

**** Current Registration Form****



Charters Towers
School of Distance Education
Distance is No Barrier



H o m e T u t o r S c h o o l S e m i n a r 2 0 1 7

Something For Everyone

Contents

Motels/Caravan Park Details	3
Costs.....	4
Tutor, Student and Governess Registration and Payment of Fees Information.....	5
Student Program.....	6
Vaccinations.....	7
Childcare	7
School Photos.....	7
Parent/Tutor Program	8
Sale of Goods.....	8
Technology Enquiries.....	8
How to Find.....	9
The School	9
Arthur Titley Centre	9
The World Theatre	9
Monday 20 February 2017	10
Tuesday 21 February 2017	11
Wednesday 22 February 2017	12
Thursday 23 February 2017.....	13
Friday 24 February 2017	14
Map of Charters Towers	15
2017 Home Tutor Registration Form	17
2017 Governess Registration Form	19

Motels/Caravan Park Details

Listed below are some of the accommodation facilities that exist in Charters Towers. Please note: If you have already booked, please remember to confirm your booking.

Accommodation	Telephone No.
Aussie Outback Oasis Cabins & Van Village (Flinders Highway)	07 4787 8722
Cattleman's Rest Motor Inn (cnr Bridge & Plant Street)	07 4787 3555
Country Road Motel (6 Mt Leyshon Road)	07 4787 2422
Dalrymple Caravan Park (Lynd Highway)	07 4787 1121
Affordable Gold City Motel (Lynd Highway)	07 4787 2187
Motel Charters Towers (95 Hackett Terrace)	07 4787 1366
The Park Motel (1 Mosman Street)	07 4787 1022
Hillview Motel (3 Flinders Highway)	07 4787 1973
Heritage Lodge (94 Dr George Ellis Drive)	07 4787 4088
The Royal Private Hotel (100 Mosman Street)	07 4787 8688
Top Park, Charters Towers (37 Mt Leyshon Road)	07 4787 7944

It is recommended that you identify yourself as being involved with the SDE activities as some of these places offer discounts to SDE families.

Costs

Adults seminar attendance	\$66 for week (Tues to Friday morn) Or Tuesday – Thursday \$19.80 per day Friday \$6.60
Students attending days only Prep – Year 3 students Year 4 – 6 students days only) Year 7 -12 days only)	\$22.80 for the week or \$5.70 per day \$26.40 for week or \$6.60 per day
Students camping over Year 4 – 6 students camping	Includes 3 meals, fruit etc /day plus after dinner activities \$80.90 or \$20.70 per day
Students in Year 7 -12 camping	\$89.60 or \$26.50 per day
Maximum cost for each family (This will cover all registration and fees for the camp for a family – not including Governess)	\$286
Under- Preparatory Age (lunch to be provided by tutor/parents)	\$0

Families or tutors experiencing difficulties with the cost of attendance should contact Lesley Griffin the Parent Liaison Officer (4754 6843) for assistance.

Tutor, Student and Governess Registration and Payment of Fees Information

Complete the registration form/s at the back of this document.

There is a separate one for registering your Governess and one for yourself.

Don't forget to indicate whether your child/ren is/are day students or camping for invoicing purposes.

The Tutor School payment should be made upon receipt of your school generated invoice.

You will receive your invoice once your registration form has been received and processed.

Payment can be made as follows:

- send a cheque with a note quoting your name and invoice number
- call the front office staff on 07 4754 6888 to pay by credit card
- BPoint payment as per your invoice
- direct deposit to the schools bank account using the invoice number as the reference

BSB: 064-805

CBA Charters Towers

Account: 091-251

Name of Account Charters Towers SDE

An official school receipt will be forwarded to you.

If you would like to pay during Tutor School, to alleviate a long wait at the front counter during office hours (Monday – Friday 8am – 4pm), place your payment in an envelope with your name, child's name and year level on the front, and hand it to the office staff who will process your payment later.

Student Program

Student registration, gear drop off etc commences at 8.30 Monday morning. The students will participate in daily class activities conducted by their teachers. All student activities will occur at the school or camp venue. The week commences Monday morning 9:00 am and finishes Friday at noon.

All children will be attending some swimming classes during the school. Parents are to ensure that the Annual Approval forms and the medical forms are completed are sent to the school by 17 February 2017.

