

#### **TERM 4 WEEKS 1 AND 2**

10 - 21 October 2022

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Important	Dates -	– Term	4 ZUZ	2

important Dates – Term 4 2022				
W1	Wednesday 12 October	HSC 2022 – exams begin  Year 11 2023 – Enrolment Evening 1		
W1	Thursday 13 October	Year 11 2023 – Enrolment Evening 2		
W3	Tuesday 25 October	School Council Meeting 6pm, via Zoom		
W4	Friday 4 November	HSC 2022 – exams conclude		
W6	Thursday 17 November	Year 12 2022 School Formal		
W7	Tuesday 22 November	School Council Meeting 6pm, via Zoom		
W8	Monday 28 November	School Presentation Day 2022		
W10	Monday 12 December	Confirmation Day for Year 11 2023		

#### **Principal's Report**

Welcome back to Term 4 at St Marys Senior High School. I hope that all our families have had a wonderful break and that some of you have been fortunate enough to be able to get away to recharge, ready for the term ahead.

The end of Term 3 saw Year 12 students, staff, parents and community members come together to celebrate thirteen years of schooling with the Year 12 Graduation. What an amazing event! We hope that all who attended enjoyed the ceremony, especially the students who graduated. Following two years of restrictions we were finally able to celebrate this milestone together as a community. I would like to thank all those involved in organising this event for creating such wonderful memories for our students and their families. I would also like to thank the Hillsong Convention Centre for their flexibility in supporting our school over the last three years. The professionalism of their crew was outstanding.

In addition to Graduation, the end of Term 3 saw a number of key school events take place and I would

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#### Principal's Report continued

like to thank all of our staff and students for their work at this time. The events included the Higher School Certificate Major Works Assembly, the Year 11 Seminar Day and the School Captain elections for 2023. With an outstanding pool of candidates from Year 12 2023, the voting in these elections was extremely close again this year. Thank you to all of the candidates who did an exceptional job throughout the extensive selection process. Congratulations to our Captains for 2023, Charlotte Brown and Destiny Sione and our Vice Captains,

Kayla Buen and Aadhi Senthil Kumar. I look forward to working with our new student leaders over the next twelve months, including the members of the Student Representative Council who will be elected early this term. Thank you to the members of our SRC in Year 11 and Year 12 in 2022 for all of their hard work this year, including the fantastic Heritage Day celebrations held in September. I would also like to thank our outgoing School Captains, Jade Dsouza and Joanna Simeon as well as Vice Captains, Ishta Avikal and Celestine Salimbangon for their fantastic leadership throughout 2022.



This week Year 12 2022 will commence their Higher School Certificate examinations – and we wish them the very best during this period of time and hope that their hard work pays off. Please remember to let the Presiding Officer and either Danielle, Leah or myself know of any concerns during the examinations. Keep hydrated and provide yourself with plenty of time to arrive at school prior to your scheduled examinations.

Year 11 – also known as Year 12 2023 – will commence their final year of schooling this term. We have seven new students starting with us in Term 4 at St Marys Senior High School and we welcome them and their families to our school community. The term will commence with remote learning for a short period of time to ensure we meet the requirements of the Higher School Certificate examination protocols. Students will be following their school timetable which was issued last term but is also available through the Sentral portal. A reminder that students who are not able to learn from home will be able to come on site and will be supervised in the Learning Centre to complete their course work. Students will need to ensure that they have ear phones to engage in their lessons. Access to other parts of the school will be limited due to the examinations that are taking place.



Congratulations to Jeff Larsen who has been successful in the merit selection process and will commence his permanent role in Term 4 with our TAS and Computing Studies team. Jeff has extensive experience in a Stage 6 context and demonstrated this in his work at St Marys Senior High School when supporting students throughout this year.

