SOME ADVICE FOR STUDENTS

Get organised:
- Have a study area that is away from your bed. If possible, put up a small cork board or notice board and put a calendar on it.
- Have a good light at your desk and keep the area tidy. When you have finished your homework and study, pack up your work and books for the next day’s school – put any assignments or other work into your bag so you don’t forget it in the morning rush.
- Make a study timetable. You will do this in one of your classes so make sure you put the final copy on your notice board.

Academic progress:
- Submit drafts and ask for help early. Do not leave problems until the last moment. If there is a valid reason for incomplete work, students must contact the teacher as soon as possible and ask for an extension of time. This cannot be given on the day the work is due – it must be done at least 24 hours before.

Electronic stuff:
- Do not take your laptop or mobile phone to bed with you at night! Research shows that they can badly interrupt sleep patterns and you need to get a good night’s rest.
- The internet can be good for research and homework, but it is not the only thing you can and should use.
- Always save any work you do on a computer in AT LEAST two different places, and back up your data regularly. Hard drives crash, USBs get lost, and printers run out of ink, but none of these is an acceptable excuse for work being late.

What you need to know about Academic Achievers.
**Expectations of Students**

1. This program is for students who want to do well in their studies and who are prepared to work consistently to achieve high standards. The work is harder than in other courses and there is more of it.

2. Students are expected to maintain a minimum ‘B’ standard in all core subjects for each semester report. If a student does not achieve this standard, a consultation process is put in place to determine if that student should stay in the program or be moved to another class.

3. If students are unable to complete the set work in the time given, they should contact their teacher (by email or at school) BEFORE the lesson. You should get homework most nights, at least for the core subjects (English, Maths, Science and SOSE). It is expected that you do that homework.

4. Respect is the key word! There is no behaviour management program for Academic Achievers. We expect that students are in the class to learn and to do their best. Students who significantly disrupt the class or behave inappropriately will be given a warning and if there is any repeat of the behaviour, that student will be removed from the class and placed in a mainstream class.

5. Students are expected to hand in work on time and in a finished state (i.e. not just notes, not in pencil; not on scraps of paper). Work can be emailed, but it is good practice to submit a ‘hard’ copy. **Always keep a copy of any assignments.**

6. From 2014, the Academic Achiever Program will be adopting a 1:1 information technology approach to the curriculum. Each student will be working with their own electronic device, which is leased from the school for a three-year period. A deposit will be required for the electronic device as part of the enrolment process for the Academic Achiever Program.

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**Keep on Touch**

Communication is the real key to success. There are very few problems that cannot be resolved by talking through the issues. Parents and students are strongly advised to keep in touch with teachers regularly. A quick email or phone call can usually sort out most issues that arise.

For more information, please contact Linda Mackay
P: 3869 9807    E: lmack35@eq.edu.au