



To whom it may concern,

Congratulations. It is our pleasure to welcome you to a place in the Program of Excellence at Foxwell State Secondary College in 2021.

Foxwell College promotes students' success through a balanced pursuit of excellence in academic, cultural and sporting endeavours. We live by our vision to provide a world of opportunity for every student and are guided by our motto, In Scientia opportunitas, 'In knowledge there is opportunity'. Our Programs of Excellence support our vision to recognise each student for their unique abilities and offer opportunities throughout the year that will maximise their potential and success.

To accept this position we ask that you complete the following Program of Excellence Acceptance Agreement and return to your student's timetabled Excellence Program teacher:

Payment of the Program of Excellence levy is payable each year. You will shortly receive an invoice for this.

Enclosed is our *Program of Excellence Student Handbook* that outlines your commitment, expectations and responsibilities at Foxwell College.

If you have any questions regarding your Program of Excellence, please contact the school on (07) 5555 3333 or email admin@foxwellssc.eq.edu.au.

Foxwell College is excited to welcome your child into our Programs of Excellence and we look forward to sharing their future successes with you.

Yours faithfully

Ms Kym Amor
Foundation Principal
Foxwell State Secondary College

Enc Contract of Acceptance
 Program of Excellence Student Handbook

Program of Excellence Acceptance Agreement

Student Name	Excellence Program	
	Advanced Learning Program	Sporting Minds
	Creative Voices	G STEM

Foxwell State Secondary College is proud to offer you a place into our Program of Excellence.

The *Program of Excellence Acceptance Agreement* is for students, their parent/carer, and College staff to identify the specific requirements relating to Programs of Excellence. The agreement ensures students understand these requirements and give their commitment to work effectively and cooperatively in all of their studies at the College. The agreement is signed on acceptance into the Program of Excellence and adhering to the elements of this agreement is expected of all students.

Conditions

Academic Performance

Advanced Learning Program: Students are to achieve a B or above for academic achievement in English, Maths and Science. Students are to achieve a high level rating for Effort and Behaviour.

Sporting Minds: Students are to achieve a satisfactory level or above of academic achievement. Students are to achieve a satisfactory or above for Effort and Behaviour.

Creative Voices: Students are to achieve a B or above for academic achievement in English. Students are to achieve a high level rating for Effort and Behaviour.

G-Stem: Students are to achieve a B or above for academic achievement in Maths and Science. Students are to achieve a high level rating for Effort and Behaviour.

All students will engage in extra-curricular and co-curricular activities afforded to them, as a part of their position in the Program of Excellence. Exemptions from such activities will only occur after thorough negotiation between parent/guardian and Program Coordinator.

Student Conduct

Foxwell State Secondary College expects students enrolled into one of the Programs of Excellence model the positive behaviours as outlined in the *Student Code of Conduct* and other school policies, in the spirit of the College and community's values and expectations. Failure to do so may result in immediate removal from the Program of Excellence.

Payment of levy:

Payment of the Program of Excellence levy must be made upon submission of the signed agreement and each year thereafter for the student's enrolment in the Program of Excellence. The levy is \$150 for Sporting Minds, \$80 for G-STEM and Creative Voices, and \$50 for the Advanced Learning Program. This price is reviewed each year and may change from year to year.

Signature of agreement

I / we agree to enrol into the Program of Excellence ticked below:

Student's signature:	Date:
Parent/s signature:	Date:
Other:	Date:

PROGRAM OF EXCELLENCE HANDBOOK

Introduction

Congratulations on your entry into the Foxwell State Secondary College Programs of Excellence. We are proud to offer our extra-curricular programs to enrich your learning experience and provide a world of opportunity.

Our Programs of Excellence include:

- ALP (Advanced Learning Program) Academic Excellence Program
- Creative Voices Program of Excellence
- Sporting Minds – High Performance Sports Program of Excellence
- G-STEM (Girls in Science, Technology, Engineering, Mathematics) Program of Excellence

This handbook provides important information about your selected Program of Excellence and the College's expectations of you. If you are unsure of any information contained in this handbook, please contact the program coordinator listed in this handbook.

