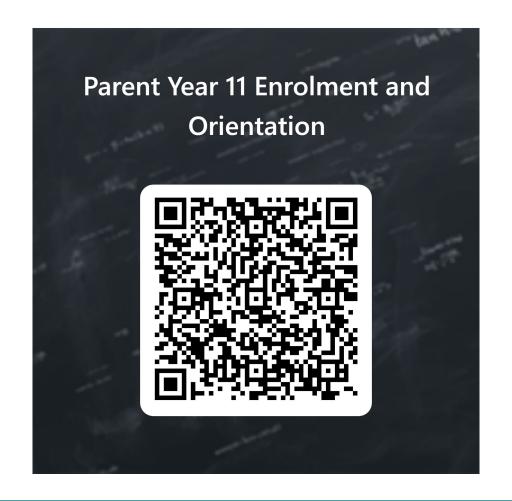


# Year 11 Parent/Carer Information & Support Evening



# **Enrolment and Orientation Survey**





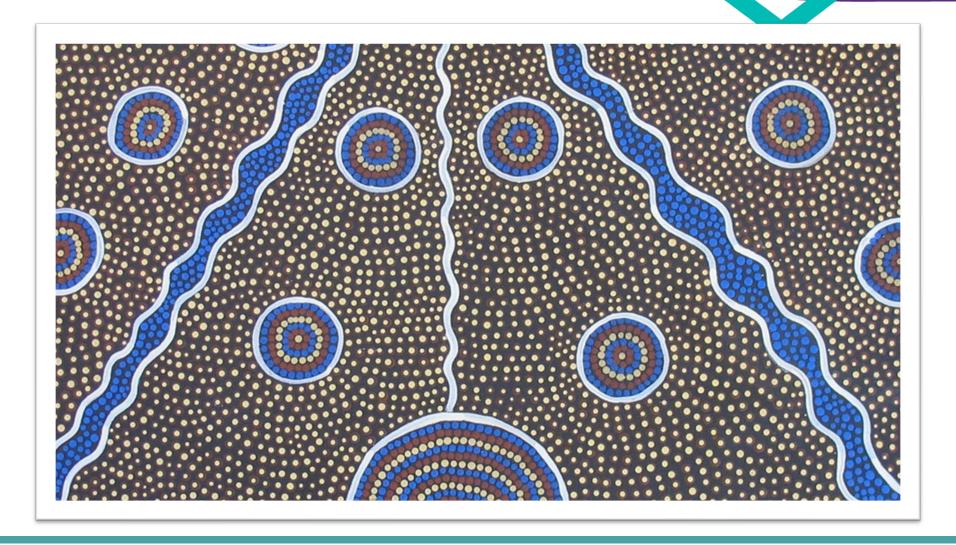


## Welcome

## Principal: Sam Hutton



### **Acknowledgement of Country**



## P+C

- Parents and Community
- Seeking nominations for President and Treasurer





# Overview and Essentials Deputy Principals: Joshua Stewart and Janelle Rae





Who Can I Speak to?

Wellbeing, Counselling and Support

Connections Program

**Dress Code** 

Illness Misadventure Processes

Attendance and Leave

Lanyards and Uniform

FAQ: Scenarios

Careers Information HSC Minimum
Standards

What is the ATAR?

Questions





# Who Can I Speak to?



A	
A A D E	

I have a subject specific question e.g. English or Maths	<ul><li>Subject teacher or Head Teacher.</li><li>Learning &amp; Support Teacher</li></ul>
I need help with organising myself e.g. study timetable, prioritising.	•Your Mentor •Learning & Support Teacher
I think I might need/qualify for disability provisions I previously had disability provisions	•Learning & Support Teacher
I would like subject advice I'm not sure if I am in the right subject/s	•Careers Advisor •Subject Teacher or Head Teacher
I would like to change my subjects (note: there are limits to when this can occur)	<ul> <li>Administration for a change of subject form (parents and HT need to sign)</li> </ul>
I would like to apply for university early entry/scholarship	•Careers Advisor
I am doing a Distance Education Subject	•Librarian
I need advice about TAFE courses	•Careers Advisor
I will be/was away for an Assessment Task I will be/was away for an Exam	•Administration for Illness Misadventure form

