



St Francis
CATHOLIC COLLEGE

YEAR 10

WELCOME EVENING 2025



Work Experience – What is it?

Ministerial Order 1413

Work experience is an invaluable opportunity for young people to experience the world of work outside environment outside of their school environment, we strongly encourage students to undertake work experience in an area of interest, for example a student who may be interested in becoming a teacher will often attend work experience at their primary school.

Work experience comes under a Ministerial Order, or in simple terms a contract between:

1. The Student
2. That students legal guardians
3. The 'employer' (place where the work experience will be undertaken)
4. St Francis Catholic College

For a student to be eligible to go out on Work Experience placement the form needs to be signed by all parties listed above.



Work Experience – Important Dates

These dates are not negotiable, if a student misses the dates the agreement is cancelled

Due to the administration requirements of each agreement, these dates are set and will not move. If a student, family or employer misses these dates the agreement cannot be accommodated.

Work experience arrangement form (Ministerial Order) - 30/05/2025

OH&S Module(s) - 06/06/2025

Each student undertaking work experience is required to complete 2 OH&S modules being a **General OH&S Module** and **Industry Specific OH&S Module**.

The Industry Specific module will be supplied to the student via the college email system upon the ministerial order (Work Experience form) being returned to the college. Please note, as the date becomes closer to the 30/05/2025 this can take several days due to the volume of agreements arriving at the college.

Work Experience Week – 23 – 27/06/2025 (must be in this week only).



Work Experience – Optional Experience

As mentioned in the first slide, work experience is an optional experience, if a student/family chooses not to participate in the program the expectation is that students are at school for the week of work experience 23 – 27/6/25 for either scheduled classes or an alternative program at leaderships discission.

We also strongly encourage students not to undertake work experience at their place of employment for the example below

The reason why we recommend that you don't undertake work experience at your current employment is because legally that place of employment can pay you \$0.00 if they are a 'not for profit' company or \$5.00 per day. While most places of employment are very good and don't do this, there is nothing that you can do in line with workplace/employee rights. So effectively you could go from (made up numbers) \$15.00 per hour to \$5.00 a day for doing the exact same job.



Work Experience – Where to get information?

All forms are to be returned in the **ARC**. Please don't return these to the office as they have a tendency to become lost. Without the agreement students will be unable to attend work experience.

SIMON Daily Messages (PAM accounts for Parents)

From: 03/02/2025 to 06/06/2025

Category: Careers



Edit



Remove

2025 Work Experience

[Parent Communication Letter work experience 2025.docx](#)

[2025 SFCC Work experience preparation booklet \(1\).docx](#)

[2025 SFCC Work experience PowerPoint \(1\).pptx](#)

Dear Year 10 Students, Parents/Guardians:

Please find attached the relevant documents for year 10 work experience 2025. The work experience arrangement form and physical copies of the work experience booklet is available at the ARC. The important dates to remember are:

1. **Work Experience Arrangement Form Due: 30/05/2025**
2. **Occupational Health and Safety (OH&S) Certificates - emailed to Pathways (pathways@sfcc.vic.edu.au) Due 06/06/2025**

a. **General OH&S Module**



Work Experience – Contact

General Information: pathways@sfcc.vic.edu.au

Pathways team:

Kris Vallak – Pathways Coordinator – kvallak@sfcc.vic.edu.au

Belinda Abela – Careers Advisor/Work Experience Coordinator –
babela@sfcc.vic.edu.au (Term 2 only)

Ellie Bacchin – VET/Pathways - ebacchin@sfcc.vic.edu.au

Please note that Belinda is starting at the college later this term, Please do not request information until Term 2



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YEAR 10

LEARNING & TEACHING

ACADEMIC EXPECTATIONS 2025

Key Learning and Teaching Dates & Information

Parent-Student Teacher Interviews

Session 1: Thursday 1st (3.30pm – 8.00pm) Onsite

Session 2: Tuesday 6th of May (3:30 to 7:00pm) Onsite

• Semester ONE Examination:

- The Semester one examination period IS from **Wednesday 11th June to Thursday 19th of June, 2025.**
- Exception: Tuesday 17th of June- Study from home day
- Examination catch-up session- Friday 20th of June.

Academic Recall from Years 10 to VCE

- Students absent from a summative assessment are expected to provide supporting documentation (e.g., a medical certificate, statutory declaration, or evidence of attendance at a school-based activity) so they have another opportunity to complete the task.
- Academic Recall will occur **after school and not during classroom instruction.** Students who fail to submit the Application to reschedule with the supporting evidence will receive a **zero** for the assessment task, which will be reflected on the student's Semester report.
- Students and Families will receive more information relating specifically to the policy.

