



Information for Year 12 Families 2023

Please read the following important information which is contained in this document:

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Attendance

All Year 12 students are required to attend school every day until **Friday 13 October**. If returning to the College for revision sessions, students are required to sign in at College Reception and wear their full College uniform.

For the remainder of the school year, and in particular during the Year 12 farewell process, students are expected to display appropriate behaviour and should not be absent from school without sufficient cause.

Autographs

Students who wish to have others autograph their College uniform as a keepsake must bring a spare shirt or dress for this purpose. Under no circumstances should any part of the College uniform being worn by a student, be marked or signed.

Clearance Process

All Year 12 students should return any College equipment, such as sporting uniforms and equipment, text books and outstanding library books before Friday 13 October. Unresolved absentee explanations must also be rectified with the Attendance Officer. Students will be notified of the names of any outstanding items.

Year 12 College References

References will be placed in the student's Graduation Bag which they receive on Graduation Evening. Students requiring a College Reference earlier for entrance to a University will need to request one through the Curriculum Office.

Final Assessments

It is imperative that students remain focused on their studies leading up to the ATAR examinations for their Western Australia Certificate of Education (WACE). The School Curriculum and Standards Authority (SCSA) has scheduled ATAR practical exams from the first week of the Term 3 school holidays. The LJBC Trial ATAR exams will commence on Monday 2 October (please note this is during the second week of the school holidays), and conclude on Wednesday 11 October.

The exam timetable will be distributed later in Term 3. The examination rules applicable to the Trial ATAR exams are as for the SCSA ATAR exams. Any student absent from Trial ATAR examinations for any reason other than severe illness (medical certificate, obtained on the day of absence must be supplied) will forgo the examination mark.

Following Trial ATAR exams, normal timetable for Year 12 students will resume on Thursday 12 October and all students are expected to be in attendance.

Graduation Evening – Thursday 19 October

All Year 12 students who complete the academic year will be invited to participate in the Graduation Ceremony. This is always a very special evening for students, parents and staff. It is a formal, academic occasion where student achievements will be acknowledged and each Year 12 student will be presented with a College Graduation Certificate.

Following the tradition for this evening, Year 12 students will wear academic gowns and College graduation sashes (supplied by the College) and winter uniform, without the blazer. All students participating in the Graduation Ceremony must conform to College standards as outlined in the Student Planner relating to uniform, footwear, hairstyles, hair colours, piercings etc. Students should be aware of this in the lead-up to Graduation Evening and not place themselves in the difficult position of not being able to participate in the Graduation Ceremony because of piercings, inappropriate hairstyles/colours etc.

Admission to the Graduation Evening will be by ticket only. More information about when tickets will be available will be included in a second letter to families early in September. The Graduation Evening will be streamed live via the College website, so family and friends not in attendance will still be able to enjoy this very special event from home. Further information on requesting additional tickets, should any be available, will be provided in October.

Photographs will be taken by a professional photographer during the presentation of Awards and Graduation Certificates. The photographer will also be available for family photos.

Refreshments will be provided for graduating students and their guests from 5.30pm onwards prior to the ceremony commencing.

Photographs

The traditional informal photograph of the whole cohort wearing their Class Jackets was taken on Friday 21 July 2023 in Graduation Walk. A complimentary copy of the photograph will be presented to each student at the Valedictory Assembly.

A copy of the formal Year 12 cohort photograph (to be taken on Thursday 27 July with students wearing their College blazer) will be gifted to each Year 12 student in their Graduation Bag given out at the Graduation Evening.

Individual photographs of all students wearing their Graduation Gowns will be taken on Monday 14 August. The proofs of these photographs and the Graduation Evening photographs will be available for viewing after Graduation Evening. Information on ordering photos will be emailed after Graduation.

Statement of Results

On Tuesday 17 October, the College will release a Statement of Results to all Year 12 students, setting out the grades which the College will submit to the School Curriculum and Standards Authority. It is important that you check these grades very carefully and contact Mrs Eyre, Dean of Studies, immediately if you have any concerns.

