

PRINCIPAL'S MESSAGE

Term 1 Overview

Term 1 is coming to an end and it has been full steam ahead. Year 7 have made a fantastic start to high school and our senior students are working hard with in school assessment tasks.

Some of the highlights for Term 1 include:

- Our first parent forum was held with over fifty parents/carers engaging in collaborative discussions about the school. With the success of this format, parent forums will be held on the Monday of week 4 each term, from 5:30pm-7pm in the school library. This will give parents and carers an opportunity to hear from faculty head teachers and myself. A fifteen minute Q and A session will follow. P&C business will be included at the end. Please lock in the following dates for our parent forums:
 - Term 2- Monday 20 May
 - Term 3- Monday 12 August
 - Term 4- Monday 4 November

Agendas will be emailed out the week prior, including which faculty head teachers will be presenting. One of the areas of discussion at the first parent forum was uniform. I have been reminding students this term that they need to prepare for the cold weather by getting all of their winter uniform organised. Our school uniform looks extremely smart and I ask that all families do their best to ensure all students are in full school uniform every day. If the school can assist with this, please contact our head teacher wellbeing, Shannon Sager (Monday-Thursday) or Joanne Myers (Fridays).

- The schools' writing strategy has begun implementation, with all staff participating in a variety of professional learning activities over the term. Year 8 will continue to have an element of extended writing in one assessment task, for each subject, across each semester.
- Year 9 have started the Future Focused Inquiry course, allowing students to create their own learning journeys. Some of the areas of study have included:
 - Injury management
 - Forensic science
 - Stock market
 - Ancient history and many more

I look forward to students exhibiting their work next term. Parents will be invited to be part of this exhibition process.

Principal's Message

- Anyone that has been to the school in the second half of the term will have noticed all of the scaffolding around our administration building. Over 28,000 roof tiles are being replaced and the building is also getting a face lift with new paint. We have also been lucky enough to have all of our classrooms upstairs receive new carpet and paint through the works. I would like to thank all of our staff and students that have been impacted by these works. Our new fresh learning environments will be worth it once all works are completed.
- During the last week of term we have a record number of students competing at the NSW CHS swimming championships at Homebush. On behalf of the school community I would like to congratulate all of the students who have qualified and also wish them the very best of luck.

Term 2 Staff Development Day

A letter was emailed to all parents earlier this term indicating that there will be a variation to our Term 2 staff development day. The first day back after holidays on Monday 29 April will be a normal school day for staff and students, with everyone returning. On Tuesday 7 May, staff will participate in the staff development day which means this day will be a pupil free day.

Monday 29 April - all students and staff return to school

Tuesday 7 May – pupil free day, staff development day

We have booked James Nottingham to present a combined session to teachers from Newcastle High School and Lambton High school for Tuesday 7 May.

James Nottingham is recognised as an educator internationally and is the co-founder and executive director of Challenging Learning. His passion is in transforming the most up-to-date research into strategies that really work in the classroom. He is regarded by many as one of the most engaging, thought-provoking and inspirational speakers in education. His first book, *Challenging Learning*, was published in 2010 and has received widespread critical acclaim. Since then, he has written 6 books for teachers, leaders, support staff and parents. These books share the best research and practice connected with learning; dialogue; feedback; the Learning Pit; Early Years education; and Growth Mindset.

The purpose of school development days is to assist whole school strategic planning and staff development which contributes directly to the improvement of student learning outcomes. The planned training activities align to our school priorities and directions. The re-organisation of school development will enable our staff to be involved in the planned activities.

The school will organise some casual teachers and provide minimal supervision to students who are required to attend due to supervision issues at home. No timetabled classes will be held on this day.

I wish all students and staff a happy holiday and I look forward to seeing everyone on the first day back, Monday 29 April.

