RATIONALE

Senior students are given an opportunity to consolidate and get support for their learning, giving an improved preparedness for the HSC through the development of study skills and provision of a supervised study program through the Senior Learning Engagement Centre. The Senior Learning Engagement Centre program will instil the continued learning practice and procedures to aid in the students’ study and achievement to attain the best HSC possible and assist in achieving success.

The Senior Learning Engagement Centre strategy is part of the school's learning program in the 15 – 19 years area. The Senior Learning Engagement teacher is a member of the 15 – 19 years School Team whose members include the careers adviser, transition adviser, VET co-ordinator, and the librarian.

OUTCOMES

- Students have been provided with an area to encourage and support their study
- Students have been provided with direct assistance in their studies.
- Students have improved their study methods in all areas.
- Students have developed study skills and time management skills.
- There has been a marked improvement in student study and work completion.
- There is a common purpose for students promoting productive learning.
- Learning is seen as a fun activity that is supported in a positive and encouraging learning environment.
- A safety net for student learning has been provided to ensure student support and encouragement.

PROCEDURES

1. A roll is kept for each period based on the information provided in “Study Period” rolls. This is a timetabled class. Students who do not attend will be classed as truants and school disciplinary action will be taken in response.

2. Students can be permitted to use the library or other specialist areas once they have reported to the study centre. They will need to obtain a pass from the Senior Learning Engagement teacher.
3. The Senior Learning Engagement teacher should be aware of upcoming assessment tasks (these are displayed on notice boards) and provide assistance and support students with their completion of their tasks. Dates for assessment completion could be posted on MOODLE.

4. Direct students to examples of past HSC type questions to assist with their HSC preparation. Links to be provided on MOODLE.

5. The Senior Learning Engagement Centre environment is set up to be friendly and inviting to students with information and assistance available to address student needs. It should be conducive to learning.

6. Part of the Senior Learning Engagement teacher’s role is to assist students with their research working closely with the teacher librarian, the Careers Adviser, the Transition Adviser and School Leaders.

7. The Senior Learning Engagement teacher is to develop study skills courses for delivery to students in a small workshop setting. These workshops could include
   - Note-making
   - Time management
   - Examination skills
   - How to construct a written response
   - Researching information
   - Referencing
   - How to make the work my own
   - Coping with exam stress
   - Relaxation
   - Organising notes, and prioritising
   - Researching information
   - Referencing
   - How to make the work my own
   - Coping with exam stress
   - Relaxation
   - Organising notes, and prioritising
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   - Referencing
   - How to make the work my own
   - Coping with exam stress
   - Relaxation
   - Organising notes, and prioritising

8. Senior Learning Engagement teacher is Accountable to and reports directly to a Deputy Principal and Principal.

9. Teachers to provide learning opportunities and feedback in MOODLE that can be used as part of the study skills program.

10. Resource files to be made available for all subjects in the Senior Learning Engagement Centre.

11. The Careers and Transition advisor provide direct links and support through the Senior Learning Engagement Centre program.

RESPONSIBILITIES

*Senior Learning Engagement Teacher*

- Responsible and accountable to a Deputy Principal who will oversee the Senior Learning Engagement Centre program. The principal will also be involved in the evaluation and development of the program providing guidance and direction for the study skills teacher.
- Ensure that the Senior Learning Engagement Centre is conducive for learning and that students respect and care for the centre making it a productive study atmosphere with a real learning purpose.
- Design and deliver study skills support programs throughout the year for all Year 12 students.
- Make resources available for student to assist with their learning.
- Mark the roll each session and follow-up students absent.
- Liaise and consult with Librarian, 15-19 Years Team - (Careers Advisor; Transition Advisor, VET Coordinator), Year Adviser; Head Teachers, Team Leader, Welfare; Help Desk Leader.
- Oversee and coordinate the “All my own work program”.
- Work with the School BSLO for BOS information collection and dissemination.
- Action Records to be kept outlining study program and registering actions of the teacher.
- Evaluation structures and monitoring to be made in relation to the program.

**Students**

- Attend study periods in Room 48 – Senior Learning Engagement Centre when timetabled.
- Take responsibility for their own learning.
- Asks for specific assistance when required.
- Attend the study skills seminars.
- Show respect and responsibility for the program and Senior Learning Engagement Centre environment and ethos. This means a quiet atmosphere, no food and drink allowed in the centre.
- Take part in the special programs part of the Senior Learning Engagement Centre.
- Follow normal classroom procedures and school principles.

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