I have received a Welfare/Warning Letter

on for Illness Misadventure form •Subject teacher or Head Teacher •Learning and Support Teacher

W	I feel stressed, anxious or depressed	Counsellor     Year Advisor     Mentor (who can refer)     Student Support Officer
E L L	I am having issues with other students at the college	•Year Advisor / Mentor (who can refer) •Deputy Principal
B E	I have something serious I need to report	•Deputy Principal or Principal
N G	I am having issues outside of school (work, family etc.)	Counsellor     Mentor (who can refer)     Student Support Officer
	I am hurt/injured, or another student is hurt/injured Someone requires first aid	•Security (first option) •Any teacher nearby
	I am feeling sick (in class time) I am feeling sick (not in class but at school)	•Class teacher (then Administration) •Administration
	I am feeling unmotivated or a bit lost I am not sure what help I need	•Mentor (who can refer) •Student Support Officer
	I would like to be involved in leadership or school events	•Student Representative Council (SRC) meets in A.1.27 every Monday 1:10pm

A D	I need help with Stile e.g. joining a class, submitting work	•Class Teacher for that subject •Technology Coordinator
M I N	I have lost property e.g. phone, laptop, jumper	•Security
I S T	I have to pay for a school event  Payment - School Bytes - Coffs Harbour Senior College  (nsw.gov.au)	•Administration or online
R A T	I need a bus pass <a href="https://apps.transport.nsw.gov.au/ssts/#/">https://apps.transport.nsw.gov.au/ssts/#/</a>	•Online
I V E	I have changed my address/contact details <a href="https://coffsharbs-h.schools.nsw.gov.au/current-students.html">https://coffsharbs-h.schools.nsw.gov.au/current-students.html</a>	•Administration or online
	I have been away sick	•Administration – hand in leave form signed by parent/guardian
	I am going on extended leave (more than 10 days)	•Deputy Principal •All class teachers

I need technology help (except for Stile) e.g. login, Wi-Fi •IT Help Desk at Student Learning Centre



02 6659 3054



coffsharbs-h.school@det.nsw.edu.au



# **Academic Support for Students**





# **Mentor Program**



Each student is allocated a Mentor Teacher. This is one of their classroom teachers.



Formal Mentor Meetings are held through the year (these are compulsory).



Year Level Meetings are also held each Term.



## **Year Advisers**

- Julie-Anne Chivers (Year 11)
- Karlie Hackfath (Year 11)
- Brett Croucher (Year 12)
- Mel Croucher(Year 12)



# Absence Procedures



Parents/carers are to phone the Administration Office on **6659 3054** the morning of a student's absences.



Please do not wait for the afternoon SMS to notify the college of absences.



If an absence is known about in advance, a yellow student absence form should be completed and returned to the office. These can be collected form the Administration Office or downloaded from our website <a href="https://coffsharbs-h.schools.nsw.gov.au/">https://coffsharbs-h.schools.nsw.gov.au/</a>



If the student is absent for more than 3 days a medical certificate will be required.



# Early Leave or Late Arrival

Students on a flexible timetable must sign out using the kiosk in the front office and keep their receipt in case they are asked for it.

Students leaving early or arriving late for any other reasons must see the front office staff and present their reason for leaving (note from parents, medical appointment etc.)

This is important for attendance, emergencies and our schools duty of care to our students.



# **Lanyards and Appropriate Clothing**

All students must wear their lanyard showing their Student Identification whilst on Campus

This is in lieu of a uniform, and allows staff to identify students from each of the campus partners quickly and effectively

Students are expected to wear appropriate clothing and footwear. Guidelines have been shared with students and families









SHOES



**LANYARDS** 



### SLEEVED SHIRTS

Shirts need to have sleeves and cover the full torso.
Offensive slogans or references to drugs or alcohol are not acceptable.
We recommend sunprotective clothing, eyewear and/or sunscreen to protect against skin damage.

### SHOES

loothor choos

Please wear closed in shoes that allow you to participate in all school activities. For Practical Subjects (IT Timber, Construction, Sciences, Hospitality, Sports, TAFE/VET Classes) you will need to wear enclosed

### LANYARD + ID CARD

Students need to have their ID Card and CHSC Lanyard visible at all times to access school resources and as a key measure in our campus emergency management procedures.

