

VOC ROCS

HELP GUIDE FOR STUDENTS AND TEACHERS

- STEP 1 PLACE FULL NAMES ON **BOTH** SHEETS
- STEP 2 WEEK 8 GREEN SHEET
You need to choose short courses by numbering your Preferences 1-7
- STEP 3 WEEK 9 BUFF SHEET
You need to choose short course by numbering your Preferences 1-8
- STEP 4 COLLECT ALL COMPLETED SHEETS AND MAKE SURE STUDENTS HAVE PLACED THEIR **FULL NAMES CLEARLY**
- STEP 5 PLACE COMPLETED SHEETS IN PLASTIC SLEEVE PROVIDED ,TICK OFF STUDENT NAMES AND HAND INTO PAPA
- Take into account that some courses will require a **costing** that may be for bus fares, aquatics, materials, entrance fees etc, etc.
 - Students can check descriptors on the flexi window or on the Website
- STEP 6 Start Handing in completed sheets to Papa **ASAP**

***DO NOT, DO NOT, WAIT UNTIL YOU
HAVE COLLECTED THE WHOLE
CLASS***

Hand the rest in as you get them