Enrolment Capacity

To ensure Foxwell State Secondary College is able to meet its enrolment obligations within the Enrolment Management Plan (EMP), the Principal must restrict the enrolment of out-of-catchment students to ensure in-catchment students can enrol at their local state school.

Our Programs of Excellence are supported through a defined number of places. Places in the Programs of Excellence will only be available to out-of-catchment enrolments once the demand for in-catchment enrolment has been met and capacity for future growth has been reserved.

Programs of Excellence:

- Advanced Learning Program
- Creative Voices
- Sporting Minds
- G-STEM

Upon agreement and payment of your child's enrolment into the Program of Excellence, you are committing to a three year period (Year 7 to Year 9), unless the enrolment commences in the later years.

Conditions of entry

Students enrolled in Foxwell State Secondary College's Programs of Excellence must pay the associated fees as outlined in their acceptance letter.

In addition, the Program of Excellence Acceptance Agreement document must be signed, confirming that the student and their parent/guardian, accept the expectations placed upon them for student's academic, behaviour and undertaking with the College.

PROGRAM OF EXCELLENCE HANDBOOK

ALP (Advanced Learning Program) Academic Excellence Program



Overview

Advanced Learning Program (ALP) is an advanced learning pathways program designed to engage students in higher-order, creative and lateral thinking skills and processes, problem solving and decision making.

This program places like-minded students in a challenging and rigorous environment, designed to celebrate academic excellence and enable each student to reach their full academic potential.

Students will be extended with complex challenges and appropriate degrees of independence through their personal Advanced Learning Plan.

Contacts

Contact	Name	Email address
Program Coordinator	Danielle Goddaer	Dgodd2@eq.edu.au

Attendance

Students in this program are expected to attend two scheduled lessons per week. Lesson one will take place during students' daily timetabled Enrich class. This is during Period 4 on a Wednesday (1.50pm – 3.00pm). In addition, students are expected to attend a morning scheduled class on a Thursday between 7.45am and 8.45am. Attendance at both lessons is mandatory and are an obligation of the program.

Students will have the opportunity to participate in programs and activities, such as ICAS testing, as a part of the course. Students are expected to participate in all activities and programs.

Levies and fees

All students are to pay the \$50 levy upon accepting their offer of enrolment into the ALP. This levy is payable each year. A one-off opportunity may present for students and this may incur an additional fee. Should this occur, Foxwell College will communicate with students and their parent/guardian at the earliest convenience.

PROGRAM OF EXCELLENCE HANDBOOK

Creative Voices



Overview

Creative Voices is an Excellence program designed to engage a wide range of student voices. Students have the opportunity to create works that communicate a message to an audience and evoke emotion about the world through multiple areas of the Arts. Through genres such as dance, drama, persuasive speech, song or an artwork, students can choose their area of interest and demonstrate who they are by using their 'voice' to communicate meaning.

Through engaging in studies of various performance styles such as collage drama, public speaking, film and documentary making and musical theatre, students will have multiple opportunities to identify their strengths and extend their abilities in creating pieces that communicate their message.

Contacts

Contact	Name	Email address
Program Coordinator	Cara McLennan	Cmcle209@eq.edu.au

Attendance

Students in this program are expected to attend two scheduled lessons per week. Lesson one will take place during students' daily timetabled Enrich class. This is during Period 4 on a Wednesday (1.50pm – 3.00pm). In addition, students are expected to attend a morning scheduled class on a Thursday between 7.45am and 8.45am. Attendance at both lessons is mandatory and are an obligation of the program.

Students will have the opportunity to participate in programs and activities, such as showcases, excursions and workshops, as a part of the course. Students are expected to participate in all activities and programs.

Students are required to attend at least 1 extra-curricular Arts activity throughout the year. It is also an expectation that students in Creative Voices perform at school events, assemblies and represent the school at specialised events.

