



CAROLINE CHISHOLM COLLEGE NEWSLETTER

Term 1 Week 2 Issue 1 2015



Faith Courage Tolerance

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FROM THE PRINCIPAL

Dear Parents, Friends, Staff and Students of Caroline Chisholm College,

Welcome to the 2015 school year!

Last week's gospel from Mark saw Jesus in the synagogue healing a man possessed by a demon. While most of the story was concerned with the casting out of the demon, what is most striking (and relevant to us as an educational community) was the first two verses of the gospel: "They went to Capernaum; and when the sabbath came, he entered the synagogue and taught. They were astounded at his teaching, for he taught them as one having authority, and not as the scribes."

What set Jesus apart was the authority of his teaching. Indeed, the greatest significance of the healing of the possessed man was the authority Jesus displayed, so that the story becomes a proof of the initial verses and serves to illustrate that point. Caroline Chisholm College is place of quality teaching and learning where all students have the opportunity to be taught by committed teachers whose authority comes from their knowledge, enthusiasm and willingness to help all students succeed.

Let our prayer be that in 2015, staff and students work together sharing goals and embarking on a journey in which learning is the prime motivation, learning in the best and most holistic sense, where students learn skills and content but also learn about themselves and grow in wisdom as much as knowledge.

2014 HSC Achievements

Our 2014 results reflected the hard work and perseverance of our students and the dedication and professionalism of our experienced staff. These results continue the tradition of Caroline Chisholm's fine reputation for academic excellence.

Our college Dux **Cristin Warda** achieved an ATAR of 98.3.

Special congratulations to all the students who achieved ATARs over 90:

Bernadette Fam, Siobhan Hamilton, Ravneet Kaur, Jennifer Mazzei, Agrima Shrestha, Sophie Stanojevic, Cristin Warda and Meghan Warda.

DIARY DATES

Year 7 Items, Year 8 Items, Year 9 Items, Year 10 Items, Year 11 Items and Year 12 Items, Whole School Items

Thurs 5 Feb	Year 11 Information Evening 6.30pm	Wed 11 Feb	Yr 7 Vaccination I (Years 11 & 12 optional)
Fri 6 Feb	Student Leaders' Development Afternoon	Thurs 12 Feb	Yr 12 Callback HSC Dance Works Seymour Centre
	Welcome Barbecue for Yr7 families 6.00pm		Yr 12 Major Projects Meeting 6.30pm
Mon 9 Feb	Police Liaison Incursion	Fri 13 Feb	Distinguished Achievers' Assembly
	Yrs 11 & 12 Drama Onstage showcase of HSC 2014 7.00pm	Mon 16 Feb	Yr 11 Study Skills Refresher Period 5 & 6
Tues 10 Feb	Police Liaison Incursion	Tues 17 Feb	Opening School Mass / Caroline Chisholm Day
	Yr10 Information Evening 6.30pm	Wed 18 Feb	Ash Wednesday Liturgies

The following students are congratulated for receiving a Band 6 in at least one subject:

Jessica Attard, Chloe Baldacchino, Claudia Borg, Rita Challita, Sweeta Chand, Carmen Chrobok, Scarlett Dunn, Bernadette Fam, Jodie Frugtniet, Krysta Gregory, Rachelle Gutteridge, Siobhan Hamilton, Ravneet Kaur, Emily Kraljevic, Shannen Lobo, Meaghan Lonard, Jennifer Mazzei, Chloe Micallef, Rochelle Murray, Riley O'Connor, Lee-Anna Pascucci, Madeleine Rushton, Isabella Ryan, Stephanie Severin, Abbey Shannon, Agrima Shrestha, Sarah Simmons, Sophie Stanojevic, Marina Tamer, Jasmin Toro, Tahlia Tuckwell, Cristin Warda, Meghan Warda, Tara Xiberras

We were again honoured to have a number of students' Art works exhibited in the prestigious Art Express. Congratulations to **Scarlett Dunn, Rachel Gutteridge, Emily Kraljevic** and **Riley O'Connor** whose work will be exhibited in a number of galleries over the coming months.