### **WORK READY**

Clothes should be neat, clean and in good condition. Students should wear clothes that allow them to actively participate in all school activities and adhere to Workplace Health and Safety Guidelines.



# CHSC: Mobile Phone Policy

Coffs Harbour Senior College supports the restrictions of mobile phones in accordance with the NSW Department of Education: Students Use of Mobile Phones in Schools Policy.

All mobile phones will be switched off and left in their bag or locker during the day. This is an approved NSW Department of Education option and will limit unnecessary distractions and complement our ongoing approach to ensure every student maximises their learning and social growth in a safe and supportive environment.



### **OFF AND AWAY**

All mobile phones will be switched off and left in students bags or lockers during the day. Headphones are also to be put away.



### **POLICY EXCEPTIONS**

There may be students who have a medical, wellbeing or learning need which will require them to access a mobile phone as defined in this plan. Teachers may give permission to use mobile phones for an approved learning activity.



3

### **BREAK TIMES**

Use break times to socialise with peers and activity outside of the classroom. If necessary, students can access their phones briefly for urgent calls or messages during this time.



### **INAPPROPRIATE USE**

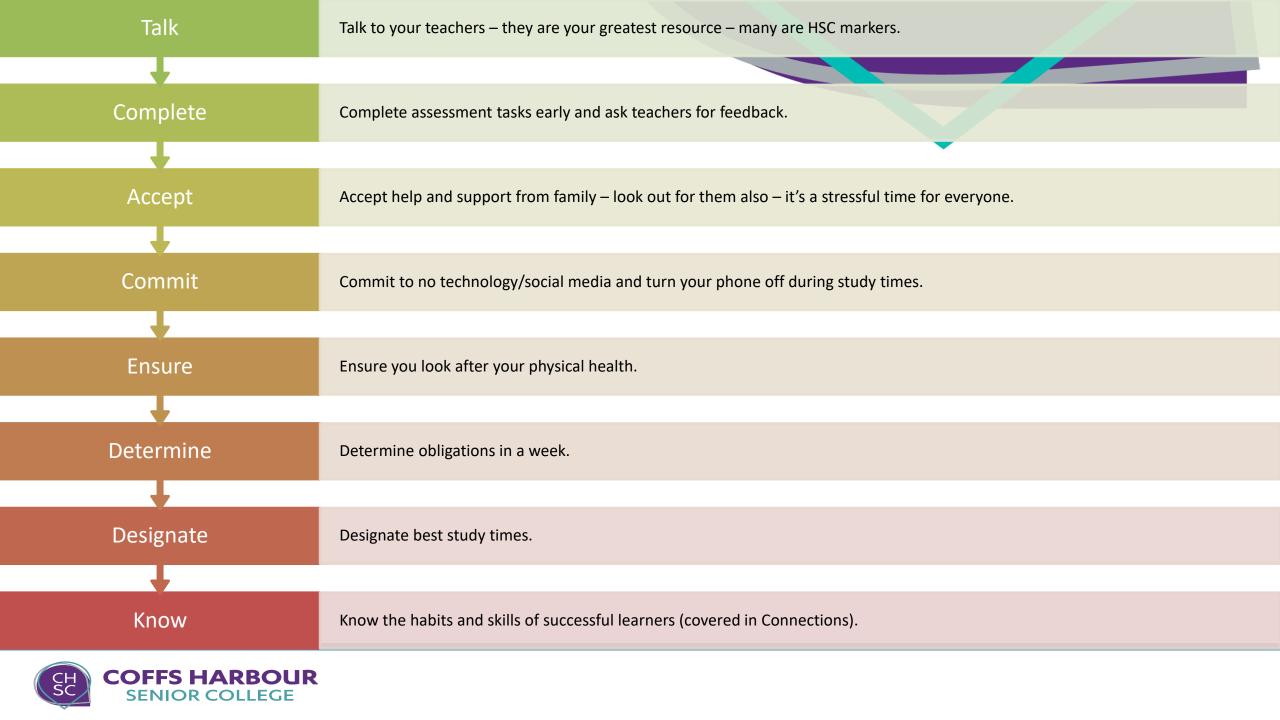
Students in breach of the policy will have their device confiscated, a meeting with the School Executive and may receive a formal caution or suspension.