Senior School Information

Senior school students will run a conference style program. Conference participants may elect to stay at self-provided accommodation or participate in a 'live-in' situation based back at school each night. The Senior School Head of Department will manage this, so for further information please contact the HOD on 07 4754 6816.

Morning tea, lunch and afternoon tea will be provided at the school. The conference sessions will begin at 9:00am and finish at 3:00pm. Afternoon activities are planned to continue until 5:00pm except for Friday with camp finishing at 12 noon.

Evening activities will be organised for those 'living in' at school. Students staying at self-provided accommodation will need to be collected at 5:00pm each day.

Vaccinations

Vaccinations in 2017 for Years 7 and 8 students will be conducted during Home Tutor School.

Childcare

Below is a list of childcare providers in Charters Towers that you can contact if you wish.

Charters Towers Child Care Centre

17 Gordon Street
Charters Towers Q 4820
PH: (07) 4787 3225

Family Day Care Townsville & Regions

(Charters Towers Carers)
265 Ross River Road
Aitkenvale Q 4814
PH: (07) 4728 2333

Bright Horizons Childcare

75 Racecourse Road
Charters Towers Q 4820
PH: (07) 4787 7832

Charters Towers Kindergarten

10 Bridge Street
Charters Towers Q 4820
PH: (07) 4787 1860

School Photos

School photos will be taken on **Wednesday 22 February**. Students must wear the school uniform.

An envelope will be mailed to you for ordering of school photos. Payment must be made using this envelope/order form **using the correct money/cheque**. There will be a drop box at the front counter for these envelopes.



Parent/Tutor Program

The tutor program is aimed at providing tutors with further skills for use in their home classrooms, broader skills that may have a vocational aspect but are also valuable in the home teaching role and to experience a time to share with other home tutors.

While it is enjoyable to experience entertaining and social activities, our choice of program sessions is based on the school's core responsibility of supporting the educational needs of each child.

To facilitate organisation and catering, tutors will need to indicate session attendance by 17 January 2017.

Please detach your registration form, which is attached at the back of this booklet and return to the school by 17 January 2017.

The registration will be accepted by:

Email: cpeck6@eq.edu.au

Fax: 07 4754 6800

In person (The school will be closed for Christmas vacation from 9 December 2016 and will reopen on 17 January 2017).

Sale of Goods

Teaching aids and school uniforms are available to purchase at the school's office during normal office hours.

Technology Enquiries

Persons with enquiries regarding lessons or computers may arrange with Lesley Griffin at the World Theatre, a suitable time to talk with Rosemary Hughes.

How to Find...

The School

Our school is quite easy to find. The turn off to the school is on the bypass road – Hughenden to Townsville – called York Street. Look for the street named “Armstrong Road”, also located on the signposts is a blue street sign “School of Distance Education”.

Approximately 100 metres down Armstrong Road, the road splits – take the right road, Brisk Street. Follow Brisk Street for about 400 metres, over a floodway and the school is on your left.

There is ample parking at the rear of the school grounds, off Philipson Road left at Amalgamated Pest Control and outside the school gates. Please do not park in the school grounds.

Arthur Titley Centre

Situated in Mosman Street, across from the World Theatre.

Monday morning

Registering with Parent Liaison Officer, Lesley Griffin, morning forum, morning tea and lunch.

Tuesday to Thursday

Morning tea and lunch will be served in the dining hall.

The World Theatre

From Tuesday onwards, seminar styled presentations will be conducted daily for attendees.

It is situated in Mosman Street, across from the Arthur Titley Centre, beside Henry’s Restaurant.

Gold and Beef Rooms

For Monday afternoon session of Blackboard/iCollaborate. These rooms are at the Regional Council’s buildings (previously Dalrymple Shire Council). Opposite the Waverly Hotel at 12 Mosman Street.

Monday 20 February 2017

REGISTRATION

Invoices will be sent on the receipt of registration form.

Payment is to be made to the school prior to Tutor School.

P&C MEETING

The annual general meeting of the P&C

INTRODUCTION TO LANGUAGES

Come along and meet our Japanese and Chinese teachers together with our HOD.