This term will see two members of our learning community receive an Executive Director's Recognition Award for significant contributions to the values of the New South Wales Department of Education. It is a considerable achievement for a school to receive one award but extraordinary for a school to receive two awards in the term. The awards for Term 3 focus on non-teaching staff and community members. Congratulations to our School Council President, Sonia Matthews who will be receiving her award for the passion and advocacy she has demonstrated to ensure that inequity is addressed and all students are provided an opportunity to flourish in a safe and supportive environment. Sonia has a strong commitment to service and is an outstanding community member and leader who has had an enormous impact on our school community.

I would also like to congratulate our Student Support Officer, Surmeet Kaur who has made a tremendous impact on our school community and will also receive an Executive Director Award. Surmeet has filled gaps in the counselling service to ensure that students have access to support during challenging times, formulating authentic plans to help students succeed academically and socially. Surmeet is an outstanding addition to our school community. She maintains warm and genuine relationships with students and her professionalism is acknowledged as an invaluable asset across our school.

Our enrolment evenings for Year 11 2023 will take place this week. As our existing students know this event is enormous as we try to enrol 460 students into courses for their senior years. Thank you in advance to everyone involved for attending this event. These are long nights but are vital to assist students and their families in their transition to St Marys Senior High School.

I hope everyone has a great start to Term 4.

Sally Smithard

Principal



#### **School Room Numbers**

As part of the work on our school over the holiday break, we have added new room signage to our school learning spaces.

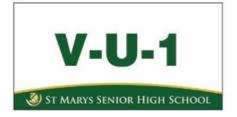
The new names for learning spaces correspond with the details on student timetables for Year 11 released at the end of last term. The names are based on systems suggested as part of Design and Technology projects that students at our school have completed in the past. The spaces are labelled in a clockwise direction as you move around each block, and there are also additional signs which indicate staff rooms and more traditional names of spaces that faculties use.

Once back on site, you will find that all learning spaces will have the following signs shown above the doors:



This learning space is located:

- In Shepherd Block (the area around the Administration Office)
- On the Ground floor
- 2<sup>nd</sup> teaching space from the Lecture Theatre.



This learning space is located:

- In Victoria Block
- On the Upstairs floor
- 1<sup>st</sup> from the entry doors.



This space is located:

- In **B**lake Block
- On the Ground floor
- 2<sup>nd</sup> from the entry doors.



This learning space is located:

- In <mark>E</mark>ason Block
- On the Upstairs floor
- 1st from the entry doors.



#### **School Bytes**

As part of our exploration of new opportunities, our school has recently connected with School Bytes. They are a company that offer an exciting online tool that many schools are currently using to facilitate student engagement in a wide variety of curricular and extracurricular activities. It also offers a number of other benefits, including the ability for families to make school payments at times convenient to them.

Late in Term 3, we successfully trialled this tool with an exciting trip to the theatre organised by the Creative and Performing Arts Faculty. The trial ran very smoothly, helping us to be ready to use this system for all school excursions and incursions from the start of Term 4 2022.

We hope that you find this new system easy to use and navigate, and we have provided some information from School Bytes on the following pages that will help parents and carers become familiar with what to do to complete permission notes and make school payments.

If you have any questions or concerns, please be sure to contact our Administration Staff on the school email (<a href="mailto:stmaryssen-h.school@det.nsw.edu.au">stmaryssen-h.school@det.nsw.edu.au</a>) or 02 9623 8333 at your earliest convenience.





#### Moving into the digital age for school payments, event management and forms

In the very fast paced world we live in, we understand the need for you, our parents/carers to have the flexibility to make payments outside of school hours and furthermore, the ability to receive and respond to communication at a time that best suits your needs.

As a result, we are excited to announce our school will be engaging the services of School Bytes who offers a simplified digital system for school payments and parent/carer communication.

