

1 September 2026

Dear Year 12 Parents and Guardians

I hope this letter finds you well as you are supporting your child with their preparations to complete their Year 12 studies. As you are no doubt aware we are now approaching the last few weeks of formal classes for our Year 12 students. This is a wonderful achievement and an important time for these young people.

Celebrating Year 12 Completion

Below is an outline of the student program leading up to the Year 12 Valedictory. The program has been thoughtfully planned to ensure students have ample time for study, while also honouring their contributions to our College community.

College Assembly to Farewell Year 12 students is an event for all current students and staff only.

As our College community has continued to grow, we are required to carefully manage attendance numbers at major events to ensure compliance with venue capacity, fire safety, child safety, privacy and risk management requirements. Feedback from previous years from parents have indicated these are duplicated events. Many of the acknowledgements and celebrations featured in the Final Assembly are also included in the Year 12 Valedictory.

Parents and guardians are warmly invited to attend the following events to celebrate the end of their child's secondary education as completing thirteen years of schooling is a major milestone:

- **Year 12 Final Mass** at St Brendan's Church commencing at 9:15am on Wednesday 7 October 2026, followed by a morning tea in the Parish garden.
We request that parents and families be seated by 9:00am.
For catering purposes could you please complete [Notre Dame College Year 12 2026 Final Mass & Morning Tea – Fill in form](#) by Wednesday 16 September 2026.
- **The Year 12 Valedictory Ceremony** will take place on Thursday 19 November 2026 commencing at 5:30pm at Eastbank.
 - The format for the evening is:
 - 4:30pm – 5:00 pm – Students commence arriving for the Red Carpet
 - 5:00pm – 5:15pm – Guests to be seated at the latest
 - 5:30pm – Ceremony commences
 - 7:00pm – Finger Food and Non-Alcoholic Drinks
 - 8:00pm – Concludes
 - **Dress code** for this event is semi-formal for guests.
 - **Tickets:**
 - Cost of tickets is \$25.00 per head.

- Each student will be able to purchase three tickets, one for themselves and one each for their parents/guardians to attend. These will be available in Term 4, further information will be sent to Year 12 students.
 - Parents/Guardians will be required to sit in their allocated ticketed seats.
 - If students have extenuating circumstances and require more than two tickets for parents/guardians. **Students are to submit a request by Friday 18 September 2026.**
 - Students will then be notified via email by Friday 9 October 2026 as to the outcome of their request.
 - Please be aware that there are many students graduating this year and extra tickets are extremely limited.
 - Any parents/guardians who require disability seating are asked to email pip.robinson@notredame.vic.edu.au as soon as possible to arrange.
- This is an **alcohol free** event.

Photos & Video Recording

No photos or video recording is permitted by parents/carers at Notre Dame College events. This complies with our responsibility as a Child Safe School.

VCE Revision and Exams

Practice VCE Exams will commence on Friday 18 September and conclude on Thursday 24 September 2026. Please refer to [Year 12 Information Practice Exams 2026](#).

VM & VCE unscored students finish formal classes on Thursday 8 October 2026.

VCE scored students resume classes on Friday 9 October 2026 to Thursday 22 October 2025 as per their usual timetable to work on focused exam preparation. Students are to wear full and correct uniform during this time.

Friday 23 October has been set aside by the college as an English Exam Drop-in Day. There will be no formal classes scheduled on this day. Instead, English teachers will be available throughout the day to support students as they prepare for their English, Literature and English Language exams. Students are encouraged to attend and make use of this valuable opportunity to seek individual feedback, clarify areas of uncertainty, discuss examination strategies, review practice responses, and receive targeted assistance with their preparation. Whether students require specific academic support or simply wish to build confidence ahead of the exam, English teachers will be available to provide guidance and advice.

From Monday 26 October 2026, VCE Year 12 teachers will be available as per their usual timetabled Year 12 classes up to and including the date of their subject exam. Students are encouraged to see their teachers during this time for additional assistance and revision. We strongly encourage students to take advantage of these arrangements to meet with their teachers prior to their exams. Students are not required to be in uniform after the 24 October 2026 but are required to wear their full and correct school uniform during VCE exams, as research shows context-dependent cues enhances performance.

The official VCE exams commence on Tuesday 27 October 2026 and finish on Wednesday 18 November 2026. The majority of our VCE Year 12 students have worked hard throughout the year and now, as we approach the final exams, it is important for the students to remain focussed on their studies.

Eligibility for Year 12 Events

Earlier this year, I wrote to you regarding compulsory attendance at whole-school events. For Year 12 students, this included the Retreat, Athletics Carnival, and College Mass. As stated, failure to attend these events without valid documentation (e.g. medical certificates) may result in ineligibility to participate in Year 12 events.

We are currently reviewing attendance data to determine individual students' eligibility for attendance to these Year 12 events. We will notify students who are affected accordingly.

School Reports

As your child completes their schooling, please note that access to SEQTA, including their reports, will cease once they have exited the College. We encourage you to download and save copies of all reports for your records before access is removed.

Student Expectations

We expect our Year 12 students to conclude their time at Notre Dame College in a mature, respectful, and dignified manner. While most students uphold these values, a small minority may be tempted to engage in inappropriate behaviour during 'muck-up' celebrations. Please note:

- **Notre Dame College does not support, condone, or sanction 'muck-up' activities. Scavenger hunts and similar events are strongly discouraged and are not endorsed by the College.**
- Any behaviour that damages the College's reputation may result in exclusion from Year 12 events.
- In serious cases, students may be required to sit exams off-site or involve police intervention.

Students must continue to follow all College policies, including:

- No alcohol or drugs at school or while in College uniform.
- Student drivers must have completed the required paperwork and adhere to all conditions.

Failure to comply will result in the consequences outlined above. We urge parents and guardians to speak with their children about end-of-year arrangements to ensure their safety and success.

I am exceptionally proud of our Year 12 students and the way the vast majority have conducted themselves throughout their time at Notre Dame College. My hope and prayer is that they remain committed and focused in the coming weeks, so they can fully enjoy the rewards of their thirteen years of schooling.

Regards



Mrs Emma Reynoldson
Acting Principal

Year 12 2026 - Final Weeks Programme (5 October – 23 October)

Date:	Time/Lesson:	Event:	Location:
Monday 5 October	PG – Lesson 6	VCE & VCE VM students continue	PG Rooms & Classrooms
Tuesday 6 October	PG	Extended Pastoral Group	PG Rooms
	Lesson 1 – 6	VCE & VCE VM Classes continue	Classrooms
Wednesday 7 October	PG	Normal Pastoral Group	PG Rooms
	Lesson 1	Final Year 12 Mass (Parents/Guardians are most welcome to attend)	St Brendan's Church
	Lesson 2	Year 12 Morning Tea for Students and Parents/Guardians	St Brendan's Parish Gardens
	Lesson 3 – 6	VCE & VCE VM Classes continue	Classrooms
	Lesson 6	Final Assembly Rehearsal for College Captains and House Captains	Mercy Centennial Stadium
Thursday 8 October	7:45am – 12:00pm	College Farewell Activities	Multiple Locations
	12:00pm	Students Depart	
Friday 9 October to Thursday 22 October	PG – Lesson 6	VCE Scored students resume classes as per normal timetable	Classrooms
Friday 23 October	PG – Lesson 6	English Exam Drop-in Day	Classrooms

