



Heads of learning area/teacher-in-charge workshops

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The Curriculum Council is offering half-day workshops for heads of learning areas/teachers-in-charge to:

- review the Curriculum Council assessment and moderation requirements and familiarise themselves with the 2009 WACE Manual
- collaboratively review their school assessment policy
- review their course assessment policies so they are consistent with their school assessment policy and new course requirements.

The purpose of the workshops is to give heads of learning area/teachers-in-charge the information that they need to enable them to provide curriculum and assessment leadership in their faculty groups within the school. If available, a member of the school executive team is encouraged to attend.

Participants are asked to take a copy of their school/faculty assessment policy.

The workshops will be held in late November and early December and the proposed program is attached. Please respond using the attached fax return sheet by 26 September 2008.

Once numbers are determined for each session, venues will be booked and participants will be notified directly.

Proposed program for heads of learning area/teachers-in-charge
assessment forums.

Time AM session PM session	Session	Representative(s)
8.00am – 8.30am 1.00pm – 1.30pm	Coffee and registration	
8.30am – 9.00am 1.30pm – 2.00pm	Curriculum Council update	David Wood
9.00am – 9.15am 2.00pm – 2.15pm	Discussion and questions for clarification	David Wood
9.15am – 9.40am 2.15pm – 2.40pm	School-based assessment in the WACE	Steve Donatti
9.40am – 10.00am 2.40pm – 3.00pm	Panel session concerning school-based and external assessment	David Wood and Curriculum Council officers
10.00am – 10.30am 3.00pm – 3.30pm	Morning tea / afternoon tea	
10.30am – 10.45am 3.30pm – 3.45pm	The school assessment policy	Steve Donatti
10.45am – 11.30am 3.45pm – 4.30pm	Revision of your school assessment policy	Working in school groups
11.30am – 12.00pm 4.30pm – 5.00pm	WACE course external assessments.	Steve Donatti
12.00pm – 12.30pm 5.00pm – 5.30pm	Panel session addressing issues raised; further action and direction.	David Wood and Curriculum Council officers

Proposed Sessions

Proposed sessions are listed below. Please mark your schools' top two preferences in the table below and complete the names and email addresses of HoLA/TIC who will be attending on the table on the next page.

«PrName»

Date	Time	Proposed location	Top pref (1 & 2)
Monday, 17 November	8.00am – 12.30pm	Central/West Metro	
Monday, 17 November	1.00pm – 5.30pm	Central/West Metro	
Tuesday, 18 November	8.00am – 12.30pm	North West Metro	
Wednesday, 19 November	8.00am – 12.30pm	South West Metro	
Wednesday, 19 November	1.00pm – 5.30pm	South West Metro	
Thursday, 20 November	9.30am – 2.00pm	Mandurah	
Friday, 21 November	9.30am – 2.00pm	Bunbury	
Tuesday, 25 November	9.30am – 2.00pm	Geraldton	
Friday, 28 November	9.30am – 2.00pm	Albany	
Monday, 1 December	8.00am – 12.30pm	South East Metro	
Monday, 1 December	1.00pm – 5.30pm	South East Metro	
Tuesday, 2 December	8.00am – 12.30pm	North West Metro	
Wednesday, 3 December	9.30am – 2.00pm	Goldfields	
Thursday, 4 December	8.00am – 12.30pm	North East Metro	
Thursday, 4 December	1.00pm – 5.30pm	North East Metro	
Friday, 5 December	8.00am – 12.30pm	All Metro	
Friday, 5 December	1.00pm – 5.30pm	All Metro	

<p>Please fax to 9273 6371 by 26 September 2008</p>
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