



Academic Expectations

As students progress from Year 7 through to Year 10, they are encouraged to accept an increased responsibility for their own learning.

To get the most from their learning students need to:

- (1) Come to each class prepared with all the items they require which will generally include:
 - Fully charged laptop,
 - Pencil case with pens, pencils, ruler etc,
 - Any required text books,
 - Exercise books,
 - Materials required for the course (calculator, apron, safety glasses, lab coat etc).
- (2) Be prepared to participate in a range of learning activities that at various times will include lecture style classes, group or individual work, laptop or written work, quiet study, presentations and more.
- (3) Ensure that they access all the information made available:
 - Read emails, the Daily News and regularly access Josie to view class pages,
 - Be aware of classroom changes, items required, excursions, special events/activities,
 - Understand how to submit or upload work and how to read teacher comments and access marks for work submitted.
- (4) Participate in class and if they don't understand something, seek help.
 - It is each student's responsibility to let their teacher know if they need clarification.
 - Students are encouraged to ask questions, utilise the afterschool tutorials, speak to their Subject Teachers, Heads of Department or Tutor Teacher.
- (5) Be organised and aware of due dates. Ensure work is submitted on time or an extension is sought if required. Students should familiarise themselves with the SHC Extension Policy.
- (6) Expect to complete some work or study at home.
- (7) Be aware of the College's Academic Integrity Protocols with regard to correctly referencing and acknowledging the work of others when submitting student work.
- (8) Communicate with staff and students in a courteous and respectful manner when using social streams and collaborative tools on Josie and during video learning or online meetings.

Homework

Time at home revising work covered in class consolidates student learning, develops strong study habits and self-management skills. Examples of homework that can be undertaken are:

- completing class tasks and assignments,
- reading a novel,
- studying for a test,
- researching a topic
- revising current class work,
- practising subject-specific skills: e.g. musical instrument, timetables, enrichment, or extension tasks using MathsOnline, language vocabulary
- attending after school tutorials.

Submission of work and how to request an extension:

Every effort should be made to submit work by the due date. Teachers understand sometimes there can be extenuating circumstances that may require students to ask for an extension. If a student needs extra time to complete set work for legitimate reason, teachers may negotiate tasks with individual students, but students must speak with teachers before the actual due date.

Sacred Heart College Extension Policy

Teachers may grant an extension in extenuating circumstances if a request is made at least 48 hours before the due date. Work will not be accepted after the due date if an extension has not been granted, and a mark of 'not submitted' will be recorded. Incomplete work submitted on the due date will be marked accordingly. (Incomplete and 'not submitted' work can significantly affect the final grade.)