VCE Absence Procedures

Mrs Fox has now taken over the role of entering medical certificates on to student management tool for senior students. All medical certificates are now to be given direct to Mrs Fox. Parent will now be sent text messages to inform parents of absences on a daily basis. This has been happening in VCAL this year already. If your son/daughter is absent and will not be able to submit a medical certificate, a parent will need to call Mrs Fox on 9788 2046. If Mrs Fox is unavailable, please leave a message with details of the absence. If this does not occur on the day of the absence, it will not be authorized. NB more than 4 unauthorised absences results in a breach of the attendance policy and may result in failure to gain a satisfactory pass for the subject.

If you have left a voicemail and receive a text, there is no need to return a call to Mrs Fox as it simply means that Mrs Bucher or Mrs Andrews are teaching or in meetings and have not had the chance to check voicemails.

YEAR 10 WORK PLACEMENTS

Congratulations to all year 10’s who completed their 35 hour structured work placement this week. Students should now in the process of preparing a PowerPoint presentation about their experience to present to the rest of the class. A reminder that all log books need to be submitted to your personal futures teachers and also if your employer gave you a copy of your work placement report, please hand in to Jackie. All year 10’s are required to type up a thank you letter for their employers next week.

YEAR 10 MOCK INTERVIEWS

A reminder that these will occur on Thursday 22nd May. Students will have received their appointment time in their Personal Futures class and parents should have received a letter regarding information about the day. Students are required to attend their year 11 class only and the mock interview. The Information Commons is available for students who wish to remain at school and study. All students are required to bring their completed portfolio to the interview.
**19th May 2014**

**Important dates:**

- Monday 19th May – Senior Girls Football
- Change of Preference - Closes this Friday 23rd May
- HMAS Cerberus Naval Gazing - Cancelled New Date TBC
- Senior School Assembly Wednesday 21st May period 3
- Year 10 Mock interviews – 22nd May
- Year 10, 11 & 12 exam week 26th-30th May
- Tuesday 3rd June – Health Expo excursion
- Friday 6th June – Student free day

- Attend school every day. (If you are absent, always provide a doctors certificate)
- Always wear the correct uniform.
- Manage your time effectively.
- If your experiencing any problems, talk to your mentor.
- Manage your pathways.
- and...celebrate all your successes along the way.

**SPECIAL EXAM ARRANGEMENTS**

All Unit ⅔ students who have applied for and been granted special exam arrangements by VCAA will be required to attend a meeting with Mrs Andrews and the chief supervisor, a couple of days before the exam so that everyone is aware of the arrangements. By now you will have received information about your special arrangements. Please see Mrs Andrews or Mrs Bucher for more information.

**MID YEAR REVISION LECTURES – BOOK IN NOW!**

Attending a Mid-Year Revision Lecture is one of the best ways to consolidate your learning of Unit 3. Check out the information in the IC and book into a session delivered by a number of different external organisations such as Access Education or NEAP. There is a cost to these lectures but well worth the money to ensure you are heading into Unit 4 with a comprehensive understanding of your Unit 3 subject.

**STUDENT PRINCIPAL FOR THE DAY**

Students are invited to apply for being A Principal for the Day on Wednesday 4th June. Nominations are welcome now and a decision will be made by the end of the week! Students will be voted on during Assembly this week, so get your nominations in now!

**HEALTH EXPO**

All year 11 & 12 health and human development students have received a letter regarding a health expo on June 3rd. At this event, students have the opportunity to learn about careers in the health industry and attend seminars in relation to VCE Health and Human Development. There is also an opportunity for interested year 10 students to attend, this will be promoted through Personal futures classes.

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**YR 12 PATHWAY PLANNING**

All Yr 12 students will be involved in pathway planning sessions in Study Space Map or if you are not in this MAP program, Jackie Woods will organize a meeting with you. Important information is provided relating to VTAC preferencing, SEAS, Scholarships, Open Days and completing an Action Plan.

**ATHLETICS DAY**

The whole school athletics day is scheduled for the 12th June, any student who did not return their consent form for the swimming/athletics carnival are able to collect a copy of the consent form from the stand outside Mrs Fox office. The expectation is that all students attend on the day, if unable to attend a medical certificate is required so that absence can be authorised.

**SENIOR FORMAL**

Senior formal Thursday 4th September. A decision will be made about a theme for the evening. If any student has any preference for a theme they need to see Sami or Brad (School Captains)

**CHANGE OF PREFERENCE**

A reminder to all Year 10 and 11 students who want to change their subjects (9/10 electives, VCE subjects) for Semester 2, you will need to pick up a change of preference form outside Mrs Fox’s office. The change of preference period closes on Friday 23rd May. No forms will be accepted after this date. On the form, you will need to indicate your change of subject, office signature to check additional payments if required and a parent signature. To submit your form, you will need to obtain Senior Leader authorisation and signature. Do not hand your form to Mrs Fox. Leave your form with either Mrs Andrews or Mrs Bucher.

If you require further counselling about course selection and change of preference, please make an appointment with Jackie or speak to a Senior Leader before 23rd May.
VCAL work placements
By now, all VCAL students should have a work placement organised. For those who don’t they need to see a VCAL teacher or Jackie Woods ASAP to organise one. Students who do have a work placement must complete the paperwork that goes with this. The forms must be signed by the student, parent, employer and Mr Fer- ra before any liability insurance can be granted. Not completing these forms put your legal rights at risk. These forms can be collected and returned in WRS classes or to Jackie Woods.

Year 11 VCAL maths excursion – The Great Race, 19/5/14
As part of the location unit, year 11 students are expected to partici- pate in the great race excursion to Melbourne on Monday 19/5. We will be using public transport to get there and this is the only cost in- volved. Students will be given a number of locations to find and document around the CBD and there will be a little leisure time too. Students can choose to bring their lunch or buy it there. This excursion gives students opportunity to prove their competency in a practical way and should be attended.

Free Education Breakfast Event
Empowering Young Women Through Education is an event designed to in- spire, inform and energise young wom- en. Keynote speaker is Jacqui Cooper, Australian Olympic Aerial Skier.
Monday 21st July 8am-10am, The Arena, Docklands. Excursion forms are being distributed in Yr 10 Personal Fu- tures classes.

WORK EXPERIENCE OF A LIFETIME
An opportunity of a lifetime is available to Yr 10 and 11 students looking for a week’s work experience at Nova, Hon- da, Mushroom Group and Global Ad- vertising Agency, Leo Burnett. If you would like this amazing experience head to www.vuworkexperience.com.au and apply. Entries open from 12 May and will be open for four weeks.

NEW VALEDICTORY DATE
Due to circumstances out of our con- trol, the Valedictory has been moved to a new date of Wednesday 22nd Oc- tober. This will be the last day for Year 12s before the commencement of VCAA exams.

SENIOR LEADER NEWS
Mrs Bucher is on long service leave from Friday 30th May to Monday 23rd June. In her absence whilst she enjoys the sights and sounds of New York and the west coast of America, Mr Holt will be stepping up as Senior Leader.