

INSIDE OUT

Alexandra Secondary College

Date: - 22nd March 2019

North East Victorian Region's Music Camp

The North East Victorian Region's annual music camp is on again during the final week of term. This year we have one student attending, and we encourage all music students to participate next year. Nick Lester has been running the Jazz Ensemble at this camp (previously in Dookie) for the past 15 years and each year is amazed at the musical growth that all students achieve during these intensive three days.

Students from all over our region (Shepparton, Euroa, Mansfield, Benalla, Cobram, Tallangatta, Wodonga, Mt Beauty and Corryong) come together and form main ensembles of Concert Bands, Rock Bands and String Group, as well as electives of African Drumming, Ukulele Group and Jamming. By the end of the first day of rehearsing, most students have made many new friends with others from all over the region, bonded by their love of music. On the first night students gather around the campfire, sing songs, tell jokes, play games and generally have a great time.

On Day 2, after a Finale rehearsal, more ensemble rehearsal and delicious food, students take the stage for some serious (and not so serious!) entertainment at the Talent Night. Day 3 consists of moving the gear from the accommodation at the Old Priory to the Town Hall, free time in Beechworth (the lolly shop is usually very popular!), dinner at the Beechworth Bakery, concert run throughs and finally the Grand Concert.

When the Finale is concluded and the last note is played, it is fantastic to see the giant smiles on everyone's face. Most feeling exhausted and exhilarated will sleep soundly that night!

We hope this year's participants have a ball, and we hope to see many more music student's join in for this wonderful experience next year!



STAFF CONTACT DETAILS

Bainbridge- Karen Webster
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Cumming—Penny Steuart
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Long—Marian Rice
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Weinberg—Phil Kim
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Dates to Remember-

Parent/student/teacher interviews
27th March

Japanese Tour
28 March/ 7th April

NEVR Music Camp
2nd/4th April

Opening of the Reflective Garden
5th April

Deb Ball
6th April

First day of Term 2
23rd April

House Athletics
12th April

Yr 8 Camp
29th April/3rd May

Mission x Camp
6th/10th May

Yr 7/Yr10 Immunisations
10th May

NAPLAN
14th/16th May

Alice Sloan Toorak Visit
15th May

College X Country
21st May

P & F Meetings 3rd Wed of each month @ 7pm.

Term Dates-

Term One: January 30th to Friday April 5th

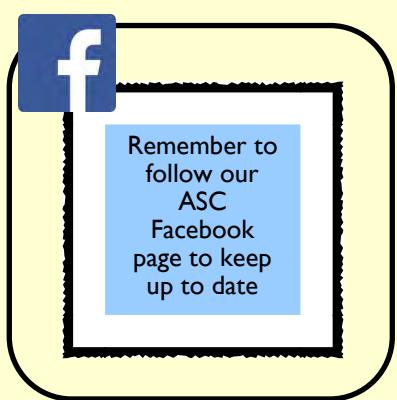
Term Two: Tuesday 23rd April to Friday 28th June

Term Three: Monday 15th July to Friday 20th September

Term Four: Monday 7th October to Friday 20th December

Curriculum (Student free) Days-

Wed 22nd May
Fri 7th June
Wed 14 August



Remember to follow our ASC Facebook page to keep up to date



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Principal's Report

We are looking forward to seeing everybody at Student/Parent/Teacher night on Wednesday. We especially want to see students at the interviews as the conversations are for their continued growth. To make the most of the 5-minute interviews it is good to have a couple of questions you want to ask; a key question for a student is "What can I do to improve?" If parents find 5 minutes is not enough time with a teacher we encourage them to arrange further time eg another meeting another day, a phone conversation or following up through email.

We had a practice evacuation today. As part of our practice, all parents should have received a text message informing you of this. If you did not, can you please contact the front office to ensure we rectify this and have your correct details.

