeks 9 and 10** of **Term 2**, to support our Year 12 students to be well prepared for their final October-November VCE written examinations.

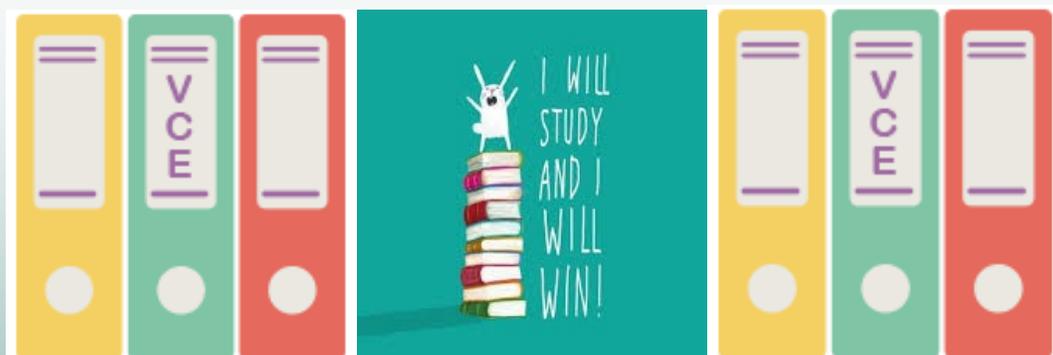
For Year 12 students to achieve a high end of year result, as a general rule, they should be starting to study for their exams in the June holidays. They should be revising for the exam even before they finish learning content. Students should be aiming to complete between 15 and 20 exam papers per subject between now and the final VCE exams.

By developing a practice exam timetable, we are providing the opportunity for all year 12 VCE students to sit at least one written examination (under exam conditions) for every subject, so they know what to expect and so they can practice what they know, and receive feedback on areas for improvement. Holding practice exams in the middle of the year also allows students time to use the feedback, whereas practice exams solely at the end of the year have less time for this.

Exams for all subjects will be in week 9. The English exam is scheduled for week 10, on Weds 20th June (9am-12pm). Exams will be set/written and assessed by the subject teacher. Exams will take place during class time and will be supervised by the regular class teacher.

Please note that practice exams will not replace a SAC and students' results are used to determine if a student meets unit outcomes.

*Please note that Week 9 is a short week. Monday 11th June is Queens Birthday and Weds 13th June is the GAT (General Achievement Test) which all students undertaking a Unit 3/4 study or scored VET subject **are required to sit.***



ELEVATE EDUCATION - VCE Study Day

Elevate Education will be here again on Wednesday 20th June for a study workshop with year 10, 11 and 12. Please see the session outline below. They will be operating out of the Library. Each session will be split into 2 groups.

- ⇒ 20/6/2018 - 9:00 AM to 10:00 AM | Study Sensei | Year 10 | 2 Presenter(s) | 45 Students
- ⇒ 20/6/2018 - 10:00 AM to 11:00 AM | Time Management | Year 10 | 2 Presenter(s) | 45 Students
- ⇒ 20/6/2018 - 11:00 AM to 12:00 PM | Student Elevation | Year 11 | 2 Presenter(s) | 48 Students
- ⇒ 20/6/2018 - 12:00 PM to 1:00 PM | Memory Mnemonics | Year 11 | 2 Presenter(s) | 48 Students
- ⇒ 20/6/2018 - 1:30 PM to 2:30 PM | Ace Your Exams | Year 12 | 2 Presenter(s) | 43 Students
- ⇒ 15/8/2018 - 9:00 AM to 10:00 AM | Finishing Line | Year 12 | 2 Presenter(s) | 50 Students

Assessment & Reporting

Year 7-11 Mid-Year Exams

Students of years 7-11 will undertake their Mid –Year Written Examinations in weeks 8&9 in all subject areas. More details and timetables will be available early next term.

NAPLAN 2018 dates

Monday 14 May	Tuesday 15 May Official test date	Wednesday 16 May Official test date	Thursday 17 May Official test date	Friday 18 May
	1. Language Conventions			
	2. Writing	3. Reading	4. Numeracy	

Compass PTSC bookings OPEN on Wednesday 28th March and CLOSE on Wednesday 25th April.

Making Bookings

Parents can make bookings online based on the settings configured within the Parent, Student, Teacher (PST) Conference. To make a booking parents can select 'Book Parent/Student/Teacher Interviews' from the Actions button on the Compass home page.

My Bookings

Click the booking time to make/modify a booking. For further assistance, click the blue help icon at the top of the page.

27/08 15:00 PM	Available	27/08 17:40 PM	Available	28/08 16:20 PM	Available
27/08 15:10 PM	Available	27/08 17:50 PM	Available	28/08 16:30 PM	Available
27/08 15:20 PM	Available	27/08 18:00 PM	Available	28/08 16:40 PM	Available
27/08 15:30 PM	Available	27/08 18:10 PM	Available	28/08 16:50 PM	Available
27/08 15:40 PM	Available	27/08 18:20 PM	Available	28/08 17:00 PM	Available
27/08 15:50 PM	Available	27/08 18:30 PM	Available	28/08 17:10 PM	Available
27/08 16:00 PM	Christopher DANIELS	27/08 18:40 PM	Available	28/08 17:20 PM	Available
27/08 16:10 PM	Available	27/08 18:50 PM	Available	28/08 17:30 PM	Available
27/08 16:20 PM	Jacqueline LEWIS	28/08 15:00 PM	Available	28/08 17:40 PM	Available
27/08 16:30 PM	Available	28/08 15:10 PM	Available	28/08 17:50 PM	Available
27/08 16:40 PM	Rowan ZHANG	28/08 15:20 PM	Available	28/08 18:00 PM	Available
27/08 16:50 PM	Available	28/08 15:30 PM	Available	28/08 18:10 PM	Available
27/08 17:00 PM	Available	28/08 15:40 PM	Available	28/08 18:20 PM	Available
27/08 17:10 PM	Available	28/08 15:50 PM	Available	28/08 18:30 PM	Available
27/08 17:20 PM	Available	28/08 16:00 PM	Available	28/08 18:40 PM	Available
27/08 17:30 PM	Available	28/08 16:10 PM	Available	28/08 18:50 PM	Available

