



TLK
Youth College

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A Division of Tuggerah Lakes Community College Limited

Annual Report



Learning, Responsibility and Self-Esteem

2023

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1. Message from Key School Bodies

Governing Body

The Annual Report for 2023 is provided to the community of TLK Youth College as an account of the School's operations and achievements throughout the year. As a key division of Tuggerah Lakes Community College Limited, the School again provided a successful model of school education driven and guided by core values, including acceptance, learning, empathy, safety, commitment and opportunity. Success was also demonstrated by the dedication and ongoing commitment of the teaching team towards building and strengthening literacy, numeracy and wellbeing outcomes for all students.

We congratulate the students on their achievements and thank the Principal, teachers, staff, volunteers, State and Federal Government bodies, sponsors, businesses and service organisations, for their dedication and support. Without that support the School would not be able to provide the unique services and opportunities that characterise the School within our community.

We look ahead with confidence in the School's continued success and capacity to nurture student learning, responsibility and self-esteem within a creative and rewarding learning environment as demonstrated in 2023.

Sincerely,

A handwritten signature in black ink, appearing to read 'David Mackay'.

David Mackay
Chief Executive Officer
Tuggerah Lakes Community College Limited

A handwritten signature in black ink, appearing to read 'David Rayner'.

David Rayner
Chair, Board of Directors
Tuggerah Lakes Community College Limited

Principal's Message

The 2023 school year marked another year of wonderful change and attainment of educational outcomes for our school students. Whom, without the assistance of TLK Youth College, would struggle to complete their schooling.

We pay respect to the many community partnerships, as well as volunteers, that have contributed resources, time and financial support to give our students the best possible chance of success, in a wide range of areas, experiences and domains.

In 2023, we have spent a significant amount of time and resources focusing on improving literacy, numeracy and wellbeing outcomes for our students.

All of the amazing work done within the school walls, and externally through the programs and events our staff and students are involved in, would not be possible without the tireless efforts of our School Board, School Management Team, Teaching, Administration and Auxiliary staff. The support, care, compassion and desire to see our young people have fulfilling lives where they can make a difference and achieve success, is a testament to each and everyone within TLK Youth College and we look forward to more exciting times ahead.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jay Osborn'.

Jay Osborn
Principal
TLK Youth College

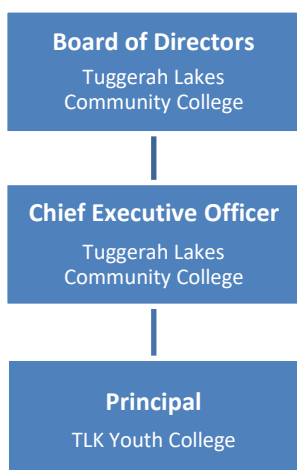
2. Contextual Information About the School

Executive Summary

TLK Youth College is a registered and accredited non-denominational, independent secondary school, specifically designed for the inclusion of young people who may feel isolated or lost in a traditional school setting. The College provides youth an opportunity, and for many a second chance, to develop their capacity to learn and gain a sense of meaning and purpose within a supportive and inclusive environment.

Business Structure

TLK Youth College is a registered business name and a division of Tuggerah Lakes Community College Limited. Tuggerah Lakes Community College Limited is a not-for-profit community-based provider of adult and youth education on the New South Wales Central Coast, with TLK Youth College, via the School’s Principal, reporting to the College’s Chief Executive Officer and College governance provided by a Board of Directors.



Registration and establishment:	September 2009 – December 2010
Inauguration date:	31 January 2011
Re-registration:	Year 9 - 12 – from January 2023 to December 2027
BOS Number:	78009
DEEWR Number:	29072
Centrelink Number:	28009

History

TLK Youth College, formally known as TLK Alesco School, was established in 2011 and originally catered for school years 9 and 10, which later expanded to include years 11 and 12. Since its early beginnings, the College’s original purpose and aims have remained unchanged and clearly focused on providing a successful alternative educational model for Central Coast youth.

Product

The College offers an alternative approach to secondary education for youth who:

- Are eligible for enrolment in Stage 5 (Years 9 to 10) or Stage 6 (Years 11 to 12);
- Believe they are unsuited to continue their education in a traditional setting; and
- Are ready and willing to take control of their learning and future.