We had many teams out at Round Robin yesterday. As always, our students played with great sportsmanship. Our Senior Boys and Year 8 Girls Volleyball teams both won through to the next round, a sensational effort and a reflection of the hours of practice they put in. Our Year 7 Cricket team gets an honourable mention as they went undefeated yesterday but narrowly missed progression on run rate. A huge thanks to our coaches: Mr Nadj, Mrs Nadj, Miss Kenner, Mr Francis, Mr Kim, Mr Higgins and Declan Allen.

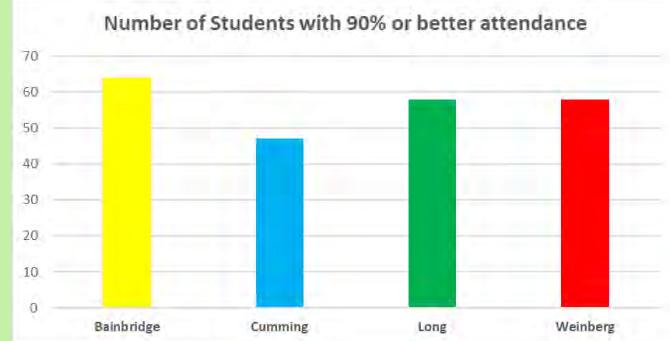
Well done to our swim team that competed at the Hume Regionals in Albury on Tuesday. We are proud of each individual's efforts and as such, we award ten points to each competitor for their house back at school.

Parents & Friends held their AGM on Wednesday night. We have a great committee for 2019 with Simone Russell as President, Michelle Weeks as Vice President, Lucy Whitehead as Minutes Secretary, Bev Dick as Communications Secretary, Alison Rouget as Treasurer, Jeanie Hurrey as Vice Treasurer, and general committee members Shannon Rock, Robyn Wilson, Christina Irwin and Felicity Smith. New members are welcome to join at any time. It was with sadness and great appreciation that we farewelled Anne Marie Ellis who has been a wonderful President and servant on P&F.

The Year 12s did a wonderful job organising their Formal. It was a glamorous and fun night. Thanks to Mrs Van Lierop, Mrs Tossol, Bron, Mr & Mrs Nadj, Ms Ough, Mrs Collett and Mr Stephens for chaperoning.

Every day of learning makes a positive impact. Congratulations to 71 of our students who have 100% attendance. With just 2 weeks left until we break for a 2 week holiday, all students should have a goal to be at school each day for the rest of the term.

Percentage of students with 90% attendance and above					
	Week 4	Week 5	Week 6	Week 7	Week 8
Year 7	78%	85%	93%	89%	83%
Year 8	75%	82%	80%	76%	75%
Year 9	68%	72%	72%	70%	63%
Year 10	60%	69%	75%	75%	69%
Year 11	70%	79%	81%	86%	81%
Year 12	59%	81%	89%	89%	86%



Nigel Lyttle
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Sue Malcolm
malcolm.susan.m@edumail.vic.gov.au

INTERIM REPORTS

It has recently come to our attention that families have not been able to review Semester One interim reports on Sentral. This situation has been rectified, and all families should now be able to view their child's interim reports on Sentral. Please contact the front office staff if you have yet to receive your child's interim report.

YEAR 9 SCHOOL FOR STUDENT LEADERSHIP 2019

All Year 9 students have previously received information regarding the Term 4 School for Leadership program in China. This information was emailed to all families of Year 9 students, and also to each Year 9 student through their school email account.

Please note that applications using the application template emailed are required by Friday April 21st and should be handed personally to Mrs Tossol. All interested students are recommended to apply. If students subsequently change their mind their application may be withdrawn, but late applications may not be accepted or may be penalised. So if you are interested – do start thinking about your application now and ensure it is completed and submitted by the deadline.