Key Available for booking Not available Current booking

Available Staff

Staff Member	Staff Note	Location
Angela CRAWFORD (AC)	ENGLISH Yr7 Teacher	
Christopher DANIELS (CDL)	MATHEMATICS Yr7 Teacher	
Thomas EDWARDS (TEW)	SCIENCE Yr7 Teacher	
Damien FRANKS (DF)	SPORT Yr7 Teacher	
Douglas GRIFFIN (DGR)	DRAWING Yr7 Teacher	
Jacqueline LEWIS (JLW)	HUMANITIES Yr7 Teacher	
Jacqueline LEWIS (JLW)	TUTORIAL Yr7 Teacher	
Jeanette MONTFORDS (JMT)	WOOD TECHNOLOGY Yr7 Teacher	
Timothy NATHANIEL (TNA)	Ceramics Yr7 Teacher	
Lauren PROUDS (LPR)	PHYSICAL EDUCATION Yr7 Teacher	
YingLi YUAN (YY)	CHINESE Yr7 Teacher	
Rowan ZHANG (RZH)	Yr 7 Coordinator	

Progress Reports

Student Progress Reports will be published on Wednesday 28th March, on the Compass portal.

Instructions for creating a Compass LOGIN, have been previously sent home. If you have lost your log-in, need assistance to create a new, or if you have any questions regarding the Compass system please contact Hayley Palmer-Brame at the General Office on 03 5336 7264.

The purpose of the Progress Report is to provide parents/carers with an indication of how well a student is progressing in each subject. Progress reports provide formative assessment and feedback on areas including: the standard of work, level of organisation, use of class time, attitude, attendance.

Parents/carers should share the report with their child/ren. It is a great opportunity to discuss the learning that is happening before Parent Teacher Student Conversations (PTSCs), to celebrate successes and to identify any areas for improvement and possible strategies that need to be applied and/or maintained.

PARENT/TEACHER/STUDENT CONVERSATIONS

WOODMANS HILL 7-12

Thursday 26th April 2018

12.30 - 7.30pm

We expect all students to attend interviews

PLEASE NOTE: There will be no classes on this day.

Library

The Library will be open for quiet private study after school next term

Monday - Thursday

3.15pm - 4.15pm



ADF GAP YEAR

The **ADF Gap Year** program provides an opportunity for young Australians, who have finished Year 12 (or equivalent) and are aged between 17 and 24, to experience military training and lifestyle whilst gaining new skills and pay over their Gap Year. The life skills and job training that students acquire during their Gap Year experience will be valuable regardless of what career you ultimately undertake. **Gap Year opportunities are available in the Navy, Army and Air Force.**

Applications for 2019 open in March!

To find out more information about the ADF Gap Year program please visit [ADF GAP YEAR](#)

UMAT 2018

The test is used specifically to assist with the selection of students into the medicine, dentistry and health science degree programs at undergraduate level at a number of universities in Australia and New Zealand. **For more information, and/or to apply visit [UMAT2018](#)**

(if links fail load up:

ADF gap year - https://www.defencejobs.gov.au/students-and-education/gap-year/?utm_campaign=gapyear2015&utm_medium=edm&utm_source=eo Vic

UMAT2018 - <https://umat.acer.edu.au/>

Charles Darwin University	Clinical Sciences
Charles Sturt University	Dental Science
Curtin University	Medicine
Flinders University	Clinical Sciences/Medicine
La Trobe University	Health Sciences (Dentistry) (non-Y12) Oral Health Science (non-Y12)
Monash University	Medicine
University of Adelaide	Dental Surgery Medicine
University of Auckland (NZ)	Medicine
University of Newcastle / University New England	Joint Medical Program
University of New South Wales	Medicine
University of Otago (NZ)	Dental Surgery Medicine
University of Queensland	Dental Science Medicine (provisional entry)
University of Tasmania	Medicine
University of Western Australia	Dental Medicine (direct pathway) Medicine (direct pathway)
University of Western Sydney	Medicine

Tax File Numbers

Any student will need a tax file number if he/she starts work (part-time and full-time) and all students planning on a tertiary education require one when they start.

