



Stage 5, 2020 Parent Information Evening

St Francis Catholic College
Learning Vision



Quality Learning

Successful, holistic, lifelong learner
Creative and critical thinker

Every student
can learn

Every teacher
can teach

Our Challenge

Meeting the learner where they're at
High expectations
Collaboration
Reflection

Acknowledgement of Country

We at St Francis Catholic College acknowledge the Dharawal people, the Traditional Owners who have walked upon and cared for this land for thousands of years. We acknowledge the continued deep spiritual attachment and relationship of Aboriginal and Torres Strait Islander peoples to this country and commit ourselves to the ongoing journey of Reconciliation.



St Francis Catholic College in the Edmund Rice Tradition

As a Catholic school in the Edmund Rice tradition, we aspire to be faithful to the four touchstones: Liberating Education, Gospel Spirituality, Inclusive Community and Justice and Solidarity.



In the name of the Father, and of the Son and of the Holy Spirit.



Leader:

At St Francis, we invite everyone into the story of Jesus.

All:

May we make Jesus' message of compassion, justice and peace a reality within our community



Gospel Spirituality

Leader:

We gather tonight in the presence of God who calls us in community.

All: Help us to be accepting and welcoming to all members of our community



Inclusive Community

Leader:

At St Francis, we open hearts and minds, through quality teaching and learning experiences.

All:

Help us to use our learning to build a better world for all



Liberating Education

Leader:

We invite all to embrace justice and solidarity, grounded in a spirituality of action and reflection.



Justice and Solidarity

All:

Help us to follow the words of St Francis and let us preach the gospel through our actions.

Leader: St Francis..... All: Pray for us.

Leader: Blessed Edmund Rice .. All: Pray for us.

May Jesus live in our hearts All: Forever.

In the name of the Father, and of the Son and of
the Holy Spirit.

ST FRANCIS CATHOLIC COLLEGE

OPEN MINDS

OPEN HEARTS



Religious Education, Identity & Mission

St Francis Catholic College



St Francis RE and The Emmaus Story

Making senseof everyday life in the broader contexts of mystery, complexity, confusion and awe

Gaining accessto and understanding the Scriptures, the traditions of the Catholic community, its stories, its experiences and its teachings

Respondingto the activity of God in their lives and in the whole of creation

Celebratingwith others the mystery and life of the Risen Christ

The Religious Education faculty promotes a Catholic perspective incorporating the Emmaus Framework in that it supports students in setting goals and applying strategies which will:

- promote their Catholic identity.
- consider cultural issues and the impact on the individual and their community.
- promote an awareness and responsibility for environmental issues.
- appreciate their own self worth and their ability to achieve at their own level
- encourage students to develop tolerance, patience and personal responsibilities
- improve opportunities for regular exchanges of opinions on all matters.

2020 -

- Grade Mass & Eucharist with Fr Bosco or Fr Joseph
- Catholic Identity and Mission -
 - Clean Up Australia & other Environmental Action Initiatives
 - Project Compassion
 - Edmund Rice Social Justice Day
 - St Vincent de Paul Winter Appeal
 - Catholic Care Christmas Hamper Appeal
- Assessment Tasks
- Prayer and Spirituality Opportunities

ST FRANCIS CATHOLIC COLLEGE

OPEN MINDS

OPEN HEARTS





Attendance

**Missing one day of school each fortnight
adds up to 1 months' worth of learning
missed over a year**

- Parents/carers are to ensure that their children attend school daily and without unnecessary absences.

Punctuality



- Both punctuality and attendance is monitored each day by the Pastoral Teacher.
- Students need to arrive each day before the warning bell at 8.25am. This will allow enough time for your child to greet their friends and make their way to Pastoral which commences at 8.30am.
- Lateness is recorded as a partial absence and must be explained.
- Traffic or sleeping in are not acceptable reasons for lateness.
- Late students must be signed in at the College Reception.

Early Departure

- If your child has a pre-arranged appointment, parents/carers must communicate this with the school, eg a note in the diary, an email or a phone call.

