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LEGEND

Senior Schooling Team	Curriculum HOD's	Timetabler	Date Claimers & Information
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TIMELINES & ACTIONS

Term	Week	Senior Schooling Team	Curriculum HOD's	Timetabler	Date Claimers & Information	
Term 2	Week 3		<ul style="list-style-type: none"> NEW Subject Proposals – DUE 	ACCESS Program Cert II Skills for Work <ul style="list-style-type: none"> Project 3 – Careers Resume and Interview Talk (Wk. 4 & Wk. 5) Mock Interviews (Wk. 8) 	Year 10 into 11 Talk by HOD SS <ul style="list-style-type: none"> QCE, ATAR Subject Selections Introduction to Set Planning 	
	Week 4		<ul style="list-style-type: none"> NEW Subject Proposals reviewed by SLT 			
	Week 5		<ul style="list-style-type: none"> Curriculum Handbooks (2025/2026) open for edits 			
	Week 6		Faculty HOD Talks (English, Maths & Humanities) <ul style="list-style-type: none"> Occurring during Mathematics Lesson; Subject <i>Decision Trees</i> issued w/ parent communication 			Faculty HOD Talks (ACCESS Presentation) <ul style="list-style-type: none"> All subjects except for Maths and English (to occur during class time)
	Week 7		<ul style="list-style-type: none"> Parent Communique #1 (Introduction to SET Planning) 			
	Week 8			<ul style="list-style-type: none"> Yr. 10 Mathematics – Semester 2 Subject <i>Decision Tree</i> due to Classroom Teacher (Lesson 1) 	Promotional Phase <ul style="list-style-type: none"> Career Tools Website NLSC SET Plan Padlet QCE Staff Bulletin (<i>Kellie</i>) Facebook (<i>Kellie</i>) HOS Campus News (<i>Kellie</i>) Date Claimer Assemblies 	ACCESS Program <ul style="list-style-type: none"> Introduction to SET Plan Module – Presentation by HOD Senior Schooling (<i>Bliss</i>) Issue student SETP Handbook Booklets (ACCESS) (<i>Kellie</i>) Videos – QCAA, QCE etc. 2025 <i>Subject Preference Survey #1</i> (via Microsoft Forms) – Opens Mon Wk. 8 and closes Fri Wk. 8 (<i>Alex</i>)
	Week 9		<ul style="list-style-type: none"> Curriculum handbooks (2025/2026) to be finalised and approved. 			
	Week 10		<ul style="list-style-type: none"> Curriculum Handbooks (2025/2026) to be published via email, and added onto NLSC Website, and SET Plan Padlet (<i>Vanessa/Damien</i>) 			ACCESS Program – USC Talk re: Pathways & SET Plans
	Term 3	Week 1	ACCESS Program Cert II Skills for Work <ul style="list-style-type: none"> Project 3 – Careers (<i>Bliss</i>) 	<ul style="list-style-type: none"> EOI for SET Plan Staff Superstars to be sent via email (<i>Bliss</i>) Parent Communique #2 (Information re SET Planning Day) (<i>Damien</i>) Booking system (via Microsoft Forms) – Set-up to be completed (open Wk. 3) (<i>Bliss</i>) 		
		Week 2	ACCESS Program <ul style="list-style-type: none"> Yr 10 Assembly (<i>Kellie</i>) SETP Booklets 	<ul style="list-style-type: none"> Faculty Recommendations Due (TBC) Faculty Completed Subject Trees Due (TBC) 		
Week 3		ACCESS SETP Program <ul style="list-style-type: none"> OS SETP (<i>Kellie</i>) VWP Program 	<ul style="list-style-type: none"> Line Structure released to students and parents/caregivers for Subject Selections (<i>V/D</i>) 	SET Plan Printing & Folders <ul style="list-style-type: none"> SET Plan Staff (<i>Kellie</i>) Student Folders & Forms (<i>Bliss</i>) 	<ul style="list-style-type: none"> NLSC College Futures Evening (Tuesday) (<i>Bliss & Alex</i>) Parent Communique #3 (SET Plan Reminder) (<i>Kellie</i>) 	
Week 4		ACCESS SETP Program <ul style="list-style-type: none"> OS SETP (<i>Kellie</i>) VWP Program 	<ul style="list-style-type: none"> SET Plan Staff Training (Monday, 3pm – 4pm) – Learning Lounge (<i>Kellie & Bliss</i>) Microsoft Forms Booking Survey Closes (Friday) (<i>Bliss</i>) TrackED Profiles sent home via email to student and parents (w/ pre-requisites) (<i>Bliss</i>) 			
Week 5		<ul style="list-style-type: none"> Follow-up on bookings not yet made (<i>Bliss</i>) Confirm appointment times – Mail merge email (Wednesday) (<i>Bliss</i>) 				
Week 6		<ul style="list-style-type: none"> Year 10 SET Planning Day – Wednesday, 14 August – ALL DAY (7:30am – 6:00pm) (<i>Senior Schooling Team</i>) 				
Week 7		<ul style="list-style-type: none"> SET Plan Follow-Up (<i>Kellie</i>) 				

- Staff Supporting SET Planning** - Deputy Principals (7-12), Heads of Department (7-12), GO (10-12), House Leaders (10-12) + 1 x Faculty Superstar
- Industry Liaison Officer** – Supporting w/ front-desk support on event day and preparation of materials etc.