**Safe travels to our Staff and Students on the Japanese Trip.
We can't wait to hear about your experiences.**

We would like to say 'sayonara' and safe travels to our students and staff who are heading off to Japan on Thursday 28th March. Mrs Tossol, Mr Nadj and 19 students from Years 9 and 10 will embark on a 15 day trip of a lifetime as they experience sensory overload, taking in the rich sights and sounds of modern day Japan. Japan is a culturally rich country and is a land of great contrasts. In the middle of a bustling city of millions of people, and with department stores and neon lights visible as far as the eye can see, you can find the most exquisite temples hidden away in pockets of serene landscapes. Japan is both endlessly fascinating, and amusingly bizarre.

Students will be immersed in some amazing experiences, which they will remember forever.

There are too many highlights of the 2019 Japan Tour to list! Students will visit the Disneyland and Disneysea resorts and experience a traditional 'onsen' experience at Hakone Hot Springs during their time in Tokyo. In Kyoto they will visit the Golden Pavilion, which is covered in pure gold leaf, and enjoy a walk along the Path of Philosophy. In the process they will gain an appreciation for the exquisite beauty of Japan's famed cherry blossom. A side trip to Iga Ueno to explore the Iga Castle, Ninja House and watch a Ninja Show will be a true highlight. The final city visited is Hiroshima. Students pay a visit to the Peace Park, A Bomb Dome and the Peace Museum there, and gain a greater understanding of the role of both Japan and Australia during World War 2. A further highlight is visiting Miyajima Island, which is considered to be one of the three most picturesque sites in Japan.

There will be plenty of opportunities for students to practise their language skills, indulge in delicious Japanese cuisine, travel on Japanese public transport (including the Shinkansen - Japanese bullet trains which travel at up to 300km per hour!) and spend their hard earned Japanese yen at the myriad of markets and shopping centres.

We wish our travellers all the best on their amazing journey!
Tanoshindekudasai!



ONLY ONE WEEK LEFT TO BUY SEATED TICKETS FOR THE DEB BALL.



Families of Deb participants and Year 12 students wanting Deb Ball Seated tickets (\$35) must purchase these from the front Office by Friday March 29th.

Tables will seat 10-12 people.

Viewing tickets (\$20) are available for purchase from the front Office, but will also be available to purchase at the door on the night of the Ball.

Doors will open at 6:30pm, with all guests requested to arrive by 7pm.

All families of Deb participants are asked to sign up now to help with set-up (Thursday 4th) and/or pack up (Saturday night/Sunday) for the Ball. Please contact Melissa Del Conte (melissadelconte8@gmail.com) or return the form which was sent home with your child on Monday. Please also help by providing a plate of something sweet for the Parents & Friends supper. Contact Bev Dick (bevdick3903@gmail.com) with offers.

Parents and Friends AGM - 2019 Committee Elected

This week's Parents & Friends meeting on Wednesday was a great success.

A big thank you to our home eco teacher Mookie for decking out the school's teaching restaurant for this special event.



Guest Speaker

Cathy Zerbe is the school's much admired science coordinator and spoke of her long and diverse teaching career. Inspired by being a guide on *Sunrise and Sunset Walks* at the Prom in her Uni years, she went on to teach at Lowther Hall in Essendon before realising a dream to travel and teach overseas.

Cathy commented that Lowther Hall was a very accepting environment and included 42 nationalities and a program for students with disabilities that she was involved with. There were many inspirational students, some that passed away - a tough experience she said.

Other challenges in her career included being on camp with 120 students in Mt Evelyn on Ash Wednesday and getting them to safety; driving to school in East London on icy roads; and teaching Yr 12 Biology to neighbouring classes in the Grampians area using radio and telephone (Telematics).

Cathy lived in Botswana from '96 to 2002, having met Africans on her travels and been inspired to teach there. A democratic country since 1966, with diamonds found in 1977, back then Botswana allocated 25% of its GDP to education! Classes were over 40 and it was very hot, however education was highly valued by the students. Cathy also tutored for a family who ran a Lion Research Camp. Driving alone through countryside with elephants was her biggest worry.