Absences



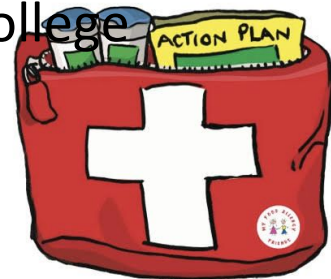
- Please ensure your child is at school each day.
- If your child is absent, it is necessary that you provide an explanation within 7 days.
- Students with frequent absences will be asked to provide a medical certificate or other documentation.
- Students with attendance concerns will be placed on an Attendance Improvement Plan.

Travel

- Families are encouraged to take leave during the school holidays.
- If travelling during the school term, Mr Abernethy must be notified in writing.
- For extended leave, only the first 5 days will be granted as Approved Leave, the remainder is recorded as unjustified leave.

Anaphylaxis

- All students from Years 5-10 will be expected to carry their epipens in a protective case in their College backpack.
- Students are expected to take their epipens with them when off-site eg excursion.
- Parents are also asked to keep a labelled epipen at College Reception.



ST FRANCIS CATHOLIC COLLEGE

OPEN MINDS

OPEN HEARTS



Compass Training



ST FRANCIS CATHOLIC COLLEGE

OPEN MINDS

OPEN HEARTS



Pastoral Team

Year Coordinator: Mr Spiros Zakris

9 Janssen/Treacy: Miss Shelley Allen

9 mackillop/Clare: Mrs Peta Holmes

9 Chisholm/Wellington: Mrs Gloria Opalnuik

10 Homeroom 1: Mrs kellie Kells

10 Homeroom 2: Mrs Natalie Wagstaff

Role of a Year Coordinator

Year Coordinator

- Student wellbeing.
 - Day-to-day school life.
 - Monitoring attendance
 - Organisation.
 - Communicate with parent/carer about positive behaviour and concerns.
 - Respond to parent/carer queries and concerns.
 - Facilitate Pastoral Program to develop Social Emotional Learning Skills.
- Management of student behaviour.
 - Adherence to PB4L expectations.
 - Affirm positive behaviour/issue redirection and consequences for negative behaviour.
 - Support plans.
- Year meetings.
 - Important announcements and information about College events.
 - Term by Term theme that incorporates the Catholic life of the school.

Role of a Year Coordinator

- Reports.
 - Review academic performance and reports.
 - Affirm student achievement and support student improvement.
- Events.
 - Organise and facilitate year group events such as Year Nine and Ten Camp (Year 9 Term One, Week Six, Year 10 Term One Week Seven).

“The secret to success is constant and consistent management”

Role of Pastoral Class Teacher

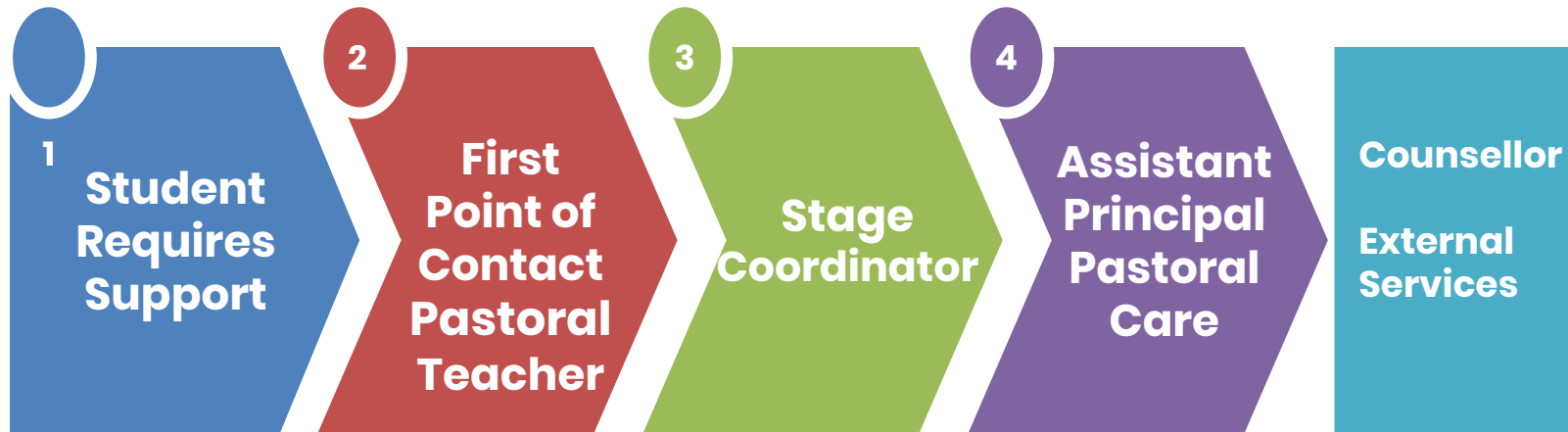
Pastoral Class Teacher (in conjunction with the Year Coordinator):

- Is **the first point of contact** for students, teachers and parents.
- Is responsible for supporting the **wellbeing** and **academic care** of their students.
- Ensures uniform, punctuality and attendance procedures are followed.





Pastoral Classroom Inquiries Process



All of our staff at SFCC are committed to the PASTORAL CARE of our students.



Change in Policies

5.0 HAIR

Students must:

- 5.1 ensure hair has been styled to appear neat and tidy each day
- 5.2 ensure hair is NOT cut, coloured or styled to draw attention

Male Students must:

- 5.3 have hair that is short, above the collar, off the face and ears. Hair must be no shorter than a No. 2 blade and blended.
- 5.4 be clean shaven at all times

Female Students must:

- 5.5 ensure hair that is shoulder length or longer is tied up completely
 - 5.6 use hair accessories that are modest and in College colours
-

SYL Uniform

6.0 COSMETICS, MAKE-UP, NAIL POLISH AND ACRYLIC NAILS

Students must:

Junior Years (Yrs K-4)

- 6.1 ensure that cosmetics, make-up and tinted moisturiser is NOT worn
- 6.2 ensure that nail polish, acrylic or fake nails are NOT worn

Middle Years (Yrs 5-8)

- 6.3 ensure that cosmetics, make-up and tinted moisturiser is NOT worn
- 6.4 wear only clear or 'french tip' nail polish
- 6.5 ensure that acrylic or fake nails are NOT worn

Senior Years (Yrs 9-12)

- 6.6 wear only clear or 'french tip' nail polish
- 6.7 ensure that acrylic or fake nails are NOT worn
- 6.8 only wear minimal, natural looking tinted moisturiser or sunscreen for the purpose of covering blemishes. (The Principal or delegate reserves the right to determine inappropriate makeup)

SYL Uniform

4.0 JEWELLERY

Female Students must:

4.1 wear only items of jewellery that include:

- 4.1.1 a watch or activity tracker (with no internet connectivity) and NOT a Smartwatch
e.g. Apple Watch
- 4.1.2 a plain silver or gold necklace/chain with a small crucifix concealed by clothing
- 4.1.3 only one pair of plain small sleeper or stud earrings for pierced ears and which
must be worn in the lower lobe of the ear

Male Students must:

4.2 wear only items of jewellery that include:

- 4.2.1 a watch or activity tracker (with no internet connectivity) and NOT a Smartwatch
e.g. Apple Watch
- 4.2.2 a plain silver or gold necklace/chain with a small crucifix concealed by clothing



Mobile Phones

- ❑ Once students enter the gate phones must be switched off.
- ❑ Any student with a phone on during class time (even on silent) will be confiscated and given to College Reception.
 - ❑ 1st time - Confiscated and returned at end of day
 - ❑ 2nd time - Confiscated and returned at end of the day. Parents will be contacted and Break 2 detention issued
 - ❑ 3rd time - Confiscated and returned at end of the day. Parents will be contacted and an afternoon detention will be issued with possible further consequences.
- ❑ Parents can contact College Reception should they need to contact a student
- ❑ In extraordinary circumstances, students can ask to call home from College Reception.
- ❑ 2:45pm - Students are able to turn their phone on as they move towards their dismissal area- to check for parent/carers messages only.



Wellbeing

Definition

Wellbeing is defined as “the state of being happy and healthy as well as having the ability to cope with the normal stresses of life. Mental health is a component of wellbeing.”

Research indicates there is a strong link between wellbeing and student achievement.

How?

- Having a sense of belonging and high levels of engagement
- Through building positive relationships between teachers and students and between students.
- Feeling valued and safe



Hindrance to Wellbeing

Lack of Sleep!!

- ❑ Sleep research suggests that adolescents need between 9 and 10 hours of sleep every night.
- ❑ Most adolescents are getting only between 7 and 8 hours.

Having a good night sleep will:

- ❑ Improve concentration
- ❑ Improve memory
- ❑ Reduce the likelihood of feeling stressed or depressed
- ❑ Keep you feeling healthy - improves immunity
- ❑ Improves mood swings

ST FRANCIS CATHOLIC COLLEGE

OPEN MINDS

OPEN HEARTS



Graduate Statement

We are created by God, guided by our College and families to be successful, liberated and committed to the service of others.

We are:

- **Connected to God** and called by the Gospels to be people who are **inclusive** and **respectful** with open hearts and minds.
- Successful, **holistic** and lifelong learners who are **creative** and **critical** thinkers.
- **Confident**, **resilient** and **empathetic** members of our community.
- Responsible **global citizens** with a strong sense of belonging. We aim to be **stewards of the Earth** and of **service to others**.



ACADEMIC FLOW CHART





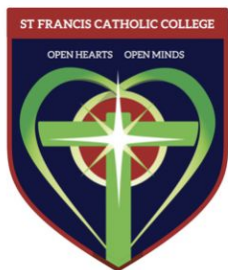
Senior Years Learning

- ❑ Stages 5 and 6 (Years 9 - 12)
- ❑ Increase in control of study pattern
- ❑ Higher degree of accountability as students develop into independent, mature learners and young adults
- ❑ Traditional secondary model with specialist teachers
- ❑ Significant shift and expectations are different from MYL
- ❑ Expectations for Year 12 (HSC) are taken into consideration with design of Stage 5

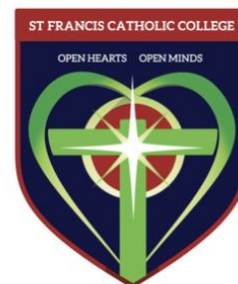


Assessment Handbooks

ST FRANCIS CATHOLIC COLLEGE
YEAR 9 2020
ASSESSMENT HANDBOOK



ST FRANCIS CATHOLIC COLLEGE
YEAR 10 2020
ASSESSMENT HANDBOOK





Record of School Achievement (RoSA)

- ❑ The RoSA replaces the old 'School Certificate' generally awarded at the end of Year 10.
- ❑ Students only receive a formal RoSA document if they choose to leave before the HSC (Year 12).



Record of School Achievement (RoSA)

❑ Grading/Reporting

- ❑ Teachers still report to the 'Common Grade Scale (A-E)'

- ❑ Remember: C = satisfactory/sound

- ❑ Maths:

- ❑ A10, A9, B8, B7, C6, C5, D4, D3, E2

- ❑ Assessment - ongoing, cumulative, includes Formal Assessment Tasks.



Mathematics Pathways

- ❑ Stage 5.1 is designed to assist in meeting the needs of students who are continuing to work towards the achievement of Stage 4 outcomes when they enter Year 9.
- ❑ Stage 5.2 builds on the content of Stage 5.1 and is designed to assist in meeting the needs of students who have achieved Stage 4 outcomes, generally by the end of Year 8.
- ❑ Stage 5.3 builds on the content of Stage 5.2 and is designed to assist in meeting the needs of students who have achieved Stage 4 outcomes before the end of Year 8.



The New HSC Minimum Standards for Literacy and Numeracy

- ❑ From 2018, NAPLAN will **NOT** be used as an early way to demonstrate the standard.
- ❑ Students will sit online tests in reading, writing and numeracy (when they are ready) in Years 10, 11 and/or 12 and in some cases, even after the HSC.
- ❑ Students will have two opportunities EACH YEAR to reach the standard.

