



Kirrawee High News

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6 February 2009

Welcome Back

Welcome back for the 2009 school year. Enthused by excellent 2008 School Certificate and HSC results, we are looking forward to another very successful year. 200 talented and enthusiastic Year 7 students have joined us. Our Year 7 year advisers, teaching teams and peer support leaders are getting to know them and ensuring that they experience a smooth transition into high school life and learning. We are also keen to get to know our Year 7 parents. We hope to see many of them at the first P&C meeting on Monday, 9th February (see details below).



*Year 7 students Abbey Young and Hayden Dorigato
are welcomed by 2009 School Captains
Melissa Irwin and Tim Sneddon*

Excellent HSC Results

Our 2008 Higher School Certificate results were very pleasing, with many students achieving outstanding marks. Over 20 students achieved UAI's in the 90s and many others scored in the 80s. Nearly all have secured places at university, TAFE or employment. Our Dux for 2008 was Bowen Zhang who achieved a UAI of 97.75. Special congratulations to Rebecca Pyne who achieved a UAI of 97.3 and came fifth in the state in Dance. Congratulations also to David Girdle who came seventh in the state in Construction Examination. We are proud of all of our students who completed the HSC. Deputy Principal Peter Myers will provide a more detailed look at our results at the first P&C meeting.

Welcome To New Staff

Several new teachers are with us to start the year. We welcome:

Amy Anderson	Head Teacher, PD/H/PE
Melissa Kenehan	Support Teacher Learning Assistance
Kerrie Barclay	Visual Arts

P&C Meetings

The P&C leadership team welcomes all Kirrawee parents to attend the first P&C meeting on Monday, **9th February** at 7.30 pm in the Library. New parents who attend their first P&C meeting invariably remark on how friendly and non-threatening it is. No one is coerced into running for office, serving on committees or raising funds. And for our new Year 7 parents, getting to know the school executive, teachers and other parents at P&C meetings helps to de-mystify the whole high school experience.

P&C meetings are held on Monday of Week 3 and Week 7 each term. The dates for 2009 are:

February 9	August 10
March 9 (AGM)	September 7
May 11	November 2
June 15	November 30

Please come along to the P&C meetings - you will enjoy it!

Year 7 Open Morning Next Month

On Friday morning, **6th March** (Week 6), we invite all of our Year 7 parents to visit the school. Parents will have an opportunity to observe their children in classrooms, labs and workshops. They will also meet leaders and teachers of our Year 7 teaching teams. A flyer (with return slip) will be sent to Year 7 parents with more details about the morning.

Last year, 150 of our 200 families were represented on the open morning. Parents found it invaluable, putting names to faces, chatting with teachers and seeing their students learning in a safe and happy environment. Meeting the teachers informally this term also makes for more meaningful and productive interviews during the regular Year 7 Parent-Teacher Evening later in Term Two.

School Newsletters

School newsletters will be mailed home in 2009. They will be published about every three weeks. We aim to provide three newsletters per term, or twelve per year. In addition, flyers for parents to read will be distributed to students in roll call from time to time. Much of this information will also be on the school website.

Year 12 Information Evening Next Month

The HSC year makes heavy demands upon students and parents and has the potential to be very stressful. To help students and parents understand, plan and cope with these demands, an Information Evening has been organized for Wednesday, 4th March (Week 6) at 7.30pm in the hall.

This is an evening for both Year 12 students and their parents. The aim is to focus students on what is required of them to achieve their goals, and to make students and parents aware of the network of support the school provides for Year 12. Staff who make up this network will speak on the evening. A motivational speaker has also been arranged. A flyer (with return slip) will be mailed out to Year 12 parents with more details about this important evening.

Learning Support

Melissa Kenehan is our new Learning Support Teacher. Although she also teaches English classes, a percentage of her time has been allocated to working in classrooms as a Learning Support Teacher. She is available five days a week to assist students from Years 7-12 in all areas of learning. She also works with students on individual and group programs in the Learning Centre. Her flexible timetable enables her to meet the changing needs of students and staff. Please do not hesitate to contact Mrs Kenehan if you have any queries regarding your child's learning.