Finally, Cathy spoke highly of Alexandra Secondary College and its students. "The kids are wonderful here. They are friendly, caring, they talk to all ages, there's lots of inspiring students who struggle and we get them through. There are lots of opportunities for students here and also a very good apprenticeship record that the school should be congratulated for."

Soon to retire from teaching, Cathy's contribution to education is worldwide.

Over supper one parent commented that her son loves science - because of Cathy. And there would be many more.

President's Report

Along with thanking Ms Zerbe for her talk, outgoing President Anne-Marie Ellis was also thanked for her years as President of P&F. Principal Nigel spoke of her exceptional contribution to the school both as a supportive parent of Will and as a P&F volunteer.

In Anne-Marie's Presidential Speech she encouraged parents to join the committee, stating research that volunteering has a definite positive effect on peoples' wellbeing and happiness.

2019 P&F Committee

The newly elected 2019 P&F Committee

President - Simone Russell; Vice President - Michelle Weeks; Minutes Secretary - Lucy Whitehead ; Communications Secretary - Bev Dick;

Treasurer - Alison Rouget; School Council Reps - Alison Rouget & Bev Dick; General Committee - Christina Irwin, Felicity Smith, Jeanie Hurrey, Robyn Wilson, Shannon Rock



Contacting P&F

For enquiries, feedback and thoughts to raise at P&F meetings contact

President Simone Russell on simone_hooper@yahoo.com

Secretary Lucy Whitehead on scucy88@yahoo.com.au

Treasurer Alison Rouget on alison@kco.com.au

Our Doctor is back !!!!!

Our school based medical clinic has re-opened for the year. Dr Tin is back seeing students, supported by the new Practise Nurse, Tamie.

For the Year 7 families and new families to Alexandra Secondary College, our school was chosen to participate in a pilot program back in 2017, which provides students access to a GP on the school grounds. The main objective for this program is to give students easy access to a GP for any medical complaint/issue or question, just as would normally be provided by a GP in our local community, but with less disruption to their school life as well as taking the pressure off parents who might struggle to get away from their own work place to take their child to see a doctor. The consultations are bulk billed through Medicare, so there are no out-of-pocket expenses.

So far, students have seen Dr Tin for a range of issues. For those families who have children that need annual plans for ailments such as Asthma and Anaphylaxis, having a doctor at school can make this necessary, but sometimes time-consuming requirement, a lot easier.

Dr Tin and Tamie attend our school every Thursday, working out of our purpose-built building as part of the Governments GPs in Secondary Schools initiative. It is easy to make an appointment to see Dr Tin. A parent or carer of a student could text a message to 0401790065 (hopefully available from next week) stating you would like an appointment, making sure to leave a name and number, and Tamie will advise a time by return text. Also, Sharon Parbery at ASC, can make an appointment for you. Her phone extension is 5770 2010 or alternatively, an email can be sent to parbery.sharon.s@edumail.vic.gov.au. For students who have never seen Dr Tin before, either at school or in her main clinic on Grant St, they will need to take in their Medicare card/number on the initial visit.

For any parent or carer who might have questions about the GP in Secondary Schools initiative, specifically addressing any concerns you may have on consent and confidentiality, please refer to the attached leaflet from the Department of Education.



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saverplus

For health reasons students are not permitted to bring aerosol spray deodorant cans to school. The use of them can cause severe allergic reactions to students and staff. Roll on and stick deodorants are permitted at school.

CONSENT AND CONFIDENTIALITY

HELPING VICTORIA'S YOUNG PEOPLE ACCESS HEALTH CARE

The Victorian Government is making sure young people are receiving the health support, advice and treatment they need to reach their full potential. The \$43.8 million Doctors in Secondary Schools initiative is delivering on the Government's election commitment to fund general practitioners (GPs) to attend 100 Victorian schools to provide medical advice and health care to those students most in need. This initiative will also provide for modern, fit-for-purpose rooms where required. This brochure provides answers to commonly asked questions about access to this program.

WHAT IS THE CURRENT LAW ON CONSENT?