Levies and fees

All students are to pay the \$80 levy upon accepting their offer of enrolment into Creative Voices, which will include an Arts Excellence t-shirt in the students first year of Creative Voices program, plus access to industry professional workshops and/or excursions throughout the year. This levy is payable each year. A one-off opportunity may present for students and this may incur an additional fee. Should this occur, Foxwell College will communicate with students and their parent/guardian at the earliest convenience.

PROGRAM OF EXCELLENCE HANDBOOK

Sporting Minds



Overview

Sporting Minds is a High-Performance Sports Program, which aims to nurture and develop the physical, mental, social and emotional potential of high performing student athletes.

The program will recognise and identify emerging athletes and assist each individual in achieving excellence and success in both their chosen sport/s and academics. With the right attitude, motivation and support almost anything is possible in this program to maximise each individual's potential.

The program will focus on athlete development and will expose students to a variety of training, sports and coaches so students have multiple opportunities to build their capacity to excel in their chosen sporting areas now and in to the future. Each student will have exposure and opportunity to engage with and in the development of:

- Nutrition
- Sports Psychology
- Data and Performance
- Strength and Conditioning
- Wellbeing and Mindfulness
- Feedback and Communication
- Recovery and Mobility
- Body Awareness
- Sport Exposure

Contacts

Contact	Name	Email address
Program Coordinator	Elle Bullock	Emgil0@eq.edu.au

Attendance

Students in this program are expected to attend two scheduled lessons per week. Lesson one will take place during students' daily timetabled Enrich class. This is during Period 4 on a Wednesday (1.50pm – 3.00pm). In addition, students are expected to attend a morning scheduled class on a Thursday between 7.45am and 8.45am. Attendance at both lessons is mandatory and are an obligation of the program.

Students will have the opportunity to participate in programs and activities, such as district sport, as a part of the course. Students are expected to participate in all activities and programs.

Students are required to attend at least 1 extra-curricular sporting activity throughout the year. It is also an expectation that students participate in district sport when the opportunity arises.

Levies and fees

All students are to pay the \$150 levy upon accepting their offer of enrolment into Sporting Minds. This levy is payable each year. A one-off opportunity may present for students and this may incur an additional fee. Should this occur, Foxwell College will communicate with students and their parent/guardian at the earliest convenience.

PROGRAM OF EXCELLENCE HANDBOOK

G-STEM



Overview

G-STEM is an Excellence program that empowers girls and allows them to pursue their passion and interest across the various disciplines of Science, Technology, Engineering and Mathematics (STEM). Each student is matched with a PhD candidate or graduate as their mentor to inspire and support them through the design, implementation and presentation of a project of their choice. G-STEM students also have the opportunity to participate in a variety of STEM programs, workshops and competitions at a state, national and international level, whilst allowing students to engage with like-minded students across the world.

Female students with a passion for STEM will be provided with guidance, mentoring, inspiration and support from our partners including the Wonder of Science, based at the University of Queensland.

Contacts

Contact	Name	Email address
Program Coordinator	Nahdia McClymont	Nmcccl31@eq.edu.au

Attendance

Students in this program are expected to attend two scheduled lessons per week. Lesson one will take place during the students daily timetabled Enrich class. This is during Period 4 on a Wednesday (1.50pm – 3.00pm). In addition, students are expected to attend a morning scheduled class on a Thursday between 7.45am and 8.45am. Attendance at both lessons is mandatory and are an obligation of the program.

Students will have the opportunity to participate in programs and activities, such as ICAS testing, as a part of the course. Students are expected to participate in all activities and programs.

G-STEM students are expected to:

- Actively engage with their mentors on a regular basis throughout the design, implementation and presentation processes
- Participate in various STEM excursions, competitions and workshops as nominated by Foxwell SSC
- Proudly demonstrate the Foxwell SPIRIT values in all that they do.