School Safety

In the interest of safety, Kirrawee students are regularly warned in roll call, in class and on assembly about the dangers and consequences of breaking safety rules. They know that climbing on the covered walkway or being out-of-bounds will result in suspension. They have been warned about running alongside buses or darting across the road between buses. They know how to safely use the wombat pedestrian crossing. Bicycle riders without helmets or riding recklessly will have their bikes impounded. Senior students know their responsibilities regarding driving and parking near the school. Parents are asked to reinforce these rules with their children.

Parents should also be aware that the school is not a safe place for unsupervised children after school hours or on weekends. Skateboards and scooters are banned from the premises. Despite our rules, security patrols sometimes find children (including Kirrawee students) playing dangerously in the school grounds (even on the roof, etc.) Please help your children (or the children of neighbours) to understand the dangers of such activities and to find safer places to play.

School Council

Our School Council will meet in late February. School Council elections will be held in March and we hope that interested parents will nominate for any vacant positions. Nomination forms will be included in the next newsletter. The council meets on four evenings per year in an informal and enjoyable setting. Parents interested in nominating but who wish to know more about the role of parent members are welcome to call the school. We will put you in touch with President Irene Evangelou or other parent members who will be happy to speak with you.

School Contributions

We are distributing Schedule of Payments notices so that parents have complete information about the General School Contribution and Subject Contribution. Please ring the office if you have any questions. If parents have difficulty in paying the whole amount, partial payments can be made. Where difficulties exist, please contact in confidence Marian Matthews (Head Teacher - Welfare) or Clive Houldin (Deputy Principal). In some circumstances they may be able to provide access to the Student Assistance Scheme.

While the General School Contribution is voluntary, parents would know that the school is only able to maintain its high standard of service to your children through your financial support. The contribution covers costs of texts, printing and copying of notes, exams, reports and newsletters; ground and building improvements, new classroom technology and resources for the library and learning centre. Subject Contributions offset the cost of materials used by students in the course of their studies.

Students who wish to purchase special items or attend higher-cost activities that are not part of the required curriculum will of course have to pay those costs separately. However I am sure that parents recognise the importance of making the General School Contribution and Subject Contributions a priority ahead of the payment of those costs.

The School Council is proud of the fact that Kirrawee High offers a quality of education unmatched by many other schools. The Council is also aware that the cooperation of parents over the years in supporting the school financially has made it possible to maintain this standard of excellence. On behalf of the School Council, the Finance Committee and the school community in general, I thank all parents for their consideration and assistance.

Thank you, Jim Richardson

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**\$5 DISCOUNT ON FIRST LESSON FOR KIRRAWEE HIGH
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Criteria For Non-Local Request For Placement For Year 7 - 2010

We will soon begin the process of determining our Year 7 enrolments for 2010. We will enrol a total of 200 students, including locals and non-locals. We expect applications from far more non-local students than we will be able to accommodate. During each of the past ten years, about 200 non-local students have applied for about 50 non-local positions. The placement panel will look at each of the criteria listed below when considering applications. No single criteria will guarantee automatic placement.

- In Year 6 at Kirrawee, Grays Point or Gymea Bay Primary School
- Brothers/sisters/parents currently at Kirrawee High School
- Experience in, or interest in, studying languages
- Success in music/band, performing arts, sport
- Leadership experiences/training
- Special interests and abilities demonstrated during recent primary school years. (Supporting evidence *might* include recent school reports, results of external competitions and tests or certificates of achievement, i.e., in technology or other areas)
- Other criteria including travel, maintaining of friendships or compassionate/family reasons

More information can be obtained by attending our Year 6 to Year 7 Information Evening at 7.30pm on Wednesday, **11th March**, 2009 or by ringing the school. Also see the placement policy statement later in this newsletter.