Thank You,

Nathan Towney Principal

Key Dates

Term 1			
Week 11	10 April 10 April 10 April 11 April 12 April 14 April (Sunday)	Year 10 Geography fieldwork excursion Clontarf Academy students Year 7 day out Year 9 Commerce excursion Year 12 Art express and MCA excursion Last Day Term 1 Gardening Group (Meet at 8am, Smith St car park)	
Term 2			
Week 1	29 April	Term 2, First Day for students	
Week 2	6-9 May 7 May 8 May	Year 11 PDHPE, Myuna Bay Camp Staff Development Day (pupil free day) Star Struck rehearsal	
Week 3	13 May 16 May 17 May	P & C Presentation - Library, 5.30 pm - 7.00 pm Year 11 Geography, Awabakal excursion Year 8 Wellbeing Day	
Week 4	20 May 23 May	Whole School Athletics Carnival Passion Project Exhibitions	
Week 5	28 May 29 May 29-31 May 30 May	Stage 6 Course information evening Vaccinations Year 9 Camp Starstruck rehearsal	
Week 6	3-7 June	VET workplacement - 11 EC Hospitality	
Week 7	10 June 12-13 June 14 June	Queens Birthday - Public Holiday Starstruck rehearsal Year 10 Wellbeing Day	



Surfest 2019

Surfest's Go Kindy High School Team Challenge

On Tuesday 5th and Wednesday 6th of March, Newcastle High School placed one girls' and three boys' teams in the Go Kindy High School Team Challenge surfing event. The contest is part of Surfest's festival of surfing, the largest surfing event in the southern hemisphere. There were 43 teams competing in the boys' division and 13 in the girls'.



Sunny Whitby-Otto



On both days of competition competitors were greeted with beautiful weather and great surfing conditions. The contest format requires a team of three surfers to catch a scoring wave within the allotted time. Only one surfer from each team can be in the water at any one time and bonus points are awarded if they finish before the end of the heat. Each team surfs twice and are given points for the position that they come in the heat. The scores are added up and the top eight teams qualify for the semi-finals.

Egan Roberts

Our number one boys' team performed admirably, achieving two second places. Unfortunately they were outclassed by quality opposition and unable to advance to the finals. Our other teams suffered a similar fate and came up short of progressing. Special mention must go to Natalie Fensom, from Year 7, who surfed brilliantly in the girls' section.

The High School Teams Challenge is a fantastic event, promoting a healthy lifestyle and providing our students with the opportunity to surf in a world class contest against some of the best junior surfers in the state. We thank Warren Smith and Go Kindy for their support and look forward to competing again next year.



NE BEVAN(AUS)
LHERME HERDY (BRA)
HAEL ROMMELSE (AUS)
ANE POWELL (AUS)
RTON LYNCH (AUS)
MIEN HARDMAN (AUS)
ENT RESCHEDULED
(E PARSONS (USA)
M CARROLL (AUS)
MIEN ROMAN (AUS)
MIEN

Noah Jackson, Millin Bagga and Gus Chaffe

Congratulations to all our team members for putting in a tremendous performance and representing the school in a positive manner.

Surfest 2019



Sunny Ward

Our Teams

Team 1 - Sunny Whitby-Otto, Gus Chaffe, Zac Tinson.

Team 2 - Noah Jackson, Travis Hetherington, Egan Roberts, Nick Watson.

Team 3 – Jett Page, Jesse Stamell, Oscar Roberts, Millin Bagga.

Girls Team

Sunny Ward, Natalie Fensom, Mia Kepreotis.

Results

Boys

- 1. Narrabeen Sports High A (60.4)
- 2. Cronulla High School A (49.8)
- 3. Swansea High (45.7)
- 4. Cronulla High School B (25.3)

Girls

- 1. St Peters Catholic College (1) (Tuggerah) 36.4
- 2. St Francis Xavier (Hamilton) 33.3
- 3. Narrabeen Sports High (Narrabeen) 27.8
- 4. St Joseph's Regional College (Port Macquarie) 10.6



Nick Watson



Zac Tinson





Natalie Fensom

Surfest 2019



Noah Jackson, Nick Watson, Travis Hetherington, Jesse Stamell and Egan Roberts



Jesse Stamell, Oscar Roberts, Jett Page and Millin Bagga



Jett Page

Year 7 Camp

On a sunny Wednesday morning, 192 bright and eager Year 7 students set off to Adventure Land in Forster. They were greeted by torrential rain and rivers of mud, however, it did not dampen their spirits.

