Dear Parent/Caregiver

Welcome back to what will, no doubt, be a very exciting year in the life of your child.

We were delighted to commence the year with the news that many of our 2016 Year 12 students achieved outstanding results in their external exams and in securing positions in their preferred post-secondary pathways. Last year, 99% of our Year 12 students achieved a Cert. II or higher and/or an ATAR of 55+ (known as attainment) and 99.6% of our students achieved their WACE. Additionally, 41 students received Authority awards. These students are all well-placed to be highly competitive as they move into the next phase of their life. In addition, 100% of our ATAR pathway students were offered a place at university for 2016.

Year 12 support staff
This year, your child will be supported by Ms Richelle Tiedtke in the Year 12 Coordinator role and Mr Jared Davies, the Program Coordinator of Senior School Student Services. I look forward to working with this very experienced team to support our Year 12 students.

Parent Information Evening
We are holding an information evening for parents of Year 12 students on Monday 13 February at 6.00pm in the Music Centre. This evening will provide an overview of the year, including information on what to expect at each stage of the year. We will also focus on the expectations we have of Year 12s and discuss the support networks we have in place. There will be a brief overview of the WACE requirements and the timeline for university and State Training Provider (TAFE) applications. We will also provide information on the school’s Good Standing Policy and the mentoring system in place for this year. There will be the opportunity for parents to ask questions. I have enclosed a summary of Year 12 WACE requirements for your information.

Afternoon Seminar Program
Please find enclosed the afternoon seminar program for 2017. It is important that students are aware that attendance at afternoon sessions, ATB tests and assemblies is compulsory and that any absences must be explained by a note or telephone call from a parent. Students will be advised which sessions they are required to attend in the daily notices. We appreciate support from parents in ensuring that students do attend all required sessions.

Subject Changes
If your child wishes to make changes to his or her Semester 1 courses it is important that they do so before Tuesday 14 February. After this time it is unlikely that students will be able to catch up on work missed and changes after this date will only be made in exceptional circumstances. Please note that where a student is wishing to change into a high cost unit, a deposit may be required before changes can be made. Notices will appear in the daily bulletin instructing students on the process for making appointments regarding changes.

Dress code
It has been wonderful to see the majority of students arrive at school in the first week in full school uniform as per the College Dress Code. Female students are reminded that the transition period allowing the wearing of skirts has now finished and no student is allowed to wear the discontinued skirt to school. Consequences for uniform infringements may be applied for any student in breach of the College dress code.

Special Conditions
Each year we have a number of students who, for a whole range of reasons, are eligible for special examination arrangements. These arrangements can include additional time for students with physical disabilities or diagnosed processing disorders, the ability to take food into exams for students with diabetes, through to consistent seating for students with anxiety disorders. Significant documentation
is required to support any application and, therefore, it is important that this process is commenced as soon as possible. Please contact me at justine.mcnaught-conroy@education.wa.edu.au as soon as possible if you believe that your child may be eligible for special examination arrangements. Please note that special provisions may be allowed for OLNA, EST, semester based examinations and class tests.

Whole school assessment policy
The whole school assessment policy may be found on the College website and students are encouraged to ensure they are familiar with assessment and examination expectations. Students and parents have access to results throughout the year via Connect. There is an expectation that senior school students fully engage with the opportunity to check their progress and achievement on Connect regularly. Please see the attached information.

Student absences at assessment times
Parents are reminded that a medical certificate must be provided for students who are absent on the day of a scheduled assessment or who claim medical grounds for the late submission of an assessment. Should you wish to apply for an absence approval application at any time throughout the year, please complete the absence approval application which can be found on the College website. Allowances will not be made for students who miss assessments due to a family vacation. VET Students should be reminded that it is their responsibility to ensure that strategies are put in place to ensure they keep up with their schoolwork. TAFE cannot be an excuse for late or non-submission of work. Staff are aware that they will be absent but they will need to initiate negotiations with teachers regarding tests and assignments. If you feel that this is having a detrimental impact on their schoolwork at anytime, could you please contact Ms Leonie Francis as soon as possible.

Parents are reminded that the Semester 2 school-based examinations commence during the holidays on Monday 2 October; WACE practical exams (external) commence on 25 September.

OLNA
Information will be sent out regarding the sitting of the Online Literacy and Numeracy Assessment (OLNA) over the next couple of weeks. Only students required to participate in this testing will receive this information. Please contact me as soon as possible if you have any questions regarding OLNA in 2017 or if you believe your child may be eligible for special examination provisions. Students will be required to attend additional preparation classes for OLNA assessments that may occur after scheduled classes in the afternoon.

Endorsed Programs
If your child is involved in activities external to school they may be able to gain credit toward their WACE. Examples of these activities include Surf Lifesaving, Music examinations, Dance programs, Duke of Edinburgh as well as elite sporting and community service to name a few. For a full list see SCSA at these links.
http://wace1516.scsa.wa.edu.au/vet/endorsed-programs/provider-developed-endorsed-programs
http://wace1516.scsa.wa.edu.au/vet/endorsed-programs/authority-developed-endorsed-programs

Some of these require completion of a Logbook or submission of documents to the school. Contact Ms Francis VET Coordinator for more information.

Achievement in Year 12
As you will be aware, schooling in WA is compulsory until the end of the year when a student reaches 17 years and 6 months or when a student reaches the age of 18 years, whichever occurs first. For most students this means “school” but it can also mean other things such as enrolling with a State Training Provider (TAFE), apprenticeships or employment. For some students options other than school are more appropriate in meeting their needs and working toward achieving their goals. Ms Leonie Francis, our Careers and VET Coordinator, and I are both happy to meet with students and their parents to explore alternative pathways.

Students obtaining apprenticeships during the year or wishing to take up employment or studies with a STP etc. need to follow the correct processes and obtain the appropriate approvals. Please contact
Ms Francis, Student Services Manager Mr Jared Davies, or myself if you would like further information on this.

All students should have a clear set of goals for this year. Amongst these goals should be achieving their WACE (Western Australian Certificate of Education) and attainment (an ATAR of 55+ and/or completing a Cert. II or higher). All of our students have the capacity to achieve these goals – they just need to ensure that they have the commitment. Achieving a WACE is a prerequisite for all university courses and many other post-compulsory pathways. If you have any concerns regarding whether your child is on track to achieve their WACE, please do not hesitate to contact me at justine.mcnaught-conroy@education.wa.edu.au

Year 12 can be a very busy year with many important decisions needing to be made and many significant events taking place. If at any point you feel as if you need further information or support regarding your child’s education or future directions, please feel free to contact the Year 12 Coordinator Ms Richelle Tiedtke, Ms Leonie Francis or myself. We are happy to provide support and assistance.

I look forward to meeting you at the parent information evening and trust that 2017 will be a successful and rewarding year for you and your child.

Yours sincerely

Justine McNaught-Conroy
Associate Principal

8 February 2017