

Memo

Queensland Curriculum and Assessment Authority

17 March 2017

Senior secondary

Number: 016/17

Moderation meetings

Purpose

This memo provides information on:

- venues for the 2017 moderation meetings for Authority-registered subjects
- how to prepare materials for the meeting
- the Form R12 process.

This memo should be read in conjunction with [Memo 010/17 '2017 moderation meetings for Authority-registered subjects'](#), 16 February 2017.

Background

There are four phases in the quality assurance process for Authority-registered subjects: study plan approval, internal reviews, moderation meetings and external reviews.

At moderation meetings, teachers review sample folios and provide feedback to schools.

More information about the quality assurance of Authority-registered subjects is in the *Quality assurance of Authority-registered subjects and short courses* handbook available at: www.qcaa.qld.edu.au/senior/moderation-hub/handbooks.

Information

Moderation meetings will be held from April to June 2017 for the following subjects. See the attached schedule for exact dates, times and venues.

- Arts in Practice (2015)
- Building and Construction Skills (2015)
- Dance in Practice (2015)
- Drama in Practice (2015)
- Engineering Skills (2015)
- English Communication (2004)
- Furnishing Skills (2015)
- Industrial Graphics Skills (2015)
- Industrial Technology Skills (2015)
- Media Arts in Practice (2015)
- Music in Practice (2015)
- Science in Practice (2015)
- Tourism (2015)
- Visual Arts in Practice (2015)

Remote schools will be offered alternative moderation processes. In some districts where few schools offer a particular Subject Area Syllabus (SAS), alternative moderation processes will be

offered. Information about these alternative arrangements will be communicated directly to those schools.

The QCAA is not funded to provide Teacher Relief Scheme (TRS). Travel costs will be met by the QCAA for one teacher for each SAS taught at the school to attend the relevant moderation meetings.

Preparation of materials for the meeting

For each SAS, one submission with two sample folios is required. Teachers should bring submissions to the moderation meeting.

The submissions should contain:

- a completed moderation meeting submission coversheet
- the school's approved study plan from School Portal for 2015 syllabuses or the approved study plan and Form R10 for English Communication
- clean assessment instruments and criteria sheets from all Year 11 assessment and Year 12 assessment completed to the date of the meeting
- two sample folios, one representing an interim VHA and one representing an interim SA.

Folios should include:

- evidence of all student work from Year 11 and completed Year 12 work to the date of the meeting
- student profiles completed to date, including an interim level of achievement.

If the school does not have the required samples, provide the folios of students whose interim level of achievement is nearest to VHA and/or SA, ensuring that the two sample folios reflect different interim levels of achievement.

The Form R12 for moderation meetings

Schools do not need to complete a Form R12 before the moderation meetings. The Form R12 will be completed by QCAA officers using feedback provided by teachers at the moderation meetings and returned to schools after the meetings. Schools should retain the completed Form R12 for each SAS to:

- inform the annual internal review of each Authority-registered subject
- provide evidence of procedures for future external review.

Attachments and web links

- *Schedule of 2017 moderation meetings: Authority-registered subjects*
- *Attendance at 2017 moderation meetings: Authority-registered subjects* (form to be returned to the District Coordinator by Monday 27 March 2017)
- *Moderation meeting submission coversheet* available at: www.qcaa.qld.edu.au/senior/moderation-hub/forms
- District office address list available at: www.qcaa.qld.edu.au/about/contact/district-offices
- *Travel booking form (including use of own vehicle)* available at: www.qcaa.qld.edu.au/senior/moderation-hub/forms

What you need to do

Arrange for one teacher of the Year 12 cohort for each relevant Authority-registered subject offered at the school to attend the moderation meeting. The meetings run for three hours on the scheduled dates, with registration 30 minutes prior to the meeting commencement time. Please check the schedule carefully for the venues and starting times.

Each teacher is expected to bring to the meeting their own device capable of reading files from USB. It is expected that many submissions will contain digital components that will need to be reviewed by teachers during the meeting. Headphones are also recommended for viewing video files.

Complete the attached attendance form and submit it to the District coordinator in the school's QCAA district no later than Monday 27 March 2017.

Finding out more

Please email the Quality Assurance Unit at SASmoderation@qcaa.qld.edu.au, or phone (07) 3120 6150.

