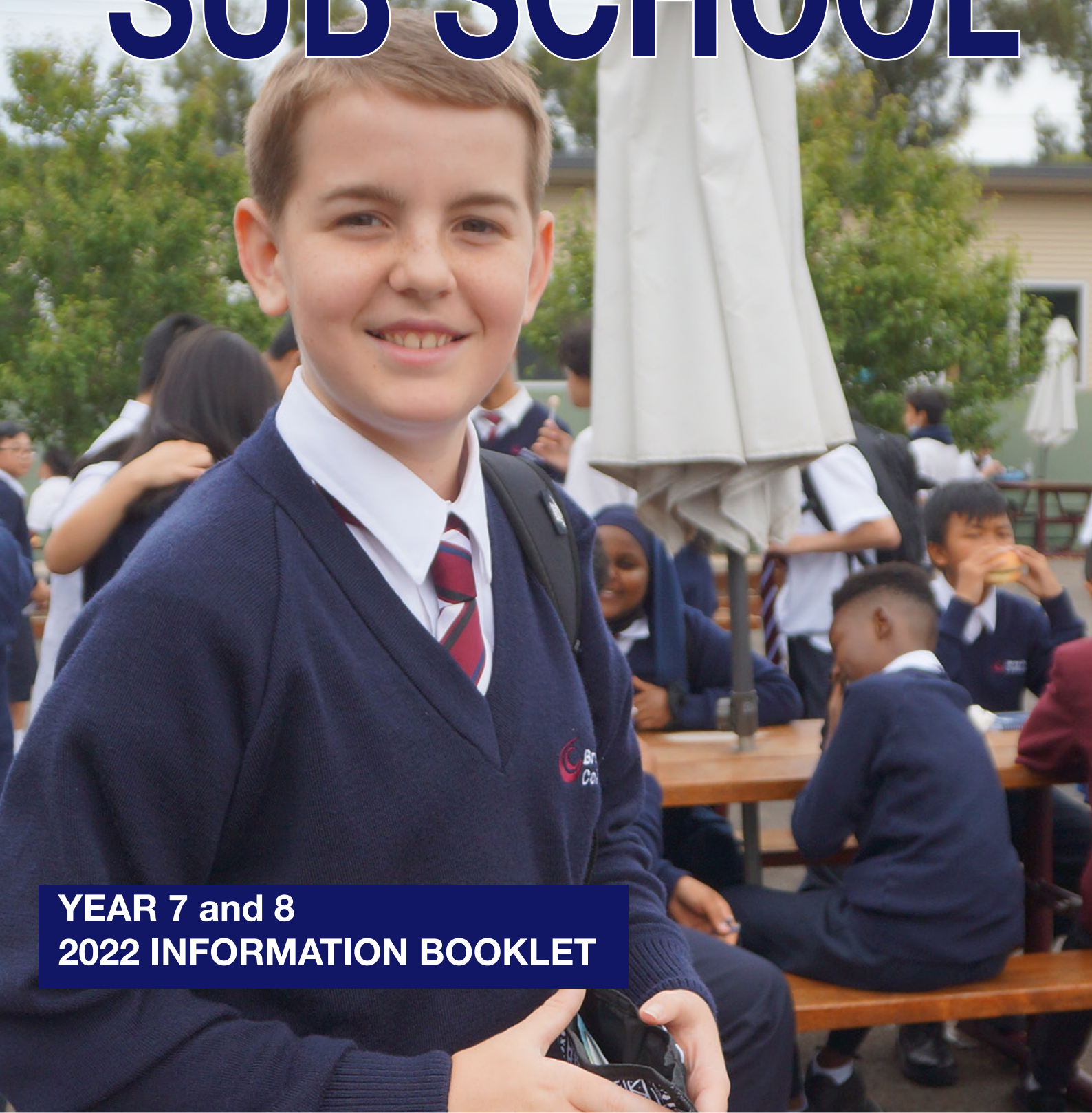


# JUNIOR Pride in Achievement SUB SCHOOL



**YEAR 7 and 8  
2022 INFORMATION BOOKLET**



**BRAYBROOK COLLEGE**

352 Ballarat Road, BRAYBROOK 3019

Phone: 03 9312 2900

Email: [braybrook.sc@education.vic.gov.au](mailto:braybrook.sc@education.vic.gov.au)

# BRAYBROOK COLLEGE

## YEAR 7 and 8 Information

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# WELCOME TO BRAYBROOK COLLEGE



TECHNOLOGY



SPORT



VCE



MUSIC

Braybrook College is a single campus, co-educational, Year 7 to 12 college, largely serving the areas of Sunshine, Braybrook and Footscray. A population of around 1,300 students enables a wide curriculum choice to be offered at all levels.