Jim Richardson

Student Printing 2009

Due to the increasing cost of students printing their assignments, art/design work and research materials (especially colour printing), it has become necessary to introduce a printing fee.

A fee of 10 cents per page for black and white, 20 cents per page for colour and 40 cents per page for A3 printing will be charged for all students printing.

Printing required for whole class activities/work will not be charged.

Year 11 and 12 Attendance

Year 11 and 12 brings with it new rights and responsibilities for students. As the new year gets underway I thought I would remind Year 12 students of the Attendance Monitoring Program and introduce Year 11 students and parents to the new system. Given their subject selection each student works on an individual timetable that for some will include period 0 and an 8.15 start and perhaps TAFE courses. At the start of their day, including the early morning meeting day, students are required to sign on. If the day finishes as indicated on their timetable there is no need for students to sign out. If they have to leave early for example a dentist appointment a yellow form must be completed and placed in the mailbox and then they must sign in and out as applicable. If students arrive late for any lesson they need to fill in a late slip at the Reception. A record of all late arrivals is kept for

checking when references are written. In senior school as in junior school absences need to be explained with a note from home.

In order to satisfy our duty of care attendance of students in each period is monitored. If a student is not in the classroom they are marked absent. Absences occur for many legitimate reasons including work placement, peer support, excursions, debating, drama, sporting commitments and illness but they are still tallied. Students are issued with a diary and told to keep track of their absences. If in any 5 week period a student misses 6 periods in a 2 Unit Course or 3 in 1 Unit you will be notified in writing. As a first step parents and students should use the diary to account for the periods. If they are accounted for satisfactorily there is no need to contact the school. If there is a problem please contact me immediately.

The school believes it is important that parents are aware of their child's attendance on a regular basis. There are many wonderful opportunities for students to participate in extra curricular activities but each student and his/her parents need to ensure that there is a strong focus on the reason they have returned to senior school. Help is always available through the Learning Centre for students who have a commitment that causes them to miss class.

This system is also obviously used to monitor truancy. In the past and no doubt in the future students with a poor record of attendance perform below an acceptable level and will be issued with warnings and counselled. It is important to note that each student must satisfy requirements of the Board of Studies to qualify for the awarding of either the Preliminary HSC or the HSC, further in this post-compulsory period of their education they must make a serious attempt at senior schooling. A poor record of attendance at Kirrawee High School is considered a non-serious attempt and will merit a notification for expulsion.

Each year as part of our analysis of HSC performance we review the attendance of individual students over the 2 year period. There is no doubt a strong correlation between HSC performance and class attendance.

Marian Matthews
Head Teacher, Welfare

Special Examination Provisions For Students With Special Needs

The Board of Studies recognises that some students may experience difficulties sitting for examinations. For this reason they provide a range of special examination provisions for these students. The following relates to special examination provisions for the School Certificate and Higher School Certificate examinations.

- (i) If a student has a special need that would, in a normal examination situation, prevent him/her from:
 - reading and interpreting the examination questions; and/or
 - communicating knowledge or understanding to an examiner as effectively as a student without this special need, the Board may approve special examination provisions.
- (ii) If a student wishes to apply for special provisions he/she should ask Mrs Kenehan, Mr Myers or school

counsellor *immediately* about lodging an application with the Board of Studies. Applications must be processed and submitted to the Board by mid March.

- (iii) Emergency provisions can be arranged if a student is involved in an accident just before an examination. The student should immediately ask Mr Myers or school counsellor in such a case.
- (iv) The application should contain recent evidence of his/her special need and, in some cases, examples of his/her work. He/she may need to organise required testing early in the year to ensure the application reaches the Board by the closing date. If applications do not contain sufficient evidence, the Board's decision may be delayed.
- (v) Special provisions are not available:
 - as compensation for difficulties in undertaking a course, or preparing for the examination;
 - for lack of familiarity with the English language.
- (vi) Certain special provisions may not be available for:
 - oral/aural Language examinations;
 - Music, Drama, Dance, Industry Studies practical examinations;
 - courses requiring the use of manipulative skills, eg Visual Arts.

