

Who Should I Speak With?

HOME TEACHER	YEAR COORDINATOR	SUBJECT TEACHER	SUBJECT COORDINATOR	YEAR 7 LEARNING LEADER
For Concerns Involving:	For Concerns Involving:	For Concerns Involving:	For Concerns Involving:	For Concerns Involving:
<ul style="list-style-type: none"> • General coping with homework • General study habits • Assessment schedules • Friendship or other social issues • An extended absence due to illness • A planned absence outside of holiday periods • Any change of family situation • Any change in health/medications • Behavioural expectations • Discipline of students over minor infringements • Uniform and grooming enquiries • Settling into new classes • Case management support of students needing additional specialist support within the school • Student attendance concerns 	<ul style="list-style-type: none"> • Issues which may come to light affecting the entire year level • Student wellbeing and/or social concerns • Year level specific events • If one of the other people cannot be contacted • Concerns regarding subject selection and change • Concerns regarding assessment load • Case management • Liaise with Home Teachers and Subject Teachers concerning workload, time management, positive learning habits • Student attendance concerns 	<ul style="list-style-type: none"> • Understanding area of the subject • Homework • Assignments • Study techniques particular to that subject • Wanting work for an extended absence • A planned absence outside of holiday periods • Wanting to know how they are progressing in that subject • Problems with other students (if only in that subject) • Modification of assessments in special circumstances 	<ul style="list-style-type: none"> • The need for extension on an assignment due date • Modification of assessment tasks • Student absence on exam and assignment due days • Modification of assessments in senior school • Subject changes • Concerns regarding any content in the subject curriculum 	<ul style="list-style-type: none"> • Issues which may affect the entire year level • Student wellbeing and social concerns • Year level specific events • Understanding area of particular subject • Homework • Assignments • Study techniques particular to the year level • Wanting work for an extended absence • A planned absence outside of holiday periods • Wanting to know how students are settling in • Problems with other students in that year level • The need for extension on an assignment due date • Modification of assessment tasks



Who Should I Speak With? (continued)

ENRICHMENT CENTRE (Learning Support)	COUNSELLORS	CHAPLAIN	HEAD OF STUDENT WELLBEING
For Concerns Involving:	For Concerns Involving:	For Concerns Involving:	For Concerns Involving:
<ul style="list-style-type: none"> • Struggling with study habits and routine • Not coping with high school or year level work load • Specific literacy or numeracy needs or help • Modification to usual school program • Support for assignments and examinations • Assessment of literacy, numeracy and organisational skills 	<ul style="list-style-type: none"> • Serious or significant mental health concerns • Ongoing behaviours which are presenting a problem for the student's learning, academic and social success • Matters of a confidential nature • Liaison with doctors and mental health professionals that students may be working with • Child protection concerns 	<ul style="list-style-type: none"> • Matters of faith • Matters of family or confidential nature • Child Protection concerns • Social or emotional concerns • Support for individual students and families 	<ul style="list-style-type: none"> • Social or emotional concerns • Enquiries about the pastoral student wellbeing program • Friendship or other social concerns • Student goal setting • If one of the other people cannot be contacted • Study skills/time management

