Year 12 2017– Leaving the College during Study Periods

Students and parents should be aware that there is an enormous amount of study, preparation and revision required of all Year 12 students and study periods should not be treated as recreation times. Ideally, if students are signing out during study periods they should be going home to work on their school work. Student performance is closely linked to time spent on revision, consolidation and research. During 2016, Year 11 students will not be allowed to leave the College grounds during their study periods however are expected to meet the following requirements:

During Term 4 of Year 11 (2016)
1. Students must not apply for more than two extensions
2. Students must have handed in all assessment items on time. This means, on the due day to Student Access before 8.20am or if you are late to school directly to Mr Wagner/Ms O’Brien as soon as you arrive at school
3. Students must attend all compulsory College events, e.g. the Summer Carnival
4. After the completion of the Year 11 Examinations, you must attend the compulsory Year 12 Study Skills sessions and complete all handouts/work requirements issued
5. Ensure that you have completed a signed Motor Vehicle Policy Form and ensure the vehicles listed are updated regularly

Throughout 2017
If you failed to meet any of the requirements listed above, you will be unable to sign out during Term 1, 2017 and your application will be reviewed at the start of Term 2, 2017.

During 2017 students must meet the following requirements to earn and keep sign out privileges:
1. During Week 1, 2017, you must hand in a completed study/revision timetable to your HOH
2. Attend Tutor Group and House meetings each morning on time
3. Not apply for more than two extensions in any consecutive, four week period
4. Submit all assessment tasks on time
5. Attend all compulsory College events including Inter-House sports events
6. Not be late for school or class more than twice in any four week period, be late signing back in, or be sent to Time Out for any reason
7. Attend all study periods unless signed out and use these study periods productively
8. Ensure that you have completed a signed Motor Vehicle Policy Form and ensure the vehicles listed are updated regularly
9. Wear the College uniform with pride and be professionally dressed, including meeting expectations of hats, jewellery, modest dress, appropriate footwear.

If your sign out privileges are not earned or revoked you may apply to the Head of Students to have them reinstated four school weeks after that date. If your sign out privileges are revoked twice, they will not be reinstated. Further penalties may be issued for those that do not honour these expectations. To apply for sign out privileges collect a form from the Deputy Principal’s area or via your email. Parental consent is required.
Year 12 Study Period Sign Out Permission Form

This permission form should only be signed after referring to the policy documents:

‘Year 12 – Leaving the College during Study Periods’ which explains the rationale and expectations of students during their study lessons.

‘Student Motor Vehicle Policy’, which explains expectations and responsibilities when driving to and from school, during the school day, and travelling in other students’ vehicles. Note that this form should be completed if your son or daughter is allowed to travel in other students’ vehicles. Both of these documents are available at school and on the College website.

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<th>Students and parents should be aware that there is an enormous amount of study, preparation and revision required of all Year 12 students and study periods should not be treated as recreation times. Ideally, if students are signing out during study periods they should be going home to work on their school work. Student performance is closely linked to time spent on revision, consolidation and research. <strong>It is important to note that a dedicated Year 12 Study room is supervised at all times during the school day and this is an ideal place for students to work independently and productively.</strong></th>
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Parents should be aware that it is not possible for the College to supervise or monitor student movement once they have signed out and have left the campus. By signing out, there is a greater risk that these times will not be used productively by students as well as the inherent risk associated with driving and travelling throughout the school day. Parents may contact the College at any time to revoke their son or daughter’s permission to sign out.

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**Year 12 Study Period Sign Out Permission Form**

_Return this section to Student Access_

**Authorisation – Parent/s**

Student Name: ___________________________________________________________

☐ I WILL ALLOW my son or daughter to sign out for the duration of the year in accordance with the _Leaving the College during Study Periods_ document and the ‘Motor Vehicle Policy’.

☐ I DO NOT authorise my son or daughter to sign out for the duration of the year

Parent/s Name/s: _________________________________________________________

Parent/s Signature/s: ______________________________________________________

Date: ______/______/_______

**Acceptance of Responsibilities – Student**

☐ I agree to honour the expectations explained in the ‘_Leaving the College during Study Periods_’ document

☐ I agree to honour the expectations explained in the _Motor Vehicle Policy_

☐ I acknowledge that study lessons are for studying, whether I study on campus or if I sign out.

Student Signature: _________________________________________________________