Valedictory Day

Participation in the water event and organised activities on Friday 13 October is optional for Year 12 students.

The Valedictory Assembly is conducted by students from other year levels and represents the students' farewell to the Class of 2023. Due to seating restrictions, this Assembly is for students only.

Immediately following the Valedictory Assembly, teachers will host a morning tea for Year 12 students, after which students will leave the College.

Valedictory Dinner

The Valedictory Dinner for Year 12 students will be held at Joondalup Resort on the evening of Monday 16 October. Attendance at the Valedictory Dinner is optional. The dinner will commence at 6.30pm and conclude at 9.30pm. Further information, including cost, will be advised closer to the event.

Please note that all Valedictory events are for students only. We are unable to accommodate parents/other family members at these events, including the Valedictory Assembly.

Non-ATAR Pathway Students

Students completing Certificates should be discussing final dates for completion of all Certificates with their instructors and ensuring all units have been completed with the standard of a Competency.

Students who are studying General courses will need to liaise with their teachers regarding final assessments. General courses will be assessed during lessons up to and including Friday 13 October.

ATAR Examination Revision Sessions

Many ATAR courses will have revision sessions leading up to the ATAR examinations. Students are required to wear appropriate uniform while attending those revision sessions on campus. They will need to sign in and sign out at Student Reception when attending any revision session on campus at any time. Dates and times will be communicated by the teacher of each course.

ATAR Examination Arrangements for Students

1. Ensure that you are familiar with your ATAR Examination Timetable and that you arrive at the correct venue on time. Some examinations are held at venues other than LJBC. Students are personally responsible for knowing where their examinations are held and for arriving at the stated venue on time.
2. ATAR Practical Examinations are held at a number of venues around Perth and will start on Saturday 23 September. Students are personally responsible for their attendance at these venues.
3. Students must bring their signed 2023 Examination Timetable and photo ID (Driver's Licence or SmartRider) with them to each ATAR Examination. It is the student's duty to safeguard this timetable carefully, as you cannot sit the examination without it.
4. If a student becomes ill during the ATAR exams and is unable to continue writing the exam, let the examination supervisor know immediately. Ensure that you complete a *Sickness/Misadventure Application Form*, which can be obtained from the supervisor. This also applies if you are too sick to attend an exam and subsequently miss the complete exam (the *Sickness/Misadventure Application Form* can be collected from the Curriculum Office). Please also let the College know if you miss an exam for any reason.
5. Reminder: Please note that all students enrolled in ATAR courses are expected to sit the external ATAR examination. There are no exemptions from sitting the compulsory external examination for students enrolled in an ATAR course. Students who do not sit the ATAR course examination will **not** have a course mark or grade recorded on their Western Australian Statement of Student Achievement (WASSA), nor will they receive an ATAR course report.

Year 12 Information Guides

All Year 12 students are expected to be familiar with the details outlined in the *School Curriculum and Standards Authority Year 12 Information Handbook 2023*, which was distributed to students at the end of Term 1.

Please see page 4 for '**Important Dates for Your Calendar**'

Important Dates for Your Calendar

<i>Thursday 14 September</i>	ACC Inter School Athletics Carnival (Year 12 students selected for the team are expected to attend)
<i>Friday 22 September</i>	Last day to notify Dean of Students if not attending Valedictory Dinner
<i>Saturday 23 September</i>	ATAR Practical Examinations commence
<i>Monday 2 to Wednesday 11 October</i>	Trial ATAR Exams – to be sat in full school uniform
<i>Thursday 12 October</i>	Year 12 students return to school – normal timetable resumes for all Year 12 students
<i>Friday 13 October</i>	Valedictory events for students and staff Assembly, Water Event; Last day for Y12 students
<i>Monday 16 October</i>	Valedictory Dinner for students and staff 6.30pm to 9.30pm at Joondalup Resort
<i>Tuesday 17 October</i>	Statements of Results released online to each Year 12 student
<i>Thursday 19 October</i>	Graduation Evening: information for students will be detailed in the letter to be sent in early September
<i>Monday 30 October</i>	Start of written ATAR Examinations