Collectively the Year 12 students did very well:

- 100% of our students achieved a Band 4,5 or 6 in the following range of subjects Drama, Extension 1 English, Extension 2 English, Mathematics (2 unit), Music 1, Physics, Society & Culture, Textiles & Design and Visual Arts
- More than 90% achieved a band 4,5 or 6 in Business Studies, Community and Family Studies, Advanced English, Mathematics Extension 1, Studies of Religion I and Studies of Religion II.
- More than 80% achieved a band 4,5 or 6 in Legal Studies and PDHPE.
- A total of 62 Band 6 results were achieved along with 209 Band 5s across a range of subjects.

These are wonderful results so the bar continues to be set high for our current Year 12 students. The challenge they set applies, though, not just to the current Year 12s but to all the students in the college as final success in school is not just the result of what happens in the last year of schooling but is a reflection of all the learning that has taken place over six years.

Learning Goals for 2015

This year we will continue to use as our mantra to sum up our learning focus at the college the 5As – All students /All teachers /Always /Actively engaged in /Authentic deep learning. This became something all staff and students could readily recite last year and in 2015 we will continue to put this mantra into action as students learn how to be the best students they can be.

We will also have a focus on both realistic and achievable goal setting and the development of a positive approach to learning in which students challenge themselves to take further steps in their learning, under the guidance of their teachers. On page XV of the student diary there is an explanation of the goal setting strategy students will be asked to use by their teachers. Known as SMART goals, the acronym stands for goals that are Specific, Measurable, Attainable, Realistic and Timely. In terms of taking a positive approach to learning challenges, we will encourage students to say not "I don't know this" or "I can't do this" but, rather, to say "I don't know this ... yet" or "I can't do this ... yet".



New teachers

We welcome to the college community four new teachers. **Mrs Liesel Simpson** has joined the staff permanently and will be teaching Science. She is also the new 1 point Science Leader of Learning. **Mrs Rebecca Zammit** has also joined the staff permanently and will be teaching Mathematics. **Mrs Michelle Marelic** and **Mrs Robyn Wilson** will be here for the remainder of the year taking maternity leave positions and will also be teaching Mathematics.

May Jesus who grew in strength and wisdom, be with us all as we begin this year's learning journey.

Mrs Mary Leask
Principal



FROM THE ASSISTANT PRINCIPAL

I'd like to welcome all the students and parents back for the year. I need to start the year by giving some generic information that I need to say at this time each year so there is no later confusion. While most of this information is similar to last year, I would ask all parents to read it carefully, as it is very important information and there are a few slight changes from previous years.

Vaccinations

Vaccinations for Years 7 will occur this year. Year 7 students will have three vaccinations, covering HPV, hepatitis B and chickenpox. The first vaccination for Year 7 students will be on **Wednesday 11 February**. Students in Years 7 received a permission form last Friday. I would ask that they be returned by this Thursday 5 February. They can come by the day of the vaccinations but we would prefer them before that for organisational purposes. It is important that students come to school on the day, even if they are a little unwell, as long as they don't have a fever. If they are unwell it is possible for them to be brought to school for the vaccine then go home. Vaccinations start at around 9.00 am. The other dates for Year 7 vaccinations are Wednesday 22 April and Wednesday 19 August. As some of the vaccinations have two or three doses, it is important for students to be at school for all the vaccination days.

There will also be vaccinations offered to Years 11 and 12 students on **Wednesday 11 February**. These are single boosters for measles-mumps-rubella (MMR). Many students will have already had these boosters. Any Years 11 or 12 students who need to get these vaccinations need to bring their permission note back by Thursday 5 February. This is the only vaccination for these students, although they can have their booster at one of the other Year 7 days if they miss next week.

Uniform

As usual, I am impressed by the appearance of the students at the start of the year and I'd like to thank the students and the parents for their support. We are a uniform school and it is the strong wish of the parent body that we enforce our uniform requirements. All students and parents, on enrolling at the college, also signed an agreement to abide by the college's uniform expectations.