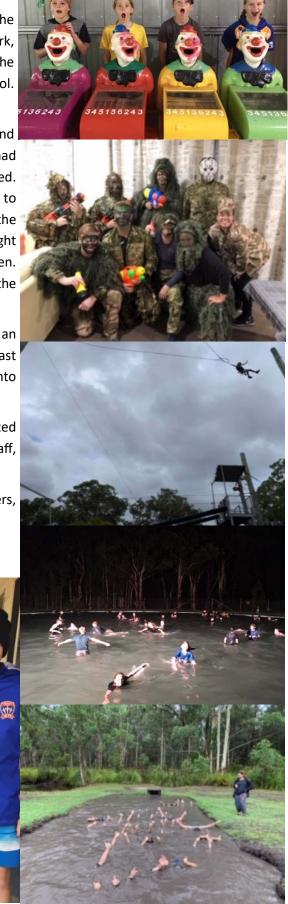
Activities and fun were the aim of the day and all were eager for the night adventures. Some students took on the waterslides in the dark, all the time searching for the elusive button that lets you go down the third slide. Others braved the eye stinging chlorine in the giant pool. The rest stayed dry and warm watching a movie.

Bleary-eyed teenagers dragged themselves from their beds bright and early on Thursday morning with more than one declaring that they had no dry clothes left. Climbing, swinging, archery and more mud ensued. Daniel and Brad from Clontarf joined us and Daniel was coerced to participate in mud world, which he quickly regretted. That night the teachers decided to take their revenge for the lack of sleep the night before and took students hostages, with Mrs Myers being the warden. Mrs Dinnery protected the students from a dead snake and in the process was bitten by, what she swears, was the world's biggest ant.

The sun shone down on the camp during the last day, which created an aroma of wet shoes and socks. The students completed their last activities and, after a hearty lunch, they dragged their tired selves onto the bus for the trip home.

A big thank you goes to the students, for the way that they conducted themselves at camp, and an even bigger thank you goes to the staff, who took time out of their own lives so that camp could go ahead.

Thanks to Mrs Dinnery, Mrs Robertson, Mrs Myers, Mr Myers, Mr Walker, Ms Cugaly, Ms Deaves, Belinda, Amy, Paula and Jackson.



Attendance Report

Regular attendance at school is essential for successful student learning

Students are required to attend school every day of the school year, unless there are circumstances that make this impossible. These circumstances include sickness, accident or family crisis.

Where possible, family holidays should be planned during school vacation time and appointments should be made outside of school hours. Family holidays are no longer an eligible reason for exemption from school.

An attendance rate of 85% or above is expected. Families will be notified if their child's attendance falls below this level. If a child's attendance is of serious concern, the DEC's Home School Liaison Officer may become involved.

Students must be at school in time for the start of the school day at 8:45am. Arriving at school on time and attending all lessons demonstrates respect, responsibility and participation.

Rolls are marked electronically at the beginning of every lesson.

Students who are late to school must sign in at the Student Office. Unjustified late arrivals are recorded as partial absence on a student's official attendance record.

Students must produce their student ID card when signing in late.

Parents will be notified via SMS if their child arrives late or is absent from school. Please ensure that the school has the correct mobile phone number for contact.

Any absence from school (including late arrival) must be explained within 7 days.

Absence can be explained in a number of ways:

- Respond directly to the SMS message received
- Contact the school via phone (4969 3177)
- Send an email (newcastle-h.school@det.nsw.edu.au)
- Submit a written note into the "Absence Note" box at the Student Office

Students are expected to remain at school for the whole day and attend all timetabled lessons.

Students who have a valid reason to leave early, must place an explanation note into the "Early Leave Pass Request" box at the Student Office, then collect their pass at recess.

Senior Students (Years 11 & 12) are permitted to:

- Sign In after 8:45am if they don't have a timetabled class Period 1.
- Sign Out after their last timetabled lesson.

Senior Students <u>are not permitted</u> to leave the school during the day between lessons.

Please contact the school if you need support regarding your child's attendance. Students who have regular, punctual attendance achieve the best result possible and have better future prospects.



In Summary:

- ✓ School starts at 8:45 am and finishes at 3:00pm
- ✓ Attend every day unless there is a valid reason
- ✓ Arrive on time
- ✓ Attend all lessons
- ✓ Do not leave the school grounds during the day
- ✓ Absence must be explained within 7 days.
- \Rightarrow Respond to the SMS
- ⇒ Phone 49693177
- ⇒ Send a note
- ⇒ Send an email
- ✓ Organise appointments outside school hours
- ✓ Organise family holidays during vacation time
- ✓ Encourage and support full attendance and participation in all school activities
- ✓ Contact the school if you need support
- ✓ Questions regarding attendance should be directed to Ms Kadarusman



NAPLAN Online – information for parents and carers



2019

Why do students do NAPLAN?