Student Support

Students will be mentored and supported in a school context by their G-STEM teacher and/or the G-STEM coordinator. Additional support measures will be provided on a needs basis and may involve the Student Support team or assistance through use of WIN time in the Learning Hub.

Levies and fees

All students are to pay the \$80 levy upon accepting their offer of enrolment into G-STEM. This levy is payable each year. A one-off opportunity may present for students and this may incur an additional fee. Should this occur, Foxwell College will communicate with students and their parent/guardian at the earliest convenience.

PROGRAM OF EXCELLENCE HANDBOOK

Student Support

The academic success, as well as the health, safety and wellbeing of students is of paramount importance to the College. Where necessary, the College may offer support to students.

Foxwell State Secondary College offers a range of programs and services to support the wellbeing, engagement and learning of all students. We encourage parents and students to speak with their teacher, Program Coordinator, Head of Students, Head of Inclusion or Deputy Principal or make an appointment to meet with the Guidance Officer, if they would like individual advice about accessing particular support and services.

Learning and wellbeing are inextricably linked – students learn best when their wellbeing is optimised, and they develop a strong sense of wellbeing when they experience success. The College's Learning and Wellbeing Framework supports with creating our positive school culture and embedding student wellbeing in all aspects of school life through connecting the learning environment, curriculum and pedagogy, policies, procedures and partnerships for learning and life.

Students can approach any trusted school staff member at Foxwell State Secondary College to seek assistance or advice. If they are unable to assist, they will provide guidance and help ensure the student is connected to the appropriate representative of the Student Support Network.

The following staff are available to provide support to students. Please refer to Student Code of Conduct for a role description of each.

- Program of Excellence Coordinator
- Heads of Students
- Heads of Departments
- Head of Inclusion
- Guidance Officer
- Deputy Principal
- Principal
- School Chaplain
- School Based Health Nurse
- Student Administration

Further details regarding the support available to all students can be found in our Student Code of Conduct: Student Wellbeing, Engagement and Learning.

Should students require additional support specific to the Program of Excellence, please contact the Program Coordinator.



PROGRAM OF EXCELLENCE HANDBOOK

Expectation of academic performance and student conduct

Advanced Learning Program: Students are to achieve a B or above for academic achievement in English, Maths and Science. Students are to achieve a high level rating for Effort and Behaviour.

Sporting Minds: Students are to achieve a satisfactory level or above of academic achievement. Students are to achieve a satisfactory or above for Effort and Behaviour.

Creative Voices: Students are to achieve a B or above for academic achievement in English. Students are to achieve a high level rating for Effort and Behaviour.

G-Stem: Students are to achieve a B or above for academic achievement in Maths and Science. Students are to achieve a high level rating for Effort and Behaviour.

All students will engage in extra-curricular and co-curricular activities afforded to them, as a part of their position in the Program of Excellence. Exemptions from such activities will only occur after thorough negotiation between parent/guardian and Program Coordinator.

Student Conduct

Foxwell State Secondary College expects students enrolled into one of the Programs of Excellence model the positive behaviours as outlined in the *Student Code of Conduct* and other school policies, in the spirit of the College and communities values and expectations.

PROGRAM OF EXCELLENCE HANDBOOK

Supporting Student Performance

In the event that a student's conduct or academic performance is not to the standard as set out above, the College will undertake the following steps:

- Identify at-risk students

The Program Coordinator will review the academic performance and student conduct of the students within their program and within other related subjects. Students will be identified if they are not performing to the agreed standard.

- Verbal Warning

This is a verbal warning from the Program Coordinator to the student or their parent/guardian.

- Formal Meeting and At-risk Student Improvement Plan development

The Program Coordinator meets with the student and their parent/guardian at an At Risk Interview to discuss the concerns for the student's performance. At the meeting, an *At-risk Student Improvement Plan* is developed outlining agreed actions to support the student to improve for a set period of time. A copy of the Plan is provided to the student.

- Checkpoint meetings

Meetings will be arranged between all parties during the Term to monitor and support the student. An *At-Risk Record of Conversation* will be completed at this time.

