



Good Standing Policy Senior Students

**Attend Classes ... Be Punctual ...
Participate in Class ... Complete Work/Assessment**

Rationale

The major focus of students at school should be on their program of studies. This is not only the belief of our school community and the local community but also of Education Queensland. The aim of Senior students is to graduate as life long learners who have the necessary skills to participate in full time study, full time work or a combination of both.

As students progress through high school, they need to take increased responsibility for their own learning. This requires the development of qualities such as a work ethic, punctuality, self-discipline and a commitment to the rights and responsibilities of others and themselves.

Guidelines

All Senior students will commence their program of studies with "Good Standing". "Good Standing" requires:

- Satisfactory attendance and punctuality
- Satisfactory participation in the subject, appropriate behaviour and assessment completion.

Total loss of "Good Standing" (Phase 3) will result in the re-negotiation of the student's program/Senior Education Training (SET) Plan and the subject not being rated for the semester. It may also result in the cancellation of enrolment.

Attendance and Punctuality

Absence is defined as any non-attendance for a class when the normal timetable is in operation. This includes absence from school, lateness to class and Known Absences. These known absences need to be discussed with the class teacher **in advance**. A genuine attempt needs to be made to catch up with work missed to the satisfaction of the classroom teacher for absences not to affect a student's "Good Standing". Known absences include:

Excursions	Camps
Instrumental Music	Industry placement
GUESTS	TAFE
School functions/duties - community/corporate	Sport
Senior Leaders' commitments	Work experience

Minimum Requirements

According to Qld Studies Authority (QSA) guidelines, a minimum attendance of 80% is required for a student to meet course requirements. The maximum absence allowable is 15 periods per subject per semester for a student who wishes to be eligible for credit in any subject.

"Good standing" in a subject is totally withdrawn when a student reaches 15 periods absent with no attempt to catch up unless the school has been notified and the absence is explained. The student would still be expected to catch up on return to school unless Special Consideration is granted under certain circumstances. (Refer to the Special Consideration Procedures in the Student Diary for more details).

Participation:

Participation generally involves:

- Completing all assessment items by the due date including drafts.
- Attempting set work or homework.
- Bringing the appropriate equipment to class.
- Presenting/completing/producing work in class.

“Good Standing” Flow Chart

Phase 1: Absence/Non-Participation of 6 Periods/Failure to attend detentions

The subject Teacher informs the student that he/she is on Phase 1 and the following consequences apply:

1. The Phase 1 letter will be sent to parents/guardians
2. Copies will be forwarded to the HOD, Year Co-ordinator and DP for the student file
3. The student will attend a detention with the teacher of appropriate duration to complete work. This will be Mondays for Years 11 and 12 and after school/lunchtimes for Year 10.



Phase 2: Absence/Non-Participation of 12 Periods/ Failure to attend detentions

The HOD informs the student that he/she has moved to Phase 2 and the following consequences apply:

1. The Phase 2 letter will be sent to parents/guardians and parents/guardians contacted by phone
2. A copy will be forwarded to the DP
3. The student will attend a detention with the HOD of appropriate duration to complete work. This will be Mondays for Years 11 and 12 and after school/lunchtimes for Year 10.
NB: This may be at least one full Monday detention for the Years 11 and 12.



Phase 3: Absence/Non-Participation of 15 periods/ Failure to attend detentions

The DP informs the student that he/she has moved to Phase 3 with the following consequences:

1. The student is withdrawn from all classes until an interview with the parents/guardians
2. The DP contacts the parents/guardians via the Phase 3 letter
3. The DP consults all relevant teachers to gather information on the student
4. The interview is conducted with the DP, relevant HOD/teacher, student and parents/guardians.
5. The purpose of the interview is to re-negotiate the student's program/SET plan.

NB: If the re-negotiated program is successful, the student will gradually regain Good Standing.

If the re-negotiated program is not successful, the student may have his/her enrolment cancelled.

Non-attendance at Detentions

A student who fails to complete detentions will further lose further Good Standing and move to the next phase. This also includes non-attendance for detentions given for the non-submission of drafts.

Please read the Assessment Policy in your Student Diary