The National Assessment Program – Literacy and Numeracy (NAPLAN) assesses literacy and numeracy skills that are essential for every child to progress through school and life. Students in Years 3, 5, 7 and 9 participate in the annual NAPLAN tests in reading, writing, conventions of language (spelling, grammar and punctuation) and numeracy.

The assessment provides parents and schools with an understanding of how individual students are performing at the time of the tests. NAPLAN is just one aspect of a school's assessment and reporting process - it does not replace ongoing assessments made by teachers about student performance.

NAPLAN also provides schools, education authorities and governments with information about how education programs are working and whether young Australians are meeting important educational outcomes in literacy and numeracy.

What is assessed?

NAPLAN assesses literacy and numeracy skills that students are learning through their regular school curriculum. All government and non-government education authorities have contributed to the development of NAPLAN materials.

In 2019 most students across Australia will sit NAPLAN online.

Feedback in the first year of NAPLAN Online showed that students engaged well with online assessments. One of the main benefits of NAPLAN Online is tailored (or adaptive) testing, where the test automatically adapts to a student's test performance. The test presents questions of higher or lower complexity, depending on a student's performance.

Tailored (or adaptive) testing is designed to assess a wider range of student abilities and to measure student achievement more precisely. Your child should not be concerned if they find questions more challenging than usual; they may be taking a more complex test pathway. A student's overall NAPLAN score is based on the number and complexity of questions they answer correctly.

NAPLAN Online is not a test of keyboard skills. There are variations in how fast and well a student can type – just as there are variations in how fast and well a student can write by hand. Year 3 students will complete the writing test on paper.

To get an idea of what the online assessment looks like, visit the public demonstration site at nap.edu.au

How can I help my child prepare?

Help your child prepare by reassuring them that NAPLAN is just one part of their school program, and by reminding them on the day to simply try their best. Teachers will ensure students are familiar with the types of questions in the tests and will provide appropriate support and guidance. Ensuring students are familiar with using devices, typing on them and navigating through programs are a part of student learning and a requirement of the Australian Curriculum from the first year at school.

ACARA does not recommend excessive preparation for NAPLAN or the use of coaching providers. NAPLAN is about assessing learning progress in literacy and numeracy.

Will my child sit NAPLAN on paper or online?

In 2019, your child will sit the NAPLAN online tests. However, children in some other schools across Australia will sit the NAPLAN paper tests this year. Federal, state and territory education ministers have agreed that all schools will move online by 2020. State and territory education authorities will determine when their schools move online.

As students are assessed on the same literacy and numeracy curriculum content, regardless of whether they complete the test online or on paper, results for both formats can be reported on the same NAPLAN assessment scale. To find out more about NAPLAN Online, visit nap.edu.au





Participation in NAPLAN

All students in Years 3, 5, 7 and 9 are expected to participate in the annual NAPLAN assessment.

Students with disability may qualify for adjustments that reflect the support normally provided for classroom assessments. You should first discuss the use of any disability adjustments for your child with your child's teacher.

A formal exemption may be granted for a student with disability that severely limits their capacity to participate in the assessment, or for a student who has recently arrived in Australia and has a non-English speaking background.

Your school principal and your local test administration authority can give you more information on NAPLAN Online disability adjustments or the process required to gain a formal exemption.

NAPLAN Online 2019 timetable

The assessment window for NAPLAN Online is extended from three days provided for the paper test to nine days. This is to give schools more flexibility in scheduling and accommodate schools that may have fewer devices. The NAPLAN Online assessment window starts on Tuesday 14 May and finishes on Friday 24 May 2019.

The online tests must be taken in the following order:

Test	Duration	Order	Details
Writing	Year 3: 40 min. Year 5: 40 min. Year 7: 40 min. Year 9: 40 min.	To be completed in the first two days	Year 3 students do a paper-based writing test on day one only
Reading	Year 3: 45 min. Year 5: 50 min. Year 7: 65 min. Year 9: 65 min.	To be completed after the writing test	Students read a range of informative, imaginative and persuasive texts
Conventions of language	Year 3: 45 min. Year 5: 45 min. Year 7: 45 min. Year 9: 45 min.	To be completed after the reading test	This test includes spelling, grammar and punctuation
Numeracy	Year 3: 45 min. Year 5: 50 min. Year 7: 65 min Year 9: 65 min.	To be competed after the conventions of language test	This test includes number and algebra; measurement and geometry; and statistics and probability

What if my child is absent from school on assessment days?