Victorian law is clear on consent for medical treatment by a GP: Young people who are mature minors can consent to their own medical treatment.

Young people who are not mature minors cannot give consent to their own medical treatment. As is the case in community GP practice, the GP participating in the Doctors in Secondary Schools program, will assess if a young person is a mature minor with respect to the issue for which they are seeking medical treatment.

WHAT IS A MATURE MINOR?

Mature minors are young people under the age of 18 years who are deemed capable of seeking and obtaining health care for their particular issue. To give informed consent, a young person must be able to understand what treatment involves, what it is for, why it is needed and why it applies to them as an individual. The young person must also appreciate the risks associated with the treatment and be aware of the other options available, as well as the consequences of not pursuing treatment.

HOW DOES THE GP ASSESS WHETHER A YOUNG PERSON IS A MATURE MINOR?

When the GP decides whether to give the young person medical treatment, they will consider: Age Maturity in other areas of their life Independence – whether they live at home with a parent or carer, or support themselves The seriousness of the treatment The young person's understanding of why the treatment is needed, what it involves, treatment options, things that might go wrong (like side effects from drugs, or other complications), and consequences of non-treatment.

What if my child is not a mature minor?

In the case of the Doctors in Secondary School program, any young person who wants to make an appointment with the GP can do so. The GP will decide if the young person is a mature minor with respect to the issue for which they are seeking medical treatment. The assessment as to whether a young person is a mature minor may vary for different issues. For example, a GP may decide a young person is mature enough to be able to consent to treatment for a health condition such as asthma, but may not be mature enough to discuss the risks and benefits of anti-depressant medication. If a GP determines that your child is not a mature minor, they will obtain your consent before medical treatment is provided.

Can I come to the appointment with my child?

Yes, parent or carer involvement is encouraged and the program recognises that as parents or carers you are an important source of information and support for your child in managing the issue for which they are seeing the GP.

WHAT IF I DON'T WANT MY CHILD TO SEE A GP?

You are encouraged to discuss this with your child and with the school. Generally, all secondary school aged students will be considered mature enough to make a decision to see the GP and the GP will then decide whether the student is a mature minor for the purposes of seeking medical treatment for the presenting issue. This principle applies just the same if your child was seeing the doctor in a local community general practice.

WILL THE GP INVOLVE ME?

There will be many circumstances where it is desirable or necessary for you to be involved.

If your child is not a mature minor, the GP will involve a parent or carer or another responsible adult. If your child is assessed as a mature minor by the GP, the GP may see your child alone for the treatment of their issue, however the GP will often encourage your child to involve you in their care. This approach helps build confidence and responsibility in young people as they grow into young adults, while balancing the need to respect your child's emerging right to confidential health care with your reasonable expectation about being involved in your child's health care.

UNDER WHAT OTHER CIRCUMSTANCES WILL I FIND OUT ABOUT MY CHILD'S GP VISIT?

If the GP has determined that your child is considered a mature minor for the medical treatment being sought, their health information must be kept confidential and cannot be disclosed unless it is with your child's consent or the disclosure of the information is otherwise permitted or required by law. The following are examples of when disclosure of health information is permitted or required by law: Your child consents to the disclosure.

The disclosure is necessary to prevent a serious threat to public health, safety or welfare – e.g. the young person has a disease which must be notified to the Department of Health and Human Services. The disclosure is necessary to lessen or prevent a serious and imminent threat to any person's health, safety or welfare. Examples: The young person is at imminent risk of harming themselves. The young person is at imminent risk of harming others. In accordance with these privacy obligations, school staff will not disclose when your child has accessed the GP unless it is with your child's consent, or there are some other legal reasons for the disclosure of this information.

WHEN CAN MY CHILD GET THEIR OWN MEDICARE CARD?

Young people can apply for their own Medicare card when they turn 15 years of age. They need to complete an application form and provide identification, such as a student card or birth certificate, as well as details about the card they are transferring from.