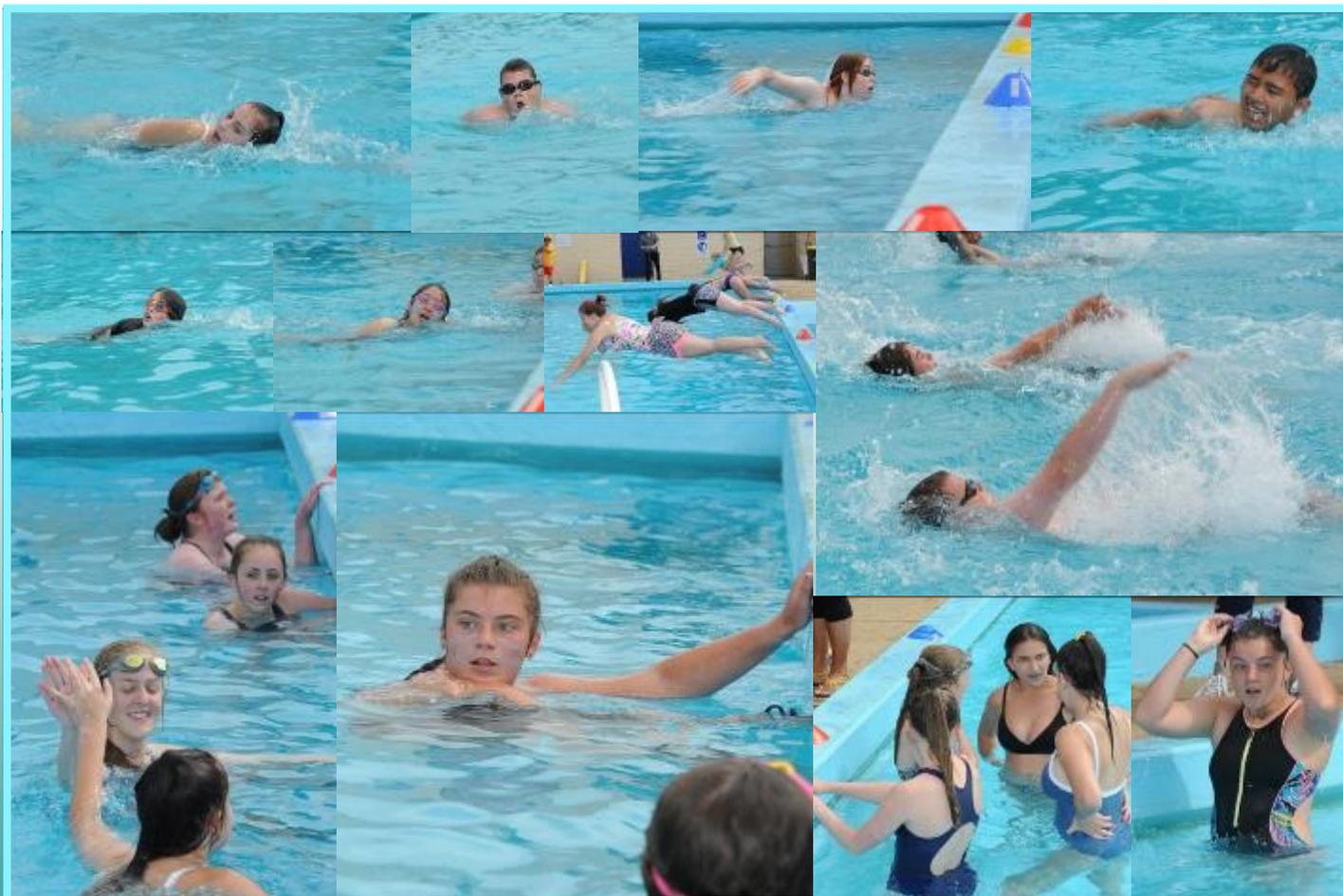
Importantly, current Year 12 students are reminded that they will be requested to provide their Tax File Number (TFN) on enrolment to TAFE or university next year, so it is worthwhile getting an application submitted early!

Swimming Carnival





Students and staff enjoyed the Swimming Carnival held at the Brown Hill Swimming Pool. Students dressed in their house colours and competed for points for their respective houses. After the official races, there were several fun activities in the pool which students thoroughly enjoyed. Thanks to all involved assisting on the day, especially Mr Hutchinson who organized the event.



Woodmans Hill Swimming Carnival

Final Points

1st Place	Yellow House	467 Points
2nd Place	Blue House	466 Points
3rd Place	Red House	321 Points

Age Group Champions:

Girls:

12-13yrs - Sarah Schefferle
14yrs - Nykiah Tinetti
15 yrs - Amber Townsend
16 yrs - Mikayla Mazurek
17 yrs - Fiona Browne
18-20yrs - N/A

Boys:

12-13yrs - Tom Leech
14 yrs - Alex Wilson
15 yrs - Andrew Jones
16 yrs - Maclayne Reilly
17 yrs - Kobi Cheeseman
18-20yrs - Health Deutsher



BALLARAT TECH SCHOOL—BALLARAT UNI

FREE 1 day Entrepreneurial Program Friday 13th April

These holidays we are running a 1 day Entrepreneurial Program for 16 – 19 year olds with Up Start Geelong. The event is listed on Eventbrite for tickets.

Friday 13th April, 9.30am – 4pm at the Ballarat Tech School

Are you aged 16 - 19 years and willing to brave an opportunity on Friday 13th, I mean, what could go wrong?!

Absolutely nothing, in fact you could be the next Elon Musk, Naomi Simpson or Richard Branson and Friday 13th may be your luckiest day ever!

Come and find your inner entrepreneur OR take a business or idea to the next level OR discover what it takes to turn an idea into a business!

Not got an idea? Not a problem. Come along and we'll help you find entrepreneurial opportunities that are right for you, connect with likeminded people, work in teams and get a real world entrepreneurial experience that could change your life! HOORAY

Plus we feed you, BONUS... Email if you have any questions

ballarattechschool@federation.edu.au

If you know any young people who would be interested please share this link with them, it is limited to 20 places.

It's all FREE <https://www.eventbrite.com.au/e/tech-spark-tickets-44356186548>

Important reminder:

All Year 12 VCAL and VCE students should have had their Careers Support Interview in recent weeks. If you have not had your Careers Support Interview with Carolyn, please make sure that you book a time a.s.a.p.

These interviews are compulsory.

School Wide Positive Behaviour – February

Congratulations to all students for their fantastic efforts in February to display positive behaviours! We had over 500 nominations for positive behaviour in one month!