Where possible, schools may arrange for individual students who are absent at the time of testing to complete missed tests at another time during the school's test schedule. Individual students are not permitted to sit NAPLAN online tests after Friday 24 May 2019.

How is my child's performance measured?

Individual student performance is shown on a national achievement scale for each assessment. A result at the national minimum standard indicates that the student has demonstrated the basic literacy and numeracy skills needed to participate fully in that year level.

A NAPLAN individual student report will be issued by your child's school later in the year. If you do not receive a report, you should contact your child's school.

How are NAPLAN results used?

- Students and parents may use individual results to discuss progress with teachers.
- Teachers use results to better identify students who would benefit from greater challenges or extra support.
- Schools use results to identify strengths and areas to improve in teaching programs, and to set goals in literacy and numeracy.
- School systems use results to review programs and support offered to schools.
- The community can see average school NAPLAN results at myschool.edu.au

Where can I get more information?

For more information about NAPLAN:

- · contact your child's school
- contact your local test administration authority at nap.edu.au/TAA
- visit nap.edu.au

For information about how personal information for NAPLAN is handled by ACARA, visit nap.edu.au/naplanprivacy







Respect, Responsibility & Participation

Work Experience at Newcastle High School

For a lot of things in life you "try before you buy"! This should also be the case for students' future careers...

The importance of work experience:

Work experience is a great way for young people to talk to adults in their workplaces and gain firsthand knowledge of what an industry or job involves, the good the bad and the ugly!

Often a lot of students will think they like the idea of a certain career, but they don't have the full facts about what the job actually entails, or the pathways to get therel

Workplace learning helps students to:

- Test their job and career choices
- Engage with the wider community
- Complete coursework in a relevant industry
- Learn what is required from a worker in the workplace
- Build general work skills like workplace communication, team work and critical thinking
- Develop specific industry skills, including vocational education and training (VET) course competencies
- Gain confidence, maturity and self-management skills through participation in an adult work environment

Work Experience programs are usually undertaken by students in Years 10, 11 and 12.

Work experience provides a general introduction to the 'world of work'. Students are able to observe a variety of work, usually in a field of their choice, and undertake supervised tasks appropriate to their skill level.

Work Experience can help students make informed decisions when planning their transition through school and on to further education, training and work.



Work experience builds on a student's career planning and transition activities in school and can assist their course and subject choices in senior high school.

What work can't students do?

There are unlimited career opportunities to explore. There is, however, a list of activities for special consideration as they are deemed a 'higher risk' workplace or activity. Risks to your health and safety need to be carefully considered and risk assessed by the host employer and the school before approval.

Some workplace learning placements also require you to know about specific work health and safety (WHS) before you can work in the workplace. For example, to be on a building site, you and any accompanying support staff must first complete the WHS Induction Training for Construction Work (White Card).

Can a student get paid?

No, students are volunteer workers. Any payment affects the Department's insurance arrangements with host employers.



Respect, Responsibility & Participation

Work Experience Details

How do students find a placement?

Students are encouraged to be confident and develop the skills required to approach employers for their own work experience. An employer will be more impressed if a young person can phone or email (with a follow up phone call).

Please do NOT text or Facebook potential host employers.

Students can get support from family or friends of the family, to contact on their behalf. If additional support is needed please see the Careers Adviser.

Can I do work experience with my family or friends of the family?

Yes you can approach family to host you for work experience, it can be less daunting for a young person to be comfortable in a work environment where they know the host or another employee.

When can students undertake workplace learning?

- Any time during the year. There is not a set 'week' that floods the local business community.
- From the age of 14
- Year 9 and 10 workplace learning programs can only operate during term time
- Students under 15 yrs cannot work before 7am or after 6pm
- There are special considerations around working at night, this is not usually advisable
- Workplace learning may be extended into the weekend with special approval
- In exceptional circumstances, Year 11 and 12 may do work experience during school holidays. This does not include the December/January school holidays

What about missed school work?