Our college sets high academic standards. As our students move into their VCE years, we believe it is especially important that they have the security of being able to maintain contact with teachers they know well.

Our college is proud of its emphasis on providing individual help and support within a safe and caring environment.

## VISION

At Braybrook College, all members of the school community, students, staff and parents strive for excellence within a safe and supportive environment. Diversity is valued and students are given the opportunity to develop the academic and social skills necessary to function in and contribute to, local and global communities.

## ‘PRIDE IN ACHIEVEMENT’

Braybrook College believes that in order for students to have successful learning experiences it is necessary to have a partnership where parents, staff, the wider community and the students themselves all make significant contributions and learn together.

**Within this context, the following principles are applied:**

- Having positive self-esteem is fundamental to effective learning.
- Students should be encouraged to become self-directed, independent learners.
- Student achievements should be recognised and rewarded.
- Students should have equal opportunities in all aspects of their schooling.
- Students and staff should work together with courtesy and mutual respect.
- An attractive and safe environment promotes learning and appropriate behaviour.



# FACILITIES

Braybrook College is situated on a large site, with excellent sporting facilities and attractive buildings and gardens. A high security fence supports student safety and the college is well-served by public transport on Ballarat Road.

## Our Facilities include:

- Music Centre
- Drama Centre
- State of the Art Science Centre
- Library
- Careers Centre
- Food/Home Economics Kitchen
- Woodwork Technology Centre
- Art, Ceramics and Design Studios
- Canteen

## Sport/Activities

- Large Gymnasium
- Activity Centre
- 5 Tennis Courts
- 2 Sports Ovals
- Synthetic Multipurpose Sports Field
- Weight Training Gym

## Technology/ICT

- 3 Computer Rooms (iMacs)
- Coding Room
- BYOD (Bring Your Own Device) Program for all Year Levels
- Interactive White Boards in classrooms
- Presentation Data Projectors in all classrooms

## Grounds

- Landscaped gardens
- BBQ area
- Pergolas



# LEARNING FOR LIFE



**Our Co-curriculum House Program provides a framework for the many leadership opportunities available to students. These programs include Camps, Instrumental Music, Sport & Outdoor Education, Debating, House Challenge Day, Athletics, Swimming Sports and the YES Program (Youth Enrichment Sessions).**

In addition, they:

- Help establish positive relationships between staff and students which subsequently enhance formal curriculum activities.
- Provide very valuable experiences, especially for the social and behavioural development of students.
- Ensure access to experiences that may be otherwise unavailable to many students.

# CURRICULUM STRUCTURE

- We incorporate the Victorian Curriculum and offer VCE, VET and VCAL courses to meet the needs of all students.
- Students use computers and the internet at all levels.
- Strong support programs are provided in EAL (English as an Additional Language), Literacy and Numeracy.
- Extensive co-curricular programs are provided including Instrumental Music, Sport & Camps.
- Students are individually counselled in preparation for further study or employment.
- Class sizes generally range from 21 to 25 at Years 7 to 12.

## Braybrook College offers a comprehensive curriculum at all levels



### YEAR 7 AND 8

#### COMMON CURRICULUM

English or EAL (4 periods)  
Literacy (2 - 4) periods  
Mathematics (5 periods)  
Science (3 periods)  
Physical Education (4 periods)  
Humanities (4 periods)  
LOTE (Vietnamese) - selective entry (2 periods)  
Music (2 periods)  
Art/Craft/Drama (4 periods)

#### Art/Craft/Drama

2 per semester

Year 7 Art

Ceramics

Textiles

Drama

Year 8 Home Economics

Woodwork

Graphics

Drama

To assist in coping with the change from Primary to Secondary School, students have one period of Peer Support per week in Semester One. This involves specially trained Year 11 students leading Year 7 students through a number of activities to help them feel at home, make more friends, build their confidence and improve their problem solving skills. Students in Year 7 also have most of their classes in the main corridor.