Subject Selection:

- Subject selection for Year 10 subjects and continuation of Accelerated subjects will occur at the end of Term 2. More information will be made available to families in Early – Term 2. Families should wish to discuss VCE or VET/VM pathways please contact the pathways team.

Assessment and Future Pathways:

- Various assessment tasks, including exams, play a key role in identifying students' strengths, potential future pathways, and senior-year subject selections, including mathematics options.





Learning & Teaching Rationale at SFCC

The development of a sound work ethic both during school time and at home is important in preparing students for VCE and VCE-VM studies and life beyond the College. Being an independent learner at home gives students the opportunity to think critically, to analyse their learning and to establish and maintain study habits while reflecting on the content and skills covered in class.

The correlation between study habits/routine and VCE outcomes

The amount of time dedicated to study has been positively correlated with

academic performance in multiple studies. Global research studies tells us

that students who spend more time studying outside of class tend to achieve

better grades on their outcomes/exams.



Learning & Teaching Homework Study Policy

Homework study policy:

- Students should contact teachers before missing class due to college activities or absences. Students are responsible for catching up on missed work. Lesson plans and resources can be accessed on SIMON
- Students are strongly encouraged to dedicate **75 minutes daily** to home study to reinforce learning and develop effective study habits.
- **Learning Lounge:** Homework Club sessions will run again in 2025 on Monday and Wednesday afternoons from 3:00 to 4:00 pm in the ARC starting from Monday 10th February. Please remind students to sign in at the front desk at the ARC.





Importance of using SFCC's school diary/planner

A recent study by Frontiers in Psychology monitored brain activity in students taking notes and found that those writing by hand had higher levels of electrical activity across a wide range of interconnected brain regions responsible for movement, vision, sensory processing and memory (21 Feb 2024)

Writing words down increases connectivity linked to memory and learning between different areas of the brain, with the same not being true when things are typed out on a computer (newscientist, 26th Jan, 2024)

Towards the end of 2024, the learning and teaching team, together with HL established the Classroom and Lesson Expectations Framework. Step 3, under Ending the Lesson, states that ***students are to use their diary/planner to enter homework and study tasks.***



Why arriving to class on time matters?

Example:

- English and Mathematics (6 periods per cycle).
- In a Term (10 teaching weeks) = 60 lessons.



Minutes Late Per day	Equates to days of teaching lost in one year	Which means this number of lessons missed
5 Minutes	3½ days	17 lessons
10 minutes	7 days	35 lessons
15 Minutes	10½ days	52 lessons
20 Minutes	14 days	70 lessons
25 Minutes	21 days	104 lessons



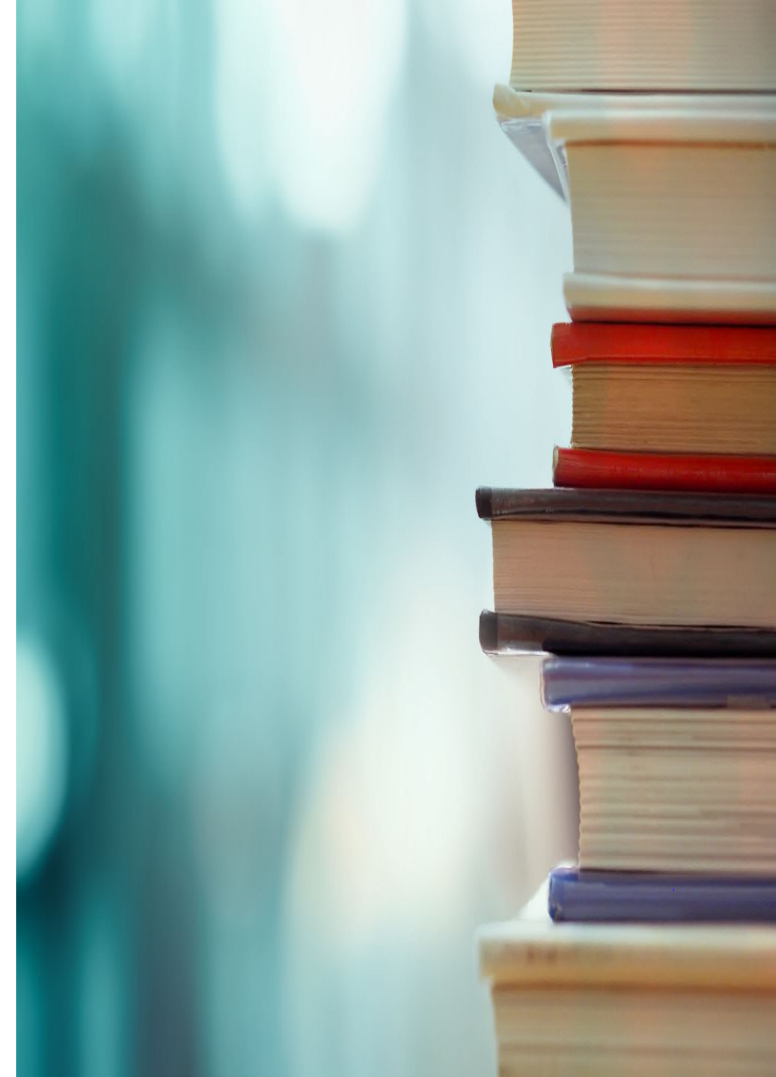
What does effective studying look like?

