



Toolooa State High School
2020 Timetable Change
Information Package

Philosophy

Toolooa State High School prides itself on being a progressive, high-performing, student-centred learning environment. Our teaching staff work tirelessly, but also strategically, to provide the absolute best opportunities for our students to ensure that each and every one of them achieves their best.

High quality teaching and curriculum are key to improving student outcomes. Toolooa State High School is making a deliberate investment in teacher curriculum development through a progressive whole-school timetable change to allow for student-focussed intentional collaboration. This change will enhance our ongoing commitment towards fostering a high quality learning environment, which meets the school's vision of creating graduates who are great learners and great citizens with great futures.

Current Timetable Structure (2019)

- Monday to Friday from 8.45am to 3pm
- Form class 8.45am – 9am daily
- 4 x 70 min lessons per day (20 per week)

Sample Timetable (2019):

	Monday	Tuesday	Wednesday	Thursday	Friday
BS	7:40-8:50	7:40-8:50	7:40-8:50	7:40-8:50	7:40-8:50
FC	8:50-9:00 08A SLADPH LB01	8:50-9:00 08A SLADPH LB01	8:50-9:00 08A SLADPH LB01	8:50-9:00 08A SLADPH LB01	8:50-9:00 08A SLADPH LB01
P1	9:00-10:10 ENG082G DAYAM NA10	9:00-10:10 GEG082E TAYLBO HA08	9:00-10:10 HEC082D SCHLGE DA01	9:00-10:10 GEG082E TAYLBO HA08	9:00-10:10 ENG082G DAYAM NA10
P2	10:10-11:20 MAT082K SULLDA CA07	10:10-11:20 HPE082B COCHJA GB08	10:10-11:20 MAT082K SULLDA CA07	10:10-11:20 ENG082G DAYAM NA10	10:10-11:20 SCI082H RUSTKA GB07
FB	11:20-12:00	11:20-12:00	11:20-12:00	11:20-12:00	11:20-12:00
P3	12:00-1:10 FRW082G DAYAM HA10	12:00-1:10 SCI082H RUSTKA GB07	12:00-1:10 ENG082G DAYAM NA10	12:00-1:10 DGT082A ABURDA LB02	12:00-1:10 FRW082G DAYAM HA10
SB	1:10-1:50	1:10-1:50	1:10-1:50	1:10-1:50	1:10-1:50
P4	1:50-3:00 HPE082B COCHJA GB08	1:50-3:00 MAT082K SULLDA CA07	1:50-3:00 DGT082A ABURDA LB02	1:50-3:00 HEC082D SCHLGE DA01	1:50-3:00 MAT082K SULLDA CA07
AS	3:00-4:10	3:00-4:10	3:00-4:10	3:00-4:10	3:00-4:10

The Need for Change

Our staff relentlessly strive for our students to receive the best quality education possible. To do this, countless hours need to go into planning, meeting, assessing, reviewing, and intentional collaboration. The current model does not allow teaching staff sufficient time to collaborate. As our school culture evolves, teachers are working harder than ever, and putting in more and more hours of their own time. This is detrimental to staff wellbeing and, therefore, to student outcomes.

Timetable Change – Introducing Period Five

From 2020, Toolooa State High School's timetable will be changed to include a fifth period on Fridays. Most students will not be required to stay at school for this fifth period; they will be able to go home early, after completing their standard four-period day. Some other minor changes will occur throughout the week to support Period Five being implemented.

The Details

- Period 5 will run from 1.50pm until 3pm on a Friday afternoon
- Period 5 will be used for students to catch-up truancies, missed exams, or work towards getting back on track for their QCE (senior certificate)
- Most students will not be required to attend Period 5
- During Period 5, teaching staff will be working together to improve the quality of curriculum being taught at Toolooa SHS
- Period 5 is fully endorsed by Toolooa SHS's P&C
- Students still have the same 20 lessons per week, in the same order that they currently have

New Timetable

	Mon	Tues	Wed	Thurs		Fri
BS 7.40am – 8.50am					BS 7.40am – 8.50am	
FC 8.45am – 9.00am	8A	8A	8A		P1 8.50am – 9.50am	ENG
P1 9.00am – 10.10am	ENG	GEO	HEC	GEO	P2 9.50am – 10.50am	SCI
P2 10.10am – 11.20am	MAT	HPE	MAT	ENG	FB 10.50am – 11.30am	
FB 11.20am – 12.00pm					P3 11.30am – 12.25pm	FRW
P3 12.00pm – 1.10pm	FRW	SCI	ENG	DGT	P4 12.25pm – 1.20pm	MAT
SB 1.10pm – 1.50pm					SB 1.20pm – 1.50pm	Most students may go home at 1.20pm
P4 1.50pm – 3pm	HPE	MAT	DGT	HEC	P5 1.50pm – 3pm	
AS 3.00pm – 4.10pm					AS 3.00pm – 4.10pm	

The Changes

- Start at 9am on Thursdays (no form class – students go straight to Period 1)
- No form class on Fridays (Period 1 starts at 8.50am)
- Slightly shorter lessons on Fridays (55 or 60 mins)
- Most students may leave at 1.20pm on Fridays
- Second break on Friday will run from 1.20pm until 1.50pm (30 mins)
- Students may go home via their normal means of transport on Fridays (eg. walk, ride, etc.)