### YEAR 9 AND 10

Core Subjects which students must study at Year 9 and 10 are:

English or EAL 5 periods  
Mathematics 5 periods  
Science 4 periods  
Humanities 4 Periods  
Electives (3 per semester), 4 periods each.

#### Electives are selected from:

Accounting

Advanced Science: Psychology & Biology

Advanced Science: Chemistry & Physics

Art

Asia Pacific Studies

Career Education

Ceramics

Community Action

Creative Writing

Design and Technology (Wood)

Digital Art

Environmental Studies

Fashion Illustration

Forensic Science

Health and Human Development

Home Economics

ICT (Information & Communication Technology)

Introduction to Commerce

Keyboarding & Office Skills

(LOTE) Vietnamese

Law

Literature

Media Studies

Movies, Mind and Meaning

-Philosophy  
Music  
Performance Drama  
Physical Education and Health  
Rock and Water  
Sculpture  
Sport Education  
Textiles  
Visual Communication and Design  
Rugby Education

\* Some Year 10 students undertake a VCE subject in place of an elective.

# CURRICULUM STRUCTURE

## YEAR 11 and 12

23 VCE and 5 VET (Vocational Education) subjects are offered, including all Maths, Science, Business and Computers subjects.

The College also offers the Victorian Certificate of Applied Learning (VCAL) to students who wish to attempt a Year 10, 11 or 12 program with a vocational training focus.

### V.C.E. subjects currently offered at Braybrook:

English  
EAL (English as an Additional Language)  
Foundation English (3 Year VCE Students only)  
Accounting  
Art  
Biology  
Business Management  
Chemistry  
Design and Technology (Wood)  
Drama  
Economics  
Environmental Science  
Foundation Maths  
General Maths A  
General Maths B  
Geography  
History  
Human Development and Society  
Information Technology  
Legal Studies  
Literature  
LOTE - Vietnamese  
Mathematical Methods

Music Performance (Group)  
Physical Education  
Physics  
Psychology  
Visual Communication & Design  
Sport and Recreation

### VOCATIONAL EDUCATION AND TRAINING (VET) Courses:

Automotive  
Community Services  
Furnishing (Cabinet Making)  
Hospitality  
Sport and Recreation

### VICTORIAN CERTIFICATE OF APPLIED LEARNING (VCAL)

VCAL is a course of study with a strong vocational focus. It offers students a course of study built on work oriented options. It has been designed to cater for students who wish to move directly into employment pathways rather than on to university study.

#### The VCAL subjects offered are:

Industry Specific Skills  
Numeracy  
Personal Development  
Work Related Skills  
Literacy

## HOMEWORK POLICY

Homework timetables should be based on the following guidelines:

Year 7 and 8	-	5 hours per week
Year 9 and 10	-	8 - 10 hours per week
Year 11	-	12 hours per week
Year 12	-	20 hours per week

- Homework guidelines are outlined in the student diary.
- Homework for each subject is described and a general indication of time per week expected.
- Study skills programs are provided later in the year.

## DIARY

The college provides each student with a diary.

It is essential that it is taken to each class and that work requirements and deadlines are recorded for each subject.

In addition, a section has been included to help students complete work requirements at home.

For example:

- How to plan and write an essay.
- How to construct a bibliography.
- Writing up a Science practical report.

