

Navigating WA: Class of 2030

Everything You Need to Know for a Strong Start

COUNSELING DEPARTMENT | WESTFORD ACADEMY | FALL 2026

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Today's Agenda

01 | Self-Discovery

Finding your passions & getting involved

02 | Academic Success

Tools, habits & effective communication

03 | The Long View

Graduation requirements, transcripts & career prep

04 | Health & Balance

Time management, sleep & well-being

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Career Exploration Roadmap



1

Grade 9

Self-Discovery & Building Study/Life Habits

2

Grade 10

Take Career Interest & Personalities Inventories

3

Grade 11

Mini Career Fair & Post-Secondary Planning

4

Grade 12

Post-Secondary Planning & Senior Capstone Experience

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Discovering Yourself

SECTION 01



Over the Next 4 Years: Explore, Learn & Grow

Identify your strengths, interests, and learning style. Try new subjects and electives. Find meaningful ways to contribute outside the classroom.

- → Coursework & Electives
- → Clubs & Co-Curriculars
- → Community Service
- → Leadership & Part-Time Jobs

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Getting Involved
"After the Bell"

CO-CURRICULAR ACTIVITIES & COMMUNITY

Quality Over Quantity
Focus on what you truly enjoy — not just filling a resume.

Be Active
Show up regularly and contribute meaningfully.

Try Something New
Freshman year is the best time to test new interests.

2026–2027 WA Club Directory

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Keys to Academic Growth

SECTION 02

Essential Habits

- Check Google Classroom daily
- Use a planner or digital calendar
- Break projects into small steps to avoid procrastination

Academic Tools

- Four-Year Academic Planning Worksheet
- Time Management Document

Support Systems

- Teacher hours
- NHS Peer Tutoring
- School Counseling Department

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Communicating with Teachers & Counselors

Remember, you are communicating professionally — not texting a friend!

Professional Email Template

Subject: Question about Math Homework — [Your Full Name]

Dear [Teacher/Counselor Name],

I hope you're having a good week. I am working on [assignment name] and had a quick question about [specific issue].

Would you be available to meet for a few minutes before school?

Thank you,
[Your Name] | Grade 9

How to Reach Your Counselor

Email

Send a professional email anytime.

Appointments

Book a dedicated student appointment online.

In-person

Drop by for urgent needs during the school day.

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Graduation Requirements & The High School Transcript

SECTION 03

Westford Academy — 117.5 Total Credits

English	20 credits
Math	20 credits
Science	15 credits
History	15 credits
World Language	10 credits
PE & Health	10 credits
VPA	2.5 credits
Electives	22.5 credits

MCAS Exams: Grade 9 (Science), Grade 10 (English, Math)

What's on Your Transcript?

- Official record of coursework and final yearly grades
- Credits earned

Academic Planning Tools:

Graduation Requirements Worksheet
4-year academic plan

Freshman year is the foundation — focus on consistent effort from day one!

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Healthy Habits = Academic Success

SECTION 04

Why Sleep Matters — Target: 8–9 Hours/Night

- Boosts brain power & memory retention
- Strengthens immunity & supports recovery
- Reduces stress & improves daily mood

Strategies for Staying Balanced

- **Set Boundaries:** Learn when to say "no" to avoid overcommitting.
- **Take Real Breaks:** Step away from screens during study downtime.
- **Prioritize Health:** Eat well, stay active, and make time to socialize.

Finding Your 168 Hours

Total hours in a week = **168**

School + Homework + Activities + Daily Living + Sleep = Your Total

Goal: Ensure your total hours do not exceed 168 so you stay healthy, happy, and engaged!

Time Management Worksheet

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Have Questions? We're Here to Help!

[Work Permit Requirements (Ages 14–17)]

[Online Job Board]

[Counseling Website]

[Academic Planning Tools]

[Freshmen Timeline]



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