

## Learning Hubs

### Information for Parents

#### What is a Learning Hub?

A learning hub provides small group, face-to-face support centre for students within their local community. Learning Hubs provide an alternative to mainstream schooling for students who meet the criteria for placement in distance education.

#### What is the purpose of the Learning Hub?

Participation in a Learning Hub allows distance education students to

- Meet statutory obligations to attend full time education
- Engage in a program that will meet NESA requirements for the award of a RoSA or the HSC
- Access a quality educational program adjusted to meet individual needs and capabilities
- Access support for transition to employment or further education, or re-integration to mainstream schooling
- Access support for outside factors impacting on health and wellbeing
- Access support from the Learning Hub Teacher, the SLSO and the teachers at Finigan SDE

#### Who is eligible to attend a Learning Hub?

A Learning Hub is a suitable educational option for students who

- Meet the requirements of the NSW Distance Education Enrolment Procedures  
<https://policies.education.nsw.gov.au/policy-library/associated-documents/de-enrolproc.pdf>
- Have been disengaged from mainstream schooling
- Cannot engage with education in a mainstream setting
- Are independent learners
- Are not behavioural issues at school
- Are at least in Year 9
- May have health issues
- Are transitioning to full-time employment or another form of education

#### How do the Learning Hubs operate?

Learning Hubs are staffed by **one teacher** from Finigan SDE and **one Student Learning and Support Officer (SLSO)**. The primary role of the Learning Hub teacher and SLSO is to support the learning of the students and work co-operatively with the teachers and staff at Finigan SDE.

The Learning Hubs operate Tuesday, Wednesday and Thursday. Students are expected to be at the Learning Hub from 9.00am -2.00pm.

### What are the expectations of Learning Hub students?

- Attend the Learning Hub for the days and hours of operation.
- Students are expected to complete all the set DE work not only at the Learning Hub but also on Monday and Friday.
- Students are expected to attend and participate in online lessons.
- Complete all assessment tasks.
- Students are expected to make regular contact with their teachers at Finigan SDE.

### How do I enrol my child in a Learning Hub?

See your local school and discuss with them if this is the right setting for your child. They will then help you with the application process.

### Reviews

Student completion of work and attendance is monitored and reviewed on a regular basis. Students who do not maintain attendance and/or engagement requirements may lose their place at the Learning Hub and be required to return to the local face-to-face school.

### Contacts at Finigan SDE

Deputy Principal (Learning Hubs) - Kylea Rowing

[kylea.rowing@det.nsw.edu.au](mailto:kylea.rowing@det.nsw.edu.au)

Head Teacher Administration (Enrolments) - Trish Andrews

[pietruccia.andrews@det.nsw.edu.au](mailto:pietruccia.andrews@det.nsw.edu.au)

Head Teacher Student Wellbeing – Mary-Jo McDonnell

[mary.mcdonnell@det.nsw.edu.au](mailto:mary.mcdonnell@det.nsw.edu.au)

### What happens if I cannot attend or leave early or arrive late?

- If a student is unable to attend, the supervisor is expected to contact the Learning Hub teacher.
- If a student is required to leave the premises throughout the day, the NSW Department of Education (DoE) Leave Pass procedure is followed i.e. permission from home is required in writing and a student receives a leave pass for that period of time.
- If a student arrives late, the DoE procedure is followed: i.e. an explanation from home is required in writing and a student receives a leave pass for that period of time.

### What about lunch?

Students are encouraged to bring their lunch. Written permission must be obtained from parents/carers to enable students in Years 10, 11 and 12 to walk into town unaccompanied to purchase lunch. Year 9 students are not permitted to leave the Learning Hub for lunch.

### Can students bring their mobile phones at the Learning Hub?

Students are able to bring a mobile phone to the Learning Hub. They must put it on silent and can only access it during breaks. If a teacher requests that a student hand in a phone for misuse, they will secure the phone and return it at the end of the day. If a student consistently misuses their mobile phone, the teacher can request they hand it in at the beginning of the day and it will be returned at the end of the day. The Learning Hub teacher can insist the student does not bring the device to the Learning Hub.