BLACKBOARD

This sessions covers the use of Blackboard (an e-learning management system) that our students use and will make greater use of over the next few years. This session provides tutors with ways to support and assist a student in using Blackboard and maximising the e-learning processes.

****Recommended for new Home Tutors****

Time	Session	Audience	Presenter & Venue
Before 10:00am	Registration before 10.00am At the Arthur Titley Centre incorporating Morning Tea	ALL	
10:30am - 11:00am	Welcome and Introduction	ALL	John Clark (Arthur Titley Centre)
11:00am - 11:45am	Outreach Group Meetings	ALL	(Arthur Titley Centre)
11.45am - 12:45am	P & C Meeting AGM	ALL	John Clark (Arthur Titley Centre)
12:45pm to 1.45pm	Lunch Arthur Titley Centre		
1:45pm - 3:00pm	Introduction to Languages	ALL	Jade Wager (Arthur Titley Centre)
	OR		
	Blackboard / iCollaborate	ALL	Cindy Milanovic Gold and Beef Rooms Mossman St

Meet N Greet

Monday 20 February 2017

6pm start

Aussie Outback Oasis – Big 4 Caravan Park

Come along to welcome new Home tutors and mingle with old friends at the P&C Meet N Greet at the Aussie Outback Oasis Cabins and Van Village on Monday 20th February, 6pm. The P&C will be providing nibbles and you are more than welcome to BYO drinks. The Meet N Greet is a kid friendly evening so please bring the kids as there will be plenty of room for them to play with their mates. Bookings are essential and a booking form will be sent out once school commences again in 2017.

Tuesday 21 February 2017

Dr Neil Carrington



Dr Carrington started his career as a teacher in Cunnamulla, a remote community west of Brisbane with a high Indigenous population. Here he saw bright, young Indigenous children who were naturally clever but struggled to excel because their needs weren't being met by mainstream education. This realisation drove him to complete a postgraduate degree in Special Education, and develop a strong interest in child development.

With an additional Master's Degree in Special Education, a Master's Degree in Counselling and Guidance, and a PhD in Educational Psychology; Dr Carrington's background has been a strong foundation to Act for Kids' new work in developing the education and training of child protection practitioners with the goal of further improving practice across the sector.

Prior to joining Act for Kids, Dr Carrington was the Foundation National Director of the Leadership Centre for the Australian Council for Educational Research (ACER) where he provided professional development for education professionals in Australia and encouraged sector best practice.

Dr Carrington also lectured in Child Psychology, Educational Psychology and Teaching Practice at Queensland University of Technology and the University of Western Sydney, and he was formerly the Director of School Experience at the University of New England.

Currently, Dr Carrington is a Harvard Club of Australia Fellow 2012-13. He was awarded a prestigious scholarship to attend the CEO program at Harvard University's Graduate School of Business. Dr Carrington also serves on the Board of Business South Bank.

Time	Session	Target Audience	Presenter & Venue
8:30am	Morning Forum	ALL	John Clark (World Theatre)
9:00am-10:30am	DR NEIL CARRINGTON	ALL	Dr Neil Carrington (World Theatre)
10:30am	Morning Tea Break		
11:00am – 12:30pm	DR NEIL CARRINGTON	ALL	Dr Neil Carrington (World Theatre)
12:30pm	Lunch Break		
1:30pm to 3:00pm	DR NEIL CARRINGTON	ALL	Dr Neil Carrington (World Theatre)
3:00pm	End of School Day		

This is an all-day event covering:

RESILIENCE

Resilience is your ability to cope with tough times by applying your inner strength and engaging support networks. Resilience can not only enable you to face difficult situations, but often provides an opportunity to further develop your coping skills.

Several factors which develop and sustain a person's resilience

1. The ability to make realistic plans and being capable of taking the steps necessary to follow through with them
2. A positive self-concept and confidence in one's strengths and abilities
3. Communication and problem-solving skills
4. The ability to manage strong impulses and feelings

It is strongly recommend that tutors avail themselves of this opportunity to hear, learn from and enjoy an exciting and unique speaker.

Lee Denton

(M Ed, B Ed, Dip. Teach.)



Lee is an experienced educator and school administrator with over 30 years working with educators, parents and community organisations throughout New South Wales and Queensland.