The School's approach includes a focus on relationship building to develop student trust and hope, that can be built on to further develop skills. This approach supports students who face various barriers to learning and is backed by small class sizes, where personalised attention and assistance can be provided.

Students are encouraged to achieve their personal best in a relaxed, creative and rewarding learning environment, where opportunities and experiences are provided that foster the skills, values and attitudes needed both in life and for future employment, including creative and flexible thinking, emotional strength, moral integrity and a willingness to engage in life.

The commitment and approach applied by the School speaks for the belief that education is at the heart of empowering young people.

Purpose and Aim

The purpose and aim of TLK Youth College is to nurture student learning, responsibility and self-esteem within a creative and rewarding learning environment that delivers pathways and accredited school education for young people seeking an alternative to traditional educational models.

Culture and Values

The culture and values of TLK Youth College are characterised by:

- Acceptance
- Understanding
- Empathy
- Courage
- Safety
- Trust
- Respect
- Belonging
- Commitment
- Honesty

Compliance

Auditing of the School's operations against regulatory requirements is undertaken by the New South Wales Education Standards Authority (NESA), including for re-registration and accreditation or on the basis of random inspection.

The operations of the School adhere to the requirements of key legislation and acts, including:

- The Australian Education Act, 2013
- Education Act 1990 (NSW)
- Ombudsman Act 1974
- Child Protection (Working with Children) Act 2012 (NSW).
- Commission for Children and Young People Act 1998
- Children and Young Persons (Care and Protection) Act 1998
- Institute of Teachers Act 2004
- Disability Discrimination Act 1992

- Work Health and Safety Act 2011 (NSW)
- Environmental Planning and Assessment Act 1979
- Food Act 1989
- Explosives Act 2003
- Building Code of Australia (2013).

Operational requirements for insurance, Goods and Services Tax (GST), workers compensation and payroll are implemented under the auspices of Tuggerah Lakes Community College Limited.

School Premises

TLK Youth College is located on the New South Wales Central Coast at Old School Place, via Shannon Parade, Berkeley Vale.

On receipt of a Commonwealth building fund grant, the facility was built in 2010. Originally built for adult and community education, the building was reassigned for school use after completion and is owned by Tuggerah Lakes Community College Limited.

Fully fitted for educational services, the facility comprises a sustainably built, straw bale, eco-designed building within a bush setting. Students access the facility via local bus services or by car, generally driven by a parent/guardian.

Quality Control and Continuous Improvement

Quality control and continuous improvement measures include:

- Ongoing professional development of employees
- Teacher accreditation workshops through AISNSW and other external bodies
- Programming in conjunction with the local NSW Education Standards Authority (NESA) liaison officer
- Benchmarking with similar schools
- Evaluation of teacher effectiveness
- Regular staff meetings
- Student and parent evaluation through Student report feedback.

Memberships and Affiliations

TLK Youth College is a member of the New South Wales Association of Independent Schools (AISNSW), which provides a peak body to support the operations of independent schools.

The School also maintains networks with similar schools and a range of service organisations and agencies.

Communications

The School believes in the importance of keeping open lines of communication with parents/guardians/carers and the greater school community in order to serve the best interests of the child. The School applies an ethical, open and transparent approach when communicating with students, parents/guardians/carers, the broader community and stakeholders. Communications also accord with privacy and legislative requirements.

- **Regular Communications**

Examples of regular communications include:

- At least two information sessions per year for any interested parties to attend. The session outlines aspects of the School's philosophy and the enrolment process.
- Two parent/teacher evenings per year where parents/guardians/carers can be given information such as:
 - An overview of the semester's curriculum
 - Ways to help at home
 - Relevant stage of child development
 - See student's work
 - Hear from specialist teachers about their subject
 - Ask questions
- A termly newsletter circulated to families containing relevant and specific information regarding upcoming events, including articles related to events, parenting and child development.
- Access to information and relevant forms available from the School's website.
- Individual meetings arranged by teachers with parents/guardians/carers as the need arises, and/or vice versa.
- Student reports given to parents/guardians/carers twice a year.
- Opportunity for parents/guardians/carers to pre-arrange meetings with teachers at a time convenient to both when needed.
- Invitations extended to visitors, members of parliament and the community to special events programmed throughout the year.