# YEAR 7 HOME STUDIES PROGRAM

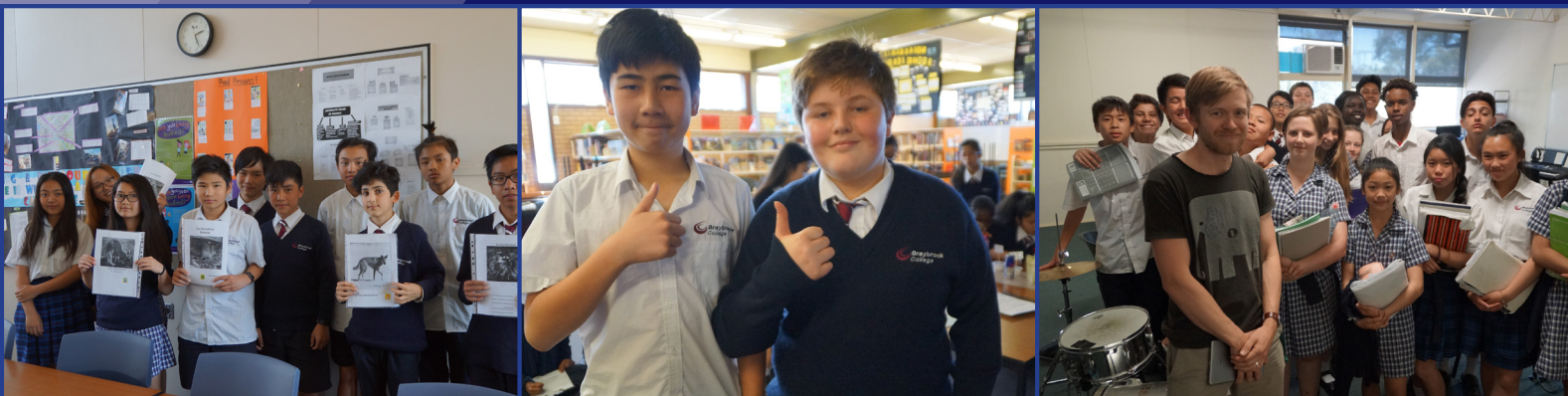
SUBJECT	Minutes per week	TYPES OF HOMEWORK
ENGLISH	60	<ul style="list-style-type: none"> <li>• Spelling</li> <li>• Reading (Broad)</li> <li>• Finish class work</li> <li>• Book reports</li> <li>• Writing drafts</li> <li>• Finish assignment work</li> <li>• Organisation of workbook</li> </ul>
LITERACY	60	<ul style="list-style-type: none"> <li>• Reading</li> </ul>
EAL (English as an Additional Language)	60	<ul style="list-style-type: none"> <li>• Journal writing</li> <li>• Reading eg. Books from Library</li> <li>• Finish class work</li> <li>• Worksheets</li> </ul>
MATHEMATICS	60	<ul style="list-style-type: none"> <li>• A weekly homework sheet related to topic</li> <li>• Completion of text exercises</li> <li>• Project/Assignment work</li> <li>• Text exercises used to extend knowledge/skill level</li> <li>• Revision for topic tests</li> </ul>
SCIENCE	30	<ul style="list-style-type: none"> <li>• One project per semester eg. written investigation, poster, oral presentation</li> <li>• Complete written reports on experiments</li> <li>• Finish incomplete class work</li> <li>• Revision</li> <li>• Read through the current chapter of work</li> </ul>
HUMANITIES	30	<ul style="list-style-type: none"> <li>• Research for class activities</li> <li>• Worksheets</li> <li>• Drafting of assignments</li> <li>• Finish incomplete class work</li> <li>• Revision</li> </ul>
LOTE - Vietnamese (Selected Students only)	30	<ul style="list-style-type: none"> <li>• Fill-in-the-blank written exercises</li> <li>• Composing short passages</li> <li>• Re-reading material presented in lessons</li> <li>• Learning new vocabulary by heart</li> <li>• Research assignments</li> </ul>
PHYSICAL EDUCATION	15	<ul style="list-style-type: none"> <li>• Research assignments</li> <li>• Organisation of workbook</li> <li>• Finish class work</li> </ul>
DRAMA	15	<ul style="list-style-type: none"> <li>• Complete workbook activities</li> <li>• Organise workbooks</li> <li>• Finish class work</li> </ul>
HOME ECONOMICS	15	<ul style="list-style-type: none"> <li>• Maintenance of workbook</li> <li>• Assignment work</li> <li>• Revision of class work</li> </ul>
ART/CRAFT	15	<ul style="list-style-type: none"> <li>• Maintenance of workbook</li> <li>• Assignment work</li> <li>• Continuation of practical work</li> </ul>
MUSIC	15	<ul style="list-style-type: none"> <li>• Organisation of workbook</li> <li>• Theory revision</li> <li>• Recorder practice</li> <li>• Assignment work</li> </ul>

The weekly time allocations in this program are averages. Teachers in some subjects will set homework every week, for example English and Maths. Teachers in other subjects may set homework on a regular basis but not weekly. Homework should be noted in your child's college diary.

