Welcome to continuing and new students to senior studies at Rockhampton Girls Grammar School. In Senior School there will be an increasing need to develop independence in your learning and to demonstrate maturity in your self-discipline. You will now begin to prepare for your post-Secondary journey. Whilst Senior School is demanding, it is also rewarding and it is more easily managed with a clear understanding of the pathway you have chosen.

ACADEMIC CONVERSATIONS

The Director of Learning will meet with each Senior Student at least twice in 2016. In this academic interview we take the time to examine academic progress. In Year 10 this discussion and analysis is used to help guide subject selection for Year 11 and 12. In Year 11 and 12, the conversation is focused on providing specific targeted advice for each student to maximise her success. These conversations to achieve academic improvement are targeted towards OP improvement (for OP eligible students) and pathway success (for students undertaking apprenticeships, traineeships or TAFE certified courses). If a senior student is thinking of changing subjects, we will also have a conversation to discuss the potential implications (including QCE and OP eligibility and successful completion of certificate courses).

QUEENSLAND CERTIFICATE OF EDUCATION

The QCE is Queensland’s Senior School-based qualification, awarded to eligible students on completion of the senior phase of learning, usually at the end of Year 12. The qualification is internationally recognised and offers flexibility in what is learnt, as well as where and when learning occurs. This allows students to tailor their senior pathway to suit their interests and support their future goals.

The QCE is achievable for students and recognises a broad range of learning, including senior school subjects, vocational education and training (VET), workplace and community learning recognised by the Queensland Curriculum and Assessment Authority (QCAA), and university subjects, undertaken whilst at school. To be awarded a QCE, a student needs to demonstrate a significant amount of learning, to a set standard and in a set pattern, while meeting literacy and numeracy requirements. These requirements are measured in terms of credits. Credits are banked when the set standard has been met. Students must have at least 20 credits in the required pattern to be awarded a QCE. If a student hasn’t achieved enough credit to qualify for a QCE by the end of Year 12, she can add to her learning account for up to seven years after leaving school. Once she achieves 20 credits and completes the QCE requirements, the QCAA will award her QCE in the following July or December.

A wide variety of courses of study may contribute towards the QCE. Contributing studies are classified into four categories:

1. Core courses are usually undertaken by students during the senior phase of learning and include Authority and Authority-registered subjects.
2. Preparatory courses are generally used as stepping stones to further study or training.
3. Enrichment courses provide learners with opportunities to develop their skills and knowledge at a higher level.
4. Advanced courses go beyond the scope and depth of typical senior secondary schooling. To gain credit for one or two semester university subjects, diplomas or advanced diploma courses in VET, the student must undertake these courses as part of a school program in partnership with a tertiary education institution. However, other recognised studies such as AMEB Grade 8 and higher do not need to be part of a school program to attract QCE credit.

Different types and amounts of learning attract different amounts of credit towards the QCE. Credit is assigned when a minimum standard of achievement has been reached. A young person must achieve at least 20 credits to be eligible for a QCE. A minimum of 12 credits must come from completed Core courses of study. The remaining 8 credits may come from a combination of Core, Preparatory,
Enrichment or Advanced courses, with a maximum of 6 credits from Preparatory studies. Partial completion of a Core course of study may also contribute some credit.

COPING WITH SENIOR SCHOOL WORKLOAD

The expectations of the Senior School can take some time to accommodate. The level of independence, curriculum rigour, as well as the volume of work, increases with each year level. In the Senior School it is particularly important to exercise effective time management. Teachers and Mentors will provide support and guidance.

HOMEWORK

The homework and study needs of students vary according to their year level. Year 10, 11 and 12 students are required to do considerable study in addition to classwork. As well as completing homework, all students should read as widely as possible, including reference books and newspapers, as well as fiction. Wide reading will stand all students in good stead for their senior courses of study. The QCS Test, for example, can rely heavily on wide and varied personal reading.

Teachers will give adequate notice of homework so that girls can plan their home studies program. If it is necessary for students to use School resources for homework, their teachers will arrange the availability of these resources. Day students are very welcome to remain at School in the afternoon to access resources in the Mulder Library Resource Centre. Learning does not happen solely in the classroom. Study time, including homework on a regular basis, reinforces new concepts. Homework may take various forms including:

- Preparation for future lessons (e.g. reading, research assignments)
- Preparation for tests and examinations
- Review of work covered in class
- Short assignments set on a frequent basis
- Longer assignments set on a less frequent basis
- Completion of some aspect of work commenced in class

The following is a guide to effectively managing your learning at home so your knowledge and understanding grow with you:
• Year 10: 2 to 2.5 hours per day  
• Years 11&12: 3 to 3+ hours per day  

STUDY SESSIONS  
In Year 11 and 12, each subject studied includes a session of independent learning. This provides each student with an opportunity to extend her capacity for self-direction and to effectively manage her priorities. Study sessions are completely silent to allow every student to make decisions uninterrupted about how she will use her time.

MATHEMATICS SUPPORT  
After School Mathematics Support runs on Mondays, Wednesdays, and Thursdays, from 3.00 to 4.30pm, in the Mulder Library Resource Centre. Senior secondary students are welcome to make use of this assistance.