- **Digital Media Communication**

Examples and strategies include:

- Staff may correspond directly with students via telephone and via their TLK Youth College email address.
- Staff check their school emails daily or as soon as practical.
- Staff do not add students as friends on their Facebook and vice versa.
- Staff do not send SMS texts to students and vice versa
- Staff do not give their or other employees' private contact details to students or others such as parents/guardians/carers.

Characteristics of Student Body

Students who attend TLK Youth College are young people who, for many and varying reasons, cannot complete education in a mainstream school. Some students may have been previously labelled naughty, troubled or delinquent. Some have experienced trouble by being a bully, harassing other students, disrespecting teachers, swearing loudly, not wearing a uniform, rude gestures and/or generally being out of control. This includes students who have been suspended, and see detention as a comfortable place to spend lunch, or have been on warnings, discipline levels, report cards, supervision, before being finally expelled from their previous school, unable to return the mainstream school system.

Many students come from highly disadvantaged and vulnerable families, living in low socio economic regions of the Central Coast, however, this is not always the case. Some are students who were overwhelmed by the large volume of people at a mainstream school or couldn't deal with the competitive mainstream environment. Some students missed a year of school because their family was on the move and no one was available to help them catch-up. Several students were victims of serious bullying before coming to the School, while others experienced an emotional or psychological challenge and didn't feel sufficiently supported in a mainstream system. Some students are from families who are genuinely interested in exploring alternative educational models. A number of students are in State Care. At TLK Youth College all of these students are working alongside one another.

Priority Areas for Improvement

Due to challenges faced in 2020 - 2022 with the COVID-19 environment, it was felt there was a great need to consolidate school improvement targets from the previous years.

With extra staffing allocated towards Literacy and Numeracy support, marked improvements for students have been experienced over that time. We have many students initially tested at an equivalent Stage 2 or 3 level (i.e. an early school year level). After just twelve (12) months of intensive literacy and numeracy support we have seen those students progress a full stage, which has been really encouraging to see.

During 2023 the School maintained its active approach in providing student wellbeing and mental health support. In this, the School managed to get additional mental health support workers to assist in an auxiliary capacity and participate in consultations with students. This additional mental health support proved to be both positive and of great benefit to students. In addition, we had numerous guest speakers and educational outings relating to wellbeing. This includes, but not limited to, booking and taking students to appointments, organising follow-ups and check-ups when needed.

Initiatives Promoting Respect and Responsibility

Both respect and responsibility are embraced within School's motto of 'Learning, Responsibility and Self-Esteem'. The School encourages students to be totally honest in every aspect. In return, staff will be totally honest with the students in a tactful and caring manner. Teachers will listen to students and respond in a non-judgemental manner. This in turn promotes respect between staff and students, inspiring students to be responsible for their actions.

3. Outcomes and Results

Student Outcomes in Standardised National Literacy and Numeracy Testing

NAPLAN Results 2023 (from 'My School' website)

	Reading		Writing		Spelling		Grammar		Numeracy	
Year 9	509 462-555		513 451-575		513 461-565		521 469-573		501 461-540	
	SIM 509	ALL 564	SIM 517	ALL 567	SIM 524	ALL 568	SIM 500	ALL 557	SIM 521	ALL 568

Post School Destinations

Of the five (5) students who completed their requirements for the HSC in 2023, four (4) students have secured placements into further education or work. We are very proud of their efforts and many of the students continue to share their success stories with us.

One (1) student has a Hospitality traineeship. One (1) is working part time in a fast-food restaurant. One (1) is attending Tafe to attain the qualification of a Learning Support Officer, prior to applying to university to complete a Primary Teaching degree. One (1) is working casually in a supermarket, enjoying making some money. One (1) has not been in communication since graduation and we have been unable to reach them. At last contact they were looking into an apprenticeship of any description, in any trade.

We applaud each of these students in making something of the post school opportunities given to them. We were thankful that the school sessions planned, with job seeking, career planning and skills attainment, prior to leaving TLK Youth College, were able to happen once again in 2023, giving our students a head start prior to graduation.

