



**John Tonkin College  
Education Support Centre**

**Engage | Educate | Enrich | Empower**



Education Drive, Greenfields  
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# Student Transition Parent Information





## Transition Planning

*The purpose of Transition Planning is to assist Year 10 students to engage in a seamless transition to John Tonkin College Education Support Centre. Students will get to navigate around a new school, meet new students and for teachers to identify and plan an Individual Transition Plan (ITP) for their life beyond school.*

John Tonkin College Education Support Centre (JTCEC) gives students the opportunity to gain skills in order to achieve their full potential and live an independent and productive life. Staff support students with special educational needs by providing tailored subjects through Years 11 and 12.

Transitioning into Year 11 is made easier by visiting the JTCEC site throughout the year. Students are provided with information to consider for their lifelong journey into employment and beyond school; e.g. further TAFE courses.

### Transitioning into Year 11 is designed to:

- ◆ Provide support to students when transitioning from middle school to senior school through familiarity, making friends and experiencing new activities.
- ◆ Introduce students to JTCEC staff.
- ◆ Learn how to get to school using a different bus route and being responsible for getting to school on time.
- ◆ Accept that everybody is different and develop meaningful relationships.
- ◆ Understand that there is a zero tolerance to bullying.
- ◆ Building on the student's skills, knowledge and development.

*At JTCEC, we are committed to the academic, social and emotional needs of all our students. We know a successful transition involves cooperation, collaboration and planning from everyone involved with your child.*

## Transition Supports

*John Tonkin College Education Support Centre is very fortunate to have a full time Transition Officer to help students transition into post school life.*

*The key objectives of the Transition Officer are:*

- Facilitate information sessions with outside agencies.
- Connect parents/carers and students with Centrelink and external agencies.
- Network with various therapy organisations relevant to individual students.
- Create information packs of community sporting and leisure activities in line with the students' interests and future goals which support and encourage community engagement and relationship building enhancing students independence in social settings.
- Provide future Year 11 JTCEC students information on supports and events within the community.

## Come visit JTCEC

Should you have any general inquiries about our school, specialised programs or wish to visit John Tonkin College Education Support Centre, please contact our front office on 08 9583 0571 to arrange a suitable time or email Aaron Spice, Transition Officer on: [aaron.spice@education.wa.edu.au](mailto:aaron.spice@education.wa.edu.au)



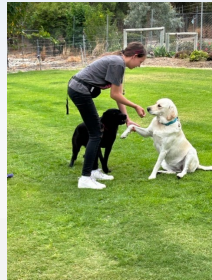
**Hospitality Skill Set - SIT20316**



This skill set provides training for people interested in pursuing a career associated with the hospitality industry. This course will be of interest to students who wish to gain skills and knowledge about working in coffee shops and cafes.

**Animal Studies Skill Set - ACM20121**

This course aims to provide an introduction for the care and maintenance of animals. You will learn about the animal care industry and careers available in its many sectors. Skill sets can be tailored to suit the individual school and the needs of the students.



Students will receive a statement of attainment for the competencies they complete. The course length will be determined by the competencies selected.

**Rural Operations - AHC21216**

This skill set is designed to provide students with basic experience working with plants, maintaining gardens and nurseries, looking after nursery and caring for landscapes.