Jacqueline Wilton
Director, Curriculum Services Branch

Schedule of 2017 moderation meetings

Authority-registered subjects

March 2017

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Brisbane Central District

Venue: QCAA District Office
449 Gympie Road
KEDRON 4031

Meeting time: 9:00 am – 12:00 pm
Registration from: 8:30 am

SAS	Date of the meeting	Meeting location
English Communication (2004)	Monday 24 April	District Office Kedron
Industrial Technology Skills (2015)	Tuesday 2 May	District Office Kedron
Visual Arts in Practice (2015)	Tuesday 2 May	District Office Kedron
Media Arts in Practice (2015)	Tuesday 2 May	District Office Kedron
Furnishing Skills (2015)	Tuesday 2 May	District Office Kedron
Drama in Practice (2015)	Tuesday 2 May	District Office Kedron
Engineering Skills (2015)	Tuesday 23 May	District Office Kedron
Music in Practice (2015)	Friday 26 May	District Office Kedron
Dance in Practice (2015)	Friday 26 May	District Office Kedron
Science in Practice (2015)	Friday 26 May	District Office Kedron
Tourism (2015)	Friday 26 May	District Office Kedron

Venue: Fitzzy's Loganholme
Carbrook Room
Cnr Bryant's Road and Pacific Highway
LOGANHOLME 4129

Meeting time: 9:00 am – 12:00 pm
Registration from: 8:30 am

SAS	Date of the meeting	Meeting location
Industrial Graphics Skills (2015)	Monday 24 April	Fitzzy's Loganholme
Building and Construction Skills (2015)	Wednesday 26 April	Fitzzy's Loganholme
Arts in Practice (2015)	Thursday 1 June	Fitzzy's Loganholme

Brisbane East District

Venue: Fitzy's Loganholme
Carbrook Room
Cnr Bryant's Road and Pacific Highway
LOGANHOLME 4129

Meeting time: 9:00 am – 12:00 pm
Registration from: 8:30 am

SAS	Date of the meeting	Meeting location
Industrial Graphics Skills (2015)	Monday 24 April	Fitzy's Loganholme
Building and Construction Skills (2015)	Wednesday 31 May	Fitzy's Loganholme
Industrial Technology Skills (2015)	Wednesday 31 May	Fitzy's Loganholme
Science in Practice (2015)	Wednesday 31 May	Fitzy's Loganholme
Visual Arts in Practice (2015)	Thursday 1 June	Fitzy's Loganholme
Arts in Practice (2015)	Thursday 1 June	Fitzy's Loganholme
English Communication (2004)	Friday 2 June	Fitzy's Loganholme

Venue: Fitzy's Loganholme
Carbrook Room
Cnr Bryant's Road and Pacific Highway
LOGANHOLME 4129

Meeting time: 1:00 pm – 4:00 pm
Registration from: 12:30 pm

SAS	Date of the meeting	Meeting location
Music in Practice (2015)	Thursday 27 April	Fitzy's Loganholme
Drama in Practice (2015)	Thursday 27 April	Fitzy's Loganholme
Media Arts in Practice (2015)	Thursday 27 April	Fitzy's Loganholme

Venue: QCAA District Office
449 Gympie Road
KEDRON 4031

Meeting time: 9:00 am – 12:00 pm
Registration from: 8:30 am

SAS	Date of the meeting	Meeting location
Furnishing Skills (2015)	Tuesday 2 May	District Office Kedron
Engineering Skills (2015)	Tuesday 23 May	District Office Kedron
Dance in Practice (2015)	Friday 26 May	District Office Kedron
Tourism (2015)	Friday 26 May	District Office Kedron

Brisbane–Ipswich District

Venue: Springlake Hotel
Boulevard Room
1/1 Springfield Lakes Boulevard
SPRINGFIELD LAKES 4300

Meeting time: 9:00 am – 12:00 pm
Registration from: 8:30 am

SAS	Date of the meeting	Meeting location
English Communication (2004)	Tuesday 30 May	Springlake Hotel
Visual Arts in Practice (2015)	Wednesday 31 May	Springlake Hotel
Dance in Practice (2015)	Wednesday 31 May	Springlake Hotel
Music in Practice (2015)	Wednesday 31 May	Springlake Hotel
Industrial Technology Skills (2015)	Wednesday 31 May	Springlake Hotel
Science in Practice (2015)	Thursday 1 June	Springlake Hotel
Drama in Practice (2015)	Thursday 1 June	Springlake Hotel
Tourism (2015)	Thursday 1 June	Springlake Hotel
Furnishing Skills (2015)	Thursday 1 June	Springlake Hotel
Engineering Skills (2015)	Friday 2 June	Springlake Hotel
Building and Construction Skills (2015)	Friday 2 June	Springlake Hotel
Industrial Graphics Skills (2015)	Friday 2 June	Springlake Hotel
Media Arts in Practice (2015)	Friday 2 June	Springlake Hotel