Senior Secondary Outcomes

2023 started with seven (7) students enrolled in Year 12, with five (5) completing all requirements for their High School Certificate. It was unfortunate that one (1) student in this cohort completed all requirements, but due to personal hurdles they encountered, they were unable to complete the final examinations. No students were N-Determined (non-completion of course requirements).

Seven (7) students participated in a Vocational Education and Training (VET) course with two (2) completing a full VET qualification in Certificate II in Community Services.

Qualification/ Certificate	Percentage completed
Higher School Certificate	71%
Certificate II in Community Services	25%

Results of the Higher School Certificate

TLK Youth College's tenth graduating group of year 12 students completed their Higher School Certificate in 2023 and the School and its local community remain very proud of their achievements. The results embrace and recognise the positive achievement for some of our students in simply being able to complete school.

The below table outlines relevant results over the past three years.

Subject	Year	No. of Students	Band 1-3	Band 4-6
English: Standard	23	6	School: 6 (100%) State (40%)	School: 0 (0%) State (60%)
	22	6	School: 6 (100%) State (45%)	School: 0 (0%) State (55%)
	21	6	School: 6 (100%) State (42%)	School: 0 (0%) State (58%)
Mathematics: Standard 2	23	6	School: 6 (100%) State (43%)	School: 0 (0%) State (57%)
	22	5	School: 5 (100%) State (46%)	School: 0 (0%) State (54%)
	21	6	School: 6 (100%) State (49%)	School: 0 (0%) State (51%)
Modern History	23	6	School: 6 (100%) State (36%)	School: 0 (0%) State (64%)
	22	6	School: 6 (100%) State (32%)	School: 0 (0%) State (68%)
	21	6	School: 6 (100%) State (35%)	School: 0 (0%) State (65%)
Geography	23	5	School: 5 (100%) State (23%)	School: 0 (0%) State (77%)
	22	5	School: 5 (100%) State (28%)	School: 0 (0%) State (72%)
	21	6	School: 5 (100%) State (26%)	School: 0 (0%) State (74%)
Family and Community Studies	23	5	School: 5 (100%) State (29%)	School: 0 (0%) State (71%)
	22	5	School: 4 (80%) State (27%)	School: 1 (20%) State (73%)
	21	6	School: 6 (100%) State (28%)	School: 0 (0%) State (72%)

Records of School Achievement (RoSA)

Eligible students who leave school before receiving their Higher School Certificate (HSC) receive the New South Wales Record of School Achievement. In 2023, TLK Youth College offered all student leavers an opportunity to apply for a Record of School Achievement (RoSA) and three (3) students applied.

Year 10 Results 2023 (from Schools Online)

Course Name	Students in School	Students in State	School Pattern (%)						State Pattern (%)						
			A	B	C	D	E	N	A	B	C	D	E	N	
English 200 hours	12	93268			17	25	58			12	29	36	16	6	1
Mathematics 200 hours	12	93432			25	42	33			15	22	33	23	6	1
Science 200 hours	12	93343			33	17	50			13	24	37	19	6	1
Australian Geography 100 hours	12	93255			25	58	17			15	29	35	15	5	1
Australian History 100 hours	12	93278			17	33	50			15	28	35	15	6	1
Information and Software Technology 100 hours	12	2152			17	58	25			24	32	28	11	5	
Personal Development, Health and PE 100 hours	12	18601				42	58			17	39	32	8	3	1

4. Staffing

Accreditation status of Teaching staff

TLK Youth College had five full-time equivalent (FTE) and one part-time teacher. In addition, the School had a part time literacy specialist, a part time numeracy specialist and a part time Student Wellbeing Support Officer/Chaplain during 2023.

Level of accreditation	Number of Teachers
Conditional	0
Provisional	0
Proficient Teacher	6
Highly Accomplished Teacher (voluntary accreditation)	0
Lead Teacher (voluntary accreditation)	0
Total number of teachers	6

Teacher qualifications

Category	Number of Teachers
Teachers having teacher education qualifications from a higher education institution and holding a bachelor degree within Australia or as recognised within the National Office of Overseas Skills Recognition (AEI-NOOSR) guidelines.	6

Workforce Composition

TLK Youth College had one Principal, one head teacher/head of student wellbeing, four teachers, one literacy specialist, one numeracy specialist, one student wellbeing support officer/Chaplain, and one administration staff member during 2023. All staff were Australian citizens. None of our staff members have identified as First Nations people, we do strongly encourage applications from perspective First Nations teachers and non-teaching staff.