# **Vape and Smoke Free Campus**

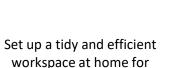






# **Study Habits Start Now!**





study.



Use diaries and term planners to record upcoming assessment tasks and other commitments.



An organised folder – goal mark for the subject; assessment marks; a syllabus; main notes; summary pages; glossary; revision; tips section.



Accrue 2.5 hours study per week for each 2 unit subject.



Pre-read before lessons. Do all classwork. Revise the work for the day



No excuses. Just do it!



Work efficiently in your study sessions.



Schedule study times.



# Study Planner

- Daily or Weekly
- Divided into hours (or less)
- Be specific
- Allow plenty of time for breaks

and 8+ hours of sleep

- Be realistic
- Be flexible

9.00 AIVI	GAPM paper revisions	and sumbit paper	submit	Final review of all lectures	and submit
10:00 AM	Finish first half of mirco lab assignment	Finish second half of mirco lab assignment	Review and submit structures exam	all lectures	YAY YOU DID IT!
11:00 AM	Structures take home identifications	Structures take home short essays	Review all lectures and draw out the concepts you're struggling with	Take Exam	
12:00 PM	Lunch	Lunch	Lunch	Lunch	
1:00 PM	Redo lecture 3.1 review questions	Redo lecture 3.3 review questions	Review all lectures and		
2:00 PM	Redo lecture 3.2 review questions	Redo lecture 3.4 review questions	draw out the concepts you're struggling with Go over missed review questions and hard topics		
3:00 PM	Redo lecture 18 review questions	Write a rough draft of LAM	Redo lecture 24 review questions	naru topics	
4:00 PM	Redo lecture 19 review questions	Paper and email to professor	Redo All TopHat guestions	Take exam	
5:00 PM	Redo lecture 20 review questions	Redo lecture 21 review questions	e 21 without notes		
6:00 PM	Diamon	Dinnor	Dianas		
7:00 PM	Dinner	Dinner	Dinner Dinner		
8:00 PM		Write review questions for			

