

# VICTORIA POINT STATE HIGH SCHOOL

*excellence  
in education*



Academic Dance VPTv Media Robotics Vikings



Learn Think Perform Belong

# ACADEMY HANDBOOK



# VICTORIA POINT

## STATE HIGH SCHOOL

Telephone 07 3820 5888  
Email [admin@vpshs.eq.edu.au](mailto:admin@vpshs.eq.edu.au)  
PO Box 3358 Victoria Point West QLD 4165

*Learn, Think, Perform, Belong* through  
**RESPECT INTEGRITY RESPONSIBILITY**

Department of Education Equity and Excellence

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## Rationale

The Victoria Point State High School Academies are specifically targeted at supporting students who have expressed interest and can demonstrate targeted skills in a specialised field of study.

The Victoria Point State High School Academies aim to create intensive and focused pathways for potential futures, create an environment of motivation, engagement and success, and develop skills and opportunities for students to work with industry professionals and collaborate with the local and wider community in order to build deeper knowledge, skills, training and experience.

The Academy Programs run across Years 7 – 9 (full year), and in Year 10 (semester 1) with transition in semester 2 to align senior subjects with their chosen pathway. In Years 11 – 12 students may choose to follow either a QCE+ATAR or a QCE Pathway.

Students are enriched through the breadth of study, relevance of assessment tasks and through engagement in highly skilled practices. Students are reported on during all reporting periods, parental communication provided during Parent/Teacher interviews and data tracking at each term juncture.

## Extra-curricular

Victoria Point State High School Academy students participate in a wide range of extra-curricular activities aimed at supporting, enriching and recognising their abilities. These include:

- Workshops with professionals
- Competitions
- Excursions and Incursions
- Training Opportunities
- Working with the local and wider community and community businesses including surrounding primary schools
- Days of Excellence
- Enrichment activities



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## Contact Details

School Administration	3820 5888
School Fax	3820 5800
School Website	<a href="http://www.vpshs.eq.edu.au">www.vpshs.eq.edu.au</a>
School Administration e-mail	<a href="mailto:admin@vpshs.eq.edu.au">admin@vpshs.eq.edu.au</a>

## VICTORIA POINT STATE HIGH SCHOOL ACADEMY CONTACT DETAILS

Academic Academy	3820 5872
Head of Department – Humanities: Christina Kasper	<a href="mailto:ckasp1@eq.edu.au">ckasp1@eq.edu.au</a>
Creative Industries Academy - Dance	3820 5880
Head of Department – Creative Industries: Jo Bierton	<a href="mailto:jbier1@eq.edu.au">jbier1@eq.edu.au</a>
Creative Industries Academy - VPtv Media	3820 5880
Head of Department – Creative Industries: Jo Bierton	<a href="mailto:jbier1@eq.edu.au">jbier1@eq.edu.au</a>
STEM – Technologies Academy - Robotics	3820 5868
Head of Department – Technology: Michelle Galpin	<a href="mailto:mgalp0@eq.edu.au">mgalp0@eq.edu.au</a>
Vikings Academy	3820 5866
Head of Department- Health: Tom Marshall	<a href="mailto:tmars193@eq.edu.au">tmars193@eq.edu.au</a>



## Application and Enrolment Processes

VPSHS Academy applications are OPEN all year and are **reviewed by VPSHS Academy staff during week 5 of each school term**, applicants/parent/carer/s will be **notified of the result of their application during week 6**. Where successful applicants require a subject change (moving into Academy from another subject area), this will be facilitated by the Academy manager (HOD) and will ONLY take place once all prior assessment requirements are fulfilled, this will typically occur at the conclusion of a term or semester.

*Note - Some VPSHS Academy programs require additional enrolment processes to take place (eg. Dance auditions), VPSHS Academy staff will advise where this is applicable and how timelines are impacted.*

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### Academic Academy

See subject selection handbook for detailed information about this subject.

[Junior Secondary Subject Selection Handbooks](#)

### Application and Procedure

Submission, via invitation or application, of the completed Scholarship Application Form, academic transcript, resume.

Application link - [Academic Academy - Application – Fill out form](#)



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### Dance Academy

See subject selection handbook for detailed information about this subject.