# CURRICULUM SUPPORT and ENRICHMENT PROGRAMS

Cultural And Artistic	<ul style="list-style-type: none"> <li>• Instrumental Music program and musical performance ensembles</li> <li>• Senior and Junior Concert Bands, and several other bands/groups</li> <li>• Music/Drama</li> <li>• Visiting Drama and Music performances</li> <li>• Visual Arts displays</li> <li>• Lunchtime extension work</li> </ul>
Sporting and Leisure	<ul style="list-style-type: none"> <li>• Intraschool sports - Swimming, Athletics, Basketball, Netball.</li> <li>• Interschool sports - Athletics, Swimming, Badminton, Tennis, Table Tennis, Netball, Softball, Basketball, Football, Soccer, Cricket, Cross country running, Volleyball</li> <li>• Lunchtime activities program</li> <li>• School Gymnasium used by Community groups</li> </ul>
Educational Enhancement	<ul style="list-style-type: none"> <li>• EAL - Direct and Support teaching</li> <li>• Integration - specific programs for Integration students</li> <li>• Library Resource Centre</li> <li>• Reading Corner - for individual and group literacy improvement</li> <li>• Numeracy Centre</li> <li>• Maths Competition / Science Competition</li> <li>• Study Skills program</li> <li>• Advanced Year 7 Class</li> <li>• Awards for achievement and effort</li> <li>• International Student Program</li> <li>• Homework Club</li> </ul>
Leadership and Decision Making	<ul style="list-style-type: none"> <li>• House structure – 4 Houses</li> <li>• Year 9 City Challenge</li> <li>• Model United Nations Conference</li> <li>• Peer Support program</li> <li>• Annual Magazine</li> <li>• Student Representative Council</li> <li>• Debating Team</li> </ul>
Careers and Work Experience	<ul style="list-style-type: none"> <li>• Work Experience – Year 10</li> <li>• Year 9 RMIT Visits</li> <li>• Careers counselling</li> <li>• Industry visits</li> <li>• Course selection programs - VCE and Middle School</li> </ul>
Pastoral Care and Counselling	<ul style="list-style-type: none"> <li>• ‘Students at Risk’ program</li> <li>• Home Group program</li> <li>• Peer Support program - Year 7</li> <li>• Social Skills program</li> <li>• Student Wellbeing Coordinator</li> <li>• Equal Opportunity Coordinator</li> <li>• Anti-Harassment contact person</li> </ul>
Camps and Excursions	<ul style="list-style-type: none"> <li>• Year 7 Orientation Sleepover</li> <li>• Year 7 End of Year Camp</li> <li>• Year 8 Camp</li> <li>• Year 9 Phillip Island Camp</li> <li>• Year level Ski Days, Snowboarding Days. Surfing Days</li> <li>• Interstate Trip (Year 11)</li> <li>• Year 11 Study Day at Victoria University</li> <li>• Year 12 Study Days at Melbourne University</li> <li>• Regular subject-based / Home Group excursions</li> </ul>

# STUDENT DISCIPLINE AND WELFARE



## COLLEGE STRATEGIES TO ENLIST STUDENT COOPERATION

The college aims to provide a range of subject choices and teaching practices which enable all students to achieve success. Teachers are expected to be sensitive and respectful towards students and to base their authority as far as possible on personal rapport. At the same time teachers are expected to be firm, fair and consistent in establishing their authority both as individuals within their own classrooms and as a group across the total college.

