



**FOUNTAIN GATE**  
SECONDARY COLLEGE

# 2018 VCE STUDENT HANDBOOK

VCAA Expectations, Fountain Gate Expectations, Study Hall Expectations,  
Study Score and ATAR Calculation and Special Considerations.

## **VCAA (Victorian Curriculum Assessment Authority) expectations for the satisfactory completion of the VCE.**

The minimum requirement for satisfactory completion of the Victorian Certificate of Education is 16 units, which must include:

- Three units from the English group, including both Unit 3 and 4
- At least three sequences of Unit 3 and 4 studies other than English, which may include any number of English sequences once the English requirement has been met.

Note: The Victorian Tertiary Admissions Centre (VTAC) advises that for the calculation of a student's Australian Tertiary Admission Rank (ATAR), satisfactory completion of both Units 3 and 4 of an English sequence is required.

At Fountain Gate Secondary College, students are required to study 12 units (six subjects) in Year 11 by either studying:

- 6 Unit 1 and 2 studies; or
- 1 Unit 3 and 4 study and 5 Unit 1 and 2 studies (or other combination within);

Some students may have differences to these combinations because of other courses such as VET subjects at Hallam Senior SC or at other external venues, traineeships, work placements or apprenticeships. These are negotiated on an individual basis.

In Year 12, students are generally required to study 10 units (five subjects)

- 5 Unit 3 and 4 studies.

If students are successful in receiving an S for each of their units, then they will have a total of 22 units towards their VCE.

Students enrolled in studies external to Fountain Gate Secondary College are expected to comply with these requirements. Any variation to this must be approved by the Head of Senior School in consultation with the Principal Team and be related to the specific needs of the individual student.

All Fountain Gate Secondary College VCE students are expected to complete the full VCE program including all the VCE internal and external examinations.

## **Fountain Gate Secondary College expectations for the satisfactory completion of the VCE.**



Students at Fountain Gate are expected to make the most of the educational opportunities available to them, so students must:

- Abide by the college code of conduct
- Abide by VCAA rules governing all assessment tasks
- Always show respect to members of the college staff
- Behave in an appropriate manner at all times
- Never prevent others from achieving their personal best
- Accept the consequences if they breach rules

Fountain Gate students need to be committed to achieving their personal best and will:

- Complete holiday homework
- Keep up to date with set tasks
- Submit work (including homework and SAC preparation) on time
- Complete scheduled SACs when required (including after school hours)
- Attend before and after school revision sessions relevant to studies
- Document SAT progress for authentication purposes

Students are required to demonstrate that they can take on the responsibilities associated with the privileges that are afforded to them, so they need to:

- Abide by the school VCE Attendance and VCE Assessment Policy
- Abide by the School Uniform Policy
- Attend all scheduled classes in a timely manner for each of the subjects enrolled in
- Not leave the school grounds during the school day
- Conduct themselves in an appropriate manner in the VCE Study Centre including the VCE Kitchen
- Complete all set required coursework, SAT's, SAC's and examinations.

Should students not follow the Fountain Gate Secondary College expectations then appropriate consequences may follow, including detentions, exclusion from the yard, excursions, school events and/or suspension.

Students will be guided down an alternative career pathway if they continually do not meet the Fountain Gate Secondary College expectations.

## **Fountain Gate Secondary College Study Hall expectations**



## MARKING ROLLS

- The Supervising Teacher will mark the roll at the start of the lesson.
- If you are late to the Study Hall because you are late to school, this will be recorded as a late for your attendance. If it is before 9:05am, please inform the Supervising Teacher so that they can adjust their records. If it is after 9:05am, please get a late pass arrival pass from compass before attending Study Hall.
- You must be in full school uniform in Study Hall as you would be in other classes. If you are out of uniform with a note, then you must get a uniform pass from the Senior Sub School before attending Study Hall. If you do not have a pass you must:
  - Change into your full school uniform. Any time that you are late because of this will count towards your attendance.
  - Seek a uniform pass from the Senior Sub School and attend the consequence that will be issued to you. Any time that you are late because of this will count towards your attendance.