If you are ever in any doubt if an item conforms to the college expectations, particularly if there is a cost involved, such as school shoes, please check with me or your daughter's Year Leader. The college uniform requirements are clearly spelt out in the student diaries and on the website. While the vast majority of students adhere really well to the expectations, some students push the limits. Three particular areas we will continue to enforce strongly are that the skirts must reach the bottom of the knees and that there are to be no piercings other than up to 2 in each ear (and no expanders – only simple studs or sleepers). In particular, there is to be no jewellery in noses or lips – including plastic studs – and that nail polish rules are followed. This has always been the college policy. Students with unacceptable jewellery or nail art or non-compliant nail polish will be asked to remove it immediately. (The rules for nail polish for senior and junior students can be found in the college diary.) Students are also reminded that the only neck wear allowed is a simple chain and cross.

All students from Years 7-12 must have the College backpack. Students in Years 7-9 must use the backpack each day, although they may use the blue tote bags with the college name for **additional** equipment. Only students in Years 10-12 may, if they only have a few books to bring on a particular day, bring the blue college carry bag only. Please note, though, that the carry bags are not designed for carrying substantial loads, either in terms of their durability or their ergonomics.

Students should have all their equipment including uniform items, clearly labelled. Students at the College are very honest and many lost items are handed in. It is very frustrating when the owner cannot be traced because there is no name on the item.

All students in Years 7-9 are required to have their hair tied back. Senior students, only, may have their hair out, but they must tie in back in classes with WHS requirements.

Any parent whose daughter has a problem meeting the uniform requirements immediately needs to contact her Year Leader or me to talk over the issues. Where there is an issue of genuine hardship and a uniform item cannot be purchased, parents and carers are asked to contact **Mrs Leask** or me, confidentially.

Caroline Chisholm Day

Students will be receiving information about Caroline Chisholm Day closer to the event but as this is the last newsletter until the day itself, I would like to draw parents' attention to a few matters:

- This is a significant college event and all students are expected to attend. Absences from this event will be noted on the semester report.
- The day consists of a full college mass at Padre Pio church followed by a fun afternoon, with games, rides and food.
- Students who wish to use the professional rides can buy a wristband for \$20. There are many other activities which are free or have a small cost which goes towards Project Compassion.
- Students are to wear their full uniform to the church. They can change into mufti on their return to school and go home in mufti.
- Students who do not attend the mass will not be allowed to take part on the afternoon fun activities. Students who come to school after the mass will be supervised in the library for the remainder of the day.
- The activities are for current Caroline Chisholm students only. No relations, friends or ex-students are allowed.
- Students can bring their own food, order from the canteen as usual or take their luck with other hot food stalls. Students will not be allowed to order food in or have take-away food dropped off to them.

Parent/Student Contact During the Day

As students should not have mobile phones on in class time, I would ask that any communication between parents and daughters happen in break time. I understand that there may be times when simple messages regarding domestic arrangements are sent this way.

However, in the case of a student needing to leave school unexpectedly or a potentially upsetting message needing to be conveyed, I would ask parents to use the school office as the channel of communication. If you need to take your daughter from school unexpectedly, please contact the school rather than your daughter directly. Similarly, if a girl becomes ill during the day she should notify her class teacher who will send her to the sick bay. The office staff will contact the parent and organise for the girl to speak to the parent if this is necessary and make arrangements for her to be picked up. Girls should not be contacting parents directly to ask to be picked up when they are ill. It is part of our duty of care that we are informed immediately a student feels unwell or needs to go home. We need to liaise with parents to make the best arrangements for the student's welfare.

Absences

- If a student is away from school, she must provide an acceptable **written explanation** signed by her parent or carer or a doctor's certificate within five school days (one week) of her return to school after absence.
- If a note is not returned by that date she will officially be recorded as "Absence is not explained or justified". Even if a note subsequently comes in, the official recording will remain "Absence is not explained or justified" and appear that way on the semester report, although the note will be stored in the student's file.
- Parents need to apply for leave from the principal if their daughter will be absent for more than two days (other than for illness).
- If a student is not in a homeroom at 8.23 am she will be marked absent. Students arriving after this time must sign in at the front office and have their late note signed by a parent or carer.