Redo Lecture

Review micro



### **Term Planner.** Tracking due dates and events.

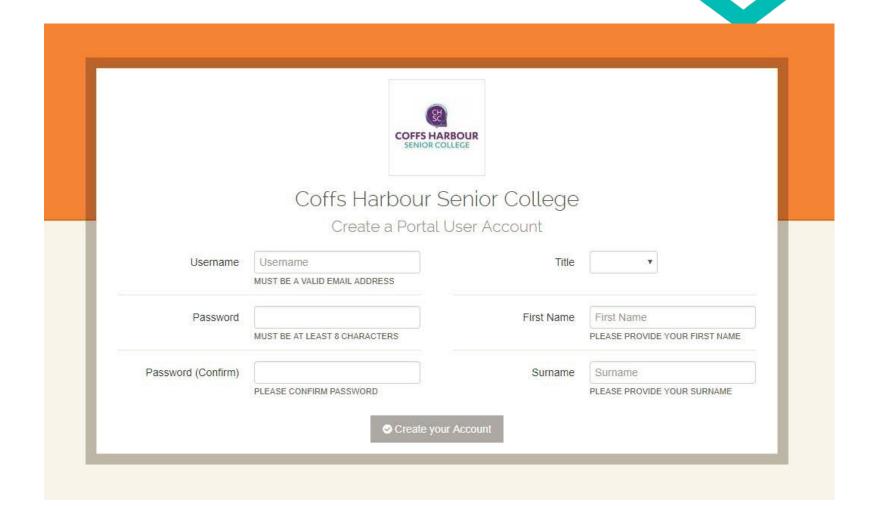


## **School Planner 2024**

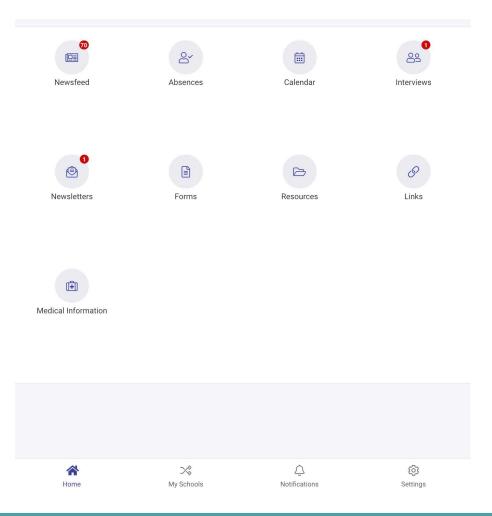
	Term 1	Week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	January / February	1	School holiday	Term 1 begins for Eastern division schools  School development day for Eastern division schools  30	School development day for Eastern division schools 31	1	First day back @ School	3	4
	February	2	5	Term 1 for Western division schools  School development day for Western division schools 6	School development day for Western division schools 7	8	Show Michael IP Progress	10	11
Use your As	sessmen	t	Onstage <sub>12</sub>	Excursion	<del>)</del>	15	16	Driving Test <sub>17</sub>	18
Handbook to find the due				Work Experience, Hospo.	@ Urban				
dates of	all AT's		19	20	21	22	23	24	25
	March	5	26	English Draft 27	28	29	1	2	3
	March	6	4	5	6	7	English Due	9	10
	March	7	11	12	Chemistry Prac.	14	15	Barista W	orkshop
	March	8	18	19			Drama Workshop	23	24
	March	9	PDH Draft	26			Good Friday		Easter Sunday
	April	10	Easter Monday	English Study Day	3	A	PDH Assignment	6	7
CH CC	April	11	8	9	10	Chemistry Due	Scho	ol Holic	lays!!!



### **Sentral Parent Portal**



# **Sentral Home page**



Note that there is no message service enabled.

## **School Bytes**

- Coffs Harbour Senior College uses the parent portal for various things, including online permission notes, attendance, and payments, which can be accessed via a secure link. The School Bytes parent portal enables you to view all your children in one portal and process payments for multiple siblings in one transaction, even if they attend different schools (assuming all of the schools use School Bytes!).
- IMPORTANT To ensure that the registration process works smoothly and you can link your account to your child(ren), make sure that you use the same email address that you have provided to the school or if using a different email address, an SMS verification code will be sent to the mobile phone number on record for you at the school.



### Log in to the parent portal

Or create a new account

Password	
Remember me	Forgot your password?
ı	og in
This site is protected by reCAPTCHA and Service apply.	d the Google <u>Privacy Policy</u> and <u>Terms of</u>

User guides 2



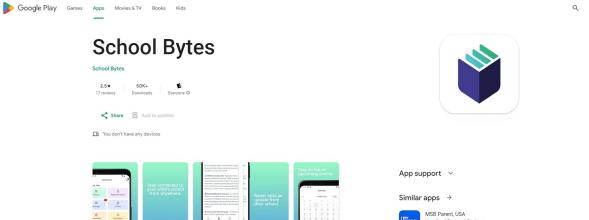
- 2. Select the create a new account link.
- 3. Enter your first name as it appears on your student's profile at the school.
- 4. Enter your last name as it appears on your student's profile at the school.
- 5. Enter the email address that you use for school communication.
- 6. Enter a password.
- 7. Confirm the password.
- 8. Select create account.

An email will be sent to the email address nominated so that you can verify your access to the email address. (Check spam if this doesn't work)

Once you have created your account, log in to the School Bytes parent portal.

You can now link your account to all students in schools that use the School Bytes platform.





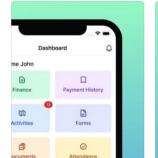




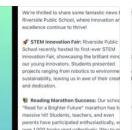


#### iPhone Screenshots

distributed of the control of the co



Stay connected to your child's schoo from anywhere.



Never miss an update from their school.

Think Academy Student
Think Academy International Education Inc

## Website

https://coffsharbs-h.schools.nsw.gov.au/









## **Literacy and Numeracy Minimum Standards (HSC 2024)**



Pass minimum standard online tests of basic reading, writing and numeracy skills from Year 10 until a few years after Year 12



A number of current students have not met some standards and will be advised of what they need to do to meet these



This is being covered in the Connections Program



## All my own work

- Students were presented with an opportunity to complete the AMOW modules earlier in the term.
- It is what it says.
- All work presented in an Assessment Task must be the student's own. Malpractice, including plagiarism, could lead to receiving zero marks.
- All cases of malpractice in Assessment Tasks are reported to the NSW Education Standards Authority (NESA).



