



Not Without Labour

# Kyogle High School

Week 8 Term 1

## Here to Learn, Here to Lead Program

### FOCUS

### Meeting Deadlines

KHS is being:

Kind  
Honest  
Safe

This looks like:

- Handing assessment tasks in by the due date
- Handing in permission slips and/or money for the various activities going on, in and around the school eg sporting trips, excursions
- Handing in homework when it is due

### Discussion and Brainstorming

*“Why is it important that we meet deadlines?”*

Student responses could be:

- Helps with the smooth flow of units of work within a subject. If everything doesn't go according to schedule, time-lines can be affected.
- Reduces stress, worrying or being anxious about assessment tasks not being handed in
- Meeting deadlines makes you a team player...literally in some cases. It is a way of showing that you care about what's going on and about the person who has made an effort with the task/excursion involved.
- You not meeting your deadline can and in most cases, does affect others. That sporting trip might not go ahead because you haven't handed in your paperwork.



### For Further Discussion

- The importance of getting resumes in on time for jobs, paying bills etc
- Good practice here at school for future employment. Make a list of jobs where keeping deadlines is essential ie journalism
- Talk about specific examples ie events not going ahead, and any other anecdotal stories you might have.
- Talk about the various techniques that help with meeting deadlines ie use of diaries, 'post its' etc