The college Student Engagement Policy (SEP) booklet contains a range of classroom management strategies designed to prevent problems arising and ways to deal with them if they do. These strategies are aimed at providing a positive environment which is supportive of students' rights to learn without interference and also of teachers' rights to teach with order and cooperation. We recognise that some students may need to be treated differently from others, especially those who may be severely disadvantaged.

The booklet also contains a set of typical actions (consequences) teachers might take for varying degrees of misbehaviour. Whilst these cover a range common to most schools, the college places particular emphasis on involving parents in disciplinary processes through phone calls, visits, interviews, behaviour cards and contracts.

The college also has an ANTI-HARASSMENT policy, included in the Student Diary, which provides advice on reporting offences and also on the consequences of offending.

*Parents are expected to be aware of college rules, as printed in the Student Diary and to support the college in their enforcement. Parents are also expected to encourage an attitude of understanding, cooperation and respect in their children.*

# STUDENT CODE OF CONDUCT



Braybrook College provides students with a safe, supportive environment. The college has established clear values and expectations, based on the following principles:

## STUDENT RIGHTS

Each student has the right to:

- Be provided with good teaching within an appropriate curriculum.
- Work and play without interference from others.
- Feel safe and be protected from ridicule, harassment and harm.
- Be treated with care, courtesy, respect and fairness.
- Be given guidance, help and support when required.

## STUDENT RESPONSIBILITIES

Each student is expected to:

- Be fully informed about college rules and consequences of misbehaviour.
- Make proper use of the learning opportunities provided.
- Respect the rights (above) of other students.
- Be cooperative and respectful towards all staff.
- Take proper care of all school resources and facilities.
- Present a positive image of the college to the public.

## STUDENT RULES

The Student Diary provides a detailed set of rules, of which the following are fundamental:

- Students must obey all reasonable instructions of staff.
- Students must behave in a way which is non-disruptive and safe.
- Students must not physically or verbally abuse others.
- Students must be in attendance throughout all classes, unless formally excused.
- Students must respect the property of the school and of other students.
- Students must adhere to the school uniform and dress codes.

# STUDENT WELLBEING



We have a team of staff who work with students who may require special assistance at times. Students are referred to Wellbeing by coordinators and teachers. They are welcome to make appointments themselves, if necessary. Parents are also able to use this service. Please call the relevant coordinator first, to keep everybody 'in the loop'.

## DOCTORS IN SCHOOLS

We have been lucky enough to get a doctor allocated to the school. The doctor is on campus every Tuesday. Appointments are made through Ms Hadzisavas the WellBeing Coordinator.

## YOUTH SUPPORT OFFICER

In the event of a student absence, where a call to the college has not been made, you can expect a call from one of our staff. Once again, this is in the interest of your child's learning and safety.

## THE ROLE OF A YEAR LEVEL COORDINATOR

- Year Level Coordinators promote the social, personal and learning development of students at a particular year level.
- Coordinators are responsible for the wellbeing, discipline and organization of students at a specific year level.
- Organisation/ Management /Wellbeing/ Discipline / Activities/ Immunisation
- Coordinators work in partnership with parents/ carers to achieve the best outcomes for the students.
- Coordinators work with classroom teachers in an advisory and organisational capacity as well as working to foster good relationships with students and teachers.
- Coordinators work with other bodies within the school such as SEEK, Integration, Co-Curriculum and Wellbeing.
- Coordinators oversee attendance.

It is very important to help students as they start secondary school to connect with their peers and the college. Often students come from different primary schools and learning to work together and building wider friendship groups can be exciting but somewhat daunting. To assist our students (and parents!) to make a successful transition, we offer a range of programs and activities early in Term 1.

**It is important that you support and encourage your child to be involved in all activities.**

# INDUCTION PROGRAM



The transition to life at secondary school is a significant milestone and sometimes daunting experience.

Braybrook College provides an extensive program to ensure both parents and students are comfortable about joining the College community and able to function with confidence and independence within the school.

Coming from an environment where they may have one regular teacher throughout the year, students now have 9, sometimes 10 or 11 teachers.

We have a very comprehensive Induction program, conducted over 3 days, where students are introduced to the basics of College life.