## Illness / Misadventure

- If a student are unable to attend or submit an Assessment Task on the required date, they must notify the school ASAP, and submit an illness misadventure on their return to school
- All IM forms must be lodged with supporting documentation (See Assessment Handbook)
- Completion of IM forms is the responsibility of the student not the teacher
- Students are required to attend all classes at school on the day of, and day prior to an Assessment Task



# Illness/Misadventure Form





### Illness / Misadventure Application Form

(Refer to Assessment Handbook)

### Original form to be given to Administration when completed

SECTION 1: Student	to Complete				
STUDENT:			Year:		
Have you missed/not	completed more than	one task / examination due to this illness	or misadventure		
Yes No					
Course	Class Teacher	Task Description (Exam, Practical,	Research etc.)	Due D	ate
				- 1	1
				- 1	1
				1	1
Select one					
☐ I have been u	nable to submit the tar	sk by the required date			
		k/s or examination/s on the required date.			
Reason for Application					
		Medical Practitioner complete			
	,	endent evidence of the Misadventure			
Description of liness (	maagrema c.				
Student Signature: _		Date form Sub	mitted:/	/	
SECTION 2: Teacher	/ Head Teacher / De	puty Principal / Exam Coordinator to Co	omolete		
Teacher Comment:					
Teacher Signature:		/ Date/	/		
APPLICATION DECI	SION (based on all evi	dence supplied):			
UPHELD					
		due date / /	$\vdash$		
. ,	sk to be undertaken		$\vdash$		
(c) Estimate to be		autocustina siraumatanana	$\exists$		
	ecause or acceptable	extenuating circumstances			
DISMISSED	tonone moult to be en	td b # -			
	teness, result to be re				
	non-attempt to be rec	eason, so mark of 2% to be recorded	H		
100					
Head Teacher / Exam	Coordinator / Deputy	Principal Signature: n Sentral Signature:	Date:	;-	-',
	Emered	i ocitical digitature.	Date:	′_	



# Frequently Asked Questions /Scenarios

Joshua Stewart and Janelle Rae



### **Scenario 1**

Your child does not appear to have any homework to do. You speak to them about it and they say that they rarely have any and that they can do most of the work in class until there is an assessment task. You don't want to nag but...

## What you can do

- It is important students become self-motivators. Encourage them to make it a habit to ask themselves if they have understood everything from last lesson? Have they reread or reviewed their notes? What has their teacher placed on STILE to help and extend the lessons? Have they been given any past questions or practice questions?
- Homework does not have to be official and it varies according to the subject and time of year. Leaving revision to just before assessment tasks can create unnecessary pressure and anxiety. Students often cram at the last minute, but this is not very effective for long term memory. Do a little often and the pressure will reduce, and results will improve. Once they get past their initial procrastination these rewards should help reinforce good habits.



### Scenario 2

Your child has missed a day or two of school and their results are not quite what was expected. You are concerned but they tell you not to worry as "Year 11 doesn't matter". You have heard this before and you don't want them to 'burn out'. There will be time later to push.

## What you can do

- See Year 11 like an apprenticeship where they learn the skills they
  need in Year 12. Like all apprenticeships the skills learnt can be quite
  vital to later success Year 11 does matter. The marks in year 11 (in
  most subjects) are not counted in Year 12 because it is a time to find
  your limitations and be freer to make mistakes. This relieves pressure,
  but it is important for students to establish good habits and try during
  these three terms. They learn about their strengths and weaknesses
  and what they need to work on for Year 12.
- Attendance is crucial for student success, a day or two missed each week is cumulative and will add up to several weeks quickly.



### **Scenario 3**

Your child is sick at home and they tell you they have an assessment task today. You ring the college front office and leave a message that they are unwell.

