

24 July 2017

Dear Year 12 Parents and Caregivers

The purpose of this letter is to draw your attention to key areas specifically related to Year 12 students and to seek your ongoing support.

Attendance and Supervised Studies

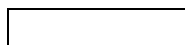
There is a strong correlation between successful SACE completion and daily attendance at school. Specifically, being present enables students to access all the support and expertise of their teachers, whilst offering opportunities for collaboration and connection. As you are aware, all Year 12s have supervised studies as part of their timetable. A number of students utilise this time well, completing assignments, preparing for tests and working with their peers. Recognising that some students would rather study at home, we would like to offer the following option to all Year 12s for the remainder of the year.

- All Year 12s are required to be at school and in class Monday - Thursday, 8.45am onwards, and Friday 10.45am. (There only exception to this rule, is when students are enrolled in TAFE/VET Courses or are on a negotiated timetable).
- If a Year 12 student arrives outside the specified 8.45am (Mon-Thurs) or 10.45am (Fri) start, they are required to 'tag in' via Student Services or the new library space.
- If Year 12s are up to date with their work, consistently attend their programmed lessons and have parent consent, they are able to leave the campus if the only remaining lessons for the day are studies.
- To adhere to our Work, Health and Safety requirements, if a Year 12 student leaves the college, they must 'tag out' via Student Services or the new library space.

Day	Home Class	Block 1,2	Block 3,4	Block 5,6	Block 7, 8
Monday				Year 12 RE	
Tuesday					
Wednesday			Pastoral Care		
Thursday					
Friday	No formal scheduled Year 12 lessons				



= all Year 12s are required to attend



= Year 12 students whose remaining lessons for the day are studies in this timeslot are able to leave the campus if:

- they are satisfactorily meeting all course requirements
- they have consistent attendance in programmed lessons and
- the parental consent form has been signed and returned.

Please note: Supervised studies will still be available every lesson of the week for Year 12s and the roll will be taken as per usual process. Parents, of students who are absent unexcused for any study, will be notified.

After School Subject Catch Ups

To provide specific subject support, after school catch up sessions are available to Year 12 students in Term 3. At the beginning of each week students are informed of after school opportunities to work closely with teachers to revise, review or refine their work. We strongly recommend students take advantage of these opportunities, utilising teachers expertise and additional support. For further details please contact Ms Sally Mangan: Teaching and Learning Coordinator.

Old Scholars Free Tutoring Sessions

To further support Year 12s with their study, a small number of old scholars will be offering tutoring sessions from Week 3 in the new library. The sessions will run Monday – Thursday 3.45-5pm. Specific details will be available Week 2.

Year 12 Assembly: Guest Presenter – Monday 7 August 2.15-3.15pm

On Monday 7 August, all Year 12 Students have an amazing opportunity to learn about how they can be more successful in Year 12. Hugh Kearns, international researcher and lecturer, will be presenting to our students about what the latest research in psychology and education tells us about high performers and the strategies and techniques they use to be successful. Students will learn strategies to:

- Overcome procrastination
- Deal with distractions
- Maintain motivation
- Focus your attention
- Manage perfectionism

Hugh Kearns is based at Flinders University and lectures and researches on high performance at universities all over the world including Harvard, Stanford, Oxford and Cambridge. Over the last three years Hugh has presented to our Year 12s and students have always come away from this session energised, focussed and equipped with a few more strategies to help them achieve their goals. Whilst this presentation falls on a Monday afternoon (2.15-3.15pm), given the beneficial nature of this presentation, all Year 12s are required to attend.

Uniform

It is important that students arrive each day wearing the College Uniform correctly and adhere to our personal presentation code. Overall, we recognise and acknowledge that the majority of Year 12 students consistently wear their uniform correctly and take a great deal of pride in their appearance. A few reminders are as follows:

- **Skirt length:** Please note that the **correct skirt length for girls is to the knee**. It is important that skirts are checked and hems adjusted accordingly
- **Girls formal winter socks/tights:** grey melange knee-high socks/grey melange tights – 70 denier
- **Boys formal winter socks:** grey melange
- **Shirts:** winter shirts must be tucked in
- **Piercings:** Plain sleepers or studs allowed. Specifically, one stud/sleeper per ear in the lower lobe only. Additional piercings must be removed (eg. nose, eyebrow, extra earrings). Clear and discreet retainers may be worn.
- **Clean Shaven:** Boys must be cleanly shaven each day
- **Additional winter warmth:** Scarves and gloves in black may be worn during winter. Students should ensure non-uniform items (T-shirts, hoodies, undergarments, etc) worn for added warmth, are not visible.
- **PE uniform:** Only those students enrolled in Integrated Learning: Sports Studies or Physical Education, have permission to wear the school PE uniform on their designated practical days. PE uniform should not be worn by other students.

Please note: Adhering to our Uniform and Personal Presentation Code is a requirement of all students attending Cabra Dominican College. For further details please refer to the Student Handbook pg 34-35.

Staying true to their plans

Aristotle once said “We are what we repeatedly do. Excellence, then, is not an act, but a habit”. We believe that our expectations around attendance, uniform and work completion, provide the structures needed to support and nurture positive habits. As such, we wish to continue to work in partnership with you, to ensure that your child reaches their goals. At this stage of the year we appreciate that some students may feel a little overwhelmed or disorganised in their approach or that their parents may be concerned that this is the case. We encourage Year 12s to continue to maintain good habits and remind them that there is still plenty of opportunities to improve their performance in the fourteen weeks remaining. We encourage students to consider striving toward maximum daily performance rather than minimum daily requirements and seek their teacher’s advice on how to maximize their grades for each piece of assessment.

Final Year 12 Events, Evenings and Celebrations

We are in the process of finalising all Year 12 Term Four, events, evenings and celebrations. Specific details will be communicated shortly.

If you would like to speak to us regarding any of the areas mentioned, or about your child's Year 12 progress, please do not hesitate to make contact.

Thank you for your ongoing support.

Yours sincerely

Helen Riekie
Deputy Principal: Student Wellbeing

Edmund O'Brien, Daniel Head, Toni Fisher, Deb Lubatti (acting)
Boylan, Kavanagh, Moore and Murphy Year 12 House Leaders

PERMISSION TO LEAVE THE COLLEGE FORM

Attention: Deputy Principal: Student Wellbeing and Leadership

Student Name:	House:	Home Class:
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I _____
(print name)

give permission for _____
(print name)

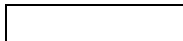
to leave Cabra Dominican College at the times I have initialled below:

(Please note: only the white blank spaces can be initialled)

Day	Home Class	Block 1,2	Block 3,4	Block 5,6	Block 7, 8
Monday				Year 12 RE	
Tuesday					
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Thursday					
Friday	No formal scheduled Year 12 lessons				



= all Year 12s are required to attend



= Year 12 students whose remaining lessons for the day are studies in this timeslot may be able to leave the campus.

I understand that for my child to be granted leave they must:

- be satisfactorily meeting all course requirements
- have consistent attendance in their programmed lessons and
- have my parental/caregiver consent

Parent Signature:	Date:
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