#### Changes you can expect

- A student's Statement of Account and payment reminders will be sent directly to parents/carers via email.
- Emails will be sent to you from <u>noreply@mail.schoolbytes.education</u>
- The student's **Statement of Account** email will include the **make a payment** button that will take you to the school's online payment portal.
- If the activity involves a cost, the make a payment button will allow you to pay securely, quickly and
  easily via credit or debit card after granting permission (Visa and Mastercard only).
- Online forms including permission notes will be sent to you directly via School Bytes with a link enclosed. Select the link to open the secure online form.
- The online form will have information about the activity with a section for a digital signature (either with a mouse, a stylus or your finger) prior to submitting.

#### What do you need to do to prepare for the change?

Not much really...

- You do not have to sign up or register with School Bytes.
- You do not have to download an app.
- You do need to ensure your email address and contact details are up to date this will help to ensure you don't miss critical information being sent to you.
- You do need to monitor your inbox for communication being sent to you.



- You can respond to digital correspondence received via email or complete the online digital form and submit.
- You need to ensure that emails sent to you from <u>noreply@mail.schoolbytes.education</u> are not marked as spam/junk in your email system.

#### **Further assistance**

For information relating to the security and privacy of this service, please refer to: <a href="https://education.nsw.gov.au/content/dam/main-education/public-schools/going-to-a-public-school/media/documents/School-Bytes-Student-Privacy-Information.pdf">https://education.nsw.gov.au/content/dam/main-education/public-schools/going-to-a-public-school/media/documents/School-Bytes-Student-Privacy-Information.pdf</a>

If you have any questions about this process or do not have regular access to email, please contact our Administration Team in the front office area.

#### Completing online permission notes

Our school now uses School Bytes for online permission notes that are sent directly to parents/carers via email. These notes include a link to a secure payment site via the Westpac Parent Online Payment (POP) system which is utilised by the Department of Education and is also available on our school website (Visa and Mastercard credit/debit cards accepted).

When parent/carer permission is required for a student activity, such as an excursion, an email will be sent to the parents/carers of students involved in the activity. There will be a link to open the secure online permission form.

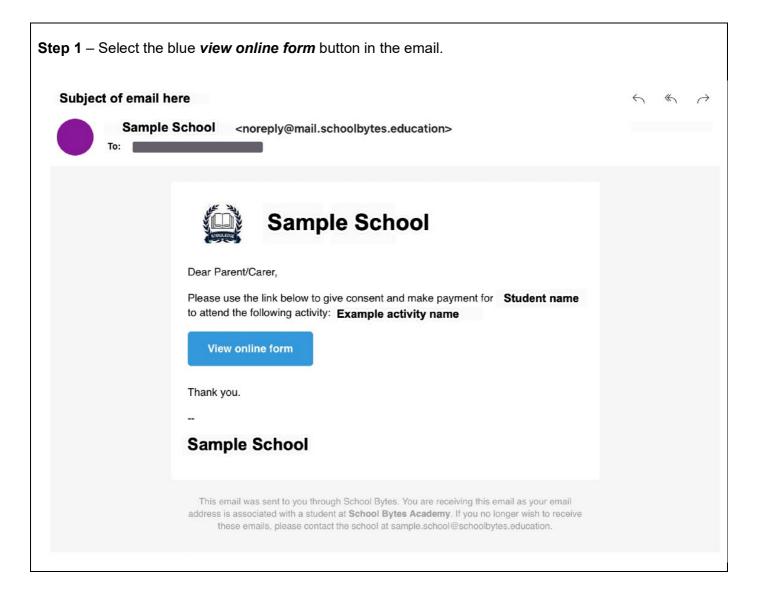
The online form will contain information about the activity or excursion, as well as a section for parents/carers to complete and sign (with a mouse, a stylus or your finger). If the activity involves a cost, the online form will show a make online payment button.

Information submitted by parents/carers will be stored securely for our school to review. Each individual response can only be accessed by school staff, due to the sensitive nature of the information provided.

To complete an online permission note sent by our school, please follow the steps outlined below.