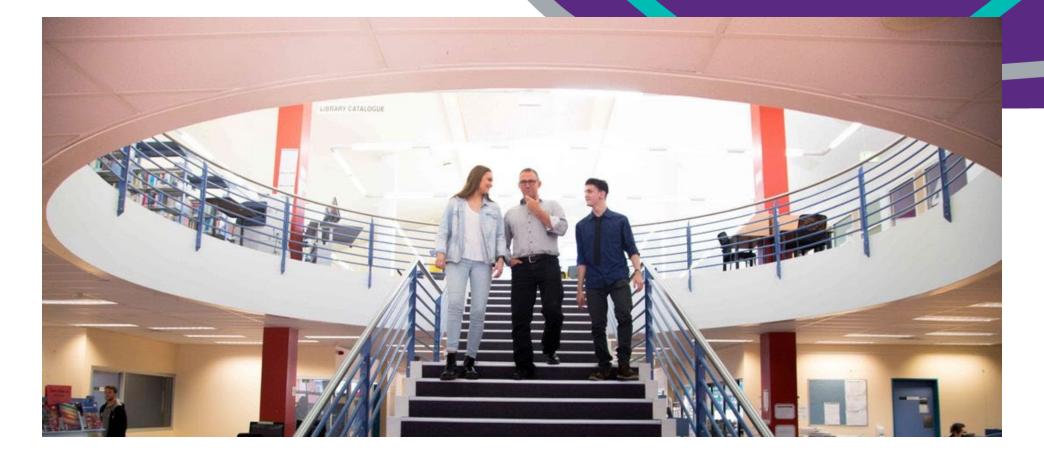
What else needs to happen?



## What you can do

- Make a doctor's appointment as this will provide the best evidence for the illness/misadventure form you will need to fill in. Use the illness/misadventure flowchart available on the website to find exactly who needs to be contacted. Have your child do the contacting (if they are able) as this helps them to develop the life skills they will need when they go to work or further education. If they are too sick do the initial contact yourself but have them follow through with all the other steps that the flowchart notes.
- North Coast Health Connect will connect you with bulk billing GPs and Telehealth. Pharmacies can also issue medical certificates.





### **Careers**

### Careers Adviser: Rachel Fraser



## **Post School Options**

**TAFE** 

**Traineeships** 

University

**Employment** 

Apprenticeships

Gap year





# 2023 UNIVERSITY DESTINATIONS



- Arts/Law
- Veterinary Science
- Aeronautical Engineering
- Nursing
- Music



- Physiotherapy
- Psychology
- Speech Therapy
- RadiationScience
- Environmental
- Science



- Medicine
- Economics
- Fine Arts
- Aviation
- Engineering



- Forensic Science
- Visual Design
- Criminology
- Psychology
- Pathology
- Mathematical Science



- **Education**
- **Ancient History**
- Accounting
- Archaeology
- **Social Science**



# 2023 UNIVERSITY DESTINATIONS QUEENSLAND AND VICTORIA



- Law
- Exercise and Sports Science
- Public Health
- Engineering



- Arts
- Psychology
- Law

# **Support for students applying to University**

- Application workshops
- University Future Student teams visit our school
- Excursions to University campuses
- One-on-one meetings with Careers Adviser
- Residentials-University of Sydney, Macquarie
- Scholarship application workshops
- University Open Days- I recommend going to these in Year 11 as they are mostly scheduled around Trial HSC time in Year 12.



### **UNSW Partnership**



# RURAL CLINICAL SCHOOL MEDICINE MENTORSHIP PROGRAM

Coffs Harbour Senior College and the UNSW Rural Clinical School have developed a medicine mentoring program for Year 11 students who are interested in studying medicine.

The program will run over 3 terms and include:

- Mentoring by 3rd Year Medical students
- UCAT preparation workshops
- Interview Practice
- Medical school application support.

Sessions will take place after school at the Rural Medical School attached to Coffs Harbour Hospital.

This is a fantastic opportunity for students interested in a career in medicine. Applications will open in term 3, 2024.



## **Early Entry to University**

- Many Universities offer early entry schemes.
- These are based on Year 11 results and school references.
- Getting the very best grades in Year 11 will give students the highest chance of success.
- Applications open in March/April of Year 12,
- The early entry landscape is changing. In 2025 and 2026 universities cannot make offers before September. After 2026, the government will introduce strict new guidelines on early entry schemes.



# 2023 Destinations: Apprenticeships

- Several of our students have started apprenticeships.
- Diesel mechanic, hairdressing, electrician, carpentry and plumbing.
- Securing an apprenticeship is becoming more competitive.
- Employers prefer applicants have their P Plates.
- Recruitment processes can be extensive.