Starting with a General Assembly, students move to Year Level assemblies and later to Home Group Meetings

where their timetables will be distributed and explained. They will also receive a college diary, which is designed to assist them in areas of organization and learning.

Induction begins with 'Ice Breakers' and 'Team Building', to make students a little more comfortable in each other's company. Students then work through a number of sessions including Locker distribution, ICT and others).

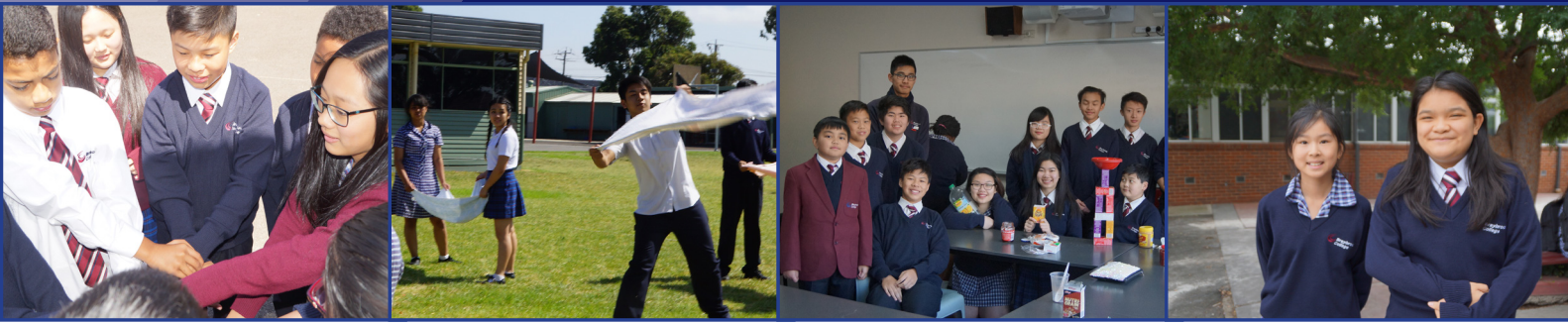
The Induction Program helps Year 7s find their way around the complex aspects of secondary schooling.

## PEER SUPPORT

As a college we pride ourselves on our student care. Year 7 students start the year with participation in a Peer Support program. Students at year 7 undertake small group sessions where they develop social skills; meet people outside of their regular class; learn to make friends; develop resilience and care for the wellbeing of others. Sessions are run on a rotational basis, one period per week, for most of Semester One. The sessions are conducted by Year 11 students. It is a wonderful way for students to meet people from outside of their normal class and senior students.



# 7s CONNECT



## YEAR 7 SLEEPOVERS

During the first few weeks of Term 1 all Year 7 students will be invited to attend sleepovers at the college. Classes are paired and a number of staff attend. The idea is to encourage student bonding and to make the students more comfortable at the college. A number of fun activities are held.

## FRIGHT NIGHT

The Wellbeing team conduct a special activity at the start of Term 2, Fright Night. This is a really fun event for all concerned.

## LINKS

Soccer program. This runs on Fridays on the Soccer pitch.

## STUDENT REPRESENTATIVE COUNCIL (SRC)

All year levels are represented. Students work in a range of portfolios.

## LOLs - LEADERS OF LEADERSHIPS PROGRAM

Students are recommended for this. Leadership runs across all levels.

## DOXA PROGRAM

This is a social connectedness/leadership program run by an outside organisation. Students are recommended for this.

## DANCE CLUB

Students can participate in a dance club. This is run by the Drama department.

## SPORT

There are a number of sports available to students at the college.- Badminton, Basketball, Football, Soccer etc.

## LIBRARY

The college library is generally open before school, recess, lunch and after school. Students are welcome to go to the library to read, borrow books or participate in activities.



# YEAR 7 & 8 HOMEWORK



Your child is expected to do approximately 1 hour of homework and 20 minutes of reading, every day.

Homework may consist of:

- Completing unfinished classwork
- Completing specific set homework
- Completing assignment work and practical projects
- Reading specific notes or books
- Completing drawings
- Reading the class novel
- Revising classwork
- Completing evaluations

Please read the 'Work Ethic / Study Policy' on page 6 and the 'Home Studies Check List' on page 7 of the Braybrook College- Student Diary for specific examples.