Venue: Fitzy's Loganholme
Carbrook Room
Cnr Bryant's Road and Pacific Highway
LOGANHOLME 4129

Meeting time: 9:00 am – 12:00 pm
Registration from: 8:30 am

SAS	Date of the meeting	Meeting location
Arts in Practice (2015)	Thursday 1 June	Fitzy's Loganholme

Brisbane North District

Venue: QCAA District Office
449 Gympie Road
KEDRON 4031

Meeting time: 9:00 am – 12:00 pm
Registration from: 8:30 am

SAS	Date of the meeting	Meeting Location
English Communication (2004)	Wednesday 26 April	District Office Kedron
Engineering Skills (2015)	Tuesday 23 May	District Office Kedron
Media Arts in Practice (2015)	Tuesday 23 May	District Office Kedron
Visual Arts in Practice (2015)	Tuesday 23 May	District Office Kedron
Industrial Technology Skills (2015)	Wednesday 24 May	District Office Kedron
Furnishing Skills (2015)	Wednesday 24 May	District Office Kedron
Science in Practice (2015)	Thursday 25 May	District Office Kedron
Drama in Practice (2015)	Thursday 25 May	District Office Kedron
Tourism (2015)	Thursday 25 May	District Office Kedron
Music in Practice (2015)	Thursday 25 May	District Office Kedron
Dance in Practice (2015)	Friday 26 May	District Office Kedron

Venue: Fitzzy's Loganholme
Carbrook Room
Cnr Bryant's Road and Pacific Highway
LOGANHOLME 4129

Meeting time: 9:00 am – 12:00 pm
Registration from: 8:30 am

SAS	Date of the meeting	Meeting location
Industrial Graphics Skills (2015)	Monday 24 April	Fitzzy's Loganholme
Building and Construction Skills (2015)	Wednesday 26 April	Fitzzy's Loganholme
Arts in Practice (2015)	Thursday 1 June	Fitzzy's Loganholme

Brisbane South District

Venue: Fitzy's Loganholme
Carbrook Room
Cnr Bryant's Road and Pacific Highway
LOGANHOLME 4129

Meeting time: 9:00 am – 12:00 pm
Registration from: 8:30 am

SAS	Date of the meeting	Meeting location
Industrial Technology Skills (2015)	Monday 24 April	Fitzy's Loganholme
Drama in Practice (2015)	Monday 24 April	Fitzy's Loganholme
Industrial Graphics Skills (2015)	Monday 24 April	Fitzy's Loganholme
Visual Arts in Practice (2015)	Wednesday 26 April	Fitzy's Loganholme
Building and Construction Skills (2015)	Wednesday 26 April	Fitzy's Loganholme
Tourism (2015)	Thursday 27 April	Fitzy's Loganholme
Furnishing Skills (2015)	Thursday 27 April	Fitzy's Loganholme
Engineering Skills (2015)	Thursday 27 April	Fitzy's Loganholme
English Communication (2004)	Friday 28 April	Fitzy's Loganholme
Science in Practice (2015)	Wednesday 31 May	Fitzy's Loganholme
Arts in Practice (2015)	Thursday 1 June	Fitzy's Loganholme

Venue: Fitzy's Loganholme
Carbrook Room
Cnr Bryant's Road and Pacific Highway
LOGANHOLME 4129

Meeting time: 1:00 pm – 4:00 pm
Registration from: 12:30 pm

SAS	Date of the meeting	Meeting location
Music in Practice (2015)	Thursday 27 April	Fitzy's Loganholme
Media Arts in Practice (2015)	Thursday 27 April	Fitzy's Loganholme

Venue: QCAA District Office
449 Gympie Road
KEDRON 4031

Meeting time: 9:00 am – 12:00 pm
Registration from: 8:30 am

SAS	Date of the meeting	Meeting Location
Dance in Practice (2015)	Friday 26 May	District Office Kedron

