Dear Parent/Guardian

Information and an application form for attendance at the Merici College Homework Centre.

This Homework Centre operates in the iC (Library) after school Monday through to Thursday, 3.30pm – 4.30pm. It is facilitated and staffed by members of the Inclusive Education team. There is no cost involved and it is free service in which any student can participate. Students can receive assistance undertaking assignments, locating resources or simply working on their own tasks.

This homework centre is not an afterschool care program and students work independently or with some guidance on self-directed tasks, reading and research of their choice. It is a service that is available to students from Year 7 through to Year 12. If after 4.30pm students wish to continue working independently they can stay in the iC until it closes at 5pm.

Please note that this is not a tutoring session and the Inclusive Education team are there to help guide students not to teach them. If you feel your daughter may need more teacher directed assistance or you are requiring more detailed information about your daughter’s progress or clarification of task requirements, you will be encouraged to make contact with specific subject teachers, pastoral teachers or House/Studies Coordinators.

If you feel your daughter would benefit from being involved in the Homework Centre please fill out the attached form and return it to the College via your daughter’s PC teacher. This service runs all year and students can come for some or all this time. All we request is something in writing to confirm your daughter’s participation or inability to attend the centre.

The Homework Centre will commence Monday 10th February 2014.

For further enquires please contact Mrs Helen Maybin, Inclusive Education Co-ordinator

Yours Sincerely

Helen Maybin

Helen Maybin
Phone: 62434153
Email: Helen.maybin@merici.act.edu.au
**Application for Homework Centre**

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<td>Year Group:</td>
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<td>PC:</td>
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Students that attend the Afterschool Homework Centre are expected to be

- Be on-time to sessions
- Need to sign into the iC on arrival and departure
- Bring all necessary equipment and a positive attitude
- Be polite and respectful to Inclusive Education staff
- Understand that the homework centre closes at 4.30pm as staff need to go home
- Students need to be collected in a timely manner by 5pm when the iC closes

Please indicate with a tick, in the appropriate box the day(s) of the week your daughter will attend the Afterschool Homework Centre

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<th>Monday</th>
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Parent signature:

Date:

Thank you for your application. We look forward to working with your daughter.