CLASS TALLIES:

In February, the class with the MOST merits was 9A, so they will receive a lunch of their choice (fish and chips or pizza).

1st Place 9A on 64 merits

2nd Place 8B on 55 merits

3rd Place 12A on 50 merits

Keep up the great work everyone and you could contribute to your class getting a free lunch next month!

INDIVIDUAL WINNERS:

From all year level nominations we randomly selected ONE student from each year level to choose a prize from the prize tub!

Year 7 – Curtis Laurie 7B

Curtis demonstrated exemplary team spirit and supported his year level mates while on camp at the pool. He encouraged his fellow class members to participate in the games we were playing, made an active effort to share equipment/turns with others were wonderful representatives of Woodmans Hill.

Year 8 – Kloe Weekley 8B

Kloe worked wonderfully today – focusing on set work and she wasn't distracted by the trip out for school photos.

Year 9 – Emma Van Egmond 9A

Emma attended the Caledonian Athletics Day as a student helper. She assisted and supported the staff and students at Llanberris all day and represented the school in an extremely positive manner.

Year 10 – Connor Birch 10C

Connor has worked excellently in Maths so far, making sure to complete all set work, as well as extension work when provided.

Year 11 – Jazz Burrell 11A

Represented the school most positively in the community, followed instructions of teachers at all times and was courteous to members of the public when on the Year 11 English excursion to Melbourne.

Year 12 – Reuben Theobald-Warren – 12A

Fully up to date with workbook check for Chapter 1 in Health and HD.

The SWPB team are looking forward to more fantastic nominations for the month of March so keep up the great work!



WOODMANS HILL POSITIVE BEHAVIOUR REWARDS

1.

DISPLAY THE POSITIVE BEHAVIOURS OUTLINED IN THE POSITIVE BEHAVIOUR MATRIX IN ANY AREA LISTED



2.

YOUR TEACHERS AND SUPPORT STAFF WILL RECORD THIS ON COMPASS AND YOU (AND YOUR CLASS) WILL GET A POINT



3.

ONCE A MONTH, ONE STUDENT PER YEAR LEVEL WILL BE RANDOMLY CHOSEN TO PICK A REWARD, PLUS THE CLASS WITH THE HIGHEST SCORE WILL GET A FREE LUNCH!



4.

ONCE A TERM, THE TOP TWO STUDENTS FROM EACH YEAR LEVEL WILL BE RECOGNISED AT AN ASSEMBLY AND GIVEN A PRIZE



WOODMANS HILL
A CAMPUS OF HILLARY SECONDARY COLLEGE



Woodmans Hill Positive Behaviour Matrix

Excellence comes from...	Classrooms	Outside Areas	Cyber Areas	Community	Indoor Activity Spaces <small>IBC, study spaces, Maker Space, band room, REC centre</small>	Lockers	Toilets	Canteen
Respect	<ul style="list-style-type: none"> Follow my teacher's instructions Respect the classroom materials and equipment Use appropriate language Listen actively to staff and students Show empathy to all people Respect my work and the work of others Respect everyone's right to learn Use equipment as directed Leave the area clean and tidy 	<ul style="list-style-type: none"> Look after the environment around the school Keep the area free from rubbish Be inclusive of others in the yard Respect other peoples' opinions Respect others' personal space Respect the buildings and outdoor facilities Use appropriate language 	<ul style="list-style-type: none"> Present my own work for assessment Use ICT equipment and programs appropriately Use only sites I am required to Follow the PED policy Use positive language in online communication Use my time on technology for learning purposes only Respect the equipment Report inappropriate use or damaged equipment Give credit to sources of information e.g. use references, bibliography 	<ul style="list-style-type: none"> Respect other peoples' belongings and personal space Use appropriate language at all times Follow instructions and be courteous towards others Be mindful of others using the space Respect others' property Follow instructions 	<ul style="list-style-type: none"> Use equipment as directed Leave the area clean and tidy Be well-mannered and courteous towards others Be mindful of others using the space Respect others' property Follow instructions 	<ul style="list-style-type: none"> Use appropriate language, tone and volume Use the rubbish bins provided Only use my own locker and keep it locked Be mindful of others privacy Report any damage or vandalism Return lost property to the office 	<ul style="list-style-type: none"> Use all facilities appropriately Respect peoples' privacy Report any cleaning needed Report any damage or vandalism 	<ul style="list-style-type: none"> Enter respectfully Maintain an orderly line Always use manners (please and thank you) Know what I want before I order Use the rubbish bins provided
Determination	<ul style="list-style-type: none"> Arrive to class on time, organised and ready to learn Do my best Extend my learning, skills and knowledge in all subjects Support other students' learning Always complete my own work Seek feedback to improve Catch up on missed work 	<ul style="list-style-type: none"> Be a positive influence on others Encourage the involvement of others Eat, drink, refresh and go to the toilet during breaks provided Report any incidents or bullying Be safe 	<ul style="list-style-type: none"> If I know how, help others 	<ul style="list-style-type: none"> Make the most of community-based opportunities Give everything a go even if something is new or hard Assist classmates on community excursions/camps Be safe when outside the school 	<ul style="list-style-type: none"> Always do the best that I can Endeavour to complete all tasks given Remain focused 	<ul style="list-style-type: none"> Take all materials I need for the double period Be on time Keep my locker clean and organised Take responsibility for my own belongings 	<ul style="list-style-type: none"> Leave the facilities clean and graffiti free Use bins Maintain safe hygiene practices Use facilities during break times 	<ul style="list-style-type: none"> Put my order in early and collect at the start of lunch
Resilience	<ul style="list-style-type: none"> Complete homework Ask for help when needed Think and act positively Be persistent and keep trying – never give up 	<ul style="list-style-type: none"> Be empathetic and see things from others points of view Be tolerant of others' differences Seek help when needed 	<ul style="list-style-type: none"> Have patience with my technology Be supportive in promoting cyber safety 	<ul style="list-style-type: none"> Be calm and understanding in a difficult situation Ask for help when needed Be empathetic towards others in different situations within the community Have a positive attitude 	<ul style="list-style-type: none"> Ask for help when needed Have a positive attitude Be persistent 	<ul style="list-style-type: none"> Negotiate access to lockers Seek teacher assistance when needed Be tolerant of others 	<ul style="list-style-type: none"> Conserve water and the environment 	<ul style="list-style-type: none"> If I have to wait, I will be patient Bring my own money