#### **Give permission**





#### **Step 2** – Review the details of the event.

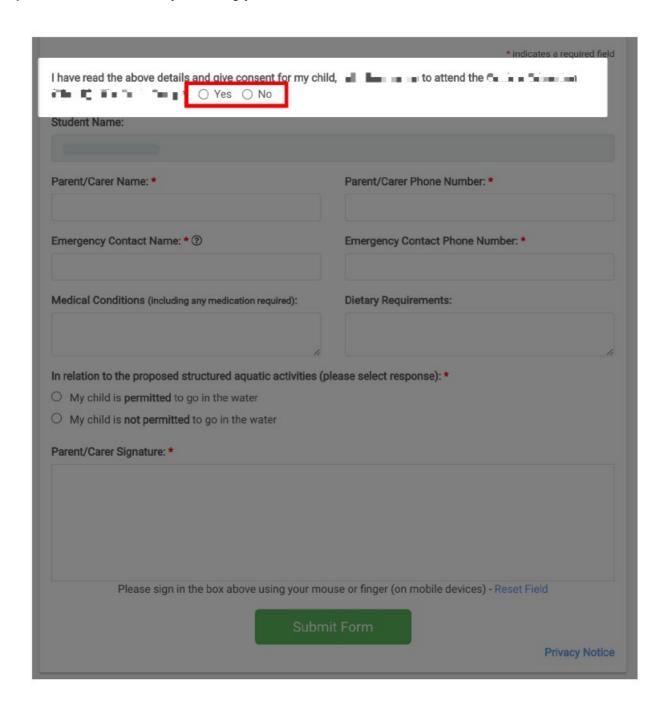
#### Please note:

- Some sections of the note may contain links to an external website. If required, you can click on the links to review any further information.
- If you wish to print the activity information, click on the blue **Print** button on the right-hand side underneath our school logo.
- To add the event to your calendar, select the blue *Add to calendar* button next to the print button.