Students should check with their teachers prior to applying to ensure they are not missing important course work, assessment tasks, or tests. Work experience days are recorded as school business not absences.

The amount of time you can spend on work experience placement varies depending on the student's needs and interests. Some options are a 3-5 day block, or one / two days per week over a few weeks or a whole term.

What about travel arrangements?

- All travel is at the student's expense
- Concession fares are available for travel on public trains, buses, ferries and some private buses
- As a parent or caregiver, you must be satisfied that the travelling arrangements can be safely managed by the student.

Insurance and indemnity

The Department of Education has insurance arrangements for students injured while participating in approved workplace learning. This also includes students injured while travelling directly to or from their placement.

The Student Placement Record Form (work experience paperwork)

All contacts, arrangements and approvals will be recorded on their Student Placement Record. This enables important information to be shared, signed and approved by all parties. The completed original is stored with the Careers Adviser.

See Mrs Hine in the Careers office a few weeks prior to

when you want to go on work experience as there are considerations that need to be discussed and paperwork to complete, to ensure that students are safe and covered by Department of Education insurance

For more information please speak to Mrs Hine, Careers Adviser on 4969 3177 or email amanda.Hine3@det.nsw.edu.au



Newcastle High School Careers Newsletter

February 2019

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"I've missed more than 9,000 shots in my career. I've lost almost 300 games. 26 times, I've been trusted to take the game winning shot and missed. I've failed over and over and over and over and that is why I succeed."

Michael Jordan

Medical Career Planning

NSW Health has compiled an extensive list of extremely useful fact sheets to assist students in making more informed career choices about the many careers in the health industry, and to ensure their career plans not only fulfil their personal aspirations but also align with the needs of the industry. Students keen on finding out more about what the job is about, whether or not there is a shortage, etc. are encouraged to browse the following link on NSW Health - Medical Career Planning

From UMAT to UCAT – External Exam for Medicine Changes

Students wishing to apply for medicine at many universities in 2020 will need to do the <u>University Clinical Aptitude Test</u> (UCAT).

This is the first time this test has been nominated as the external exam. It replaces the UMAT which has been in place until now.

The UCAT can be done at any time in July. There are detailed and easy to follow instructions on the UCAT site which also has extensive instructions to candidates who have special needs.

Applications open on 1 March and close on 17 May. You can find information <u>HERE</u>.



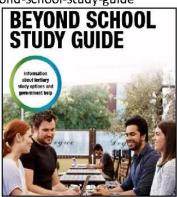
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Beyond School Study Guide

The Beyond School Study Guide has been developed to help year 10-12 make important decisions about their future studies.

The guide provides information about the sort of financial assistance you can get as you study, the different pathways to university and compares university and vocational pathways.

You can download the Guide <u>HERE.</u> Or https://www.studyassist.gov.au/youstudy/beyond-school-study-guide



2020 National Youth Science Forum

The National Youth Science Forum (NYSF) is a 12-day residential program for students entering year 12 who are passionate about science, technology, engineering and maths.

Applications for the 2020 program open on March 1.

Check videos of past events <u>HERE</u>. Find more information <u>HERE</u>.



What does a "Dogger" do?

The **Good Universities Guide** states that *Doggers* attach slings to cranes and direct the movement of loads handled by cranes in locations such as manufacturing plants, construction and mining sites, and the maritime industry.

Find out more by browsing <u>The Good</u> <u>Universities Guide - Dogger</u>



Creative or Artistic?

Take a look at the Study and Career pathways taken by 7 individuals and their very different journeys within the Visual Arts Sector, including: The Artist; The Curator; The Educator; The Conservator; The Art Installer; The Gallerist and The Arts Worker.



http://www.artmuseum.qut.edu.au/schools/wat ch-listen.jsp

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What are Employers Looking For?

What are employers really looking for? How can young people give themselves the edge when seeking work? A survey of employers' recruitment experiences, conducted by the Australian Government Department of Employment (2014), has some important messages for teenagers who are seeking work.

The most important attributes that employers were looking for were:

- · A positive attitude and willingness to work
- · Motivation and enthusiasm
- · Being prepared to learn and take direction

Employers are also seeking employees who are reliable and responsible, especially:

- Punctual and dependable
- · Respectful to colleagues and customers
- Loyal and staying in the job a reasonable period of time.