WHERE WILL MY CHILD'S MEDICAL RECORD BE KEPT?

The medical records will remain the property of the participating GP's base clinic.

CAN THE GP REFER MY CHILD TO OTHER HEALTH SERVICES IF THEY NEED IT?

Yes. It is anticipated that referrals will be an important part of this program. The school program lead and nurse will work with the GP and your child to help support them if any referrals are required. In certain cases, you may also be consulted and involved in these referrals.

WHAT IF MY CHILD ALREADY HAS A GP?

If your child has an existing GP but would prefer to see the GP at their school, your child's medical records can be transferred. This reflects what is currently undertaken in the broader community. This is important and encouraged, so that continuity of care is promoted across all the health providers a young person sees. If your child is a mature minor, they can consent to the transfer of their medical records. If your child is not a mature minor, you can consent to the transfer of your child's medical records.

WHAT SERVICES WILL THE GP BE PROVIDING?

The GPs participating in the Doctors in Secondary Schools program will provide young people with the same services as those GPs in the community, including management of physical health, mental health, and sexual and reproductive health issues.

For more information please visit: <http://www.education.vic.gov.au/about/programs/health/pages/doctors-secondary-schools.aspx>

or email Doctors in Secondary Schools at: doctors.in.schools@edumail.vic.gov.au with any questions.

Year 7 and 8 Mathematics Program

The Mathematics teachers have been busy over the last few months developing a new Mathematics program. The new program requires students to think, problem solve, discuss ideas with other students and apply their understanding to a range of different real life mathematical problems.

Our fresh approach to teaching Year 7 and 8 Mathematics is based on research which shows dramatic improvements in student outcomes, both in the short and long term. Already, we are noticing considerable improvements in understanding, communication of ideas and overall abilities. We are really looking forward to discussing this exciting approach and individual student growth at Student/Parent/Teacher interviews. There are three components to our program:

Differentiated Teaching (3 classes per week)

In these classes students learn the year level content. The content is differentiated so that each student can work on tasks that are at a level just right for them. Tasks are designed so that students work with other students in the class. Students learn concepts conceptually and are required to discuss their thinking with other students in the class. Students select the task that they think is appropriate for their level of learning. This creates independent learners. Our students, with guidance from staff, have a high level understanding of their ability. Students also use a skill progression rubric to know what they need to do next to improve and grow in Mathematics.



Reciprocal Teaching (1 class per week)

Reciprocal teaching is a method of solving problems. Students identify what mathematics they may need to solve a problem, identify the important information, clarify any words they don't understand and then solve the problem showing workings, diagrams or both. Again, students are working with other students and discussing their thinking.

Number Fluency (1 class per week)

Number Fluency is about number skills. During this lesson teachers will run classes on topics that data suggests needs improvement. The data comes from sQuizya results, Essential Assessments and On Demand testing. Students also work on improving their Times Tables.



Focusing on Growth

The aim of our Mathematics program is for students to demonstrate growth. There are a number of ways that they can do this.

- Pre and Post test results

At the beginning of each unit students will do a Pre-test on Essential Assessments, an online Mathematics program. When the unit has been completed students will do a Post-test also on Essential Assessments. The program shows growth from the beginning to the end of the topic.

- sQuizya

sQuizya is an online Maths Mate program. Students receive a worksheet each week which needs to be completed at home and they must show workings in a book that has been provided. Students need to set a goal on what they are hoping to achieve for that week. They hand in the books and receive written feedback.

- On Demand testing

This is an online adaptive Number Test that has been developed by the Victorian Curriculum Assessment Authority. All students completed a test at the beginning of Term 1. This is the starting point for students. At the end of each term students will complete another test at the end of each term to see how much they have grown over the term.



Tips for improving growth

Complete homework, hand in workings book, read and understand the feedback that is given. In differentiated classes select tasks that are right for you, regardless of what your friends are doing.

Discuss your ideas and listen to others.

Use your class time effectively.

Understand the learning focus and success criteria of the lesson.