Cairns District

Venue: Cairns Sheridan Hotel
Sheridan Room
295 Sheridan St
CAIRNS 4870

Meeting time: 9:00 am – 12:00 pm
Registration from: 8:30 am

SAS	Date of the meeting	Meeting location
Music in Practice (2015)	Tuesday 30 May	Cairns Sheridan Hotel
Industrial Graphics Skills (2015)	Tuesday 30 May	Cairns Sheridan Hotel
Industrial Technology Skills (2015)	Tuesday 30 May	Cairns Sheridan Hotel
Science in Practice (2015)	Tuesday 30 May	Cairns Sheridan Hotel
Visual Arts in Practice (2015)	Wednesday 31 May	Cairns Sheridan Hotel
Media Arts in Practice (2015)	Wednesday 31 May	Cairns Sheridan Hotel
Arts in Practice (2015)	Wednesday 31 May	Cairns Sheridan Hotel
Engineering Skills (2015)	Thursday 1 June	Cairns Sheridan Hotel
Building and Construction Skills (2015)	Thursday 1 June	Cairns Sheridan Hotel
Drama in Practice (2015)	Thursday 1 June	Cairns Sheridan Hotel
Tourism (2015)	Thursday 1 June	Cairns Sheridan Hotel
Furnishing Skills (2015)	Thursday 1 June	Cairns Sheridan Hotel
English Communication (2004)	Friday 2 June	Cairns Sheridan Hotel

Gold Coast District

Venue: Arundel Hills Country Club
Arundel Place
ARUNDEL 4214

Meeting time: 9:00 am – 12:00 pm
Registration from: 8:30 am

SAS	Date of the meeting	Meeting location
Media Arts in Practice (2015)	Friday 28 April	Arundel Hills Country Club
Engineering Skills (2015)	Friday 28 April	Arundel Hills Country Club
Industrial Graphics Skills (2015)	Friday 28 April	Arundel Hills Country Club
Building and Construction Skills (2015)	Friday 28 April	Arundel Hills Country Club
Visual Arts in Practice (2015)	Tuesday 23 May	Arundel Hills Country Club
Drama in Practice (2015)	Tuesday 23 May	Arundel Hills Country Club
Furnishing Skills (2015)	Wednesday 24 May	Arundel Hills Country Club
Tourism (2015)	Wednesday 24 May	Arundel Hills Country Club
Dance in Practice (2015)	Wednesday 24 May	Arundel Hills Country Club
Arts in Practice (2015)	Thursday 25 May	Arundel Hills Country Club
Industrial Technology Skills (2015)	Thursday 25 May	Arundel Hills Country Club
Science in Practice (2015)	Thursday 25 May	Arundel Hills Country Club
Music in Practice (2015)	Thursday 25 May	Arundel Hills Country Club
English Communication (2004)	Friday 26 May	Arundel Hills Country Club

Mackay District

Venue: Magpies Sporting Club
1 Glenella Road
Glenella
MACKAY 4740

Meeting time: 9:00 am – 12:00 pm
Registration from: 8:30 am

SAS	Date of the meeting	Meeting location
Building and Construction Skills (2015)	Wednesday 26 April	Magpies Sporting Club
Industrial Graphics Skills (2015)	Wednesday 26 April	Magpies Sporting Club
Industrial Technology Skills (2015)	Wednesday 26 April	Magpies Sporting Club
Drama in Practice (2015)	Wednesday 26 April	Magpies Sporting Club
Tourism (2015)	Wednesday 26 April	Magpies Sporting Club
Science in Practice (2015)	Wednesday 26 April	Magpies Sporting Club
Visual Arts in Practice (2015)	Thursday 27 April	Magpies Sporting Club
Arts in Practice (2015)	Thursday 27 April	Magpies Sporting Club
Engineering Skills (2015)	Thursday 27 April	Magpies Sporting Club
Furnishing Skills (2015)	Thursday 27 April	Magpies Sporting Club
English Communication (2004)	Thursday 27 April	Magpies Sporting Club

