

Australian Business Week (ABW) 2018

Dear Year 10 Students and Families

Australian Business Week is a program that the school offers to Year 10 students in Week 10 of Term 3 (24 September – 28 September). This year will be the 17th time the program has been run at the school.

The students participate in a Business Studies unit in their Humanities and Social Sciences (HaSS) classes in Term 3. As part of the course the year group will be running a Market Day which will be held at the school on Thursday 6 September at an extended lunchtime. Part of that money will be donated to the year group's chosen charity for this year. In previous years we have supported Canteen, UNHCR, Tara Costigan Foundation and the MS Society.

During the week long program, students learn about business operations by running their own company in teams of approximately 12 students. Each team competes against the others operating in a computer business simulation of the share market as well as practical activities. In order to succeed, students learn all the basics of business operation from profit and loss through to the planning and marketing of a new product. On the Thursday afternoon there is a trade display of all the companies' new products. Parents, carers and other members of the school and business community are invited to attend this event. The students' work is judged by representatives from various businesses and schools. Please add this event to your calendar.

Participation in the program is worth 10% of each student's final mark in HaSS for Semester 2. The program is very intensive and students from previous years have found it a challenging, enjoyable and rewarding experience. The very few students who do not participate in the program, will have to complete an alternative piece of work, a written research assignment; it will be completed in a Year 7-9 class or at home, with parents' permission.

The cost of the program is \$65. It is for this reason that I am issuing the note early. This amount covers our payment to the Australian Business Week organisation (\$54 per student), student manuals, computer software, colour printing, paints, paper, cardboard, business cards, colour cartridges, staffing and other stationery and guest speakers. Payment can be made as a lump sum or in weekly payments. Please contact either myself or the Principal on 6142 0700, if there is any difficulty meeting this payment.

We encourage all students to become actively involved in this high quality educational program. Could you please fill out the attached confidential form and have your child return it to the finance office as soon as possible. Payments can be made at the normal times at the finance office. Final payments are due by Friday 1 September.

Bendigo Bank Calwell, Woolworths, Ray White Real Estate, Good Guys Tuggeranong, Coordinate Advertising and Spectrum Photo Booth Hire are strong supporters of this program. If you are able to support the program in any way please contact me and I can provide you with further information.

After the success of last year, we are encouraging parents/carers to become involved again this year by attending the **trade display** which will be held on **Thursday 27 September from 4.30pm-5.30pm**. Please put this date on your calendar. It is great for parents/carers to see some of the work the students produce and they appreciate the support. More information will be provided about this event closer to the time.

Yours sincerely

Rachel McGann
Executive Teacher, HaSS
ABW Coordinator

23 July 2018



Permission Note for ABW 2018

Student's name: _____

- I will pay for Australian Business Week as a lump sum (\$65).
- I will pay for Australian Business Week in weekly/fortnightly payments.
- I do not want my child involved in Australian Business Week and understand that they will be provided with alternative work, which will involve completing a Business Studies assignment.

Parent/Carer's name: _____

Parent/Carer's signature: _____

Date: ___ / ___ / 18

Please note:

The school has made every effort to keep costs for this program at a reasonable level. We have an equity fund which can be used to provide financial assistance for students where parents are unable to make the requested contribution.

If, however, there is insufficient total funding available to meet the cost of the program, regrettably we may not be able to proceed.

PAYMENT SLIP FOR Australian Business Week

Amount Enclosed \$ _____ cash/cheque/credit card

Student Name: _____

Credit Card Facility (Please Tick which card applies)

MasterCard Visa Expiry date: _____

Please print name on card: _____

Card No - - - - -

Signature _____ Date _____

Please make cheques payable to Melrose High School
Final payments must be made by Friday 7 September.

Online Payment <http://www.melrosehs.act.edu.au/payment> and follow the prompts.

Online Payment Code: **ABW**

Direct payments can be made to Westpac Bank Account Number: 001658 – BSB 032777 please put family name and description of the payment (eg. ABW surname) and email judith.rogers@ed.act.edu.au to confirm payment.

Additional permission

The school is planning to allow Year 10 Australian Business Week students to go to Southlands Shopping Centre to have lunch once during the ABW week. This is a treat and a special privilege and students must be on their best behaviour. Students are expected to be dressed in their business attire or in school uniform. They have been told they must use the crossing at the lights.

WHEN: Wednesday 26 September, 2018

TIME 1.10pm – 2.10pm

WHERE: Southlands Shopping Centre

STAFF: A group of staff will walk to Southlands with the students. The students will not be directly supervised at Southlands, but staff will be there. The students will be required to return to school by 2.10pm via the crossing. There will staff positioned at the crossing at this time.

TRAVEL: Walking

COST: No cost. Students are to bring their own money to purchase lunch.

Please complete the permission and medical forms below to give permission for your student to participate.

If you have any questions regarding the excursion, please contact Rachel McGann on: 6142 0700.

Permission Note for Lunchtime at Mawson during ABW 2018

I, _____ hereby give permission for my son/daughter
_____ to go to Southlands Shopping Centre for lunch

on Wednesday 26 September from 1.10pm – 2.10pm. I understand the transport arrangements involved.

Immediate medical needs of my child (eg. diabetic, anaphylactic, asthmatic)

Parent contact if needed during excursion (Necessary)

Parent/Carer: Name: _____ Phone: _____

Parent/Carer: Name: _____ Phone: _____

Staff accompanying students on excursions will take all reasonable care while students are in their charge to protect them from injury and to control and supervise their behaviour and activities.

Parents should be aware that staff members are not responsible for injuries or damage to property that may occur on an excursion where, in all circumstances, staff have not been negligent. Parents should warn children of the risk to themselves, to others and to property, of impulsive, wilful or disobedient behaviour.

Parent/Guardian Signature: _____ Date : ___ / ___ / 18