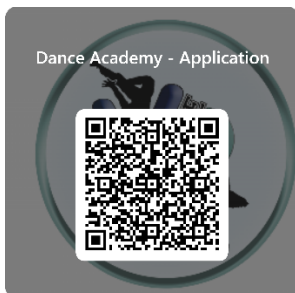
[Junior Secondary Subject Selection Handbooks](#)

### Application and Procedure

Dance Audition.

Submission, via invitation or application, of the completed Scholarship Application Form, academic transcript, resume.

Application link - <https://forms.office.com/r/ssqTKbPxqA>



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### Robotics Academy

See subject selection handbook for detailed information about this subject.

[Junior Secondary Subject Selection Handbooks](#)

### Application and Procedure



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Submission, via invitation or application, of the completed Scholarship Application Form, academic transcript, resume.  
Application link: <https://forms.office.com/r/QA7FAGtKJn>



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### VPtV Media Academy

See subject selection handbook for detailed information about this subject.

[Junior Secondary Subject Selection Handbooks](#)

### Application and Procedure

Submission, via invitation or application, of the completed Scholarship Application Form, academic transcript, resume.

Application link - [Media Academy - Application – Fill out form](#)



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### Vikings Academy

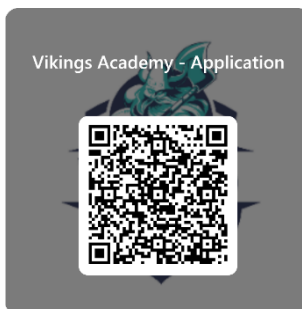
See subject selection handbook for detailed information about this subject.

[Junior Secondary Subject Selection Handbooks](#)

### Application and Procedure

Submission, via invitation or application, of the completed Scholarship Application Form, academic transcript, resume.

Application Link - <https://forms.office.com/r/L8QymGrA68>





## VPSHS Academy Scholarship Details

Scholarships will be awarded to one (1) applicant per year level for each of our Academy programs. Scholarships are awarded based on merit of application, performance criteria and/or available vacancy.

The scholarship value (\$300) will be held by the school. Parent/carer/s can access the Scholarship value for the following:

- School Resource Scheme – Participation at no cost to cover fees.
- Subject Levies – that apply to specialist areas of common program, considering the scope of areas of the Academy.
- Subject Competition/s costs – including History, Geography, Mathematics and Science competitions, Eisteddfods.
- Excursions – curriculum based as requested.
- Additional Information and Communication Technology costs associated with their specialised studies.

Scholarship recipients will have their academic progress and personal conduct reviewed at the end of each term, both Interim and end of semester report cards as well as Parent/Teacher interviews inform this process.

For further details regarding scholarships please consult the relevant Academy Head of Department or contact the school office on 3820 5888 or email [admin@vps.shs.eq.edu.au](mailto:admin@vps.shs.eq.edu.au)

## Scholarship Application Processes

All scholarship applications for VPSHS Academies must be entered through the completion of VPSHS Scholarship Application forms found at:

<https://forms.office.com/r/0VV4nYziPM>



Scholarship applications **close** end of day **Friday of Week 2 of Term 1**

Scholarship applications are reviewed by a panel consisting of Deputy Principal, Head of Department and Business Manager. The criteria for awarding scholarships are:

- demonstrated performance, and
- aptitude and potential to excel in their chosen field

Successful applicants will be notified by Academy Deputy Line Manager before COB on the **Friday of Week 10 of Term 1** and presented at the next available full school assembly.