Lee's experience includes over 10 years' classroom teaching across all school aged groups and explicit literacy experience as a Reading Recovery Teacher and through the Early Literacy in the Classroom (ELIC) Program. Lee has also held numerous senior administrative positions in schools.

Lee's extensive experience supporting students and educators includes:

- Principal & Assistant Principal Roles
- Director of Curriculum: Prep – Year 7
- Reading Recovery and classroom teaching positions
- Special Education Teacher
- Adult Literacy
- supporting school clusters with assessment, evaluation and reporting.

Lee also possesses:

- a thorough understanding of all aspects of literacy including the practical aspects, processes and strategies used, the challenges faced and providing solution-focussed outcomes
- high levels of experience in providing strong leadership, mentoring staff, motivating & building teams
- highly developed skills in curriculum planning and implementation

Wednesday 22 February 2017

Time	Session	Target Audience	Presenter & Venue
8.30am	Morning Forum	ALL	John Clark (World Theatre)
9.00am – 10.30am	LEE DENTON – Reading Workshop	ALL	Lee Denton (World Theatre)
10:30am	Morning Tea Break		
11.00am - 12.30pm	LEE DENTON – Reading Workshop	ALL	Lee Denton (World Theatre)
12:30pm	Lunch Break		
1.30pm - 3.00pm	LEE DENTON – Reading Workshop	ALL	Lee Denton (World Theatre)

This is an all-day event covering:

This workshop specifically caters to the diverse role of Tutors and will assist participants gain understandings about supporting student reading. Topics covered will include:

- Shared Reading (explicitly teaching reading strategies to struggling readers)
- Structured Reading (providing intervention for individuals and small groups)
- Guided Reading

To build knowledge of the reading process, the workshop will also address prompts and strategies which improve students' abilities to problem solve and navigate texts.

Special attention is given to:

- Introducing texts in reading / identifying challenges in reading
- Providing supports to assist students to overcome these challenges
- Making judgements using data and observations

Lee Denton

(M Ed, B Ed, Dip.Teach.)



Lee is an experienced educator and school administrator with over 30 years working with educators, parents and community organisations throughout New South Wales and Queensland.

Lee's experience includes over 10 years' classroom teaching across all school aged groups and explicit literacy experience as a Reading Recovery Teacher and through the Early Literacy in the Classroom (ELIC) Program. Lee has also held numerous senior administrative positions in schools.

Lee's extensive experience supporting students and educators includes:

- Principal & Assistant Principal Roles
- Director of Curriculum: Prep – Year 7
- Reading Recovery and classroom teaching positions
- Special Education Teacher
- Adult Literacy
- supporting school clusters with assessment, evaluation and reporting.

Lee also possesses:

- a thorough understanding of all aspects of literacy including the practical aspects, processes and strategies used, the challenges faced and providing solution-focussed outcomes
- high levels of experience in providing strong leadership, mentoring staff, motivating & building teams
- highly developed skills in curriculum planning and implementation

Thursday 23 February 2017

Time	Session	Target Audience	Presenter & Venue
8.30am	Morning Forum	ALL	John Clark (World Theatre)
9.00am – 10.30am	LEE DENTON – Writing Workshop	ALL	Lee Denton (World Theatre)
Morning Tea Break			
11.30am – 12.30pm	LEE DENTON – Writing Workshop	ALL	Lee Denton (World Theatre)
Lunch Break			
1.30pm – 3.00pm	LEE DENTON – Writing Workshop	ALL	Lee Denton (World Theatre)

This is an all-day event covering:

This workshop specifically caters to the diverse role of Tutors and will assist participants gain understandings about supporting student writing. Topics covered will include:

- Joint Construction (explicitly teaching writing strategies to individuals or small groups of struggling writers)
- Interactive Writing (providing intervention for individuals and small groups)
- Guided Writing (supporting classroom writing programs)

To build knowledge of the writing process, the workshop will also address prompts and strategies which improve students' abilities to problem solve and navigate texts.

Special attention is given to:

- Identifying challenges in writing
- Providing supports to assist students to overcome these challenges
- Making judgements using data and observations

Friday 24 February 2017

Lee Denton

(M Ed, B Ed, Dip.Teach.)



Lee is an experienced educator and school administrator with over 30 years working with educators, parents and community organisations throughout New South Wales and Queensland.