The employers, who were drawn from a range of different types of businesses, also identified the importance of personal presentation, at the interview, and in the workplace. They were especially "off-put" by:

- Inappropriate clothing
- Untidy hair
- Tattoos, piercings and jewelry (depending on industry)

The employers expressed concern that young people sometimes had unrealistic expectations of work and were unprepared for the demands of the workforce and nature of the work expected by them or the level of pay on offer. The employers also felt that some of the young people wanted to start at the top instead of working their way up through the ranks in a job, gaining skills on the way.

The employers highlighted that work experience or volunteering can provide young people with the opportunity to develop these attitudes, so that they are better placed to obtain and to hold down a job. They also emphasised that young people need to give a professional looking resume and follow up with a phone call instead of waiting for employers to get back to them. If you want it - chase it!

"Opportunities are usually disguised as hard work, so most people don't recognize them." Ann Landers



Develop a targeted resume and letter:

You can see Mrs Hine for resume and cover letter templates, or use the **custom resume generator** in the Secure Student Area of the Newcastle High School Careers website to develop resumes which give a clear statement of your personal information, school highlights, interests, skills & experience, qualifications, work experience and volunteering etc.

It is important that you develop different resumes for the different jobs you apply for. A winning resume is one that is **targeted** to the position you are applying for, and to the firm you are applying to. For example, if you are applying for a position in a sports store, you might stress your capacity to work well with others, to do team sports, and to have interests that include physical activity.

A **cover letter** is very important. Always upload/attach a well-written letter introducing yourself if you are applying for a job online or dropping a resume in to a potential employer.

Important Tip - absolutely no errors of spelling, grammar or punctuation in the resume or letter

Your name is your brand!

Potential employers will look you up on-line. Be aware of the image you are projecting of yourself in your online social media. Inappropriate images, comments where you put down others you know (or even worse, work colleagues or bosses!) can affect your job chances ...



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Steps to becoming an Australian Apprentice!

Apprenticeships are a great way to earn money while you learn your trade! They will give you skills for life and can open up a world of exciting work opportunities.

As the new school year begins, a new wave of students and young people will be thinking about what comes next. For many, this will be an apprenticeship or traineeship.

It is important to remember that there are many pathways to your dream job and that while it may seem a little bit daunting at times, you can break it down into four easy-to-understand steps:

1. Research

Researching your options is an important step to take before you start making career and training decisions. This will help you make up your mind about what industries and occupations you are interested in working in.

2. Preparation

Now that you've done your research and know which apprenticeship or traineeship you want to do; the next step is to prepare yourself for the job! Consider things like doing a preapprenticeship, having a look at wage information, and familiarising yourself with working conditions.

3. Job Hunting

There are many ways to find an apprenticeship or traineeship job. Think about contacting employers you already know, using job search sites or registering with a Group Training Organisation. Don't stick to just one method, try them all!

4. Sign Up

Every Australian Apprentice must be signed up into a formal training contract shortly after they are employed. To organise a sign up, the employer will need to contact an Australian Apprenticeship Support Network provider, also known as an Apprenticeship Network provider.

Using these steps as a guide, you can start your journey to becoming an Australian Apprentice today! If you would like to learn more about each step, plus heaps more useful information, visit www.aapathways.com.au/steps.

A U S T R A L I A N APPRENTICESHIPS

Your Life. Your Career. Your Future.

For Your Information

Arrendell

Book now for 2019

- English, Maths, Sciences
- Remedial literacy & numeracy
- Small group & one-on-one tutoring
- Years 3 12, all levels
- Exam prep workshops
- Essay writing & study skills
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Cost: FREE (bookings essential) Bookings can be made online via the Museum Website www.museum.rba.gov.au/events

For more information or assistance with online bookings please contact the Reserve Bank of Australia Museum.

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Cooks Hill Campus is an annex to Newcastle High School. It uses personalised project based learning, working collaboratively with Big Picture Education to support students in years 9-12. If you would like additional information about our innovative campus or just to keep up to date on current events, you can find us at:

http://www.cookshill-s.schools.nsw.edu.au/

Or like our facebook page: Cooks Hill Campus. Our Campus newsletter (TGIF) is available on both locations. https://sway.com/ANJW8P90AisF8toX?ref=Link%C2%BF

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Campus Leader: Quinn Robertson