## VPSHS Academy Timelines

Note – timelines are a guide and may vary due to changes in circumstance or process

Year PREVIOUS to Enrolment	
Term 1	<ul style="list-style-type: none"> <li>VPSHS Enrolment Officers visit feeder primary schools               <ul style="list-style-type: none"> <li>VPSHS Enrolment EOIs flyer distributed – includes option to nominate interest in VPSHS Academy programs</li> </ul> </li> </ul>
Term 2	<ul style="list-style-type: none"> <li>Subject Information &amp; enrolment Event               <ul style="list-style-type: none"> <li>VPSHS Academy Information Sessions</li> <li>Distribution of VPSHS Academy application flyers</li> </ul> </li> <li>Application OPENS for Year 6 → Year 7 applicants</li> </ul>
Term 3	<ul style="list-style-type: none"> <li>Scholarship applications OPEN</li> </ul>
	<ul style="list-style-type: none"> <li>Academy Transition Days               <ul style="list-style-type: none"> <li>All Year 6 → Year 7 applicants invited</li> <li>Hosted at VPSHS</li> <li>Facilitated by Academy staff and students</li> <li>Full day VPSHS Academy experience – 4 x 70-minute sessions.</li> </ul> </li> </ul>
Term 4	<ul style="list-style-type: none"> <li>Year 5 Day of Excellence: Academy Workshops</li> </ul>
	<ul style="list-style-type: none"> <li>Year 6 → Year 7 applications reviewed by VPSHS Academy staff</li> </ul>
	<ul style="list-style-type: none"> <li>Application decisions for subsequent year advised</li> </ul>
Year OF Enrolment	
Term 1	<ul style="list-style-type: none"> <li>VPSHS Academy fees Invoiced</li> </ul>
	<ul style="list-style-type: none"> <li>Scholarship applications CLOSE</li> </ul>
	<ul style="list-style-type: none"> <li>VPSHS Academy Fees DUE</li> </ul>
	<ul style="list-style-type: none"> <li>Scholarship decisions advised</li> </ul>
	<ul style="list-style-type: none"> <li>Additional Term 1 applications reviewed</li> </ul>
	<ul style="list-style-type: none"> <li>Scholarship recipients awarded (Full School Assembly)               <ul style="list-style-type: none"> <li>Additional Term 1 application decisions advised</li> </ul> </li> </ul>
Term 2	<ul style="list-style-type: none"> <li>Additional Term 2 applications reviewed</li> </ul>
	<ul style="list-style-type: none"> <li>Additional Term 2 application decisions advised</li> </ul>
Term 3	<ul style="list-style-type: none"> <li>Additional Term 3 applications reviewed</li> </ul>
	<ul style="list-style-type: none"> <li>Additional Term 3 application decisions advised</li> </ul>
Term 4	<ul style="list-style-type: none"> <li>Continuing student applications DUE</li> </ul>
	<ul style="list-style-type: none"> <li>Continuing student applications reviewed</li> </ul>
	<ul style="list-style-type: none"> <li>Continuing student application decisions advised</li> </ul>



## Code of responsibilities – VPSHS Academy Programs

The expectations of students that apply and are accepted into the VPSHS Academy go beyond those outlined for the general student population in the Victoria Point State High School 'Student Code of Conduct'. VPSHS Academy members are afforded additional privileges in regards to their engagement in extracurricular opportunities and programs and they therefore are held to a higher standard. These additional expectations fall well within the capabilities of high performing students within the Victoria Point State High School context and it is fully anticipated that all VPSHS Academy students will excel in their attainment of these higher standards.

### Responsibilities as a VPSHS Academy Student

- Uphold the school values of Respect, Integrity and Responsibility at all times.
- Do NOT bring the VPSHS Academy program in to disrepute.
- **SATISFACTORY** or above in all **BEHAVIOUR** results at reporting
- Meet all Schoolwide expectations without exception,
- Meet additional Academy member expectations. These include but are not limited to
  - Strive for personal excellence by working hard and engaging in Academy activities
  - Learn to value honest effort, skilled performance and improvement
  - Be courteous and responsible. You are representing our school and our Academy program where other students and community members will be watching your actions
  - Attend all workshops, competitions and events
  - In the event that attendance at workshops, competitions and events cannot be met, immediate and prompt notification to Academy staff needs to occur
  - Treat all equipment and property of the school, yourself and your peers with care and respect
  - Represent the academy in a professional manner, which includes correct presentation of academy standards through adhering to uniform and dress code.