Lee's experience includes over 10 years' classroom teaching across all school aged groups and explicit literacy experience as a Reading Recovery Teacher and through the Early Literacy in the Classroom (ELIC) Program. Lee has also held numerous senior administrative positions in schools.

Lee's extensive experience supporting students and educators includes:

- Principal & Assistant Principal Roles
- Director of Curriculum: Prep – Year 7
- Reading Recovery and classroom teaching positions
- Special Education Teacher
- Adult Literacy
- supporting school clusters with assessment, evaluation and reporting.

Lee also possesses:

- a thorough understanding of all aspects of literacy including the practical aspects, processes and strategies used, the challenges faced and providing solution-focussed outcomes
- high levels of experience in providing strong leadership, mentoring staff, motivating & building teams
- highly developed skills in curriculum planning and implementation

Time	Session	Target Audience	Presenter & Venue
8:30am	Morning Forum	ALL	John Clark (World Theatre)
9.30am To 12.00am	LEE DENTON – Reading Stamina	ALL	John Clark (World Theatre)

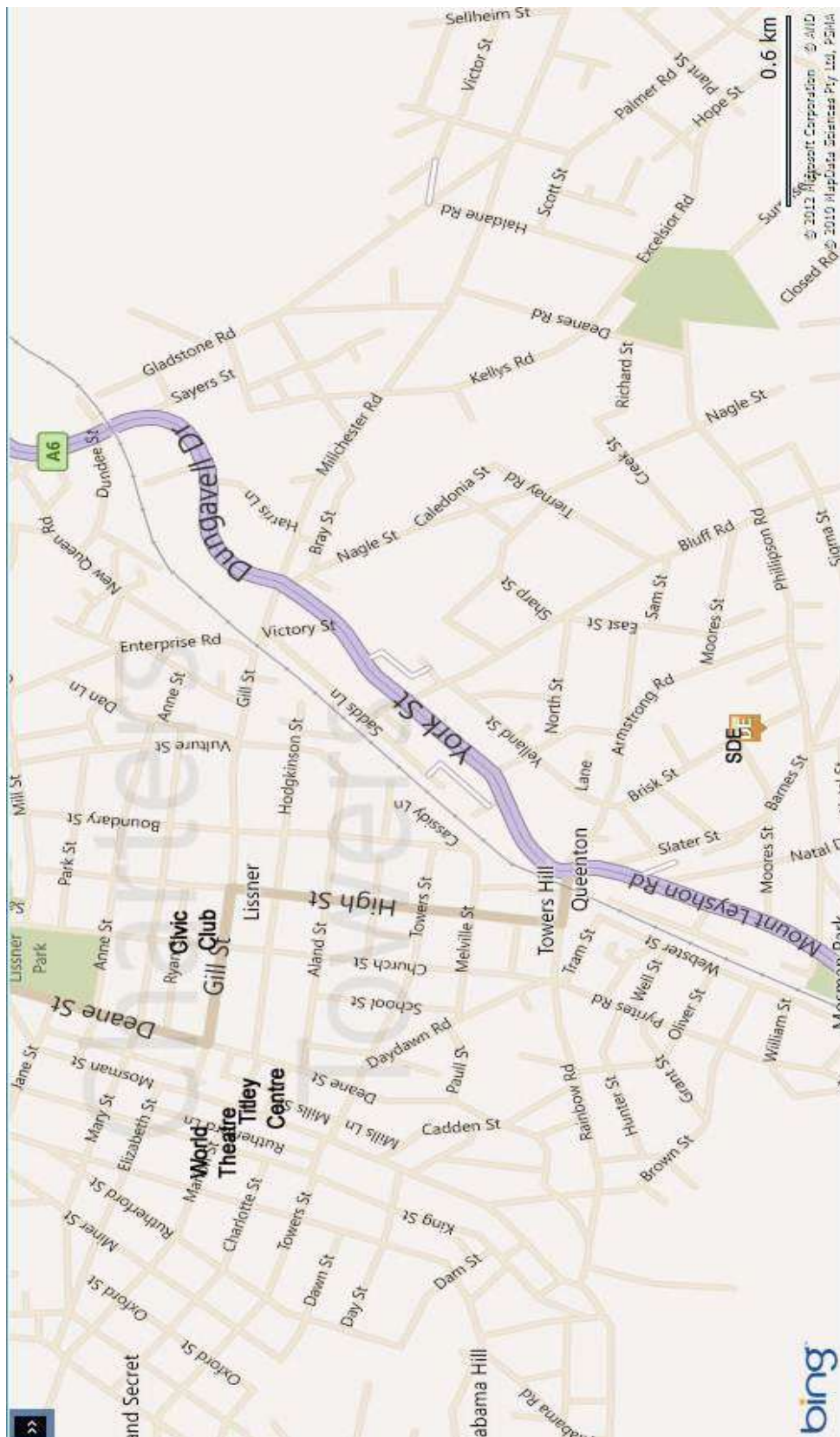
This is a morning event::