Please note that we are not able to send SMS messages notifying parents of a student's absence at this stage. Catholic Education Office Diocese of Parramatta has moved all schools to a central roll taking program and the facility to send SMS messages is still being developed. Parents and carers will be informed when this facility commences. *This also means that at this stage parents cannot explain a student's absence by a text message, as they could previously. Until the SMS facility is operating, all justifications for absence must be on a written note given to the homeroom teacher within five school days of the absence.*

Lockers

All students are provided with locker access, at no cost, unlike the case in some schools. Due to reconfigurations to the buildings, there is no longer room for a locker for each student. There are plans to purchase new lockers but it will require the building of structures to house them and there is no timeline at this stage. Years 10, 11 and 12 students share lockers. At this stage, Years 7-9 and half Year 10 students (to swap in semester 2) still have an individual locker. This is a privilege which comes with a few expectations. The first is that each student provides a secure lock for the locker. Students will not be allowed to use a locker if they do not provide a lock. Their items and school bags will be stored at the front office and they will have to go the office each time they need something.

Locks should be adequate for the job. Many cheap locks purchased by students are not secure and can easily be opened by other keys. There are a significant number of students who do not have locks on their lockers, yet use them to store items of value. We cannot guarantee the safekeeping of any item in a locker, even if it does have a lock on it. Lockers are

primarily designed for the storage of books and such, not as secure places to store valuables. Items of value, such as wallets, iPads, and phones (switched off) should generally be kept on the student's person. Furthermore, if there was no lock, the loss of an item from a locker will not be investigated. It is recommended that large amounts of money are brought to school by parents, not students. If a student has an item of value which must be brought to school, it should be left in the office for safe keeping.

Care for the environment

As part of our collective responsibility for the College environment, students will from time to time be asked to help pick up rubbish. Even as I pick up rubbish which is not mine, I would expect a student to co-operate with a staff member when asked to pick up rubbish, even if it was not theirs. Students have access to plastic gloves where this is appropriate or necessary.

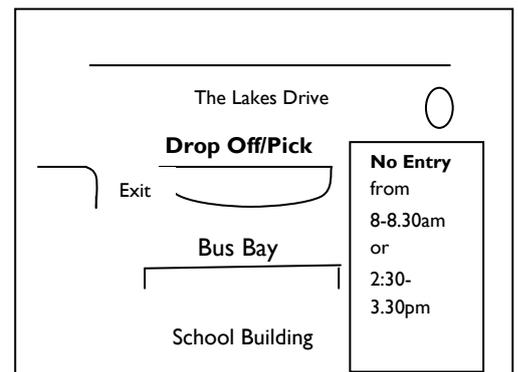
Detentions

While relatively few students receive afternoon detentions, detentions are an important part of the college student management structure. All students and parents, on enrolling at the college, signed an agreement to abide by and support the college's student management policies, including possible afternoon detentions. The normal detention is for one hour. This may be for a serious offence or for an accumulation of 6 diary warnings for minor infringements. (Students receive a lunch detention after 3 warnings.) Any student who does not attend a scheduled afternoon detention without a valid reason will receive a two hour detention at the next available opportunity. This will comprise a one hour detention for the original offence and an additional hour for failing to attend without a reason. Notice of afternoon detentions is always posted to the parent/carer and requires a signed response. Please note that after school detentions will be held on **Wednesdays** (from 2.45 pm to 3.45 pm.).

Traffic Arrangements

A drop off zone on The Lakes Drive enables students to be dropped off in the morning and picked up in the afternoon outside the College gates. Due to the high pedestrian and bus activity in the mornings and afternoons **parents are not to enter the college grounds to drop off or pick up their daughters at these times.** There is **no access for non-staff vehicles** into the College grounds between 8.00am and 8.30 am or between 2.30pm and 3.00pm. Vehicles already on the premises may not exit between 2.30pm and 3.00pm.

Parents and students are advised that the speed hump outside the front western gate is not a pedestrian crossing. There is a pedestrian crossing and safety zone for crossing near the roundabout. Students are to enter the college grounds only through the pedestrian gate, not either of the vehicular entrances. The rear gate of the College is opened for pedestrian access only in the afternoon for students walking home and should not be a pick up point for vehicles.



Mr Greg King - Assistant Principal



Facebook - <http://www.facebook.com/pages/Caroline-Chisholm-College>

Face book is a social media platform that most people use for hours every day, and teenagers practically live on it. Why not harness this for the benefit of college communication? Keep informed of the wonderful things the college community is involved in and check out photos of many special occasions and events within the college.