Senior School Leader's Report

I would like to start by saying that it has been wonderful to see so many students make such a positive start to the 2018 school year. Our Year 11 VCE and VCAL students have embarked on a significant journey in their education. Just as exciting is the fact that our current Year 12 cohort are only months away from completing their secondary schooling and graduating...into the world of work or further study.

There are also a number of students in Year 10 who have chosen to extend and accelerate their learning by undertaking a VCE study as part of their learning program.

There are a few simple steps that VCE students can take, that will help students to be prepared for all classes, including having the required equipment. This includes the textbooks as prescribed on the 2018 booklist. Please ensure that you/your student speaks to their subject teacher and/or student manager if you are experiencing difficulty purchasing the required books, to see what support can be put in place.

Students need to be punctual and in full attendance in all classes. Attendance at school is one of the essential keys to successful completion of your VCE/VET/VCAL. Failure to meet the school's Attendance Policy, will result in non-satisfactory completion of a unit/s.

Students need to be in class in order to learn and by doing this, students are giving themselves every opportunity to keep up to date which is so important and at the same time, demonstrating that they want to be successful.

'If learners are to take more responsibility for their own learning, then they need to know what they are going to learn, how they will recognise when they have succeeded and why they should learn it in the first place.' (Learning Unlimited, 2004)

As normal, if students are experiencing any problems regarding their attendance at school, please make sure you let the school know, so that we can put supports in place.



Reminder to all VCE students, that you have free access to Edrolo. Edrolo is an exceptional resource that supports students with learning and revising key concepts and terminology, watching video clips, familiarising yourself with content prior to the lesson, revising content, SAC and exam revision with immediate feedback.

If you have not already set up an Edrolo account:

Go to www.edrolo.com.au/ballarat-woodmans/

Enter your surname and check that it recognises your correct first name

Enter your email address, mobile phone number, and select a password

Click 'Let me in'

You'll then be logged into your account

Please start by watching our short training video — you're now ready to go!

Need help logging in to Edrolo? Speak to your teacher or Ms O'Shea.

SAC/SAT Completion Policy

All VCE students have signed a SAC/SAT Completion Policy Student Agreement to say that they understand and commit to adhering to the student expectations and processes outlined.

A reminder to students that if you are not able to attend a SAC/SAT on the scheduled date OR miss a SAC due to unforeseen circumstances, YOU are responsible for completing either the **Application for Extension of Time for a SAC/SAT form** OR **Absence from SAC/SAT Explanation form**. These forms are available from the noticeboard in the VCE calendar or can be obtained from Shannon O'Shea (VCE Coordinator). The student must give these forms (along with any required supporting evidence/documentation) to their teacher who will determine when the SAC catch-up will take place.

SAC/SAT COMPLETION POLICY

STUDENT AGREEMENT

The purpose of this policy is to convey to staff, students and parents/carers, the processes the student and teacher are required to follow if the student cannot be present when a SAC is completed in class or when a SAT is due for final submission. The policy caters for students individual adverse circumstances.

- **SACs** are the marked School Assessed Coursework completed under test conditions in classes.
- **SATs** are School Assessed Tasks that are required for folio subjects.
- These pieces of work contribute to the Teacher's assessment of student achievement in their Units 1-4 VCE subjects.
- SACs & SATs contribute towards 50% of the study score for each subject (Exam 50%).
- If a student cannot be present when a SAC is completed in class or when a SAT is due (see Table 1), they will be required to complete and submit either:
 - an **Application for extension of time for a SAC/SAT** OR
 - an **Absence from SAC Explanation Form**
- Supporting documents will also be required by the office for school/Centrelink records.
- All missed SACs will be completed the following Wednesday night in the **After-school Supervised Session** in room 2 from 3.30 - 5.00pm.
- Students & parents/carers will receive written confirmation of SAC/SAT completion arrangements.
- Failure to meet deadlines will result in the student needing to go to the SAC/SAT Appeals Panel.
- If a student misses a SAC/SAT due to exceptional foreseen or exceptional unforeseen circumstances, the student is still able to successfully complete the Unit and get a 'Satisfactory' outcome and a scored assessment, providing supporting documentation is submitted within three days of the student returning to school.
- If a student misses a SAC/SAT due to non-exceptional circumstances, the student is still able to successfully complete the Unit and get an 'Satisfactory' for the relevant outcome by completing the SAC and their necessary classwork but, will **not** get a scored assessment.

SEE FOLLOWING PAGE FOR EXAMPLES OF POSSIBLE CIRCUMSTANCES

Examples of possible circumstances for not attending or completing assessment on the scheduled date and required documentation and student action.