In this workshop, participants will explore ways to increase the reading mileage of all students to yield a higher return.

Participants will:

- explore why reading mileage matters
- discuss suitable texts for independent reading
- examine the importance of overlearning, or developing automaticity of reading subskills and strategic actions
- examine the roles of independent reading models within the classroom literacy program
- discuss the critical role of reading at home across all year levels
- discuss procedures for building reading stamina and maintaining engagement
- examine the role of tasks to accompany independent reading
- identify the difference between 'busy work' and high yield mastery learning

Map of Charters Towers



**Please complete the
Registration Form/s,
detach and either
fax or email
(cpeck6@eq.edu.au)
the form before
17 January 2017**

2017 Home Tutor Registration Form

Please return this form to cpeck6@eq.edu.au or by fax 4754 6800 by 17 January 2017.

Name: _____

Address: _____

Telephone: _____

Emergency No: _____

CHILDREN ATTENDING

Name	Days Attending (Please circle)	Year Level	Camping	Day Student Only
1.	M T W T F			
2.	M T W T F			
3.	M T W T F			
4.	M T W T F			
5.	M T W T F			

HOME TUTOR SESSION OPTIONS:

Please select carefully. Every year we have a waiting list as there are a limited number of places we can offer and it is unfair that positions that could be taken are lost.

Mon 11.45am	P & C Meeting AGM	
Mon 11:40pm	Introduction to Languages	Blackboard/I Collaborate
Tues Full Day	Dr Neil Carrington	
Wed Full Day	Lee Denton – Reading Workshop	
Thurs Full Day	Lee Denton – Writing Workshop	
Fri 9:30am	Lee Denton – reading Stamina	

LUNCH REQUIREMENTS FOR HOME TUTORS ONLY

Days you will require morning tea and lunch	Please tick ✓
Monday 20 th February	
Tuesday 21 st February	
Wednesday 22 nd February	
Thursday 23 rd February	

OFFICE USE ONLY

Date received ____/____/____

Date entered: ____/____/____

Nominated Session Available YES/NO

If NO, date HT Contacted ____/____/____

FINANCE OFFICER

Invoice Number: _____

Invoice Date: ____/____/____

Invoice Amount: \$_____

2017 Governess Registration Form

Please return this form to cpeck6@eq.edu.au or by fax 4754 6800 by 17 January 2017.

Name: _____ For Student/s: _____

Address: _____ Telephone: _____

Emergency No: _____

SESSION OPTIONS:

Please select carefully. Every year we have a waiting list as there are a limited number of places we can offer and it is unfair that positions that could be taken are lost.

Mon 11.45am	P & C Meeting AGM	
Mon 11:40pm	Introduction to Languages	Blackboard/I Collaborate
Tues Full Day	Dr Neil Carrington	
Wed Full Day	Lee Denton – Reading Workshop	
Thurs Full Day	Lee Denton – Writing Workshop	
Fri 9:30am	Lee Denton – reading Stamina	

LUNCH REQUIREMENTS FOR HOME TUTORS ONLY

Days you will require morning tea and lunch	Please tick ✓
Monday 20 th February	
Tuesday 21 st February	
Wednesday 22 nd February	
Thursday 23 rd February	

OFFICE USE ONLY

Date received ____/____/____

Date entered: ____/____/____

Nominated Session Available YES/NO

If NO, date HT Contacted ____/____/____

FINANCE OFFICER

Invoice Number: _____

Invoice Date: ____/____/____

Invoice Amount: \$_____