Homework gives your child a chance to:

- work through the things they have learnt at school
- strengthen their long-term understanding of the topic or activity
- develop study skills they will use for the rest of their lives.
- Homework is also a chance for you to get involved and help your child's learning

Encourage a homework routine:

- Help your child to do their homework at the same time everyday.
- Some children concentrate better in the mornings. Some are better in the afternoons. Choose a time that works best for your child.
- Having a regular homework time will help your child develop good study habits, which will help them throughout school and beyond.





What does effective homework look like?

Set up a comfortable space:

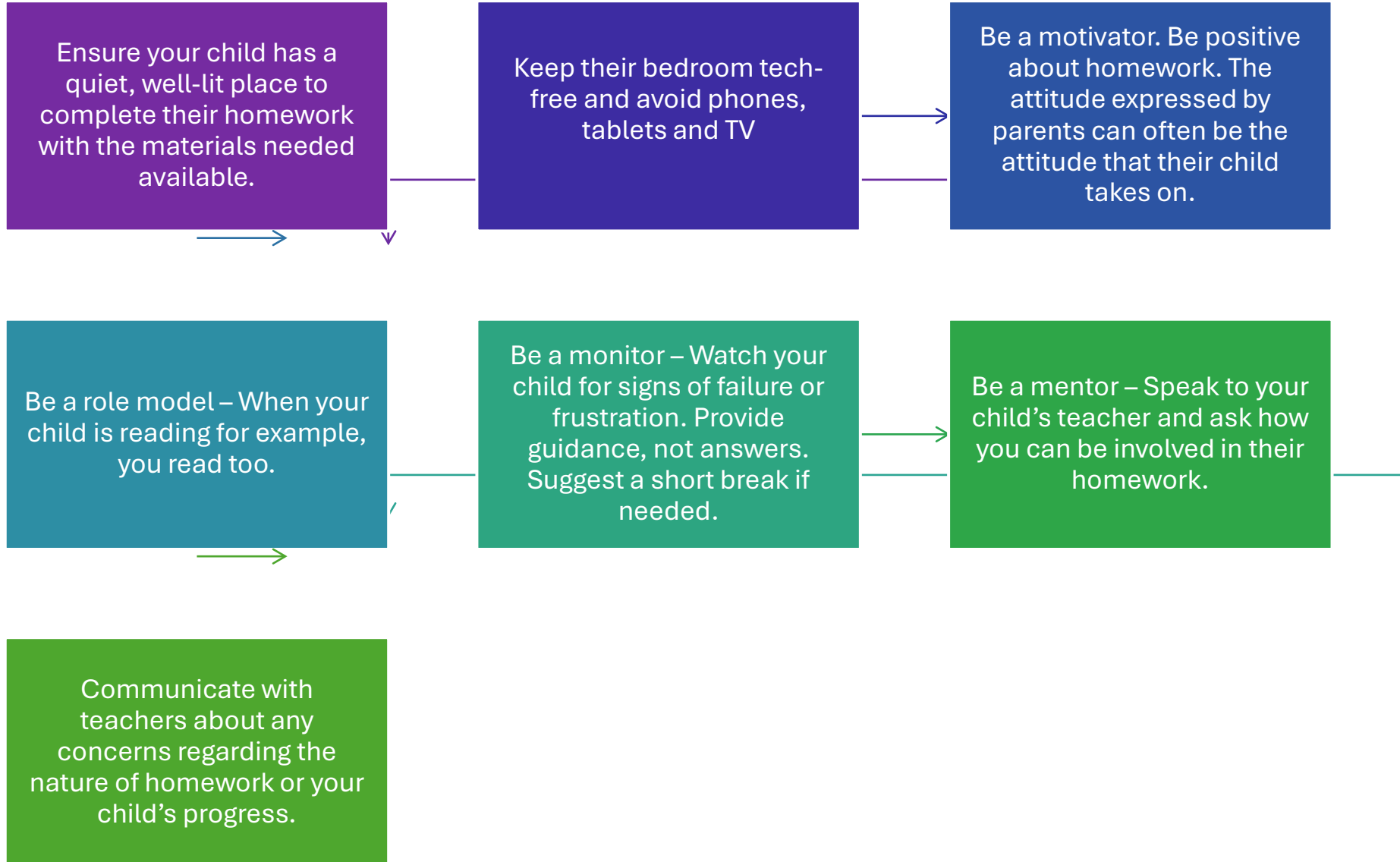
- Your child will find it much easier to do their homework if they have a comfortable space.
- This could be a space in their bedroom, in your study or in the family room. If you don't have a space at home, you could think about going to a library.
- Buy or create a large calendar graphic board where your child can see weekly/monthly days. This will help support their organisation of not only homework but also their after school curricular activities. It's a great visual aid to see how they are going to manage their time, and priorities study and balance life commitments.
- **Create routine and habit- REPEAT!**

A good homework space:

- is comfortable – not too hot, not too cold and has plenty of fresh air
- is quiet
- has good light – use a good lamp or overhead light if the space is dark
- has all the things they need to do their work: think about stationery, a computer, a printer
- is free from distractions such as the television or computer games or a phone.



What can you do to support your child's learning?





Why is sleep important for teenagers?

‘Insufficient sleep in teens is linked to cognitive issues (trouble with memory, diminished focus, difficulty learning, poor judgement and decision making), behavioural issues (hyperactivity, aggressiveness, and social withdrawal), emotional issues (irritability and impaired moods, negative attitude, greater risk for depression and anxiety), academic and performance issues (lower grades, poor academic performance, tardiness).’ (Breus 2017)

What can parents/guardians do to help?

- To help your teenage child get a good night’s sleep, encourage them to...
- Understand the importance of sleep. You can do this by talking to them about it and modelling the behaviour yourself
- Establish a pre-sleep ritual or routine. Dr Greg Wells suggests starting a routine an hour before bed to decompress and relax.
- Your child might do this by, for example, reading, practising relaxation or meditation, or taking a warm bath.
- Eat dinner at least 2 hours before going to bed
- Avoid rich foods and caffeine after 5pm, and decrease sugar in their diet





Why is sleep important for teenagers continued...

- Eat foods containing magnesium and vitamin B6 (leafy greens, spinach, almonds, bananas, poultry, milk and dairy, herbal tea) –these help to regulate the nervous system
- Keep your child’s bedroom tech-free and avoid phones, tablets and TV prior to bedtime
- Get out of bed at the same time every morning
- Get adequate physical activity during the day
- Prioritise sleep over late-night studying. (Research shows that teens who burn the midnight oil with homework are more likely to have trouble with their academic work the next day.)
- Use dim lighting at night
- Block distracting noise at bedtime
- Avoid late nights and naps after 4pm
- Have their room at a cool but comfortable temperature.





Communication between home and school



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- If your child is going to be away on any given day you need to notify the school either by calling the college on 8099 6000 and follow the prompts or log the absence on PAM.
- Our students are expected to attend every day to maximise their learning opportunities.
- Please remain in communication with the House Mentor regarding any questions or concerns you may have throughout the course of your child's time at the College via email or contact the college and leave a message and it will be returned as soon as possible.
- Direct questions to your child's subject teachers regarding their learning if you are unsure about any aspect of that specific subject area.
- There is a weekly newsletter – every Tuesday with the latest information about college life, events that have occurred at the college, and dates for events that are going to occur.
- The SFCC Website is available for information regarding college policy and child-safe information



THANK YOU

Thank you all for taking the time to attend tonight's information evening. Your engagement and support play a vital role in your children's education, and we truly appreciate your participation. We hope you found the session informative and valuable. Please don't hesitate to reach out if you have any follow-up questions.