Twitter - <https://twitter.com/CCCGlenmorePark>

Twitter is the fastest growing social media site in the world at present. Limited to 140 characters, each tweet can provide a short but sweet link to very valuable information about the college community and things happening at Caroline Chisholm College.



Caroline Chisholm College App

This is a reminder that Caroline Chisholm College has a school app. The Caroline Chisholm app is custom built to service the needs of our school community, by improving communication between the school and our families and making it easier to stay up to date with all school information and events.



FROM THE LEADER OF RELIGIOUS EDUCATION

OUR CATHOLIC FAITH

What is this thing called prayer?

As a Catholic Community we pray in lots of different ways and at many different times and places. We generally start our formal prayers with the Sign of the Cross. This is a gesture made when you move your fingers from your forehead to your heart and then to each shoulder. The action is accompanied by the words "In the name of the Father, the Son and the Holy Spirit." This action reminds us of one of our core beliefs- the belief in the Trinitarian nature of God. We believe that there is one God, and that God

can be experienced in the three persons of God- God the Father, God the Son and God the Holy Spirit.

Prayer includes personal prayer as well as public or communal prayer. We pray together as community because God calls us to be together, to be a community of God's people. To be Church.

There are many different types of prayer celebrations: the sacraments (Baptism, Eucharist or Mass, Reconciliation, Marriage, Ordination), liturgy of the hours (prayer said at special times of the day when we use psalms and prayers to thank and praise God), meditation (which may include a structured reflection on scripture passages called Lectio Divina) and the praying of formal prayers such as the rosary.

At Caroline Chisholm College we start each day with homeroom prayer. This prayer is a time to reflect on scripture, pray for special intentions and building a sense of community by praying for each other the needs of the world.

The traditional prayers of the Catholic Church are included in our student diary. These prayers include The Lord's Prayer, The Hail Mary, The Glory Be and The Nicene Creed and The Angelus. At Caroline Chisholm College the Angelus is prayed everyday around 12 o'clock. It is a prayer dedicated to Mary, the Mother of God.

The Angelus

The Angel of the Lord declared unto Mary.
And she conceived of the Holy Spirit.

Hail Mary, full of grace, The Lord is with thee. Blessed art thou among women and Blessed is the fruit of thy womb, Jesus.

Holy Mary, Mother of God,
Pray for us sinners now
And at the hour of our death.

Behold the handmaid of the Lord.
Be it done unto me according to thy word. (Hail Mary...)

And the Word was made Flesh.
And dwelt among us. (Hail Mary...)

Pray for us, O Holy Mother of God.
That we may be made worthy of the promises of Christ.

Let us Pray

Pour forth, we beseech Thee, O Lord, Thy grace into our hearts; that, we to whom the Incarnation of Christ, Thy Son, was made known by the message of an Angel, may by His Passion and Cross, be brought to the glory of His Resurrection. Through the same Christ our Lord. Amen.

Ms Bernadette Murray - Leader of Religious Education





FROM THE LEADER OF INNOVATION & LEARNING

Welcome to 2015!

It has been fantastic seeing all learners at our College returning to school with a sense of excitement and enthusiasm, ready to take on the challenges of a new school year with a positive attitude. Students have had the opportunity to meet most of their teachers and have started to settle into their new classes, and have been asked to set **SMART goals** in each of their courses as a way of kick-starting their learning journey this year. Teachers will regularly ask students to reflect on their goals and work with your daughters to help them achieve these throughout the year as a way of focusing on **individual learning improvement**.

Students have been reminded that when entering their classes they must be **punctual** and **prepared** with all relevant equipment needed for that subject, and to enter being ready to be **“actively engaged”** in all learning tasks. Your daughters have been reminded to focus on the **feedback** provided by their teachers, and to **“actively apply”** this feedback to improve their learning in each subject.

I wish every student the best with their studies in 2015!

Year 7-12 Formal Assessment Policy and Procedures

The updated College Assessment Policy is now available for viewing on the College website under News and Events, School Notes, Whole School Notes. Here you can find the procedures that must be followed if your daughter is absent for a formal assessment task or examination and the steps that need to be followed to avoid a consequence.

All Assessment Handbooks and Calendars can also be accessed under School Notes on the website. Simply click the Year Level your daughter is in to access this information. Students have been asked to download a copy of the handbook and calendar to their technological device and have been asked to familiarise themselves with the policy.

At the College Assembly and various Year Assemblies last week, I had the opportunity to speak to the students about the new College Assessment Policy that takes effect as of this term. Posters have been placed around all classrooms and the Library to remind students and teachers of the expectations.

There is a copy of the Year 7-12 College Assessment Summary Chart included in this newsletter. I ask everyone to place a copy of this in a prominent place in your home and that you take the opportunity to speak to your daughter/s about the expectations.

Reminders about different parts of the policy will be included in the newsletter as the year progresses. The dates for upcoming assessment tasks for Years 7-12 are included below.

Formal Assessment Tasks – Term 1, Weeks 2-5

Year Group Term/Week Due	Term 1, Week 2	Term 1, Week 3	Term 1, Week 4	Term 1, Week 5
Year 7	Nil	Nil	Nil	Science
Year 8	Nil	Nil	Religious Education	Mathematics
Year 9	Nil	Nil	Nil	PDHPE
Year 10	PDHPE	Nil	Nil	Nil
Year 11	Nil	Nil	Nil	Nil
Year 12	Ancient History CAFS English EXT 2	Studies of RE 1U	Nil	Nil

Year 7 BYOD Setup Sessions

During the last week of Term 4 and the last week of the school holidays our Year 7 students and their parents visited the College to have their new technological devices setup in preparation for their learning in 2015. This year our Year 7's had the option of purchasing a Surface Pro 3, MacBook or iPad as their learning tool. The Bring Your Own Device (BYOD) setup sessions were a great success and I thank **Mr Mathew Beatty** and **Mr Julian Portelli** for assisting students and parents through this process and for the hours of work preparing for these sessions.

I would like to remind any student who has not had their device set up to see the IT department to do this over the next few days. The IT department is located in the College Library.

Students in Years 8-10 should still be using their iPads in all classes. A reminder that all devices are to be fully charged the night before and brought to school ready for learning purposes.

Year 7-10 Jacaranda Textbook Packages

Thank you to all families who have made their \$100 payment for the Jacaranda Textbook Package. Students in Year 7 should now be able to access their textbooks as the cost of these was included in school fees. Families in Years 8-10 who have not yet finalised their payment for the bundle must do so by **Friday 6 February**. After this time students will lose access to their textbooks. An email reminder was sent out to all parents on Friday outlining how to make the purchase.

The portal for payment can be accessed at:

<https://parentportal.jaconline.com.au/page/caroline-chisholm>

Any families who may not be able to afford the payment are to contact the Business Manager or myself as soon as possible.

Email Communication

I ask parents to remind their daughters to check their school email daily as important information from teachers will be sent out through this means of communication. Students in Year 10-12 should be checking their email for messages from BOSTES relating to important RoSA and HSC information.

Distinguished Achievers' Assembly

The assembly to celebrate the successes of the 2014 HSC cohort will take place on Friday 13 February in the COLA. We look forward to welcoming back our distinguished achievers and celebrating their efforts as a community.

Year 10 and 11 Parent Information Evenings

The Year 11 Parent Information evening will take place this Thursday 5 February at 6.30pm in the West Wing. Important information about the HSC, assessment and expectations around senior studies will be presented so it is important that at least one parent attends with their daughter. You will also have the opportunity to meet your daughter's homeroom teacher at this evening.

Likewise, the Year 10 Parent Information evening will take place on Tuesday 10 February at 6.30pm in the West Wing.

We look forward to seeing everyone there!



WRITING COMPETITION

Congratulation to **Reena Mukherjee** and **Mireille Tamer** who took part in the UWS Young Writers' Day held at Macarthur Anglican School at Cobbitty and each receiving a scholarship (Ipad mini and \$5,000 for 4 years).

The event aimed to raise the profile of writing, recognising the talent of local students and to give students the opportunity to meet and learn from established authors.

Year 7-12 Formal Assessment Procedures Guide – Caroline Chisholm College

Refer to the Assessment Handbook or the College Website for a detailed copy of the Assessment Policy.