## STUDY HALL EXPECTATIONS

- Study Hall noise should be kept to a minimum.
- There should be no more than three students on a table group at any time. If a Supervising Teacher asks you to move because of noise or too many people on the table, then you must follow instructions immediately.
- No mobile phones or iPods are allowed. These will be confiscated by the Supervising Teacher and given to the Senior Sub School to issue consequences and follow up with the students.
- Please ensure that you have enough work to keep you busy for the whole period(s) of Study Hall.
- Please to not distract other students from their learning. If you have to be warned and moved in Study Hall for not respecting the rights of other students to learn, then you will receive a consequence from the Senior Sub School.
- Students should NEVER be watching videos unless it is a Click View or text for English / Literature, etc.
- Students should not be playing games at all.
- Any student wishing to get a drink or go to the toilet during Study Hall should follow the normal classroom rules in asking permission from the Supervising Teacher. The Supervising Teacher should write a note in the student's planner. Students will only be sent one student at a time if permission is granted from the Supervising Teacher.
- In VCE, students ALWAYS have work to do. This could include homework, study, catch up on class work, etc. Please ensure that you are on task and focussed. Should you not be working hard then the Supervising Teacher or Sub School member will issue you with a consequence. Should poor behaviour become a regular occurrence, then Study Hall privileges may be taken off you and you will be required to work with the Senior Sub School or in a junior class.

## Study Scores and ATAR Calculation.



When completing Unit 3 and 4 subjects, students are working towards a Study Score for each of their subjects. The Study Score is a score out of 50, and is a ranking of all the students completing the subject within Australia. The score for the student's class work and exams are summed, and then ranked. For example, if there are 1500 students completing English, then students will be ranked from 1500 down to 1. If 3 students get the top mark, then they will get the ranking of 1500, and the next student will be ranked 1497, etc.

The study scores for these subjects are normally distributed with a mean of 30 and a standard deviation of around 7. This means that whilst it is possible for students to get scores in the 40's, 95% of students will score between 16 and 44. Very few students get a score below 16 or a score above 44.

Students are then allocated Study Scores from this ranking, distributed as per the table below:

STUDY SCORE	> 45	> 40	> 35	> 30	> 25	> 20
% OF STUDENTS	2%	9%	26%	53%	78%	93%

### General Assessment Test (GAT)

All students enrolled in one or more sequence of Units 3&4 must sit the GAT. The GAT will take place at the scheduled time as determined by VCAA. This is a general knowledge test with features of English, Mathematics, Science, History, etc, and is used in helping determine the student's ATAR score should there be unforeseen circumstances during exams or SACs in Year 12. It is important that students take the GAT very seriously and try their very best at this task. The GAT is scheduled in June and is compulsory for all students studying a Unit 3 & 4 subject. More information will be given to students prior to the GAT examination.

### Australian Tertiary Admittance Rank (ATAR)

The Victorian Tertiary Admissions Centre (VTAC) will receive results from the Board of Studies. VTAC will use these scores to determine the ATAR for each VTAC applicant and the applicant will be notified of that ATAR by VTAC at the same time as the applicant receives his/her global scores from the VCAA.

The ATAR is an overall measure of a student's achievement in their Year 12 studies in relation to that of other students. The ATAR allows tertiary institutions to compare students who have completed different combinations of VCE studies. It is calculated by VTAC solely for use by institutions. The ATAR shows the position of a student relative to all students studying Year 12 or equivalent in a given year.

### Calculation of the ATAR

Your ATAR is developed from an aggregate produced by adding your results for up to six studies as follows:

- The scaled study score in English, ESL, Literature or English Language
- The next best three scaled study scores permissible (which together with the English study make the "Primary Four")
- 10% of any fifth and/or sixth permissible scores that are available (these are called Increments).