Circumstance for missing SAC	Definition	Submission of form	Supporting Documents	Assessment
Exceptional Fore-seen	Known medical, surgery Excursion School Camp School Sport Funeral VET	3 days prior to SAC or SAT	Doctor's certificate Documented evidence required within 3 days of return to school	The student is still able to successfully complete the Unit and get an 'S' (satisfactory) and a scored assessment
Exceptional Unfore-seen	Medical	Within 3 days of returning to school	Doctor's certificate	The student is still able to successfully complete the Unit and get an 'S' (satisfactory) and a scored assessment
Non-exceptional	Driving lessons or licence, work, missed bus, missed classes, Centrelink and other personal appointments, holidays, birthdays, births	Within 3 days of returning to school	No medical certificate accepted	The student is still able to successfully complete the Unit and get an 'S' (satisfactory) for the relevant outcome by completing the SAC and their necessary classwork <u>but will not get a scored assessment.</u>

Semester 1 SAC & SAT Dates



Term 1 2018

UNIT 1 SUBJECTS ■

UNIT 3 SUBJECTS ■

Week	Date	SAC/SAT
1	30/1- 2/2	
2	5/2 - 9/2	GENERAL MATHS SAC 1
3	12/2 - 16/2	
4	19/2 - 23/2	CHEMISTRY SAC 1 ENGLISH SAC 1 PHYSICS SAC 1 BIOLOGY SAC 1 - PRACTICAL TASK 1
5	26/2 - 2/3	FOOD STUDIES SAC 1 LEGAL STUDIES SAC 1 PHYSICAL EDUCATION SAC 1 BIOLOGY SAC 1 - PRACTICAL TASK 2 ENGLISH SAC 1 FOOD STUDIES SAC 1 PHYSICAL EDUCATION SAC 1 PHYSICS SAC 1 PSYCHOLOGY SAC 1 STUDIO ARTS OUTCOME 1
6	5/3 - 9/3	MATHS METHODS SAC 1 CHEMISTRY SAC 1 MATHS METHODS SAC 1
7	12/3 - 16/3 (Labour Day 12/3)	CHEMISTRY SAC 2 COMPUTING SAC 1 GENERAL MATHS SAC 2 FOOD STUDIES SAC 2 MUSIC PERFORMANCE OUTCOME 2 PSYCHOLOGY SAC 1 FOOD STUDIES SAC 2 MUSIC PERFORMANCE OUTCOME 2
8	20/3 - 24/3	ENGLISH SAC 2 FOOD STUDIES SAC 3 LEGAL STUDIES SAC 2A FOOD STUDIES SAC 3 FURTHER MATHS SAC 1 HEALTH & HUMAN DEVELOPMENT 1
9	27/3 - 30/3	BIOLOGY SAC 1 ENGLISH SAC 2 OUTDOOR & ENVIRONMENTAL STUDIES SAC 1

Term 2 2018

UNIT 1 SUBJECTS ■

UNIT 3 SUBJECTS ■

Week	Date	SAC/SAT
1	16/4 - 20/4	<p style="color: red;">COMPUTING SAC 2 PHYSICAL EDUCATION SAC 2 PSYCHOLOGY SAC 2</p> <p style="color: blue;">SOFTWARE DEVELOPMENT SAC 1</p>
2	23/4 - 27/4	<p style="color: red;">PHYSICS SAC 2</p> <p style="color: blue;">CHEMISTRY SAC 2 - PART A</p>
3	30/4 - 4/5	<p style="color: red;">LEGAL STUDIES SAC 2B</p> <p style="color: blue;">BIOLOGY SAC 2 PHYSICS SAC 2</p>
4	7/5 - 11/5	<p style="color: red;">CHEMISTRY SAC 3 ENGLISH SAC 3 FOOD STUDIES SAC 4 GENERAL MATHS SAC 3 MATHS METHODS SAC 2</p> <p style="color: blue;">CHEMISTRY SAC 2 - PART B FOOD STUDIES SAC 4 MATHS METHODS SAC 2 PSYCHOLOGY SAC 2</p>
5	14/5 - 18/5	<p style="color: red;">BIOLOGY SAC 2 STUDIO ARTS OUTCOME 3</p> <p style="color: blue;">OUTDOOR & ENVIRONMENTAL STUDIES SAC 2 STUDIO ARTS OUTCOME 3 SAC 1</p>
6	21/5 - 25/5	<p style="color: red;">CHEMISTRY SAC 4 COMPUTING SAC 3 LEGAL STUDIES SAC 3 MUSIC PERFORMANCE OUTCOME 1 PHYSICAL EDUCATION SAC 3 PSYCHOLOGY SAC 3</p> <p style="color: blue;">ART SAC 1 FURTHER MATHS SAC 2 HEALTH & HUMAN DEVELOPMENT MUSIC PERFORMANCE OUTCOME 1 PHYSICAL EDUCATION SAC 2 PHYSICS SAC 3</p>
7	28/5 - 1/6	<p style="color: red;">BIOLOGY SAC 3 ENGLISH SAC 4 FOOD STUDIES SAC 5 GENERAL MATHS SAC 4 MATHS METHODS SAC 3 MUSIC PERFORMANCE OUTCOME 3</p> <p style="color: blue;">ENGLISH SAC 3 FOOD STUDIES SAC 5 MATHS METHODS SAC 3 MUSIC PERFORMANCE OUTCOME 3</p>
8	4/6 - 8/6 Finish Unit 1	<p style="color: red;">PHYSICS SAC 3</p>
9	11/6 - 15/6 (Queens Birthday 11/6) Yr 11 exam wk GAT 13/6	<p style="color: blue;">ENGLISH SAC 4 OUTDOOR & ENVIRONMENTAL STUDIES SAC 3</p>
10	18/6 - 22/6 Start Unit 2/4	
11	25/6 - 29/6	<p style="color: red;">STUDIO ARTS OUTCOME 1 & 2</p> <p style="color: blue;">STUDIO ARTS OUTCOME 2</p>

Important Information

from the School Careers Department



Our school has now provided its students and their parents/caregivers with a 'School Careers Website'. You can find it at:

<http://www.woodmanshillcareers.com/>

It's a "One Stop Shop" for your child's needs with their Career Planning, information, VCE, Post School Options and much more.