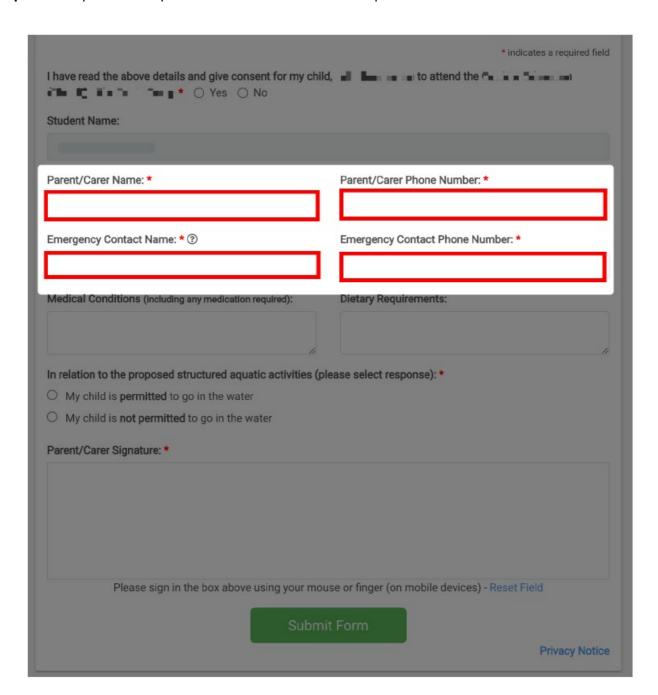


**Step 3** – Provide consent by selecting yes or no.



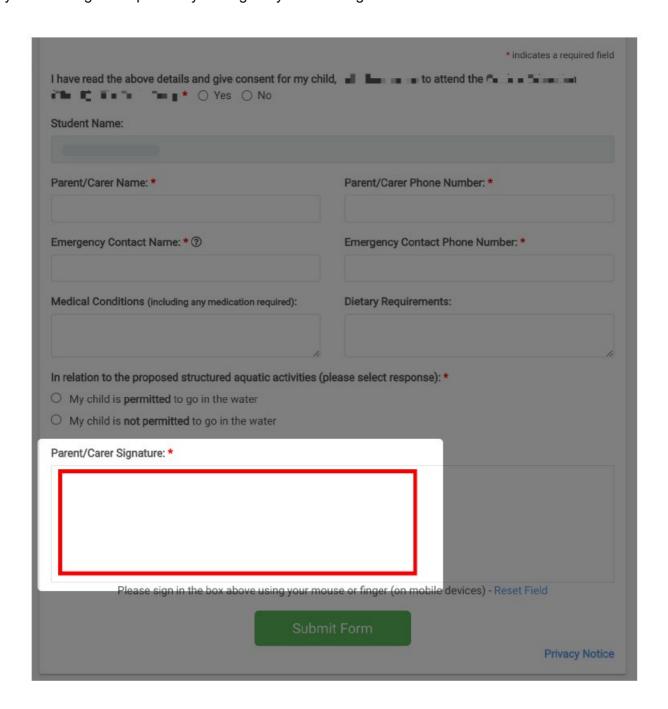


**Step 4** – Complete the required sections of the note. All required sections are marked with a red asterisk.



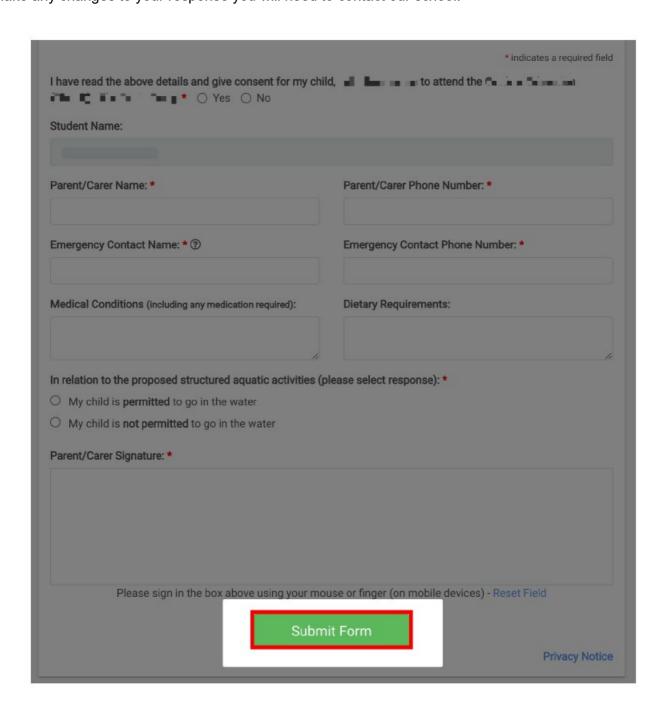


**Step 5** – Provide a signature in the parent/carer signature section digitally. This can be done with a mouse if you are using a computer or your finger if you are using a mobile device.





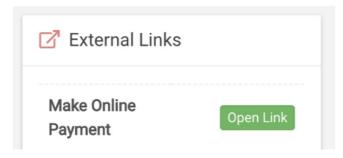
**Step 6** – Select to submit the form. Once you press submit, your response will be recorded. If you need to make any changes to your response you will need to contact our school.





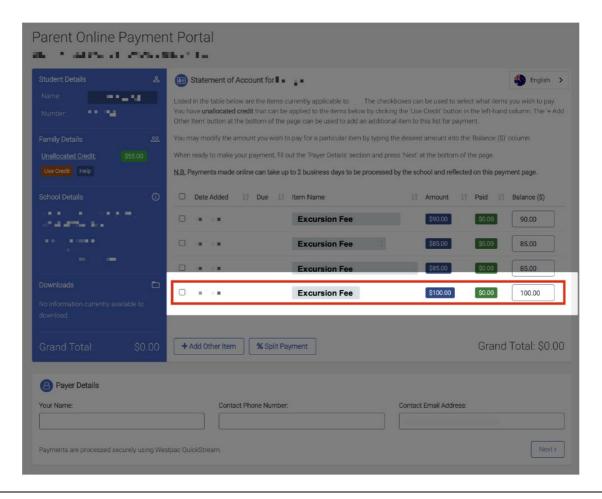
#### Make a payment

Step 1 – Select open link beside make online payment.



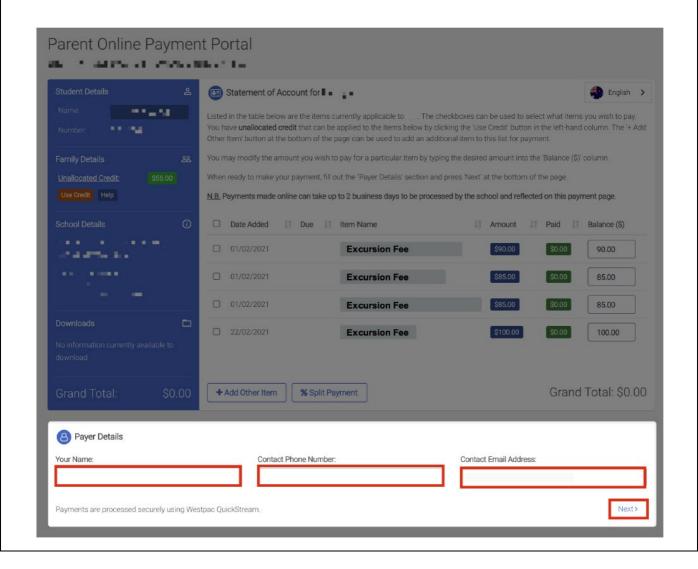
#### **Step 2** – Select the fee for the activity

- To change the amount you are paying for an item, enter the desired amount in the balance column.
- Please note: Your school may not invoice the activity which means it will not appear on the payment
  portal as a line item. In this case, you will need to select the add other item button to add the line
  item manually.





**Step 3** – Populate the payer details then select next.





Step 4 – Populate the payment details in the secure *make a payment* page and select submit payment.

Make a payment for 

Cardholder name

Expiry date

Month

Year

CVN ③

Grand Total: \$100.00

This site is protected by reCAPTCHA and the Google Privacy Policy and Terms of Service apply. Payments can take up to a minute to be processed after clicking submit. Do not close your browser during this time.

Close



#### After Hours Tutorial Program 2022 - Term 4

Our school runs a range of optional tutorials before and after school at no additional cost to students. The schedule for these tutorials is shown below. A reminder that these tutorials will not run onsite during the first two weeks of term, due to Year 11 2022 / Year 12 2023 working remotely. Some tutorials may run online, and students can check with the teacher running the tutorial for more information.

If you are interested in attending one (or more) of these, please ensure you get a permission note from the Tutorial Teacher shown. This note must be completed and returned to the Tutorial Teacher before you can attend the tutorial activity.



### SMSHS Tutorial Program Timetable Term 4 2022 ~ Weeks A & B

As at 23 September 2022

Time	Monday	Tuesday	Wednesday	Thursday	Friday
BEFORE SCHOOL					Year 12 2023 Chemistry Rosemary
7.15 – 8.15 am					CTR0005
		Year 12 2023 Economics Salochna AR0063	Year 12 2023 Business Studies & Legal Studies Salochna AR0063	Year 12 2023 Maths Standard Sally AR1046	
		Music Michael and Fatima VR0001 / VR0010	Drama Nicole VR1005	Tabletop Gaming Matt CTR1002 & CTR1009	
AFTER SCHOOL 3.25 – 4.25 pm		Year 12 2023 Physics Waran. ER0013	HSIE Subjects Shara, Kim, Lauren AR0062	Year 12 2023 Maths Extension 1 and 2 Reuben CTR1008	
		Society and Culture  Kim and Dean  AR0062	Year 12 2023 Maths Advanced Sally AR1046		
		Visual Arts Sharon L VR1006	Library Assessment Support Kerri-Anne Library and LC		



### Support in the Learning Centre, Term 4 2022

During every lesson, our school has a teacher available to provide students with additional support in our Learning Centre. These staff can provide specific curriculum support in a range of subjects as well as connecting students to the Learning and Support Teachers.

A reminder that during the period of remote learning at the start of the term, students are able to work at school under staff supervision in the Learning Centre.

If you have any questions or concerns, please pop in to see Mel (Head Teacher, Learning and Wellbeing) in the Learning Centre at your first opportunity.

## **Learning Centre Timetable Term 4**

WEEK A						
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
8:20 AM	Nicole	Cassandra	Arthur	Jess	Jess	
	Drama/English	Science	Commercial	Commercial	Commercial	
	6B	1A	7B	4A	8 <b>A</b>	
9:32 AM	Nicole	Cassandra	Arthur	Jess	Jess	
	Drama/English	Science	Commercial	Commercial	Commercial	
	4A	6A	5A	1A	2A	
10:44 AM	Rotating	Carmel	Sharon Lang	Waran	Rotating	
11:14 AM	Katelin	Cassandra	Arthur	Jeff	Jess	
	PDHPE	Science	Commercial	TAS / Computing	Commercial	
	1B	7 <b>A</b>	2A	2В	3A	
12:26 PM	Katelin	Carmel	Arthur	Jeff	Jess	
	PDHPE	LAST/English	Commercial	TAS / Computing	Commercial	
	5B	3A	8A	6A	7 <b>A</b>	
1:38 AM	Achiee	Helen	Kim	Rosemary	Rotating	
2:08 PM	Ashlee	Carmel	Sharon Lang	Jess	Open to 1:48 pm	
	LaST/HSIE	LaST/English	Visual Art	Commercial		
3:20 PM	8B	4B	3B	2B	8C	
	MONDAY	TUESDAY	WEEK B WEDNESDAY	THURSDAY	FRIDAY	
8:20 AM			Arthur	Jess		
8:20 AM	Jeff	Carmel  LaST/English	Commercial	Commercial	Jess Commercial	
	TAS / Computing	3A	5B	2B	7A	
	44	34	36	26	/A	
9:32 AM	Jeff	Cassandra	Arthur	Shan	Jess	
	TAS / Computing	Science	Commercial	Commercial	Commercial	
	6B	7B	2B	1B	3B	
10:44 AM	Rotating	Latha	Margo	Andrew Farrugia	Rotating	
11:14 AM	Jeff	Cassandra	Arthur	Jess	Jess	
	TAS / Computing	Science	Commercial	Commercial	Commercial	
	1B	6A	7B	4B	2A	
12:26 PM	Jeff	Carmel	Arthur	Shan	Open to 12:36 pm	
	TAS/Computing	LAST/English	Commercial	Commercial		
	5B	4B	88	5A	8B	
1:38 AM	Achiee	8han	Cassandra	Jess Johnson		
2:08 PM	Ashlee	Carmel	Sharon Lang	Jess		
	LaST/HSIE	LaST/English	Visual Arts	Commercial		
3:20 PM	8B	1A	3B	6B	80 7/4 0/204	

As @ 7/10/2022



# **SMSHS - SOURCES OF SUPPORT**



School phone: 02 9623 8333 School email: <a href="mailto:stmaryssen-h.school@det.nsw.edu.au">stmaryssen-h.school@det.nsw.edu.au</a>