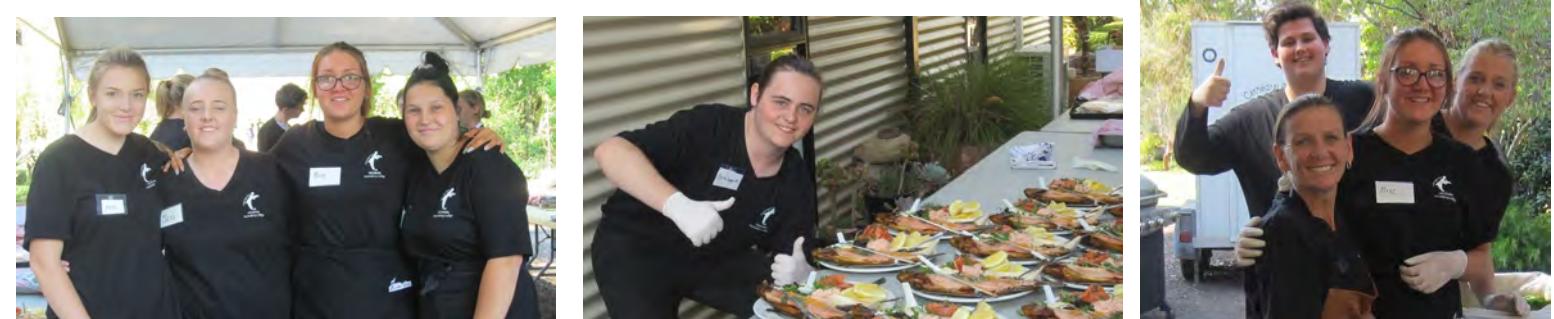
Use your rubric to see what you need to work on next.

Seek support from your teacher, as needed.



The Melbourne Food and Wine festival was celebrated at Rennies at Acheron last Friday. VET Hospitality Teacher, Annette Mook coordinated the ASC Hospitality class to help prepare and serve. This wonderful event provided students with an opportunity to practice their learning in a real-world scenario. Marian Rennie thanked the hospitality students, Mookie and Nat for doing a fabulous job with lots of positive feedback from the guests.

Well done to everyone involved.



Hume Region Swimming.

On Tuesday the 19th, 6 very intrepid swimmers went off to Wodonga to compete in the Hume Region Swimming. This means competing against 45 different schools, most with access to a pool all year round within their school community. This puts us at a huge disadvantage from the start, but I often wonder how our kids would fare if they were able to train all year round. When we have kids who regularly finish 3rd and 4th against swimmers who train 5-6 times a week all year round, you wonder what the results would be like if they had the same opportunity. I was really proud of the way that our small group supported and encouraged each other all the way through the day. Well done to Toby Prothero, Joss Lopez, Amanda McDonald, Bowen McCarthy, Sierra Pammer and James Geldart!

Super effort from a bunch of awesome kids.



Year 12 Formal



Round Robin

Intermediate Boys Volleyball Report

A keen bunch of 9 boys travelled to Euroa to compete in the Volleyball on Thursday the 21st. Having spent a fair bit of time training, the confidence was up, but they appeared somewhat rattled in their first game, playing against Yea. Despite some interesting methods employed by the opposition in returning the ball, our boys managed to come back in a very scrappy game and win 27 to 25.

The second game, against Broadford was not as close, with Broadford assuming a commanding lead in the first few minutes due to some sloppy play and a lack of communication amongst the boys. They rallied towards the end, but it was too little, too late. Broadford victorious 37 to 30.

The third game was played in similar fashion, with poor shot selection letting the boys down. Not adapting to the size of the stadium and playing small shots close to net caused panic to set in and lots of easy points were lost. A late rally by the boys but Kilmore was victorious 33 to 25.

The wheels completely fell off against Euroa. Self-doubt crept into all players and a lack of energy and buzz made it easier for Euroa to control the game. Euroa victorious 35 to 19.

