Procedures for Student Development Sessions

Periods One and Two – Form Group teachers

Periods one and two are dedicated to updating goals and beginning portfolios. Tasks to be completed in this double period include:

1. Go through instructions for Reflection questionnaires (Years 7, 8, 9 and 10) and Study Skills and Preparation for Exams worksheets (Years 9 and 10) and have brief discussion to answer questions.

2. In pairs, students complete the Diary Check sheet or Monthly Planner.

3. Hand out portfolios and go through instructions and self-evaluation worksheets for portfolio work pieces.

4. Students work through self-evaluation worksheets for their ‘best effort’ pieces of portfolio work and place all work in the portfolios and return to the teacher at end of the lesson.

5. Any booklets in their portfolios not finalised from the Start-Up Program earlier in the year can be completed.

6. Students are to work on these handouts and tasks and update their progress on goals using their checklist while individual students are interviewed by the teacher and work.