Rockhampton District

Venue: North Street Annex
Cnr North and West Streets
ROCKHAMPTON 4700

Meeting time: 9:00 am – 12:00 pm
Registration from: 8:30 am

SAS	Date of the meeting	Meeting location
Visual Arts in Practice (2015)	Wednesday 26 April	North Street Annex Rockhampton
Media Arts in Practice (2015)	Wednesday 26 April	North Street Annex Rockhampton
Industrial Technology Skills (2015)	Wednesday 26 April	North Street Annex Rockhampton
Science in Practice (2015)	Wednesday 26 April	North Street Annex Rockhampton
Engineering Skills (2015)	Thursday 27 April	North Street Annex Rockhampton
Building and Construction Skills (2015)	Thursday 27 April	North Street Annex Rockhampton
Industrial Graphics Skills (2015)	Thursday 27 April	North Street Annex Rockhampton
Drama in Practice (2015)	Thursday 27 April	North Street Annex Rockhampton
Tourism (2015)	Thursday 27 April	North Street Annex Rockhampton
Furnishing Skills (2015)	Friday 28 April	North Street Annex Rockhampton
English Communication (2004)	Friday 28 April	North Street Annex Rockhampton

Venue: Longreach State High School
Jabiru Street
LONGREACH 4730

Meeting time: 9:00 am – 12:00 pm
Registration from: 8:30 am

SAS	Date of the meeting	Meeting location
Visual Arts in Practice (2015)	Thursday 4 May	Longreach State High School
Industrial Technology Skills (2015)	Thursday 4 May	Longreach State High School
English Communication (2015)	Thursday 4 May	Longreach State High School

Venue: Emerald State High School
Old Airport Drive
EMERALD 4720

Meeting time: 9:00 am – 12:00 pm
Registration from: 8:30 am

SAS	Date of the meeting	Meeting location
Media Arts in Practice (2015)	Tuesday 23 May	Emerald State High School
Visual Arts in Practice (2015)	Tuesday 23 May	Emerald State High School
Furnishing Skills (2015)	Tuesday 23 May	Emerald State High School
Industrial Graphics Skills (2015)	Tuesday 23 May	Emerald State High School
Science in Practice (2015)	Tuesday 23 May	Emerald State High School
English Communication (2015)	Tuesday 23 May	Emerald State High School

Sunshine Coast District

Venue: Kawana Waters State College
Secondary Campus
STIC Building
119 Sportsmans Parade
BOKARINA 4575

Meeting time: 9:00 am – 12:00 pm
Registration from: 8:30 am

SAS	Date of the meeting	Meeting location
Engineering Skills (2015)	Wednesday 24 May	Kawana Waters State College
Visual Arts in Practice (2015)	Wednesday 24 May	Kawana Waters State College
Drama in Practice (2015)	Wednesday 24 May	Kawana Waters State College
Media Arts in Practice (2015)	Wednesday 24 May	Kawana Waters State College
Science in Practice (2015)	Wednesday 24 May	Kawana Waters State College
Dance in Practice (2015)	Thursday 25 May	Kawana Waters State College
Music in Practice (2015)	Thursday 25 May	Kawana Waters State College
Tourism (2015)	Thursday 25 May	Kawana Waters State College
Furnishing Skills (2015)	Thursday 25 May	Kawana Waters State College
Industrial Technology Skills (2015)	Thursday 25 May	Kawana Waters State College
Industrial Graphics Skills (2015)	Thursday 25 May	Kawana Waters State College
English Communication (2004)	Friday 26 May	Kawana Waters State College

Toowoomba District

Venue: All Seasons Function Centre
302 North Street
TOOWOOMBA 4350

Meeting time: 12:00 pm – 3:00 pm
Registration from: 11:30 am

SAS	Date of the meeting	Meeting location
Building and Construction Skills (2015)	Wednesday 3 May	All Seasons Function Centre
Industrial Graphics Skills (2015)	Wednesday 3 May	All Seasons Function Centre
Industrial Technology Skills (2015)	Wednesday 3 May	All Seasons Function Centre
Media Arts in Practice (2015)	Wednesday 3 May	All Seasons Function Centre
Music in Practice (2015)	Wednesday 3 May	All Seasons Function Centre
Science in Practice (2015)	Wednesday 3 May	All Seasons Function Centre
Drama in Practice (2015)	Wednesday 3 May	All Seasons Function Centre
Arts in Practice (2015)	Thursday 4 May	All Seasons Function Centre
Dance in Practice (2015)	Thursday 4 May	All Seasons Function Centre
English Communication (2004)	Thursday 4 May	All Seasons Function Centre
Tourism (2015)	Friday 5 May	All Seasons Function Centre
Furnishing Skills (2015)	Friday 5 May	All Seasons Function Centre
Engineering Skills (2015)	Friday 5 May	All Seasons Function Centre
Visual Arts in Practice (2015)	Friday 5 May	All Seasons Function Centre