Year Group	Problem and Consequence	Process & Documentation to avoid consequence	Documentation submitted to:
Years 7-8	Late/Non-Completion of Task (Due to illness/misadventure/no valid reason) <i>One day late = (-20% of total mark)</i> <i>Two days late = (-40% of total mark)</i> <i>More than two days late = ZERO MARK</i>	Parental Note + Assessment Task on the day you return to school.	Subject Teacher
	Request for Extension of Due Date <i>Parental note requesting extension not submitted 7 days prior to the due date (unless a significant issue arises)</i> = ZERO MARK	Parental Note	
Years 9-12	Late or non-submission/completion of a task or exam (Due to illness/misadventure/no valid reason) <i>Return to school with no Assessment Form, documentation & no task</i> = ZERO MARK <i>('N' Warning Letter will be issued)</i>	For hand-in/in-class tasks: Phone message for relevant Teacher & KLA Leader on due date For exam blocks: Phone message for relevant Year Leader on day of the exam For tasks/exams: Year 9-12 Assessment Form + Documentation (e.g. Doctor's Certificate)+ Assessment Task on the day you return to school	KLA Leader or Subject Teacher for Tasks Year Leader for Examination Blocks
	Request for Extension of Due Date <i>Assessment Form requesting extension not submitted 7 days prior to the due date (unless a significant issue arises)</i> = ZERO MARK	Year 9-12 Assessment Form + Any relevant documentation (e.g. Doctor's Certificate)	KLA Leader
Years 7-12	Technological Failure <i>Claiming some type of computer/iPad/technological device failure resulted in you not completing task</i> = ZERO MARK <i>('N' Warning Letter will be issued for Year 9-12 students)</i>	Submit any draft copies of your work to the relevant Subject Teacher otherwise the ZERO MARK will apply	Drafts to KLA Leader or Subject Teacher
Years 7-12	Academic Misconduct <i>Evidence of plagiarism, cheating or any collusion in assessment situation</i> = ZERO MARK <i>(Academic Misconduct Letter issued for Year 7-8 students)</i> <i>('N' Warning Letter will be issued for Year 9-12 students. Recorded on malpractice register on BOSTES site for Year 12 students)</i>	Student will be required to have an interview with KLA Leader and Leader of Innovation & Learning	Produce evidence of draft work and research to KLA Leader and Leader of Innovation & Learning
Years 7-12	Application for Exemption from Attendance at School <i>Leave not approved by the Principal/Assessment not completed</i> = ZERO MARK <i>(Record made on Year 7-8 student files)</i> <i>('N' Warning Letter will be issued for Year 9-12 students)</i>	Exemption Form completed at least ONE month before the first date of leave	Request a form from the College Office Submit completed form to the College Office

Notification of Formal Assessment Tasks and Examinations at Caroline Chisholm College

All students are issued with an Assessment Handbook and Calendar at the start of the year via the College Website and Learning@CCC (Moodle). These documents are to be downloaded onto an electronic device for easy access.

All students will receive a Formal Assessment/Exam Notification Sheet at least TWO weeks before the due date of the task.

In-class formal assessment tasks or exams will be completed on the day you return or at the next available opportunity. The relevant KLA or Year Leader will make this decision.

IT IS THE RESPONSIBILITY OF EVERY LEARNER AT CAROLINE CHISHOLM COLLEGE TO COMPLETE ALL FORMAL ASSESSMENTS ON TIME, HONESTLY AND TO THE BEST OF THEIR ABILITY.



ROLE OF THE SCHOOL COUNSELLOR

Firstly, welcome back to all our students returning in 2015 and all our new students commencing at Caroline Chisholm College in Year 7 and other grades.

I wanted to take the opportunity to explain the school counsellor role here at Caroline Chisholm College and how I may be able to offer assistance and support to you or your young person.

Aside from the occasional off-site meeting, I am generally available from 8am to 4pm each day. On average, I would see about six students each day who have self-referred, or who have been referred by their teachers or parents. Students submit requests to see the counsellor by filling in the form on Moodle under 'Student Wellbeing' – 'Student Counsellor Referral'. After the referral is submitted the student will either receive an appointment slip in their homeroom folder in the following days, or a runner will be sent for them.

Students choose to see a school counsellor about a wide range of issues, including study skills and time management strategies, friendship and relationship difficulties, and strategies to manage stress, anxiety and depression. I can offer assessment, strategies discussion, short-term counselling, and referral to external agencies where necessary. In the school counsellor role I need to be accessible to all students within the school, so I am unable to offer longer-term therapeutic counselling. If I believe that the student would benefit from more intensive counselling I recommend this to the student and/or their parents and can discuss a range of options.

Most students do not require parent permission to make an appointment with the school counsellor. However, given the age and developmental stage of the young person it may be necessary to contact parents about a referral. Other limits to confidentiality are based on risk of harm and mandatory reporting requirements. This is discussed with the young person from the onset so that they are very clear about this. In addition, it may be that some issues are better managed with the support of parents and/or teachers and this would be discussed and such consent encouraged with the young person. I also welcome contact from external professionals who may be involved with the young person as this allows us to coordinate how to best support the student at school.

I am always happy to provide consultation and discussion with parents on issues that are impacting on their young person. Due to the regularity of appointments it can sometimes be difficult for me to take calls during school hours. However, there is a voice message facility available or you can leave a message with our administration staff and I will return your call as promptly as possible. Please let the front office know, however, if the matter you need to speak about has a degree of urgency so that I can speak with you as soon as possible. Similarly, it is recommended that you make an appointment if a meeting is desired so that I can ensure that I am available. I endeavour to provide information each fortnight through the school newsletter and welcome any suggestions for topics that may be of interest and support to you.

The YouTube clip below may be helpful for you or your young person to better understand the role of the school counsellor: <http://www.youtube.com/watch?v=ijl6CFBXtmE>

Wishing you all a great year ahead.

Mrs Jessica Austin - School Counsellor

.... SEEKING MENTORS

Do you want to give something back to your community?

Catholic Education Diocese of Parramatta's Post School Options Team provides one on one mentoring for secondary students. We are seeking new mentors who would like to give something back to their community and join this valuable and worthwhile program.

The volunteer mentor hosts the student in the workplace for one day per week (May to September excluding school holidays). The mentor is both a personal and professional role model for the student. All mentors are offered free TAFE mentor training and receive a TAFE Certificate of Attainment 'Mentoring in the Community'.

Mentors can be from any industry, an individual in any trade area – clerical, administration, hairdressing and beauty or a large company e.g Bunnings.

Please consider this call for assistance so that the program can continue to supply a valuable service to students in our Catholic communities. If you would be interested in becoming a mentor or finding out more information, please contact:

Leoni Jeavons-Fellows
Coordinator Post School Options
0424 750 583



NEWS FROM THE LIBRARY

Welcome to 2015!

The Library is a place where students can work, read and learn and is also where our IT department is located. It is open daily from 8am to 4pm, as well as at recess and lunch. We have a large collection of fiction and non-fiction resources, from which all students are free to borrow books for leisure reading and to support their learning.

Our aim is to start the year with our records up to date and with the maximum resources available to classes. Thank you to all the students and families who returned overdue books from last year, paid for lost books or contacted me to discuss overdue notices. Any remaining overdue notices should be finalised by Friday 13th February as, after that date, replacement costs will be added on to school fees. If any students or parents need to discuss this issue with me, please contact me at tokeeffe@parra.catholic.edu.au.

The Executive Director's Summer Reading Challenge and the Caroline Chisholm College Summer Reading Rewards competition closes on Friday 6th February. One student from our school will win their choice of a fitness tracker, kindle or ipod and all go into the running to win an ipad mini. Details of these challenges can be found on the Library moodle page and the school website. Good luck!

Details about the 2015 NSW Premier's Reading Challenge will be out soon.

Happy reading!

Mrs Teresa O'Keefe - Teacher Librarian

Corpus Christi Youth Group

The meeting will include trivia and pizza.
Entry is \$5. All in year 7 and onward are welcome.

Saturday 14.2.15 @ 7pm,
Corpus Christi Parish,
86-94 Andromeda Drive,
Cranebrook

All are welcome to attend Mass at
6.00pm. The meeting will commence
after Mass.



HOPE TO SEE YOU THERE