Melissa Kenehan (Learning Support)

NSW Adolescent Vaccination Program

The NSW Department of Health has organized a program for the vaccination of high school students against a number of serious diseases. The program is controlled by the Department of Health in terms of the years and the vaccinations to be given.

The following clinics will run at Kirrawee High School for **Year 7** students only.

Monday 16 February

- Hepatitis B. This vaccination has a 2 dose schedule.
- Year 7 Varicella (Chicken Pox)

Monday 4 September

- Year 7 2nd Dose Hepatitis B

The Diphtheria/Tetanus/Whooping Cough vaccination will be offered to **Year 10 students** only on **Monday 16 February**.

Information and consent forms were sent home last week. Please return them by 8th February as the Health Department will need numbers.

Cervical Cancer Vaccination Program

This involves three vaccinations over a four month period and is being offered to girls **in Year 7**. The dates booked for Kirrawee are:

- **Monday 16 February**
- **Monday 18 May**
- **Monday 14 September**

Closer to these dates information and consent forms will be sent home.

Please note that the school does not keep medical records of the vaccinations. It is necessary to keep the record sent home by the Health Department and notify your family doctor if he/she maintains a vaccination record.

If you have any medical concerns please contact the Public Health Unit on 9382 8333, any other concerns can be directed to me on 9521 2099.

M. Matthews

Water Polo

We are creating a school Water Polo Wall of Fame and are seeking photographs of past teams and/or players that we may be able to use. If any families have photographs we would appreciate a copy of these.

Thank you, Joe Hewett

Dates to Remember:

Monday 9 February	School Swimming Carnival at Caringbah Pool. 7.30pm P & C Meeting in the Library
Monday 16 February	Year 7 and Year 10 Vaccinations
Tuesday 17 February	School Council Meeting
Wednesday 25 February	Years 7 – 9 Motivational Media

2008 School Certificate Test Results

Once again our Year 10 group achieved very good School Certificate results. In 2008 there were some outstanding course and individual results.

To begin with the results in geography were seventeen percent better than state figures for the top three bands. Band 6 results were six percent (double) above state figures.

Across all courses the cumulative results for the top three bands were an average of fourteen percent higher than the state's figures. A snapshot of these follows.

English –Literacy	- 89% in the top 3 bands – 12% better than the state figures
Mathematics	- 61% in the top 3 bands – 12% better than the state figures
Science	- 78% in the top 3 bands – 13% better than the state figures
Geography	- 82% in the top 3 bands – 17% better than the state figures
History	- 60% in the top 3 bands – 9% better than the state figures

Our computing skills test results again demonstrated that our students are outstanding in the use of computer technology with seventy-four percent of our students placed in the Highly Competent (top band), seventeen percent above the state and the remainder placed in the Competent Band.

Our top individual student results were:

Joel Steller who achieved all Band 6 and a highly competent (highest) in computing skills, Sean Hails and Mikaelee Miller - 4 Band 6, 1 Band 5 and highly competent in computing skills. Mark Haines, Martin Henry, Kevin Ng and Madeline Parker achieved 3 Band 6, 1 Band 5 and highly competent in computing skills

Outstanding marks in individual courses were achieved by: Blake Riosa – 98 computing skills, Mark Haines – 98 geography, Matthew MacDonald – 98 computing skills, Kelsey Hill – 97 history, Kevin Ng – 97 history, Madeline Parker – 97 computing skills and Elise Barrett – 97 computing skills.

Congratulations to all Year 10 students and their teachers. These are results that we can all be very proud of.