Year 12 2022 Student Adviser, Surnames A-G	Wendi Kambolli	wendi.kambolli@det.nsw.edu.au
Year 12 2022 Student Adviser, Surnames H-O		
Year 12 2022 Student Adviser, Surnames P-Z	Jesse Francis	jesse.vassallo2@det.nsw.edu.au
Year 11 2022 Student Adviser, Surnames A-G	Sharon Francis	sharon.francis@det.nsw.edu.au
Year 11 2022 Student Adviser, Surnames H-O	Nicola Preston	nicola.preston1@det.nsw.edu.au
Year 11 2022 Student Adviser, Surnames P-Z	Ellen Worgan	ellen.worgan2@det.nsw.edu.au
Head Teacher, Learning and Wellbeing	Mel Jacka	melissa.jacka@det.nsw.edu.au
Learning Support Team	Margo Daly Carmel Harriden Nicole Leong Carly McPherson	margo.daly2@det.nsw.edu.au carmel.harriden@det.nsw.edu.au nicole.leong2@det.nsw.edu.au carly.mcpherson@det.nsw.edu.au
School Counsellors	Tracey Axisa Ximia Han	Please text the counsellor phone on 0417228192 during school hours to organise an appointment
Student Support Officer	Surmeet Kaur	surmeet.kaur@det.nsw.edu.au
Deputy Principal Year 12 2022	Danielle Ervine	danielle.ervine@det.nsw.edu.au
Deputy Principal Year 11 2022	Leah Havord	leah.havord@det.nsw.edu.au



Term 4 Weeks 1 and 2 2022 @ SMSHS					
Monday 10 Oct	Tuesday 11 Oct	Wednesday 12 Oct	Thursday 13 Oct	Friday 14 Oct	
Remote learning – Year 11 2022 / Year 12 2023	Remote learning – Year 11 2022 / Year 12 2023	HSC 2022 – exams begin  Remote learning – Year 11 2022 / Year 12 2023  Enrolment Evening 1 – Year 11 2023	HSC 2022 – exams continue  Remote learning – Year 11 2022 / Year 12 2023  Enrolment Evening 2 – Year 11 2023	HSC 2022 – exams continue  Remote learning – Year 11 2022 / Year 12 2023	
Monday 17 Oct	Tuesday 18 Oct	Wednesday 19 Oct	Thursday 20 Oct	Friday 21 Oct	
HSC 2022 – exams continue  Remote learning – Year 11 2022 / Year 12 2023	HSC 2022 – exams continue  Remote learning – Year 11 2022 / Year 12 2023	HSC 2022 – exams continue  Remote learning – Year 11 2022 / Year 12 2023	HSC 2022 – exams continue  Remote learning – Year 11 2022 / Year 12 2023  Taronga Zoo Excursion for Year 11 2022 Biology students	HSC 2022 – exams continue  Year 11 2022 / Year 12 2023 return to classes onsite	

#### **Our Teams** Principal: Sally Smithard School Council President: Sonia Matthews School Captains: Jade D'Souza Joanna Simeon School Executive: Deputy Principal (Year 12) Danielle Ervine Deputy Principal (Year 11) Leah Havord English Julie Robinson Mathematics Simone Pett Science (Rel) Andrew Mabey Commercial Studies Salochna Reddy HSIF Shara Walsh CAPA Nicole Bonfield TAS / Computing Matthew Topp LOTE Luigi Serra PDHPE (Rel) Joanne Brines Secondary Studies Lucas Widdison Learning and Wellbeing Melissa Jacka First Australians Leah Havord Business Manager (Acting) Rebecca Zinghini School Administrative Manager (Rel) Angela Demaio Student Advisers: Year 12, Surnames A-G Wendi Kambolli Year 12, Surnames H-O Nicole Leong Year 12, Surnames P-Z Jesse Francis Year 11, Surnames A-G Sharon Francis Year 11, Surnames H-O Nicola Preston Ellen Worgan Year 11, Surnames P-Z Learning Support: Margo Daly Carmel Harriden Carly McPherson Student Support Officer: Surmeet Kaur Careers Adviser (Rel): Cheryll Ruskin