- Student returns to Program of Excellence

Should academic performance and behaviour improve by the due date identified in the student's *At-Risk Student Improvement Plan*, the student would retain their position in their Program of Excellence.

- Removal of student from the Program of Excellence

Should academic performance and behaviour NOT improve by the due date identified in the student's *At-risk Student Improvement Plan*, a meeting will be arranged between all parties to notify the student and parent/guardian of the student's removal from the Program of Excellence.

The student may receive a new timetable to commence in the following Term. Other consequences may apply in line with the *Student Code of Conduct*.



**FOXWELL STATE
SECONDARY COLLEGE**
IN SCIENTIA OPPORTUNITAS



PROGRAM OF EXCELLENCE HANDBOOK

Attachment 1

At-Risk Student Improvement Plan



PROGRAM OF EXCELLENCE HANDBOOK



At-Risk Student Improvement Plan

Student Name	Excellence Program
	<input type="checkbox"/> Advanced Learning Program <input type="checkbox"/> Sporting Minds <input type="checkbox"/> Creative Voices <input type="checkbox"/> G STEM

This Improvement Plan is provided to students at risk of not meeting the eligibility criteria for their Program of Excellence. The plan outlines the agreed actions between the student, their parents/guardian, and the Program Coordinator to support the improvement of the student's academic performance and/or behaviour so that they remain in their Excellence Program(s).

Student Performance

The eligibility criteria for each Excellence Program is outlined upon application and in the Excellence Handbook. At this point in time, the eligibility criteria for this program is not being met. Tick the criteria area for improvement.

Academic Performance	Behaviours
<input type="checkbox"/> Effort <input type="checkbox"/> Achievement	<input type="checkbox"/> In-class behaviour <input type="checkbox"/> SPIRIT Values <input type="checkbox"/> Attendance <input type="checkbox"/> Program participation
	<input type="checkbox"/> Out-of-class behaviour <input type="checkbox"/> Suspension <input type="checkbox"/> Program-related behaviour <input type="checkbox"/> Program engagement

Agreed actions for improvement

The student will:

•
•
•
•
•
•

Duration of Improvement Plan and Checkpoints

Meetings will be arranged between all parties on the ticked dates to monitor and support the student.

Duration of Plan:		
Term 1:	<input type="checkbox"/> Week 5-6	<input type="checkbox"/> Week 10
Term 2:	<input type="checkbox"/> Week 5-6	<input type="checkbox"/> Week 10
Term 3:	<input type="checkbox"/> Week 5-6	<input type="checkbox"/> Week 10
Term 4:	<input type="checkbox"/> Week 5-6	<input type="checkbox"/> Week 10

Agreement

I/We understand that _____ place in their Program of Excellence is at risk. I/We agree to the plan outlined above and understand that this plan will begin on _____ and be reviewed on _____.

Student's signature:	Date:
Parent/s signature:	Date:
Program Coordinator	Date:
Other:	Date:

Attachment 2

At Risk Record of Conversation



PROGRAM OF EXCELLENCE HANDBOOK



AT-RISK STUDENT IMPROVEMENT PLAN

Student Name	Excellence Program
	<input type="checkbox"/> Advanced Learning Program <input type="checkbox"/> Sporting Minds <input type="checkbox"/> Creative Voices <input type="checkbox"/> G STEM

Student Performance

Academic Performance	Behaviours
<input type="checkbox"/> Unsatisfactory Effort <input type="checkbox"/> Unsatisfactory Achievement	<input type="checkbox"/> Unsatisfactory In-class behaviour <input type="checkbox"/> DET4n <input type="checkbox"/> Unsatisfactory Attendance <input type="checkbox"/> Suspension

Meeting Attendees:

Record of interim At Risk Improvement Plan conversation

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•
•
•
•
•
•
•

Proposed Date of Next Meeting: _____

Student's signature:	Date:
Parent/s signature:	Date:
Program Coordinator:	Date:
Other:	Date: