

Bryce VCE Newsletter No 1

February 2008

Dear Parents/Guardians,

Welcome to VCE for 2008. You will already have received or will receive soon a school newsletter. This newsletter will be published monthly. We will also send this VCE newsletter home about once a term.

VCE Results 2007

In 2007 the school results were of a very high level

ENTER greater or equal to 99.00	7 (3.3 %)
ENTER greater or equal to 90.00	76 (36 %)
ENTER greater or equal to 80.00	130 (61%)

All students and staff are to be congratulated on an outstanding performance.

Coordinators.

All students have been allocated a coordinator. If you have any questions at all please contact this person or Mr Campbell in the VCE Office.

Below are listed the coordinators for each student.

COORDINATORS Year 12	Year 12 students with surnames
Ms Walker walker.lexie.j@edumail.vic.gov.au	A-C
Ms Hutchison whutchison@unihigh.vic.edu.au	D-G
Mr Bickham bickham.christian.e@edumail.vic.gov.au	H-K
Mr Batters pbatters@unihigh.vic.edu.au	L-M
Mr Campbell campbell.kevin.j@edumail.vic.gov.au	N-R
Mr Kneale kneale.robert.i@edumail.vic.gov.au	S-V
Ms Ritter. ritter.heather.a@edumail.vic.gov.au	W-Z

COORDINATORS Year 11	Year 11 students with surnames
Ms Hutchison	A-C
Ms Ritter	D-F
Mr Campbell	G
Ms Walker	H-K
Mr Batters	L-M
Mr Bickham	N-R
Mr Kneale	S-Z

For email addresses please see previous list.

Parent Teacher Evening.

The VCE Parent Teacher evening will be held on Thursday 10th April. Students will be given appointment notices to make interview times prior to the event.

Information Evening For Parents of Students doing Unit 3&4 subjects.

This evening is to be held on Wednesday 27th of February at 7.15pm.
Please see the attached letter.

End of Year Dates.

Parents have asked about finishing dates for 2008.

Year 12 Last exam November 21st

Year 11. Confirmation of Enrolment for Year 12 in 2009.

Friday November 21st. This is the last day Year 11 students are required.

VCE Code of Conduct.

During the re enrolment process students have been given a copy of, and have signed our Code of Conduct.

We believe this statement contains a fair and reasonable set of expectations for students to follow. We ask for your support in the implementation of this code.

Swimming Sports.

These are to be held on Wednesday 20th February at the Oak Park Pool. There are no classes for year 12 students on this day and interested students are encouraged to attend. Year 11 competitors are to attend but all other Year 11 students are expected to attend classes as normal. Some additional students may be asked to attend as either officials or helpers.

VCE Attendance at class.

The Victorian Curriculum and Assessment Authority (VCAA) demands that schools set minimum class time and attendance rules.

At University High School all students are expected to attend all classes.

If students are absent, they are to bring a written explanation signed by their parent or guardian on the day they return to school. The absence may also be explained by a

phone call, or an email to the coordinator. Emails must be followed by a written note with a signature to be classed as an authorized absence. If students are to be away more than 2 days they must see or call their coordinator.

Once an absence is explained it will be listed as an explained absence.

Absences are reviewed regularly. If students have more than 5 unexplained absences in any subject per semester they will be given an N for that subject unless there are special reasons.

VCE Study Skills.

The VCE office has organized Study Skills/Time Management Sessions for Year 11, and also Preparation for Exam and Stress Management information for Year 12.

Year 12 Thursday 21/2. Period 4 and part of lunch.

Year 11 Friday 29/2 Period 4 and part of lunch.

VCE Study Skills: Parent Information Evening

Date: Tuesday 4th March 7.30pm

Venue: University High School Performance Centre

University High School in association with Elevate Education is conducting a 'Parent Information Evening' that is designed to give parents an insight into what it takes to achieve success in the VCE and what steps you can take to most effectively support your children.

The seminar will focus on some of the most pressing questions for parents such as:

- How do I help my child get motivated?
- How do I help them manage my time?
- What are reasonable expectations in regards to sport, socializing, working, etc?
- How do I get involved without becoming overbearing?

Special Arrangements for VCE Unit 3&4 Exams

Some students are entitled to have the provision of special arrangements for exams. This could include the provision of extra writing or reading time, special seating or the use of a computer. All requests for these changes must be approved by VCAA on the appropriate form and must be supported by documented evidence. If you think that your son or daughter may qualify for special arrangements please contact your student's coordinator as soon as possible who will assist with the arrangements.

Special Provision for SACS (School Assessed Course Work)

In Year 11 subjects, if students miss any SAC through illness or other factors they must bring a note to their coordinator and once an absence is satisfactorily explained their teacher will allow them to complete the SAC in either the same format, or in a modified format if appropriate.

In Year 12 subjects, if a student is absent or cannot complete a SAC for any reason they **must** contact their VCE Coordinator and complete the appropriate form requesting Special Provision. All absences due to illness must be explained by a Medical Certificate.

Students may have their SAC deferred or altered depending upon the circumstances. If there are questions at all please contact the appropriate VCE Coordinator.

Year 12 make up SACS will only be authorized by the VCE Office and will be completed on Wednesday afternoons.

Consideration of Disadvantage.

For students enrolled in Unit 3&4 subjects it is possible to apply for Consideration of Disadvantage. This is available to students who believe that illness or other issues have interfered with their performances on any of their assessment tasks and that the disadvantage has not been adequately compensated for by any Special Provision that has already been granted.

If you believe that your child may fit this category please get the appropriate form from the VCE Office.

Leaving the School Grounds.

All year 12 students have permission to leave the campus at any time provided they do not have classes.

Year 11 students may not leave the grounds.

The following exceptions apply.

1. Wednesday pm if they have no classes.
2. Period 6 and their teacher is absent. In other periods of the day Year 11 students will be allocated a replacement teacher and they are to attend class. If a student's teacher is away on periods 3 and 4 on Wednesday and these are the last classes for the day for these students, then they will also be dismissed.
3. If students do not have a time tabled class period 1 they may arrive by 9.25 to start period 2.

When students do not have a timetabled class they are expected to use the library or the VCE Study Centre.

Students doing VCE units outside of UHS

Students are reminded that if they are studying a language or any other VCE unit outside UHS, they are to provide Ms Ritter, the VASS coordinator, with written proof of enrolment.

Suitable Footwear.

Due to Occupational Health and Safety reasons, no students will be permitted to wear thongs to school. We would appreciate your cooperation in this matter.

Useful web Sites

Answers to many questions that students have about VCE and its assessment can be obtained by referral to the following Web Sites.

Victorian Curriculum and Assessment Authority: www.vcaa.vic.edu.au

Victorian Tertiary Admissions Centre. www.vtac.edu.au

Tutoring

Many parents and students ask our advice on tutors. We believe that in the first instance students should approach their class teacher for further help. As a service to students we place information on available preparatory or revision courses in baskets outside the VCE Office. We also place notices that tutors send to the school on the notice board outside room 717. We do not endorse any tutors and any arrangement that is entered into is between the tutor and the family. It is important that families ensure that any advice given by tutors is accurate and appropriate.

Mobile Phones.

Students are reminded that mobile phones must be turned off in class and may not be used at all in class. The camera function of any mobile phone may not be used within the environs of UHS.

VTAC

During term 1, Year 12 students will be asked to attend a VTAC workshop run by Ms Moylan. These sessions are to give students information about the tertiary application and selection procedures. Students will, be asked to sign up for a session that would occur during one of their study periods.

If you have the need for any further Information

We encourage you to contact the VCE office with any query or question and we will make every effort to answer your questions as soon as we can.

Yours Sincerely,

Mr Kevin Campbell.
Head of Bryce VCE Sub School

VCE Parent Evening

Wednesday February 27th

The Bryce VCE Sub School invites the parents/ guardians of students in Year 12 or the parents/guardians of students in Year 11 doing a Unit 3&4 subject to a VCE Information Evening.

The evening will provide an opportunity to meet staff and other parents. It will begin with a meeting in the Performance Centre at 7.15pm

At this meeting The Principal Mr Newton, VCE coordinators and the Work Education Coordinator will address a range of issues concerning the provision of VCE at UHS. Some information will be distributed.

At the conclusion of this session tea, coffee will be provided in the canteen to enable parents to meet staff and other parents in an informal setting.

I look forward to seeing you on this occasion

Yours Sincerely,

Kevin Campbell
Head of Bryce Sub-School.

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Please return to the VCE Office by Friday 22nd of February

Name.....

Students Name.....

I will/will not be able to attend the VCE Information Evening on the 27th of February
There will be of my family attending.

I will/will not be able to attend the VCE Study Skills Evening on 4th of March.
There will be.....of my family attending.