- ❑ Year 10 2020 will have a series of practice attempts in Term 1 before having their first formal attempt in Term 2. Those who do not reach the minimum standard will be able to try again in Term 4.



Year 9 Assessment Policy and RoSA Stage 5 Assessment Policy

- ❑ Purpose of the policies - to ensure staff and students of SFCC meet the requirements of the NESA Record of School Achievement and compliance requirements of the Catholic Education Office of Wollongong.
- ❑ Provides all members of the SFCC community with clear expectations and procedures for Stage 5 Learning and Assessment.



General Expectations for Students

Students must:

- 1.1 demonstrate sustained diligence and effort in each course and participate in all lessons constructively.
- 1.2 ensure all assessments, homework and learning tasks are completed to the best of their ability.
- 1.3 read the Year 9 2020 Assessment Handbook.
- 1.4 adhere to the Assessment Program for each course.
- 1.5 write the Formal Assessment Task due dates in their Student Diary.
- 1.6 meet all assessment deadlines or they will be penalised in accordance with this policy.
- 1.7 follow the instructions outlined in the Assessment Notification regarding the submission of the task.
- 1.8 submit all hard copy Formal Assessment Tasks in person to the subject teacher. If the subject teacher is absent, the task must be submitted to the KLA Leader.
- 1.9 submit all electronic Formal Assessment Tasks by 8.30am on the due date regardless of illness on the day.
- 1.10 ensure they do not submit an electronic Formal Assessment Task on a storage device.
- 1.11 retain a copy of all completed Formal Assessment Tasks.
- 1.12 manage their time to ensure tasks are not left to the last minute. Technology malfunction cannot be used as a reason for submitting a task late.



Stage 5 Illness/Misadventure Procedure

Please note: All Formal Assessment Tasks that are required to be submitted electronically must be done so by 8.30am on the day the task is due, regardless of illness on the day.

STEP 1

Student/parent to notify relevant class teacher

- Student/parent must notify relevant class teacher by email (see Staff Email Directory on the College Website) on the day of the task.

STEP 2

Obtain documentation relating to reason for absence

- Illness – a Doctor's medical certificate will be required covering the absence.
- Other documentation such as police reports in the case of accidents, hospital documents for family illness or other equivalent professional (objective) documents may be considered.
- Exceptional circumstances – please contact Leader of Curriculum.

STEP 3

Parent/Carer to complete and submit a Stage 5 Illness/Misadventure Form

- Student/parent complete the [Stage 5 Illness/Misadventure Application](#)
- Attach documentation from Step 2
- Submit form and documentation to relevant class teacher
- This must be done before the commencement of the student's first period on the day of their return to the College.

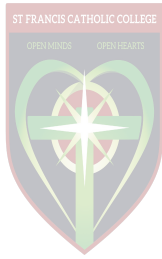
Please note: Documentation provided must cover all days absent from the College up to and including the task date OR from the task date until the day before returning to College.

STEP 4

Relevant KLA Leader to process form

- KLA Leader will process the form and review documentation.
- KLA Leader will notify student and Class Teacher of result which may include an alternative date of submission.

Illness/ Misadventure Procedure



Failure to Submit Formal Assessment Task



ST FRANCIS CATHOLIC COLLEGE, EDMONDSON PARK
A Diocesan College in the Edmund Rice Tradition

Year 10 Failure to Submit Formal Assessment Task/Non-Serious Attempt Procedure

Please note: If a student fails to submit a Formal Assessment Task but has a legitimate reason, refer to the Stage 5 Illness/Misadventure Procedure.

Student fails to submit Formal Assessment Task (1st Time)

- Class teacher must issue a notification stamp and call the student's Parent/Carer on the day to notify them that the task has not been submitted and log on Compass a 'Low' level incident and notify KLA Leader and Year Coordinator.
- Student must submit the task electronically to the Class Teacher by the end of the next school day – 2:45pm.
- Class Teacher must ensure the student's personal profile in the relevant semester report reflects the discretion.



Academic Integrity and Malpractice

Plagiarism is presenting someone else's work, ideas, thoughts, opinions, data or images as one's own. Plagiarism includes:

- copying, summarising or paraphrasing material from any source without acknowledgement;
- using another's ideas without acknowledgement;
- working with other students on a task and then presenting it as your own;
- submitting work that has been done in whole or part by another student;
- other actions that may contradict the principles of Academic Integrity.

A *Non-Serious Attempt* can include, but not limited to, the following:

- A piece of work that is not consistent with the standards usually exhibited by the student.
- Frivolous or objectionable material.
- Completing only multiple choice questions and not short answers in a formal assessment.



N-Warnings and Determinations

The Assessment Certification Examination (ACE) website provides pertinent information regarding the rules and procedures set by NESA for secondary education in New South Wales. ACE explicitly outlines the criteria for satisfactory completion of courses:

“To have satisfactorily completed a course, students will have -

- ☐ *followed the course;*
- ☐ *applied themselves with diligence and sustained effort to the set tasks and experiences provided in the course by the school; and*
- ☐ *achieved some or all of the course outcomes.” [ACE 4016]*

Therefore, this Policy is designed to outline the requirements developed by the College to ensure students satisfactorily complete the courses studied across Stage 5.



Foreseeable Absence (Leave) for Formal Assessment Task

Stage 5 Foreseeable Absence Procedure

STEP 1

Obtain approval from the College Principal

- Parent/carer to submit a completed [Application for Foreseeable Absence](#) to the College Reception requesting leave **at least four weeks prior to the leave**.
- Student to see the Leader of Learning with the 'Assessment Requirements' table completed, if there are any assessments scheduled at the time of leave. The form must be signed by the College Principal before the Leader of Learning is notified.



STEP 2

Reschedule task(s) with Leader of Learning prior to leave

- Student must discuss with Leader of Learning details of task(s) that will be missed during absence.
- At the discretion of the Leader of Learning, alternative arrangements may be organised with relevant class teacher and/or KLA Leader. The Leader of Learning will notify the student of the amended Assessment Task submission details.
- Student must complete and submit the assessment task.

Please note: Students who do not have leave approved are at risk of not meeting attendance requirements. An appointment made for the date or submission of an Assessment Task is not an acceptable reason, unless there is an emergency as evidenced by acceptable documentation - please refer to Stage 5 Unforeseeable Absence Procedure.



What to do if...

What do I do if...	
I need to find out when my formal assessment tasks are due?	Refer to page 19 of this handbook.
I am sick and unable to attend school the day of a formal assessment task?	Refer to Section 2 of the SFCC Year 9 Assessment Policy . You will need to follow the Stage 5 Illness/Misadventure Procedure . (page 9 of this handbook)
I am worried that I will be unable to complete a formal assessment task by the due date?	Refer to Section 3 of the SFCC Year 9 Assessment Policy . You will need to submit an Application for Extension of Formal Assessment Task . (page 12 of this handbook)
I know I am going to be absent for a formal assessment task due an approved absence?	Refer to Section 5 of the SFCC Attendance Policy . You will need to follow the Stage 5 Foreseeable Absence Procedure .
I am having trouble understanding class work or feel like I am falling behind?	<ol style="list-style-type: none">1. Speak to your class teacher2. Speak to your Pastoral Class teacher3. Speak to your Stage Coordinator



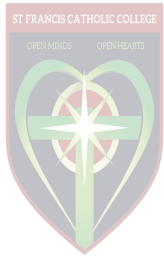
Formal Assessment Schedules

- ❑ Key dates for each term outlining all of the Formal Assessment Tasks for each course.
- ❑ Students will receive a notification from the class teacher at least two weeks prior to the due date outlining the specifics of the task, eg. submission details.



Year 11 2021 Subject Selection Process

- ❑ Term 2 Week 3 - Stage 6 Subject Information Guide distributed to students and parents/carers
- ❑ Term 2 Week 4 - Parent/Carer and Student Stage 6 Information and Showcase Night



Renaissance Reading Program

- ❑ Continuing the program for 2020
- ❑ Students will be given parent login details on Monday 10th Feb Week 3