In 2008, 3 students, Emma Brien, Georgia Emslie and Alexa Green, were selected for inclusion in **ArtExpress**, the Higher School Certificate exhibition for outstanding artwork produced by year 12 students. This is a major feat as only 550 artworks from some 9,000 submissions were kept aside for possible inclusion in this prestigious exhibition and then, approximately 200 artworks were finally selected for **ArtExpress**. Georgia Emslie's HSC work will be displayed at the Art Gallery of NSW from 14 February to 19 April 2009. Emma Brien's and Alexa Green's body of work will be on display at the Hazelhurst Regional Gallery and Art Centre from 7 February to 15 March 2009. Please take the opportunity to visit these exhibitions to view the excellent work produced by not only our talented Kirrawee High students but also the work of other Visual Arts students from across the state.

2008 Report Higher School Certificate

Excellent individual and course results were achieved by our Class of 2008 in the Higher School Certificate. As with previous years, the results of our students placed our school in the top two hundred schools in the state based on the number of 'Distinguished Achievers' awards gained by students.

The Dux for 2008 was Bowen Zhang with a Universities Admission Index (UAI) of 97.75. To achieve this Bowen was awarded 3 Band 6 and 2 high Band 5 results.

Bowen was closely followed by Rebecca Pyne with a UAI of 97.3. Rebecca achieved a mark of 97 in Ancient History, 96 in Dance and a top band result in Advanced and Extension English. Our next two students were Anna Robins and Riley Spring. In all twenty students gained UAI's of above 90. Two students were recognised in the Board of Studies 'Top Achievers' list for individual courses. Rebecca Pyne was placed 5th in state for Dance and David Girle was placed 7th in state for Construction.

Other honours went to Matthew Coulter with a mark of 96 in Senior Science, Georgia Emslie – 95 in Visual Arts, Elizabeth Jones – 96 in Hospitality, Ellie Moroney – 96 in Music 2, Patrick Northam – 95 in Hospitality and Nicola Zagame – 96 in General Mathematics. Fifty-four 'Distinguished Achievers' awards (Band 6 result) were gained by our students. This established Kirrawee as the second top comprehensive government high school in the Shire and highly placed within the state. Twenty-seven courses produced averages above the state average. The best performing courses were Dance – 13% above the state average, Senior Science – 8% , PD/H/PE and Drama – 6.5%, General Mathematics – 6% and Legal Studies – 5.5%.

Courses where large numbers of our students gained Band 6 results were: Music 1 – 45% of our candidates, Dance – 42%, Senior Science – 33%, Music Extension – 29%, Drama – 25%, French and Japanese Beginners – 20%, Ancient History – 19%, Visual Arts – 18%, English Extension 1 and English Extension 2 – 17%, Legal Studies and Hospitality – 15%, Economics – 14%, and Mathematics Extension 2 – 14%.

Our students were also highly successful in gaining selection for the various exhibitions and performances of outstanding HSC practical works. Georgia Emslie's artwork was selected for the *Art Express* exhibition at Art Gallery of NSW as well as the regional tour. Emma Brien and Alexa Green were selected for the *ArtExpress* Hazelhurst exhibition and Alexa's work has also been included in the regional tour. Laura Hanna was selected for *Onstage*, one of only eight students selected across the state. Dane Laboyrie was selected for *Encore*, one of only twenty students across the state. Sam Whelan and David Girle were nominated for *DesignTech*. David was also successful in being included in this exhibition at both the Powerhouse Museum and the state-wide tour. Elise Dunlop, Rebecca Pyne and Anna Robins were selected for *Callback*, the exhibition of outstanding dance performances.

These results continue to maintain our tradition of high academic performance in the Higher School Certificate. Congratulations Class of 2008.

Explanatory Notes:

1. For all 2 unit courses, performance bands range from Band 6 to Band 1. Band 6 is the highest band awarded and contains the marks ranging from 90 -100. Students gaining a Band 6 result were awarded a 'Distinguished Achiever' title by the Board of Studies.
2. For all 1 unit extension courses, performance bands range from Band E4 to Band E1. Band E4 is the highest band awarded and contains the marks ranging from 45 – 50. The maximum mark for a 1 unit extension course is 50.