They can also use it to create and save their resume.

The site is also designed with you, the parent/caregiver in mind, to provide you with all the information you need about your child's Career Planning and post school options – and the information is constantly changing in these areas. At times I would also like to communicate with you in regards to your child's career planning, so I would ask that you make sure we have your current email address or mobile phone number.

Many Thanks

Carolyn Gregg – Careers Coordinator

Tax File Numbers

Any student will need a tax file number if he/she starts work (part-time and full-time) and all students planning on a tertiary education require one when they start.

Importantly, current Year 12 students are reminded that they will be requested to provide their Tax File Number (TFN) on enrolment to TAFE or university next year, so it is worthwhile getting an application submitted early!

Students must now apply for a TFN online and have their identity verified through an interview at a participating Australia Post office.

To apply and also to find out about participating Post Offices, visit

[Apply for a TFN](#)

ADF GAP YEAR

The **ADF Gap Year** program provides an opportunity for young Australians, who have finished Year 12 (or equivalent) and are aged between 17 and 24, to experience military training and lifestyle whilst gaining new skills and pay over their Gap Year. The life skills and job training that students acquire during their Gap Year experience will be valuable regardless of what career you ultimately undertake. **Gap Year opportunities are available in the Navy, Army and Air Force.**



Applications for 2019 open in March!

To find out more information about the ADF Gap Year program please visit [ADF GAP YEAR](#)

UMAT 2018

The test is used specifically to assist with the selection of students into the medicine, dentistry and health science degree programs at undergraduate level at a number of universities in Australia and New Zealand. **For more information, and/or to apply visit [UMAT2018](#)**

Charles Darwin University	Clinical Sciences
Charles Sturt University	Dental Science
Curtin University	Medicine
Flinders University	Clinical Sciences/Medicine
La Trobe University	Health Sciences (Dentistry) (non-Y12) Oral Health Science (non-Y12)
Monash University	Medicine
University of Adelaide	Dental Surgery Medicine
University of Auckland (NZ)	Medicine
University of Newcastle / University New England	Joint Medical Program
University of New South Wales	Medicine
University of Otago (NZ)	Dental Surgery Medicine
University of Queensland	Dental Science Medicine (provisional entry)
University of Tasmania	Medicine
University of Western Australia	Dental Medicine (direct pathway) Medicine (direct pathway)
University of Western Sydney	Medicine



Uniform Policy

Rationale:

Ballarat Secondary College Council believes that a uniform reinforces in students a pride in their own appearance, instils recognition of themselves as an integral part of the school community, and assists in developing pride in representing their school. Issues of equity, health and safety, and expense are also factors that contribute to having a compulsory school uniform.

Why wear a uniform?

- Reduce costs to parents:** Over time, uniforms are cheaper than casual clothing and remove the competitive element potentially involved in designer casual clothes.
- Safety of your child:** As a key element in meeting the Child Safe Standards uniform allows staff to easily identify students as members of the school community and therefore maximises their safety.
- The uniform is designed to be compliant with the Health & Safety requirements in all areas of the school. This is especially important with regard to **shoes which must be leather and polishable** in order that students are able to undertake technology subjects.
- Positive Image:** A uniform presents a positive image to the community.
- A uniform creates a sense of pride and association with Woodmans Hill.

Uniform Rules:

Students **must** wear complete Woodmans Hill uniform on all occasions including to and from school, unless officially notified by the Woodmans Hill in writing.

Students who are out of uniform must:

- Bring a note of explanation indicating when they will be back in complete uniform.
- Obtain a uniform pass during the first period of the day.
- Wear 'as close as possible' alternative clothing.
- Students who are out of uniform (even with a note) may not comply with Health & Safety rules and therefore may be excluded from certain practical tasks.
- Please note, even when a student has a note for being out of correct uniform the school will attempt to put them in borrowed uniform for the day.

For all years 7-12 students, it is **COMPULSORY** to wear the Woodmans Hill Sport Uniform for Physical Education and Sport classes.

Students are to bring their Sport Uniform in a suitable bag to class where they will be given time to change at the beginning and end of class.

SCHOOL FOOT WEAR:

All students should wear black leather lace up shoes in the style of a traditional school shoe.

Please refer to examples provided at the back of this policy for specific examples of acceptable school shoes.

Transitional Arrangements:

During the transitional period, students enrolled at the Ballarat Secondary College prior to 2017 may continue to wear the BSC uniform until the end of 2018. Students may only wear one uniform; **Uniforms cannot be blended**. All students enrolled at Woodmans Hill from the beginning of 2017 onwards **must** wear the Woodmans Hill uniform.

College Council Endorsement:

This policy was endorsed by the Ballarat Secondary College Council on November 23rd 2016. **Policy Review Date:** November 2019



What is the Woodmans Hill Uniform?

Below is the Woodmans Hill uniform list. Please read it carefully and select the items that best suits your child's needs.

ITEM	DESCRIPTION	LOGO STYLE	BOYS/ GIRLS
Slacks	Charcoal Grey, Flat Front	Nil	Girls
Trousers	Charcoal Grey, Flat Front	Nil	Boys
Shorts	Charcoal Grey, Flat Front	Nil	Boys & Girls
Jumper/Pullover	Teal with Black/Charcoal Stripe	Logo	Boys & Girls
Blazer (optional)	Black with Teal/Charcoal Braid on coat edge	Logo	Boys & Girls
Tie (optional)	Teal, Charcoal Grey	Nil	Boys & Girls
Soft Shell Jacket	Black Soft Shell	Logo	Boys & Girls
Dress	Charcoal/Teal/Black/White check with piping	Nil	Girls
Shirt - Short Sleeve	White/Grey Stripe	Logo	Boys & Girls
Shirt - Long Sleeve	White/Grey Stripe	Logo	Boys & Girls
Skirt	Charcoal/Teal/Black Check in Poly Wool	Nil	Girls
Socks- with Shorts/Dress/Skirt	Plain White - with no logo's	Nil	Girls
Socks - with pants	Grey Calf Length	Nil	Boys
Tights	Microfibre/Columbine Black	Nil	Girls
Bucket Hat	Black	Logo	Boys & Girls
School Bag (optional)	Black	Logo	Boys/Girls
Shoes	Black Leather "Polishable" lace up	Nil	Boys & Girls
<h2>Sports Uniform</h2>			
Rugby Top	Black/Teal/White	Logo	Boys & Girls
Sports Polo	Teal Polo with sublimated design	Logo	Boys & Girls
Sport Tracksuit Pants	Black Stretch Microfibre	Logo	Boys & Girls
Sports Rugby	Black, Teal and White	Logo	Boys & Girls
Sport Legging/Compression Pant	Black	Logo	Boys & Girls
Sport Shorts	Black	Logo	Boys & Girls
Sport Socks	White	Nil	Boys & Girls

See next page for images of suitable footwear.

Appropriate		Inappropriate	
			
			
	 HAPE only		



**Uniform on display in
the Administration Foyer**

Are your Contact Details correct?

Please call into the office at Woodmans Hill if you have changed any of your details and have not yet let us know. This would include:

- * **Address**
- * **Mobile or landline number**
- * **Emergency contacts**
- * **Medical issues/update**
- * **Change in employment & contact number during work hours**

Any changes must be in writing and signed.

You can ask for a form at the Reception desk or have your student bring one home.

It is important that your information is up to date especially in case of an EMERGENCY.



Personal Accident Insurance and Ambulance Cover

Parents and Guardians are reminded that the Department does not provide personal accident insurance or ambulance cover for students.

Parents and guardians of students, who do not have student accident insurance/ambulance cover, are responsible for paying the cost of medical treatment for injured students, including the cost of ambulance attendance/transport and any other transport costs. Please note that if First Aid trained staff at Woodmans Hill believe an ambulance to be necessary they will ring for one immediately. Parents and Guardians are not consulted prior to this decision being made.

PRIVATE PROPERTY ON SCHOOL GROUNDS

Private property brought to school by students, staff or visitors is not insured and the Department does not accept any responsibility for any loss or damage. Any personal property brought to school by students, including phones etc., is brought at their own risk.

Locks on Lockers



Parents/guardians and students are reminded it is the students responsibility to have a suitable lock on their locker at all times.

Students using a key lock are encouraged to leave their spare key at the front office.

Students whom leave their key at home or lose their key will have their lock cut off to ensure they have the appropriate materials for class.

Secondary School vaccinations in 2018

The Secondary School Vaccine Program offers free vaccines to **Year 7** and **10 students**. These vaccines provide protection against:

Diphtheria, Tetanus & Pertussis (whooping cough) – one dose for year 7 students

Human Papillomavirus (HPV) – two doses for year 7 students

Meningococcal A,C,W,Y – one dose for year 10 students

Parents/guardians of year 7 and 10 students should look out for the vaccine consent card booklet coming home from school with your child. You need to read the information, complete and return the card regardless of whether your child is being vaccinated at school.

To learn more about the Secondary School Vaccine Program, the vaccines, the diseases they protect against, or how you can prepare your child for vaccination, go to **betterhealth.vic.gov.au**

Additionally, the Commonwealth government is funding vaccinations for all children under 20 years who missed scheduled vaccines. If students have missed vaccines, either in childhood or adolescence, and require catch-up vaccines, they should speak with their Immunisation provider. (ie. local council or GP).

Woodmans Hill Immunisation Dates have been scheduled for:

Tuesday 24th April - Year 7 Students

Tuesday 30th October - Year 7 Students

Year 10 Students will be notified which of the above dates they will be scheduled for in the near future.

Communication at Woodmans Hill

Our main method of communication with all parents from 2018 will be through the Compass portal.

Using the Compass site or App parents will be able to access:

1. Their child's attendance
2. The child's timetable
3. The school newsletter
4. The school calendar
5. Reports – including interim and semester
6. Positive merits awarded to your child
7. Notifications regarding events



There are two ways to access the compass portal and to receive notifications from the school.

1. Visit the website: <https://ballaratvc-vic.compass.education>

- To log in you will require your unique family username and password. These details are provided within this letter.

Upon first login, you will be required to change your password and confirm your email address and mobile phone number. These details may be used by the school for SMS, password recovery and email communication throughout the year.

If you have lost your details or forgotten your password, you can recover your details by clicking the 'Can't access your account?' link on the front page.

2. Download the Compass App – accessible for all smartphones and tablets



- Download the **Compass School Manager App** from either the Android or Apple Stores
- Login details to the App are the same as for the website and these details are provided within this letter.

Please ensure that you get set up on Compass as this will be the primary method for communication from the school.

If you would like assistance to set up or login to your account, please don't hesitate to contact the general office for support. We will step you through this process and ensure you are online!