Venue: Starlight Motor Inn
20b Bowen Street (Warrego Hwy)
ROMA 4455

Meeting time: 12:00 pm – 3:00 pm
Registration from: 11:30 am

SAS	Date of the meeting	Meeting location
Visual Arts in Practice (2015)	Tuesday 2 May	Starlight Motor Inn
Media Arts in Practice (2015)	Tuesday 2 May	Starlight Motor Inn
English Communication (2015)	Tuesday 2 May	Starlight Motor Inn
Science in Practice (2015)	Tuesday 2 May	Starlight Motor Inn
Industrial Technology Skills (2015)	Tuesday 2 May	Starlight Motor Inn

Townsville District

Venue: Heatley Secondary College (Science Centre)
Hanlon Street (access via Dalrymple Service
Road)
TOWNSVILLE 4814

Meeting time: 9:00 am – 12:00 pm
Registration from: 8:30 am

SAS	Date of the meeting	Meeting location
Engineering Skills (2015)	Tuesday 30 May	Heatley Secondary College (Science Centre)
Industrial Graphics Skills (2015)	Tuesday 30 May	Heatley Secondary College (Science Centre)
Music in Practice (2015)	Tuesday 30 May	Heatley Secondary College (Science Centre)
Drama in Practice (2015)	Tuesday 30 May	Heatley Secondary College (Science Centre)
Tourism (2015)	Tuesday 30 May	Heatley Secondary College (Science Centre)
Visual Arts in Practice (2015)	Wednesday 31 May	Heatley Secondary College (Science Centre)
Media Arts in Practice (2015)	Wednesday 31 May	Heatley Secondary College (Science Centre)
Arts in Practice (2015)	Wednesday 31 May	Heatley Secondary College (Science Centre)
Building and Construction Skills (2015)	Wednesday 31 May	Heatley Secondary College (Science Centre)
Science in Practice (2015)	Thursday 1 June	Heatley Secondary College (Science Centre)
Furnishing Skills (2015)	Thursday 1 June	Heatley Secondary College (Science Centre)
Industrial Technology Skills (2015)	Thursday 1 June	Heatley Secondary College (Science Centre)
English Communication (2015)	Friday 2 June	Heatley Secondary College (Science Centre)

Wide Bay District

Venue: QCAA District Office
Meeting Room 1, Block Z
Maryborough State High School
Sussex Street
MARYBOROUGH 4650

Meeting time: 9:00 am – 12:00 pm
Registration from: 8:30 am

SAS	Date of the meeting	Meeting location
Engineering Skills (2015)	Tuesday 2 May	District Office Maryborough
Building and Construction Skills (2015)	Tuesday 2 May	District Office Maryborough
Drama in Practice (2015)	Tuesday 2 May	District Office Maryborough
Science in Practice (2015)	Tuesday 2 May	District Office Maryborough
Visual Arts in Practice (2015)	Wednesday 3 May	District Office Maryborough
Media Arts in Practice (2015)	Wednesday 3 May	District Office Maryborough
Industrial Technology Skills (2015)	Wednesday 3 May	District Office Maryborough
Music in Practice (2015)	Thursday 4 May	District Office Maryborough
Tourism (2015)	Thursday 4 May	District Office Maryborough
Furnishing Skills (2015)	Thursday 4 May	District Office Maryborough
Industrial Graphics Skills (2015)	Thursday 4 May	District Office Maryborough
English Communication (2004)	Friday 5 May	District Office Maryborough

Attendance at 2017 moderation meetings

Authority-registered subjects

To be faxed or emailed to your QCAA district office by Monday 27 March 2017.

District: _____ School: _____ School code: _____
School moderator: _____ Telephone: _____ Email: _____

Study area syllabus (SAS)	Teacher attending	Email address of teacher attending	Special dietary requirements
Arts in Practice (2015)			
Building and Construction Skills (2015)			
Dance in Practice (2015)			
Drama in Practice (2015)			
Engineering Skills (2015)			
English Communication (2004)			
Furnishing Skills (2015)			
Industrial Graphics Skills (2015)			
Industrial Technology Skills (2015)			
Media Arts in Practice (2015)			
Music in Practice (2015)			
Science in Practice (2015)			
Tourism (2015)			
Visual Arts in Practice (2015)			