If you have more than six results, the six permissible results that give the highest ATAR are used.

Restrictions on subject use in the ATAR calculation



There are some restrictions on how certain combinations of studies may be counted for your ATAR. In each of the study areas of English, Mathematics, History, Information Technology, LOTE (Languages other than English), Music:

- at most two results can contribute to the Primary Four
- at most three results can contribute to the ATAR, the third being counted as a 10% increment for a fifth or sixth study

For more information regarding subject restrictions, refer to “[www.vtac.edu.au](http://www.vtac.edu.au)”

From 2009, there will be no restrictions on the number of scored VET results that can be counted in the ATAR.

### Coursework contribution to Study Score

For each Unit 3 & 4 studied, the study score indicates how a student performed in relation to all other students in that study.

A study score is only awarded to students who have passed Units 3 & 4. The study score is calculated by combining the results of all the Graded Assessments in the study. Details of the Graded Assessment are outlined in each study design.

Examples:

2012 Study	Graded Assessment	Contribution to study score
Further Maths	Units 3 and 4 Coursework	34%
	Written exam 1 November	33%
	Written exam 2 November	33%
English 3 & 4	Unit 3 Coursework	25%
	Unit 4 Coursework	25%
	Written exam 1 November	50%
Studio Arts 3 & 4	School Assessed Task 1	33%
	School Assessed Task 2	33%
	Written exam 1 November	34%

The school-assessed coursework scores are statistically moderated by VCAA to ensure that assessments from different schools are comparable. The level and spread of the scores for a study are adjusted to match the performance of the same group of students on a common external score. The external score is based on the examinations. If the school has more than one class for a particular study, all classes are combined into a single moderation group.

Initial score or grades for separate SACs awarded to students by their teacher can only give an indication of their performance relative to other students in their class. Teachers are not able to provide final coursework scores. Final coursework scores are reported by VCAA after the examination results are processed and moderation occurs.

## Special Provision and SEAS.



Special Provision allows all students to have the maximum opportunity to complete their VCE studies.

There are four types of Special Provision available to students:

**Student programs** – students may apply to the Head of Senior School for variations to the number of subjects that students are expected to undertake.

**School based assessment** – students may apply to the Head of Senior School for extensions to deadlines, additional time to complete tasks or rescheduling of tasks under extenuating circumstances.

**Special Examination Arrangements (Special Provisions)** – students may apply to VCAA through the Head of Senior School for special arrangements during VCAA examinations.

**Derived Examination Scores** - students may apply to VCAA through the Head of Senior School a derived examination score for VCAA examinations.

#### **Students eligible for special provision include:**

- Those disadvantaged by a disability or impairment including learning disabilities
- Those significantly affected by illness or by factors relating to their personal circumstances and environment.

Students wishing to apply for special provision will need up to date documentation from an appropriate professional e.g. doctor, psychologist. Students will need to speak to the Head of Senior School, who will assist students to fill out the appropriate forms.

Staff will be notified if a student has been granted special provision.

#### **SEAS (Special Entry and Scholarships)**

Students that meet certain criteria may be eligible to apply for special entry or scholarships for a university placement. SEAS Access and Equity is open to all students whose education has been adversely affected by their life circumstances during the course of their VCE, for example: difficult family circumstance, personal disability, long-term medical conditions.

Students are required to show how their circumstances have impacted on their studies. Applications must be accompanied by supporting evidence from an independent source, which may include a medical practitioner, psychologist, member of the staff or Wellbeing team. Full details of criteria and the requirements for meeting them are available on the VTAC website ([www.vtac.edu.au](http://www.vtac.edu.au)).

Scholarships are available to Deakin, Monash, RMIT and The University of Melbourne. Refer to the VTAC and university websites for full details. Students can only apply for SEAS through the VTAC website within the timeframes set down by VTAC. Students are responsible for ensuring their application is submitted with all necessary evidence by the VTAC deadline.