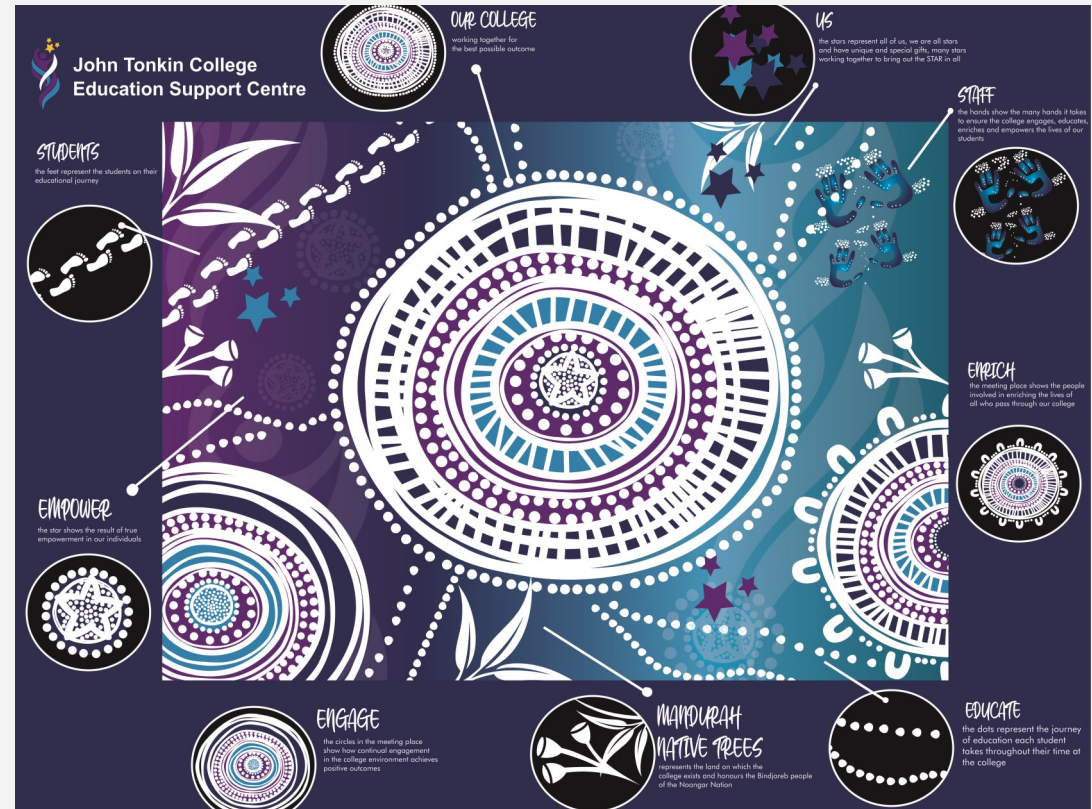
**Our Staff**

<b>School Principal:</b>	Kristin Lucas	<b>Teachers:</b>	x 4
<b>School Psychologist:</b>	Camilla Cresswell	<b>Education Assistants:</b>	x 13
<b>Business Manager:</b>	Trish Magno	<b>VET Trainers:</b>	x 3
<b>School Officer:</b>	Amber Sloan	<b>School Nurse:</b>	2 days per week
<b>Transition Officer:</b>	Aaron Spice		
<b>WPL/VET Officer:</b>	Margaret Bowman		

**Acknowledgement of Country**



We respectfully acknowledge the past and present traditional owners of this land, the Binjareb people of the Noongar Nation. It is a privilege to be standing on Noongar country. We also acknowledge the contributions of the Aboriginal and Non Aboriginal Australians to the education of all children and people in this country we all live in and share together.



## Transport Options

We are located on the Mandurah Education and Training (MET) site, Education Drive, Greenfields. We share the site with Murdoch University, South Metro Tafe and John Tonkin College.

- 1: Students can be dropped off and collected by parents/caregivers.
- 2: Use TransPerth Bus services to JTC Campus Bus number 583, 584 and 586.
- 3: Application can be made to the School Bus Service to collect students throughout the Mandurah area. <https://www.schoolbuses.wa.gov.au/> or phone on 9326 2528.

## School Uniform

The JTCEC school uniform is available for purchase at Fully Promoted EmbroidMe. We encourage parents to order them well in advance of the new school year. All students at JTCEC are required to wear approved clothing purchased at Fully Promoted EmbroidMe located at 1/72 Reserve Drive or phone on 08 9581 9917.

### Summer



- Navy polo shirt with logo
- Navy/black shorts
- Plain navy blue cap

### Winter



- Navy/black pants and top
- Navy windcheater
- Plain navy blue cap

## School Hours

Period 1 & 2	8.25am	10.20am
RECESS - 20 minute break	10.20am	10.40am
Period 3 & 4	10.40am	12.20pm
LUNCH - 30 minute break	12.20pm	12.50pm
Period 5 & 6	12.50pm	2.40pm
<b>END OF DAY</b>	<b>2.40pm</b>	

## Certificate II Construction Skill Set - CPC20220

This course has an emphasis on Occupational Health and Safety and the practical aspects of construction. Students learn basic bricklaying, rendering, tiling, brick paving and general construction skills. Skills learnt, such as using hand tools, working in a team, work place communication and cleaning up after making a mess, are all transferable to a vast number of future employment possibilities.

