



IMPORTANT INFORMATION AND DATES FOR YEAR 12 (2022) AND THEIR PARENT/CARER(S)

YEAR 12 SCHOOL ATTENDANCE

It is the school's expectation that all Year 12 students attend school regularly and punctually, attend all classes and complete all work up to and including Tuesday 20 September 2022.

The period leading up to the HSC examinations is vital in maximising marks in these examinations. Please remember that the HSC examination marks constitute 50% of the overall HSC results and 50% of ATAR scores. These examination results also are used to scale the school assessment marks. Therefore, students may dramatically increase their final results through sustained and focused revision and practice.

HSC EXAMS

Wednesday 12 October – Friday 4 November 2022

Year 12 students can download and print a copy of their HSC Examination timetable from the NSW Education Standards Authority (NESA) Website using their unique pin number. We recommend you place your HSC timetable in a prominent position at home to remind you of exam dates and times. It is important during this time to remember that the best preparation for the Higher School Certificate Examinations is balance. Students must pace themselves by adopting a well thought through and structured approach to their study. Regular exercise, adequate sleep and a good diet are essential components to proper examination preparation.

HSC EXAMINATION MESSAGE FROM THE PRESIDING OFFICER

Mitchell High School's Presiding officer, Mrs Serra, requests that the following instructions, regulations and tips be followed. Drink bottles must be clear, calculators must have their covers off and be non-programmable (see your Head Teacher Mathematics or the NSW Education Standards Authority (NESA) website for permitted calculators), mathematics instruments need to be separated from your stationery. Both your stationery and mathematics instruments should be placed in clear plastic zip lock style bags. All students must use a black biro during exams and no liquid paper or correction tape is permitted. Mobile phones cannot be brought into the examination room. Please arrive at least 20 minutes before examinations and 30 minutes for exams with big candidature (English and General Mathematics). You must stay for the entire duration of the examination; you will not be allowed to leave early.

YEAR 12 SCHOOL REFERENCE

Applications close Friday 9 September 2022

Year 12 students need to apply for a school reference. Applications are made through Google Forms.

<https://forms.gle/WF9CrNHTz4QzYZ1bA>

Applications close Friday 9 September 2022. Mrs Chan and Mrs Saul will distribute school references during Year 12 Clearance on Friday 18 November 2022.

YEAR 12 FORMAL

Tuesday 17 November 2022 at Doltone House Marconi

A tentative booking has been made for the Year 12 Formal at Doltone House Marconi 121-133 Prairie Vale Road, Bossley Park. Formal venue details might change to comply with the venue health restrictions and/or may still be cancelled, if directed by the Department of NSW Health.

Year 12 Formal venue arrivals will start at 6.00pm, dinner at 6.30pm and will conclude at approximately 10.30pm. Formal tickets are \$115.00. Payments will need to be paid by Friday 28 October 2022 to the MHS Administration Office.

It is expected that your son/daughter will enjoy the formal in a manner that is in keeping with the standards regarding behaviour and with appropriate self-discipline. There are no school endorsed activities after the Formal.

If you have any questions, contact Mrs Chan, Year 12 Adviser, in the CAPA Staffroom.



YEAR 12 GRADUATION PHOTOGRAPHS Tuesday 20 September 2022

Year 12 graduation garments, stoles and caps/tassels will be distributed on Tuesday 20 September at the Year 12 HSC meeting. Year 12 students need to be at school by 9.00am.

MHS has organised a professional photographer from MSP to take individual photographs of Year 12 in their graduation gown and cap on Tuesday 20 September 2022.

No parents/visitors are permitted to attend the photography session.

An email will be sent to parent/carer(s) and students through Sentral with the access code to purchase Year 12 Graduation photos from MSP. This is to ensure we adhere to the Privacy Act.

A 20 x 25cm photo can be purchased for \$30.00 or a digital download for \$20.00. **Orders close Friday 28 October 2022.** If you have any questions, please contact MSP Photography on (02) 9831 5505.

YEAR 12 GRADUATION Wednesday 21 September 2022 in the MHS Hall

The Year 12 (2022) Graduation Assembly will be held in the Mitchell High School Hall on Wednesday 21 September 2022.

Students have been sized for their graduation garment. A payment of \$40.00 is required for their graduation garment and cap/tassel. Payments will need to be made to the MHS Administration Office or via the Mitchell High School website using the 'make a payment' tab before Friday 2 September 2022.

Year 12 students will need to arrive to the Graduation Assembly by 9.00am wearing their school uniform with their graduation garment, stole and cap/tassel and meet Mrs Chan outside the school hall. The assembly will commence at 10.30am.

Guest attendance to the Graduation Assembly is via RSVP only. Students can nominate 4 guest(s) on their invitation slip, which is enclosed. The attached slip needs to be returned to Mrs Chan, Year 12 Adviser, in the CAPA Staffroom, by no later than Wednesday 14 September 2022.

For security purposes, a list of RSVP names will be checked at the Mitchell High School front gate on the day of the Graduation Assembly.

YEAR 12 CLEARANCE FROM MITCHELL HIGH SCHOOL Friday 18 November 2022 in the MHS Learning Hub

On clearance day, Friday 18 November 2022, Year 12 students need to meet Mrs Chan in the MHS Learning Hub during the allocated time slot (see table below). To ensure that all Year 12 receive maximum benefit from their school textbook(s), these textbooks will not need to be returned until clearance day. All textbooks must be returned on this day or an invoice of the cost(s) of the textbook(s) will be sent home for payment. If there are any outstanding school fees and/or subject contributions, please ensure that these are paid prior to or on clearance day. If parent/carer(s) have any queries relating to outstanding fees, please contact the MHS Administration Office on 9622 9944 to make an appointment with the Principal, to discuss this matter or the parent/carer can write a letter stating their request. The letter needs to include the parent/carer's name, request, contact telephone number and their signature. When all equipment, textbooks and fees are paid, your son/daughter will be able to proceed to clear out of the school and receive a school reference.

Surname starting with	Period / Time
A – F	Period 1 (9.00am)
G – L	Period 2 (10.00am)
M – S	Period 3 (11.30am)
T – Z	Period 4 (12.30pm)

Payments can be done through:

- Parents Online Payments (link on school's website: www.mitchell-h.schools.nsw.edu.au)
- EFTPOS (payment at the Administration Office or telephone your credit card details)
- Cheque (payment at the Administration Office)
- Cash (payment at the Administration Office).

If you have any questions, please see Mrs Chan, Year 12 Adviser, in the CAPA Staffroom.