Teacher responsibilities:

- Model anti-bullying attitudes and behaviour.
- Encourage the teaching of tolerance, respect and valuing of difference and diversity through Key Learning Areas.
- Listen to and respond to reports of bullying. Provide support and refer as needed.
- Implement the school code of conduct and anti-bullying policy.

Parent responsibilities:

- Support the values of tolerance and respect in the home.
- Encourage children to exercise these values in all contexts including at school.
- Report bullying and encourage their child to do so.
- Provide support and encourage their child to seek help.
- Work with the school to resolve bullying issues.

Student Responsibilities:

- Show respect for all members of the school community.
- Speak out against bullying and report it when they see it. Report if you are bullied.
- Support students who are bullied.
- Support the Student Representative Council to assist with anti-bullying suggestions.

Responding to Bullying

The school has and will continue to respond to bullying in the following ways:

- review anti-bullying policy and procedures in response to need.
- provide support from school executive and support staff to members of the school community who have been bullied and to provide disciplinary action and other interventions as required.
- work collaboratively with parents to respond to specific incidents of serious bullying.
- Provide a specific set of procedures for teachers to follow in responding to bullying which involves differential responses for low level and high level incidents and preventative as well as remedial strategies.
- provide a range of curriculum materials across faculties to promote respect, resilience and an anti-bullying culture. These include Mindmatters materials, school developed activities, PDHPE curriculum materials and specific programs such as anti-bullying drama groups, bullying surveys and internet and intranet based support materials such as "Help When You Need It" and www.bullyingnoway.com.

School Shoes

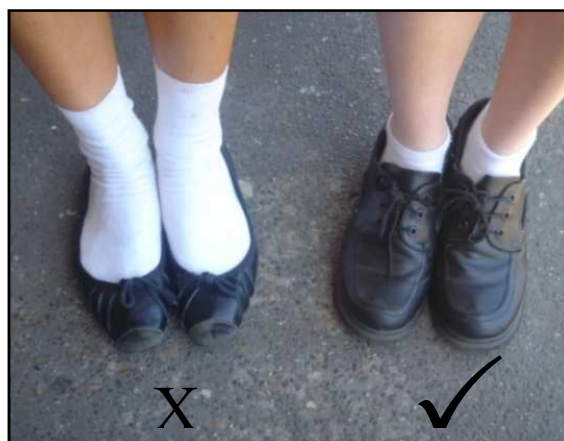
Some students are still not wearing shoes to school that comply with Occupational Health and Safety requirements. Students not wearing covered-in leather shoes, that protect the instep, will not be able to participate in the practical components of Science that involve safety issues (eg acid, glass, scalpels) or practical TAS classes. Unfortunately, some shops still sell shoes that may be fashionable but may not be suitable. Also, some girls are still wearing ballet style slip-ons that have very little support, do not protect the foot and last a very short time.

Some examples of suitable and unsuitable shoes are shown below. The requirement is that students wear lace up leather shoes that cover the instep. The only acceptable shoe here is the lace-up one. The others do not protect the foot.



Not Acceptable

Not Acceptable



Not Acceptable

Acceptable

NON-LOCAL PLACEMENT POLICY AND PROCEDURES

The Kirrawee High School policy and procedures are aligned with the *DET Procedures for Secondary School Enrolment – Transition from Year 6, 2009 to Year 7, 2010* (published annually). The Kirrawee **placement criteria** and procedures are evaluated each year by the School Council. Our enrolment ceiling for Year 7 in 2010 will be 210, which includes a buffer zone of ten. This means that we will actually enrol 200 students. About 50 of these will be non-local students. There are usually about 200 non-local requests for the 50 non-local positions.

Criteria and procedures will be explained in school newsletters in February, 2009, with further information and updates throughout the year. Newsletters are mailed home and to Sydney Region - Miranda Office. They are also accessible on our school website: www.kirrawee-h.schools.nsw.edu.au. Invitations will be delivered to primary schools and an advertisement placed in the *Leader* in late February alerting the community to our **Information Evening on 11th March, 2009** for parents and prospective Year 7 students. The invitations will repeat the list of criteria.

DET and Kirrawee policy and procedures for non-local enrolment will be explained in detail at our Information Evening. Maps, lists of criteria and Kirrawee non-local request for placement forms will be distributed and explained. Parents and students will have an opportunity to talk to Kirrawee staff about the procedures after the meeting. Parents and students also will be able to take individual guided tours of the school over the following three weeks (guided by Year 9 students).

Non-local applicants will submit the white DET expression of interest form back to their primary school. They will also submit directly to Kirrawee High School our purple **non-local request for placement form** and various pieces of supporting evidence (optional). Request forms and attachments usually range from two to twenty pages, with most around ten pages. Details of each request will be entered on a database and the request forms placed into eight large alphabetical folders.

Applicants will be made fully aware of the **appeals process**. The Principal will explain this in detail at the Information Meeting, as well as at a P&C meeting. The appeals process will also be outlined on the request for placement form.

Panel members will be the Principal, one Deputy Principal and a parent representative (female) who has been nominated by our P&C Association. The panel will receive clerical support from a SASS member. Over a five-week period from 1st April to 8th May, 2009 (including two weeks of the school holidays), each of the three placement panel members will take folders home, swap them as needed and **independently read every one of the request for placement forms in detail**. Each panel member will spend at least 25 hours reading the request forms.

Nearly every applicant can meet most of the criteria, and ample evidence is provided by parents to prove this. The panel's job is to **assess the degree to which each applicant meets the criteria, relative to all of the other non-local requests**. After reading each request form, the panel member assigns a grade A, B or C to the request, entering it on their own copy of the database. This is a holistic grade, given after considering everything in the request relating to the criteria. This is done independently, before any discussions with other members have taken place. After all request forms have been read by each panel member, the grades are then all collated and recorded on a fresh copy of the data base. On the database, each applicant now has beside his/her name the grades A B B or C B C or A A A, etc.

Our **placement panel will meet on Monday, 18th May, 2009** to allocate the offers of positions for 2010. The request folders are all on the table and each member has a copy of the database with all of the grades. Each request is discussed, with its three grades, and a consensus determined as to whether a place should be offered to the applicant, keeping in mind the number of positions available. The grades are the major determinant, but each request is discussed and grades sometimes adjusted as a result. A waiting list is determined in the same way. We will make offers at the conclusion of this meeting. Any applicants who don't take up our offer will allow us to draw from our **waiting list of approximately 50 students**. On past experience, many of those on the waiting list will eventually receive an offer from Kirrawee by the end of Term 4, 2009.

Our letters will go out to parents on 20th May, 2009. Panel members, including the Principal, will not discuss requests or procedures with parents. Deputy Principal Clive Houldin (not on the panel) is delegated to field all phone calls, answer questions and take the letters of those who wish to appeal. He explains the process in detail to facilitate their appeal submissions. Appellants may wish to provide new information, more detailed information or simply ask the panel to have another look at the original request. Some parents appeal directly to Miranda Office and the panel also receives those submissions to consider.

Our placement panel will convene an **appeals meeting** to consider the appeals on **18th June, 2009**. Appeals will not be considered after this date. Before the meeting, each panel member independently reads the appeals submissions. Again, panel members assess the appeals in relation to all of the other original requests they have considered earlier. Students whose appeals are upheld will join the waiting list. As with all stages of our procedures, the appeals process is overseen or scrutinized by Miranda Office, with written updates about the progress and outcomes of the panel's work provided to Miranda Office from May through December.

Kirrawee's policy and procedures are thorough, exhaustive and fair to all applicants. We keep our community and Miranda Office informed at each step of the way. The procedures are as transparent as possible, short of breaching the confidentiality of each student's request for placement documents.