This course is offered under a third party arrangement with South Metropolitan TAFE (RTO Code 52787). South Metropolitan TAFE is responsible for the quality assurance of the training and assessment and the issue of certificates on successful completion.



## Vocational Education and Training (VET)

Vocational Education and Training (VET) focuses on providing practical skills for work, allowing students to learn basic vocational skills for a particular occupation. At JTCEC, our students we provide students with opportunities to enrol in various VET courses.



### Certificate I in Retail with Hair & Beauty Focus

This qualification has an emphasis on the practical aspects of Beauty Therapy and will provide students with experience in a broad range of beauty therapy treatments and services including facial treatments, leg and arm massage, hair removal, lash and brow treatments as well as nail and make-up services. As well as Communication methods used within the industry and to develop knowledge of occupation health & safety requirements.

### Certificate I Retail SIR20316

This qualification assists students to interact with people in the workplace and develop knowledge about different products in retail. Students operate a lunchtime sausage sizzle or various other food services.

Students who do their work experience in retail outlets are able to put into practice all the skills learnt during the course.



This course is offered under a third party arrangement through Skills Strategies (RTO Code 2401). Skills Strategies is responsible for the quality assurance of the training and assessment and the issue of certificates on successful completion.



### Student Wellbeing

*To educate and develop the whole person in order to create a sense of belonging and active engagement within the community.*

#### School Psychologist:

Camilla is available to assist in your child's emotional health and wellbeing. She is here on Thursdays and Fridays and referrals can be made through the Principal. Students need to have parent permission and be assessed before any counselling can occur. Please contact the Principal if you require further information.

**School Nurse:** We share a nurse with John Tonkin College two days per week.

### School Facilities

#### Workshop

Students will have the opportunity to develop an understanding of material properties – wood, metal, 3D design and plastics, whilst undertaking a variety of projects in our fully equipped workshop.



#### Kitchen

We have a purpose built kitchen designed to enable all students to create simple meals and learn the aspects of hospitality. With the support of Foodbank we provide breakfast club to all students at recess, 4 days per week.



#### Art Studio

The Art room is the creative centre of JTCESC. Students are able to produce a variety of individual and community art through the use of multi media.



## Specialist Programs

John Tonkin College ESC offers a variety of programs that are individualised for your child. Our programs extend to SCSA WACE programs, VET courses, Endorsed courses and Lifeskill programs.

### Literacy / Numeracy / Life Skills & Health & Physical Education

As part of each students Individual Documented Plan, students will focus on functional literacy and numeracy skills, practical work-related experience and the opportunity to build personal skills that are important for life and work.

Health and PE are delivered to students to educate and highlight areas that have a positive impact on the students overall health and wellbeing.

### Workplace Learning



As part of their program the majority of students are required to do 1 day per week of Workplace Learning (WPL) for 10 weeks. Their ADWPL log book is a necessary component of their course and will be checked weekly by the WPL team and the students' teachers.

Doing work place learning is an opportunity for the Year 11 and 12 students to put into practice the skills learnt during their VET courses and the 9 Employability Skills. The information obtained through their log book also assists in the preparation of a resume.

Our school is very privileged to have the support of many local Mandurah and surrounding areas businesses who kindly give our students a chance to gain experience – all of which will put them in good stead for post school transition and employment.

## Cadets - Department Fire & Emergency Services

DFES is a dynamic and challenging youth development program. It assists them to develop practical life skills, leadership, team work and initiative. Cadets learn about the diverse nature of Western Australia's emergency services and develop qualities of community responsibility and service.

### The Benefits

- Develop new skills and knowledge
- Make new friends
- Have fun
- Accredited training
- Apply existing skills and knowledge to different situations
- Develop leadership skills
- Improve interpersonal, communication and team work skills
- Support your community.

Students are taught knot tying, first aid and fire management (where they can gain a certificate). Camps are conducted for both year groups and are a great success. Camps are designed to provide opportunities for students to demonstrate skills associated with independent living, leisure, recreation and communication, while developing and strengthening positive relationships with peers through participation in team and confidence building activities. All cadet units have a Unit Coordinator and Instructors to provide leadership.

