



Year 9 Parent information sheet

Commencement 2024

Pastoral Care (Mr Rob Speziale, Year 9 Pastoral Leader & Mr Keith Mills, Director of Pastoral Care and Wellbeing)

The role of the Pastoral Leader is multifaceted, in addition to their classroom teaching responsibilities they will:

- Support the students in any way possible – be an advocate for them.
- Provide guidance and support to students, parents and carers in relation to meeting the requirements of the College's Learner Profile and overall, College expectations.
- Communicate and liaise with parents of students in their year group
- Monitor student behaviour and work with College staff to take the steps necessary to address misbehaviour, ensuring Restorative Justice practices are maintained
- Ensure consistency across the year group of the way the College uniform is worn
- Monitor student attendance, e.g., students who are seeking permission to leave school early, those absent from class, those regularly late to class and school etc.

Mr Speziale can be contacted at rspeziale@stedwards.nsw.edu.au and or by phone at 43 21 6410 (direct line).

Counsellors are also available to provide support and guidance, and their schedules are outlined on the College website. If you or your son needs to speak with a counsellor, please refer to the College website for more information on how to arrange a meeting - Counsellors - St Edward's College (stedwards.nsw.edu.au).

Curriculum matters (Mr Lachlan Butt, Director of Curriculum)

Assessment handbook and policy

This document has been designed to provide parents/carers and students with information that will assist in organising a schedule for your son's study and assessment routines. It also provides policy and procedural information, ensuring you and your son are aware of what is expected regarding assessment tasks. The handbook can be found on the College Website or link below:

[Assessment Handbooks Years 7 to 12 - St Edward's College \(stedwards.nsw.edu.au\)](https://stedwards.nsw.edu.au)

Note: all specific subject assessment information, including *Notice of Assessments*, will be located on Canvas – to access this, please ask your son to log in and show you around.

Unjustified Leave and Sporting Commitments

Unjustified leave refers to any leave taken that is not approved by the College, for example; family holiday. For information regarding the procedures for assessment tasks scheduled during leave (justified, unjustified and sporting), please refer to the Assessment Handbook and Policy document.



Note: In event of not being able to sit an assessment task or not being able to hand it in for a valid reason (e.g. sickness) – an email from parent/carer to the class teacher is required – please outline the reason for missing the task. An alternate date or estimate may be given by the Leader of Learning.

All leave must be submitted to Mr Jackson English (Director of Administration and HR jenglish@stedwards.nsw.edu.au). If your son will be on leave at any stage throughout the school year, he should see Mr English for the relevant information – the form for this is available in the *Assessment Handbook and Policy* document.

Student-led conferences

Student-led conferences will be taking place in **Week 9 and 10 of Term 1** and will be Face-to-face and Online.

Bookings will be taken via PTO – you will receive an email.

Communication regarding classroom matters

For any **classroom** concerns or questions relating to your son, please contact their **class teacher** in the first instance.

Academic Assistance Afternoons

This is a new initiative that is being implemented to assist students in submitting outstanding assessment tasks, who don't have a justified reason not to have submitted the task. The purpose of the afternoon is to ensure the uncompleted/incomplete task is still undertaken, valuing the importance of students completing all assessments as tools, not just for allocating grades, but as a means of deepening their understanding, showcasing their knowledge and gaining feedback to improve their knowledge and understanding for the future.

Students will be required to attend the afternoon and will work on the task that has not been submitted. If a diligent effort and reasonable attempt has been made, then the task will be submitted at the end of the session. The class teacher will review the task submitted and provide relevant feedback/marks/advice.

Sessions will run on Tuesdays from 3:05pm until 4:05pm in the Library.

Supporting your son's learning journey (Mr Tom Anderson, Director of Teaching and Learning)

Student goal setting – Week 4

Students will be setting two goals for this Term across their subjects based on the Learner Profile [College Values and Learner Profile - St Edward's College \(stedwards.nsw.edu.au\)](https://www.stedwards.nsw.edu.au/College-Values-and-Learner-Profile). These goals will then be made available on the portal. Parents and carers will be informed when the goals can be viewed and are encouraged to have a conversation with their son about his goals for the term. At the student led conferences in weeks 9 and 10, students will be asked to reflect on how they are going with their goals in their subjects.

College Awards

To encourage students to excel and to develop a growth mindset which reflects our Learner Profile, a new system of Academic Awards will be launched this year. There will be four new awards at our semester academic assemblies:





- Learner Profile Award – for students in the top 10% of their cohort based on Learner Profile score
- School Spirit Award – for students who show a commitment to the ethos of St Edward's including: attendance at both the Swimming & Athletic Carnivals, Attendance at Founder's Day, attendance on the final day of at least two terms (1, 2 or 3), service contribution to the college, completion of mandatory Waterford hours, combined with a positive record for uniform and behaviour.
- Student growth award – for students who have shown substantial growth in the learner profile compared with other students in their cohort
- Academic award – students in the top 3% of the cohort in a subject

Diverse Learning

Personalised learning plans (PLPs) are organised for students with disabilities and these are shared with teachers. Diverse Learning will be meeting with students this term in relation to their plans. It is optional for parents/carers to be part of these meetings – an email invitation will be sent out.

Please contact Diverse Learning if you would like to discuss your child's disability and support provided at any point during the year: Katie Neilly (Leader of Diverse Learning) kneilly@stedwards.nsw.edu.au

Home Learning Policy

The College has provided guidance for teachers, students, parents and carers regarding home learning (homework): [Home Learning \(Homework\) Approach - St Edward's College \(stedwards.nsw.edu.au\)](http://stedwards.nsw.edu.au)

Home Learning Modules can be found in each course on Canvas for explicitly set home learning or as a guide for independent learning and consolidation.

To help your son to study at home please consider:

- A quiet space
- Minimising distractions (especially mobile phones and listening to music)
- Purchasing him a wall planner to plan for upcoming tasks/events

Support for students available at the College:

- Library – open from 8am-3.30pm (3pm Fridays)
- Home Learning help – available in the library - Monday-Friday - 8am to 8.45am in the Learning Hub
- Support sessions in the lead up to exam periods (Leaders of Learning and subject teachers)
- Study skills seminars – Elevate Education will run a study skills seminar with Year 9 students in week 5. This will be focused on memory mnemonics – techniques to help remember and recall information. Resources for students are available on Canvas.





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