School staff 2023	
Teaching staff	6
Full-time equivalent teaching staff	5.6
Non-teaching staff	4
Full-time equivalent non-teaching staff	2.4

Professional Learning undertaken by Teaching and non-teaching staff

The following professional learning activities were undertaken by staff throughout 2023:

Professional Development	Teachers Attended
Requirements for Teacher Accreditation Procedures in Schools	2
AISNSW Expanding Horizons: Milestones of History conference	1
AISNSW Preparing for Implementation - Stage 6 Geography	1
AISNSW – Cessation of Deeming in Special Assistance Schools	2
AISNSW Annual General Briefing	2
Promoting and Protecting Student Wellbeing and Mental Health	1
Chaplaincy Conference (2 days)	1
Responding to and Preventing Cyberbullying	1
Youth Mental Health First Aid Training (2 days)	1
NSW Health Positive Choices webinar - Vaping	2
AISNSW Governance Modules 1-6	1
Embedding and Enhancing Whole-School Approaches to Wellbeing	1
NSW Alternative Schools Conference	2
Senior First Aid	2
AISNSW Programming and Planning for the new English 7-10 Syllabus	1
AISNSW Live Life Well @ School: Starting the Journey	10
AISNSW Live Life Well @ School: Taking the Next Step	10
AISNSW Autism Spectrum: Universal Supports	10
AISNSW Disability Legislation	10
AISNSW Collaborative Planning Process: Developing Individual Plans	10
Mandatory Child protection provided by Kids Guardian	10

5. Attendance

Student Attendance

TLK Youth College is a Year 9, 10, 11 and 12 school with the following student attendance rates in 2023:

- Year 9 average attendance rate was 67%
- Year 10 average attendance rate was 67%
- The Year 11 average attendance rate was 62% and
- The Year 12 average attendance rate was 70%.
- Percent of students attended school on average each school day in 2023 was 66%.

Management of Non-Attendance

The School understands that many students may have issues and circumstances at home which prevent them from attending regularly.

The Principal or delegate will:

- Follow-up with students and parents/guardians if a student consistently misses certain subject periods
- Ensure there is a conversation with the student in relation to the circumstances of any unexplained consistent absence upon their return
- Follow-up with nominated parent/guardian of any student who is absent for more than a week without contact with the School.

Students circumstances are considered in making sure they are supported if facing challenges which are restricting them from attending school. The Principal or delegate will also reaffirm with the student the legal ramifications of being absent from school consistently.

The School may develop an Attendance Plan in consultation with a nominated parent/guardian/carer, and/or a guardian approved by a youth service (e.g. Department of Communities Justice or Children and Adolescent Mental Health) for students who have enrolled with or are developing poor attendance patterns. These plans may include:

- Suitable and achievable programs (e.g. student attends partial day then increases up to fulltime re-engagement)
- Monitoring and timely reporting of student absence
- Student welfare initiatives
- Curriculum changes and
- Review date/s.

Retention of Year 10 to Year 12

The student retention rates for Years 10 to 12 in 2023 were as follows:

- Retention rate for Year 10 was 52% (23 enrolled, 11 withdrawn)
- Retention rate for Year 11 was 60% (20 enrolled, 8 withdrawn) and
- Retention rate for Year 12 was 86% (7 enrolled, 1 withdrawn).

6. School Policies

A range of school policies are made publicly available on the TLK Youth College website at: <https://tlkyc.nsw.edu.au/forms-documents>. This includes policies relating to:

- Enrolments: 'Student Enrolment Policy'
- Child Protection: 'Child Protection Policy'
- Anti-Bullying: 'Anti-Bullying and Harassment Statement'
- Discipline: 'Behaviour Management Policy' and
- Complaints: 'Student Complaints Statement'.