QCS PREPARATION  
The Queensland Core Skills Test forms part of the final assessment for OP-eligible students. Rockhampton Girls Grammar School begins preparing students for this task in Year 11. All students will participate in workshops focused on: Core skills, short answer response, visual literacy and the writing task. Important information will be disseminated to the students and practise will be undertaken on skills and strategies considered essential for the August tests.

The QCS test is to be held in 2016 on Tuesday 30 August and Wednesday 31 August. This testing is compulsory for all Year 12 OP eligible students in Queensland. OP ineligible students may choose to sit the test to boost their QTAC ranking. More information about rankings and OPs may be found on the Queensland Curriculum and Assessment Authority (QCAA) www.qcaa.qld.edu.au and Queensland Tertiary Admissions Centre (QTAC) www.qtac.edu.au websites. QCAA is responsible for the administration of the QCS test and QTAC are responsible for the administration of the university entrance process.

STUDENT PARENT TEACHER LEARNING CONVERSATIONS  
Academic progress interviews between parents, students and teachers will be held on the last day of Term 1 and Term 3. At these sessions your daughter’s interim progress report will also be available. If you are unable to attend these sessions please remember that your daughter’s teachers are available to talk with you at any mutually convenient time.

STUDENT LEADERSHIP  
‘Leadership through Service’ is the guiding principle of students taking on leadership responsibilities at Girls Grammar. The student body has elected the Prefects to lead all Committees and Councils. Leadership can mean organising and speaking at School Assemblies; spending time with your new ‘Little Sister’ or making sure students know they are being heard. All students at Year levels 4-12 are involved in vertical House groups led by Prefects. All students will also be members of one of the Student School Committees or Student Councils.

‘YLead will be working with our Year 12 students on Tuesday 2 February. YLead facilitates interactive leadership and self-esteem development programs for young people in schools across Australia. Year 11 also have a day of leadership training in Term 3, as they prepare for their leadership opportunities in 2017.

The conference will take place from 8.30am through to the end of the school day at 3.00pm.

2016 Head Girls: Sophie Harwood; Tahlia Kelly
2016 Prefects: Tiffany Baker (Smith House Prefect), Jasmin Dwyer (Primary School Council Prefect), Jane Eyles (History Committee Prefect), Ellen Firmstone (IT Media Committee Prefect), Hannah Green (Middle School Council Prefect), Sophie Harwood (Williams House Prefect), Renae Hay (Science and Environment Committee Prefect), Jasmine Holroyd (ATSI Council Prefect), Tahlia Kelly (Senior School Council Prefect), Mhairi Maitland (Music Committee Prefect), Hannah Petersen (Creative Arts Committee Prefect), Bianca Phillips (Downs House Prefect), Holly Purser (ELM Committee Prefect), Sallie Salisbury (Agricultural Science Committee Prefect), Eva Theodore (Boarding Council Prefect), Alexandra Thomson (Paterson House Prefect).

Year Level Leaders (Years 4-11) will be elected early in Term 1 to represent their cohorts.

BLUE CARDS

Any student wishing to apply for a blue card may do so through the school by collecting the forms from student services. Girls Grammar will process your application on your behalf once you have completed the paperwork. Students completing TAFE courses such as Children’s Services will need a blue card. Every Year 12 student may find it useful to have a blue card before entering further study or the workplace. If you apply as a student, there is currently no cost involved. However, the application process may take some time so please allow for that when applying.

TAX FILE NUMBERS (TFN)

The Australian Taxation Office in partnership with Australia Post is making it easier for individuals to apply for a TFN. Students can now apply for a TFN online and have their identity verified through an interview at a participating Australia Post office. Applying online is the fastest and most convenient way for students to get a TFN. More information on applying online can be found at ato.gov.au by searching for ‘QC27248’. Students who are unable to visit a participating Australia Post office will need to complete the application form Tax file number - application or enquiry form (NAT 1432). More information about lodging this form can be found at ato.gov.au by searching for ‘QC22604’. If you require any further information you can phone 1300 130 282 between 8:00am and 5:00pm Monday to Friday.

THE YEAR 12 FORMAL

The School honours our Senior students in their most academically challenging year of Secondary schooling by hosting the Senior Formal. Seniors need to keep perspective and know that they should respect those who honour them: their parents, younger students and the wider school community. We look forward to celebrating the Seniors and welcome everyone to join us for the Walk Through on Saturday 7 May.

THE SENIOR JOURNEY

We look forward to encouraging the seniors of Rockhampton Girls Grammar School as you lead the student body and represent the School. Teachers are eager to support your efforts and celebrate your successes. The Parent Student Handbook is an important document to which you should refer for specific guidelines in relation to:

- Interactive Learning Technologies
- Student Drivers
- Uniform Expectations
- Text Book Hire Scheme (and return dates)
- Zero tolerance on Alcohol
- Co-curricular Program
- Merit and Excellence Colours
- Community Connections
- Free Dress Days
- Assessment Policy