The last game was played without worry or fear. The boys relaxed and actually played the way they needed to, taking their time, and supporting one another across the court. Communication was up and the rallies were excellent. Despite St Marys gaining an early lead, the boys pegged them back and it came down to “the golden two points” at the end.

After some close rallies, our boys were victorious 27 to 25.

Next year if the boys can stick together, they will be able to work hard and go even further!

Intermediate Volleyball Team



Year 7 Cricket Team



Year 8 Girls Volleyball



Year 9 and 10 Volleyball



Cert. 3 in Motorcycle Mechanical Apprenticeship (CC220319)

For more information students can contact Felicity Wilmot in the Careers Office

Monday, Tuesday and Thursdays

Phone: (03) 5770 2006

Email: wilmot.felicity.f@edumail.vic.gov.au

Careers News

Parental use of Sentral

Using Sentral, our e-platform is an excellent way to view a myriad of information relating to your child.

If you have not as yet registered for Sentral, it is essential that you do so in the coming days. Our Semester One Parent/Teacher interview evening is coming up on March 27th with interviews going live on Tuesday March 12th. An active registration is needed in order to make online appointments. If you have not as yet registered and would like assistance to do so, please contact Maxine Lopez in the front office.

Please note that a variety of Sentral 'How to' guides are easily accessible for your convenience on our website at <http://asc.vic.edu.au/>. These can be located at the bottom of the 'Home page'.

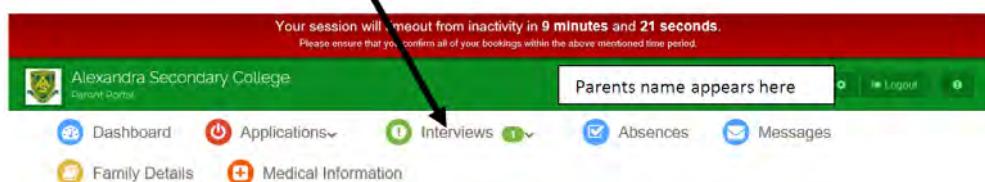
Guides include:

- Sentral Instructional Video
- Register on Sentral
- A Parent's Guide to Sentral
- Accessing Homework Calendars on Sentral
- Accessing Student Wellbeing Records on Sentral
- Checking Attendance Records on Sentral
- How to book Parent Teacher Interviews on Sentral

General questions regarding Sentral may be directed to Jacki Tossol at tossol.jacalyn.i@edumail.vic.gov.au

For your convenience, step-by-step instructions for booking interviews have been included below.

1. Log in to Sentral
2. Click on the green 'Interviews' tab at the top of screen. This will only appear when interviews are live – which will take place at 4pm on Tuesday March 12th. Prior to this time interviews will *not* be visible. Please note that instructions will appear on the screen to guide you through the online booking process.



All of your children's names and those of all of their teachers will appear on the one screen. Simply click on the drop down box to secure a time.

A screenshot of the Sentral interface showing a list of scheduled interviews. The table has columns for Subject, Class, Teacher, and Appointment Time. Each row contains a dropdown menu next to the appointment time. The data is as follows:

Subject	Class	Teacher	Appointment Time
Advanced Science 10 Sem 2	Later Yrs_AS102	Miss Penny STEUART	<input type="button" value="9:00am"/>
English 10 Sem 2	Later Yrs_EN102	Ms Annabelle WILSON	<input type="button" value="9:10am"/>
Lifeskills 10 Sem 2	Later Yrs_LF102B	Ms Annabelle WILSON	<input type="button" value="9:20am"/>
Maths 10 Sem 2	Later Yrs_MT102	Mrs Catherine COLLETT	<input type="button" value="9:30am"/>

Please note that Sentral will not allow you to double book appointment times.

You will have the capability to cancel a booking and select a new booking time if the original time no longer suits you.

Options exist to print the screen showing all interview times or to export to iCal.

Sentral will automatically email you a copy of your confirmed interview times.