7. Parent, Student and Teacher Satisfaction

In 2023 TLK Youth College conducted an annual parent, student and teacher survey questionnaire that focused on a range of issues. Out of this, the following analysis was attained:

Parents/Guardians/Carers

Of the 67% of respondents, the majority of the parent/guardian/carer's either agreed or strongly agreed that the School achieved its vision and mission. Parents/guardians/carers noted that the strengths of the School were in areas such as school leadership, care and wellbeing, nurture of the students, goals and direction, meeting their emotional needs, safe and secure environment, and being offered support in multiple areas of their life.

Students

The 84% of student respondents saw the strengths of the School in the areas of student support, wellbeing, care, the giving of time, tolerance, communication between teachers and students, encouragement, relationship centred and additional support and guidance which was encouraged by the teachers.

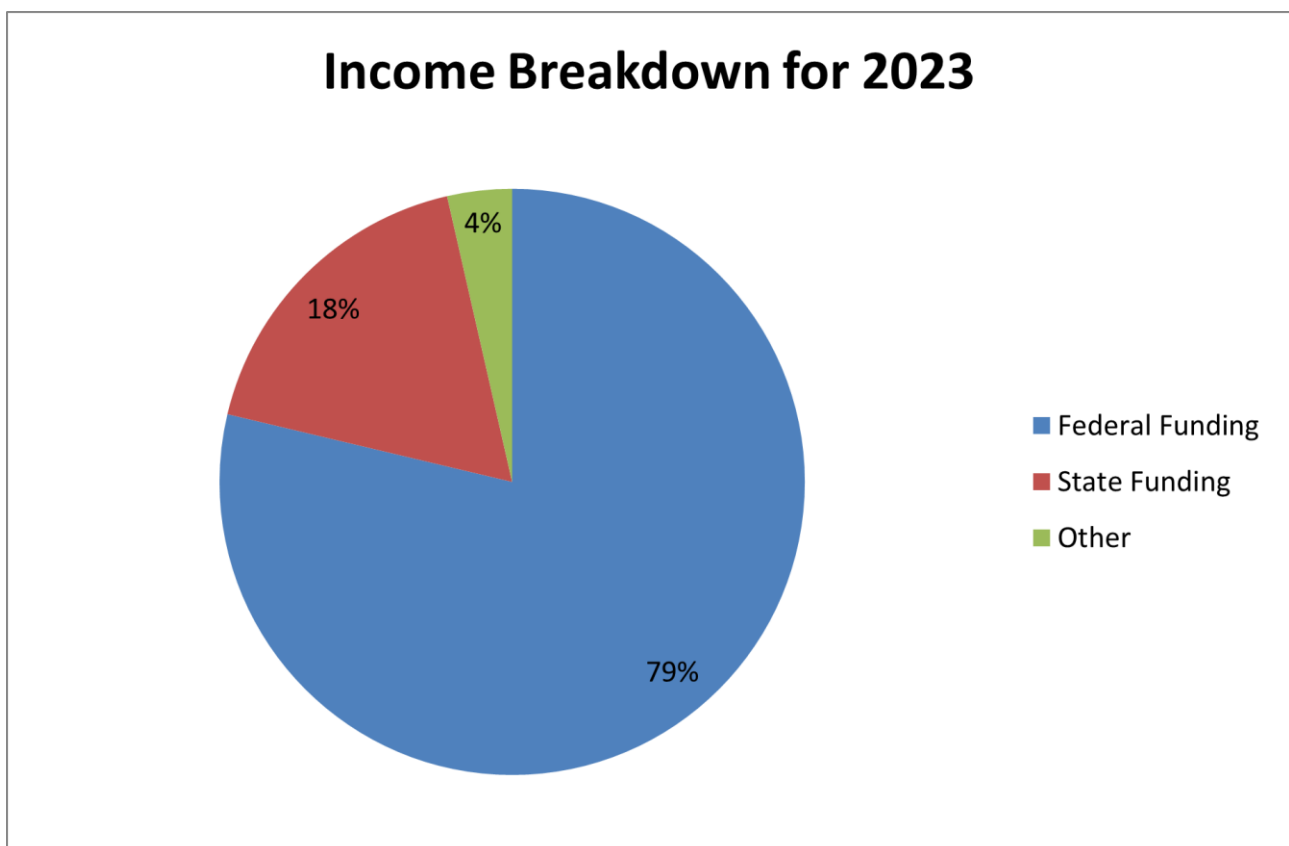
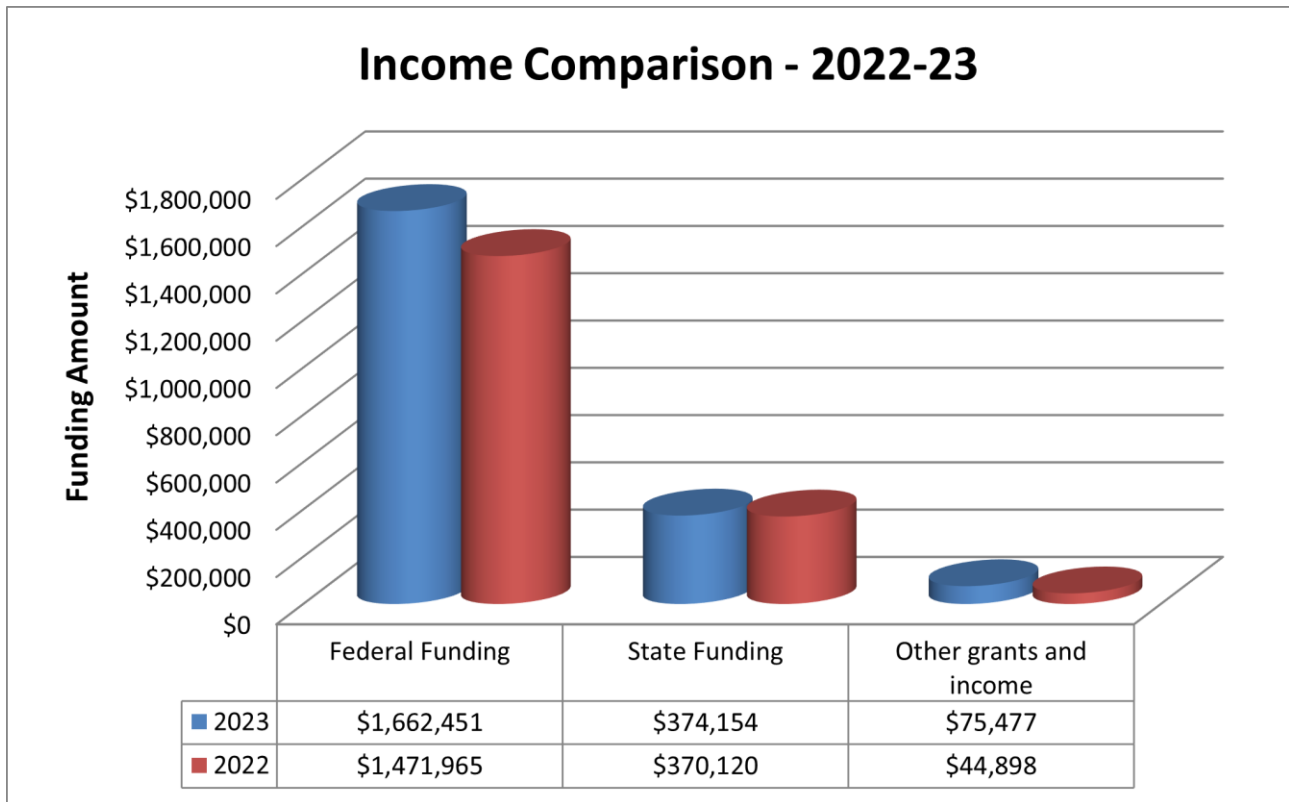
Staff

Of the 100% who responded, the staff noted that the School's key strengths were found in the areas of communicating and collaborating as a team, student wellbeing and care, honesty, integrity, making an impact, valued, values and ethos, as well as a safe and secure environment.

Results

Overall, the majority of respondents in 2023 reflected that students, staff and parents/guardians/carers alike were satisfied with the School's overall performance and the changes being made in the young people's lives. There was no common pattern of concern amongst any of the three groups in 2023. One thing that stood out was the additional comments surrounding care and support shown by staff throughout this year.

8. Summary Financial Information



Expenditure Breakdown for 2023