# **Apprenticeship- application process**



### 1.Online application

Complete an online application form, including uploading a copy of your up-to-date resume and a cover letter. You will be asked to undertake online assessments. These assessments include:

- Mathematics
- Problem solving

#### 2 Online assessments

Receive an invitation to undertake additional online assessments\*, including:

- Safety awareness
- Mechanical reasoning
- Behavioural assessment

### 3. Supervised work readiness assessment

- Receive an invitation to participate in an online supervised readiness assessment\*. This assesses:
- Literacy and
- Numeracy competency

### 4. Assessment day

- Receive an invitation to attend an assessment day.
- Practical assessments
- One-on-one interview
- Tour of the depot

#### 5. Pre-employment checks

- Undertake pre-employment checks, which include:
- Reference checks
- Pre-employment medical
- National Police check
- Working rights check

### 6. Offer of employment



# Support for students applying for apprenticeships

- Application workshops
- Industry representatives on campus
- VET students often receive offers for apprenticeships when on work placement.



## 2023 Destinations: Employment and Gap Years

- Increase in students choosing to take gap years.
- Most take up local employment or travel overseas.
- It is an opportunity for students to explore their options. For example, one of our 2023 cohort is working as a Medical Imaging Receptionist for a year to see if they want to study that course at University.
- Gap years should be planned. Visas and flight bookings are two of my favourite topics-I am always happy to discuss!



# How can parents/carers support your child's next steps?

- Research tells us that for 65% of young people, their parents/carers are the main source of career advice.
- Talk to them about career paths- yours, friends and family.
- Go to university open days, look on Seek and Indeed for local apprenticeship and job opportunities, check out the Senior College Careers website for information on post-school options.



# **CAREERS CONTACTS**

Rachel.Fraser@det.nsw.edu.au

Phone: 66593258

http://seniorcollegecareers.com/







My goal is to help every student find their best next step.

I look forward to working with you to help them achieve it.





# **Year Advisors:** Julie-Anne Chivers and Karlie Hackfath



# Introducing your Year Advisers!

Where can you find us?

Julie-Anne → B.1.7 or E.G.12 Karlie → B.1.24

<u>To get in contact</u> <u>Julie-anne.chivers@det.nsw.edu.au</u> <u>Karlie.hackfath2@det.nsw.edu.au</u>

### Our role:

Supporting your wellbeing and helping you to achieve personal/ educational goals throughout your time at Coffs Harbour Senior College!





### **Connections Program**

Connections is a program that empowers our students by connecting them with their peers and staff at the school, skills, people and support. It enriches their learning, covering many of the important skills and understandings they need to thrive, outside of the learning in their individual classes and subjects.

Students attend this lesson for one hour in their first study period of the week. Each week students will engage with different themes, presenters, tutors and skills. Over Term 1 we will be covering:

Building friendships and connections with other students

Technology and ICT

Library and research skills

Careers

Goal setting, organisation and study routines

Focus and productivity tools

**NESA HSC Requirements** 

We know this program will be valuable to our students, building their sense of connection, confidence and community at CHSC.



## **Supports for Students**

### **School Counsellors**

- Deb McFadden
- Jen Corbett

### **Student Support Officer**

Gary Maher

### **Mentor Teachers**

### **Campus Security**

- Lost Property
- First Aid

## What if they are not OK?

### Wellbeing/learning supports available at school

- Year Advisors
- Mentor teachers
- Any teacher they feel they can approach
- School counsellors (Deb McFadden and Jen Corbett F Block)
- Student Support Officer (Gary Maher F Block)
- Learning Support Teachers (Vicki Greer C.1.14 and Julie-Anne Chivers B.1.17)
- Careers Adviser (Rachel Fraser F Block)
- Supervisor of female students: Maria Priori (B.1.27)
- First Nations Student Support: Margaret Harrison (B.1.2)



### **Wellbeing Lessons on Stile**

- In the Class of 2025 on Stile I have created a Wellbeing Folder with lots of information and resources, including documents, links and videos
- Class of 2025 Wellbeing Lessons
- This is a live document that I will continue to add to with relevant and up to date information and resources. Check it out!
- Please encourage students to spend a bit of time and check out the different lessons and resources in the Stile Wellbeing folder



# Questions?



# Join our college community



facebook.com/coffsharboursc



For more information: seniorcollege.com.au



# Thank you

Parent Year 11 Enrolment and Orientation