Period Five

Most students will be able to go home at 1.20pm on Fridays. Students who fit the following criteria will be required to stay back at school for Period Five:

- Students who have truanted a lesson
- Students who have an outstanding exam that needs to be caught-up
- Students who are not on track for their QCE (Queensland Certificate of Education)
- Students who are required by a Deputy Principal to stay back as an alternative consequence for breaching Toolooa State High's School's Responsible Behaviour Plan

Students who are unable to get home early on a Friday are welcome to stay behind until 3pm. They will be required to engage in a supervised independent study session in the library.

Students who stay back for Period Five will be organised into the following sessions and supervised by support staff with the appropriate qualifications and staff to student ratios:

Truancies & Missed Exams	Not on Track for QCE	Unable to Get Home
<p>Supervised By: Deputy Principal Guidance Officer Youth Worker Teacher Aides</p>	<p>Supervised By: Guidance Officer Youth Worker Teacher Aides</p>	<p>Supervised By: Guidance Officer Chaplain Supply Teacher/s Teacher Aides</p>
<p>Students who have truanted will be making-up the work that they missed during that lesson. If they don't bring work, they'll be assigned literacy and numeracy work. Students who missed exams will have the opportunity to catch them up during Period Five if they have not negotiated an alternative time with their teacher.</p>	<p>Students who are not on-track for their QCE will be engaging in tutorial-style sessions to work towards passing marks in their subjects. They will be required to bring their own subject materials to work on.</p>	<p>Students in the library will engage in a supervised independent study session. They may do homework, assignments, study, or read. If students have their own device (BYOD), they may access it during this time.</p>

Teachers' Tasks during Period Five

Teachers will use Period Five each week to intentionally collaborate, working towards:

- Planning curriculum to continually improve student outcomes
- Calibration and moderation of student work samples to ensure consistent application of standards
- Planning of differentiation to meet the needs of all students

This time is in addition to the regular staff meetings, faculty meetings and planning/preparation requirements of teachers.

Parent Communication Regarding Period Five

The school is employing a teacher aide to oversee the logistics of Period Five. Parents will be contacted (phone call, text, email) if their child is required at Period Five. Contact will be made by Wednesday on the week that students are required to stay behind. Parents wishing for their child to stay for Period Five will complete forms due to inability to get them home early (available on our website from late 2019) and return them to this teacher aide.

Frequently Asked Questions

Why has the school chosen Fridays for the timetable change?

A range of data was analysed to determine the best day for Period Five to be enacted. Student absences and behaviour incidents are two notable points of data that support the Friday Period Five model. Additionally, the school recognises that an earlier finish on a Friday allows families to start their weekend early.

My child catches the bus home. What will happen with them on a Friday?

Your child is welcome to be signed-up to stay back for Period Five each week as required. Students who cannot get home early will engage in supervised independent study sessions.

What does 'Not on Track for OCE' mean?

See Appendix One for a full summary of the requirements for senior students.

Has this model been successful in other schools?

The Period Five model has been successfully implemented in several other schools, mostly in the Brisbane region. Students, staff and families are happy with the model, and it has resulted in improved student outcomes in each of the schools.

How will the school know if my student has truanted?

A truancy is an unexplained absence for a lesson throughout the week. Our teachers mark their roll electronically every lesson of the day. If a student has been present for the day, but missed a lesson through truancy, their name will be on the list of 'unjustified absences' and will be required to make-up the time in Period Five.

Why has form class been affected?

Friday's form class has been removed to minimise the impact of Period Five on the length of the other lessons. Thursday's form class has been removed to fit requirements of industrial agreements regarding the amount of time classes run for each week.

Will offline classes still run for seniors?

Yes, offline classes will run as usual. This may include some morning and afternoon sessions.

Appendix One: Senior 'At Risk' Criteria

For students to be classified as 'At Risk', they meet one of the below criteria:

- Failing 2 or more subjects
- Failing 1 subject and behind in 1 certificate course (school-based or external provider)
- Behind in 2 or more certificate courses (school-based and/or external provider)
- Failing 1 subject or behind in a certificate course and achieving a low SA in at least 2 other subjects
- For other reasons where calculations reveal the student is predicted to be less than 20 OCE points at the completion of Year 12 and intervention is required.

To be deemed 'behind' in a certificate course, students fail to meet the cut-off listed:

- After semester 1 – 25% completed
- After semester 2 – 55% completed
- After semester 3 – 85% completed.

Attendance and/or Engagement

It is a senior school expectation that if you're identified as 'at risk' and are requested to attend Period Five, you are present and fully engaged. Truancy or lack of engagement in Period Five will result in referral to the Senior School Deputy Principal for further intervention.