### Responsibilities as a VPSHS Academy Parent or Carer

*Parents and carers are requested to:*

- Encourage your student to always follow school procedures and codes of conduct. The good example you set by respecting the decisions of staff, tutors, and guest presenters can do much to support this
- Develop in your student a commitment to an honest effort and good attitude in order to improve his/her skills and personal performance
- Instill in your student the ability to accept losses and setbacks without undue disappointment
- Develop in your student an appreciation and respect for academic experimentation and trial and encourage him/her to participate in the spirit of the Academy
- Applaud good performances by all students participating in an activity
- Acknowledge and support the role played by your student's allocated Academy staff member
- Manage/meet the financial requirements of your student's enrolment in the VPSHS Academy

### School performance expectations

The expectation of VPSHS Academy members is that they will perform to the best of their ability in all areas of school life. The minimum acceptable performance results are listed below:

- Attendance at scheduled tutorials where applicable (advised by Academy staff)
- Completion of all **ASSESSMENT** tasks by advertised due dates
- Completion of the requirements of all class teachers (Homework, class tasks and activities)



### Attendance requirements

The agreed minimum acceptable attendance for students at Victoria Point State High School is **92%** and this is also the minimum acceptable attendance for **ALL** VPSHS Academy members. This equates to a maximum of two (2) days absent per term. VPSHS Academy students are required to follow the VPSHS process for reporting student absence.

### Academy Participation:

VPSHS Academy members are expected to be actively involved in **ALL** activities which Academy staff members require them to attend. These activities may include but are not limited to:

- Academy incursions and excursions
- Promotional Events – Academy members will participate in promotional events at our school, local primary schools and community clubs and venues.

### Financial Requirements

VPSHS Academy programs afford students additional opportunities not provided to the general student population. In order to facilitate these opportunities parents/carers/students enrolling in a VPSHS Academy program are required to contribute to the cost of facilitating these opportunities through payment of an annual VPSHS Academy fee.

The financial requirements for continued enrolment in a VPSHS Academy include:

- Subscription to the VPSHS School Resource Scheme (SRS), with either payment in full or an up-to-date payment plan entered into prior to SRS invoice due date.
- **NO** outstanding financial obligations recorded with the VPSHS finance team (Eg.debt carried over from previous years, activities, resources or events)
- Academy fee payment in FULL or an active\* payment plan entered into prior to COB on the **Friday of Week 8 of Term 1.**

Please Note - Many of the financial commitments made by the school for VPSHS Academy programs are based on student application numbers at the start of the year, therefore where a student withdraws refunds may NOT be possible.

### Breaches of financial requirements:

Academy and VPSHS finance staff will review enrolled VPSHS Academy students' financial currency at the end of Week 8 of each term. Where a student is found to be in breach of any financial requirements listed above the following process will be applied:

- Parent/carer notification of breach
- Student removal from VPSHS academy program (timetable change facilitated)
- Any costs incurred through VPSHS Academy activities will be invoiced to the student's account.



## Breaches of Code of Responsibilities

### Minor Breaches:

Where VPSHS Academy staff become aware of any minor breach of the VPSHS Academy Participant Agreement the following process will be applied:

1. **Verbal warning** – student will be provided with a verbal warning, breach of participant agreement to be acknowledged and restorative practices applied.
2. **Breach Notice** – where a student continues to breach the participant agreement through repeat behaviours or multiple incidences of minor breaches, they will be issued a written breach notice which will also be provided to their parent/carer/s and will be recorded as a OneSchool contact.
3. **Major Breach** – continued or repeated minor behaviours will constitute a major breach.

### Major Breaches:

Where VPSHS Academy staff become aware of a major breach of the participant agreement, they will act to ensure the integrity of the VPSHS Academy program and will immediately review the enrolment of the student in the VPSHS Academy program. Major breaches will result in the following process:

1. **Exclusion Notice** – where student conduct results in a major breach of the participant agreement, they will be issued an exclusion notice which will also be provided to their parent/carer/s, year level deputy and will be recorded as a OneSchool contact. Their timetable will be amended as soon as practical to remove them from VPSHS Academy classes and activities. The following conditions will apply for exclusions:
  - a. Exclusions will be issued for the calendar year in which the major breach occurred.
  - b. Academy fee refunds will NOT be possible. If the student is a scholarship recipient, the balance of the scholarship will be withdrawn.