When your child does not have homework, it is important that they engage in some form of learning related activity. This can include independent reading, drawing practice; practice of stitchery or recipes; practice of instrument or song; watching the news or current affairs programs; viewing documentaries on history or science for example; practising pronunciation of words; tidying notebooks etc.

## HOMEWORK CHECKLIST FOR PARENTS

- Have you looked at your child's diary? What homework tasks have been set? Has your child been asked to read any text or her/his class novel?
- Has a margin been ruled, a heading written and the date written on the top of the page of your child's workbook?
- Is the work neat and tidy? (Pages are not ripped or torn, writing is neat and legible and handouts (glued in)
- If it is an assignment, separate from the workbook, is there a cover page?
- Have all the questions been answered? (Check which questions have been assigned)
- Have all the answers been stated clearly? (Make sure that the answers cover the questions)
- If it is Mathematics, have all workings been shown correctly?
- Are the answers in complete sentences? (Unless teachers are asking for a list, full sentences should be used.)
- Were capital letters used when needed?
- Was the spelling and grammar checked?
- Has it been completed in blue or black ink or pencil? (Not pink, purple, green, etc. This makes the work hard to read and the workbook messy)
- Was there anything additional that needed to be done? (A bibliography, footnotes, table, chart, drawing, graph, diagram, annotation, sketch, etc.)
- If the work is type written on a computer, is the work your child's own or text downloaded from the internet? (Plagiarism must be discouraged at all times)
- Monitor computer use. Check to see if your child is actually doing homework on the computer or playing games etc.
- Check the actual amount of work your child has completed in a particular timeframe. (If they have been working for a certain amount of time, check to see how much they have actually completed)
- Encourage your child to read. (Ensure that your child has a novel or non-fiction book to read at home at all times. Insist that they borrow books from the school's and public libraries.

# PUBLIC TRANSPORT - ADVICE

Braybrook College is very well serviced by public transport due to our convenient location. There are a number of services available to our students. It is advised that you download timetables frequently as they may be subject to change due to road works etc. Go to: [ptv.vic.gov.au](http://ptv.vic.gov.au) for more information.

Students must have a Myki. There is no private school bus to the college. Ensure that sufficient funds are loaded on the Myki.

It is crucial that students allow enough time to get to school as buses may run late. Our advice is for students to be at school 20 minutes before the day starts. This allows time for organisation, lunch orders and a chat with friends!

It is a good idea to do a practice run with your child over the holidays. This will make them more confident catching the bus and they will be able to estimate time required and know where exactly to get off the bus.



## SERVICES BUS

220 Bus- City, via Footscray, Barkly Street, Ballarat Road to Sunshine.  
(This bus runs approximately every 20 minutes)

410 Bus- Footscray via Ballarat Road, Duke Street to Sunshine. (The bus runs every 15 minutes)

215 Bus- Caroline Springs to Highpoint West, via Ballarat Road. (This bus runs every hour)

216- City, via South Road to Sunshine and Caroline Springs ( Bus runs every 20 minutes but does not pass our school. Students need to change to the 220 or 410 bus at Sunshine Station.)

408 Bus- St Albans to Highpoint, via Northumbeland Road, Sunshine Station ( Students need to change buses at Sunshine Station)



## TRAIN

Albion and Deer Park are on the VLine grid. Services are not frequent. Footscray, Sunshine, St Albans, Watergardens (The train runs every 20 minutes)

## COLLEGE CANTEEN



Braybrook College's Canteen Policy promotes healthy eating. Our Canteen provides a service to students at recess and lunchtime and offers a wide range of foods. Lunch orders should be placed with the Canteen before school or at recess.

During Semester 1, Year 7 students are dismissed 5 minutes early at lunchtime so they can be served first. In line with DET guidelines, fried food is not sold at the Canteen. In addition, only sugar free soft drinks, water, milk and juice is sold.

A price list will be available Term 1.



For more information please contact  
Mr Sean McMahon, Assistant Principal