



## STUDENT PROMOTION YEARS 7-12 POLICY

### Introduction

Students are not promoted automatically at Penola Catholic College. The College reserves the right not to promote a student if that course of action is deemed to be in the best interests of a student and/or of the College. The primary concerns are the student's personal and social welfare and progress in his or her studies.

Normally a student could reasonably expect promotion if:

- Satisfactory progress in accordance with the student's ability had been made in his or her studies. Such progress is indicated by:
  - Satisfactory completion of Work Expectations, Assessment Tasks and Examinations.
  - A willingness to work to full potential, and support the dynamics of the classroom.
- The student's behaviour has shown a positive attitude to both teachers and peers with an appropriate level of social maturity.
- For students entering Years 11 and 12, see special requirements.

If there is reason to believe that a student may not be promoted, the appropriate Promotion Committees will discuss this issue. (It should be noted that where there is such doubt as to whether a student should be promoted, appropriate authorities at the College would normally have contacted parents on the matter well before the end of the year. The Student Review process will provide the basis for providing this information. The Student Promotion Committees at any level will include the Year Level Co-ordinators and the Head of Campus. The Committee may ask others to join its deliberations. This group makes recommendations to the Principal on promotions having regard to the text and spirit of this Promotion Policy. Although the decision of this group would normally be final, the Principal does maintain a final discretionary authority in these matters.

### Guidelines for Student Attendance

Students are required to attend all scheduled classes for each subject. Students who miss more than 10% of classes without permission may fail to satisfactorily complete the semester. Legitimate absences (e.g. illness, accompanied by a doctor's certificate) do not make up part of the maximum absence rate.

## **Supported Promotion**

In certain cases where a student's behaviour and / or level of commitment to study have caused serious concern, the Student Promotion Committee may institute a process of supported promotion. The purpose of this mechanism is to enable the student to see the areas in which he or she needs to improve and to provide him or her with assistance in meeting the demands of the following year.

The process will consist of:

- A meeting of the Student Promotion Committee with the student and his/her parents before the end of the year at which the specific areas of concern in the student's performance are discussed.
- A written undertaking, signed by the student, parents and Deputy Head – Teaching and Learning, stating the behaviour and study conditions to be met in the following year and the support procedures, which will be implemented.
- An appropriate number of review meetings of student, parents, Homegroup teacher and Year Level Co-ordinator in the following year.
- Should the written agreement not be met in the course of the year, the matter will be referred back to the Deputy Head – Teaching and Learning.

## **Conditional Promotion**

In certain cases, a student's promotion to the next year level may be based on compliance with conditions concerning behaviour and/or level of commitment of study. The process is the same as Supported Promotion. Students on Conditional Promotion will be closely monitored. Failure to meet the agreed conditions may result in the student being asked to repeat the year or consider continuing their education elsewhere.

## **Promotion Requirements For Senior Program Students**

Parents and students will know that if a student is to satisfactorily complete a two year Senior Program, he or she must satisfactorily complete the requirements as outlined by the VCAA.

## **Promotion To Year 11**

Normally, students selecting subjects for Year 11 must pass units of the equivalent subject at Year 10 in order to gain entry into that subject at Year 11. A process of recommendation/consultation occurs prior to the selection of subjects for Year 11. In cases of doubt, performance in examinations will also be considered.

## **End of Unit 1**

At the end of Unit 1, students who have failed 3 or more units will be interviewed as a part of the Review Process, with a view to helping them improve their performance in the second semester.

## Promotion To Year 12

Normally, students selecting subjects for Year 12 must pass units of the equivalent subject at Year 11 in order to gain entry into that subject at Year 12. In cases of doubt, performance in examinations will also be considered.

### End of Unit 2

At the end of the year, students who do not receive an “S” in at least 8 units, may not continue directly into Year 12. These students, with their parents, will be required to attend an interview and be given the following options:

- Repeat Year 11
- Select a VCAL program
- Select a two-year VET program and hence complete VCE over three years
- Remain at Year 11 but do one or two Units 3 & 4 sequences in subjects passed and complete the VCE over a three year period
- Consider a TAFE course
- Consider continuing their education elsewhere

If the student is an integration and/or EAL student, Student Services personnel are to be involved in the interview process.

## Failed Units Of Study at VCE Unit Three or Four

### End of Unit 3 (or part thereof)

Students who do not successfully complete the requirements of an outcome and therefore are at risk of failing a Unit 3 Study, will be notified by letter of the significance of this situation. Students and their parents may be invited to the College for an interview. Students who do not satisfactorily complete an outcome of a Unit 3 subject may be taken out of the Unit 3 and possibly the Unit 4 sequence of that study, leaving them with one less Unit 3 / 4 sequence. Students who maintain 4 or more Unit 3 / 4 sequences (including English) may continue in the VCE program. Those who fall below 4 Unit 3 / 4 sequences will be:

- Offered a 3 year VCE/VET program, completing a fourth Unit 3 / 4 sequence in the subsequent year.
- Advised to continue their studies in the College VCAL program if possible.
- Supported in their decision to pursue their studies elsewhere.
- Given the option to continue with the VCE program at Penola Catholic College with a view to achieving satisfactory completion without a Study/ATAR score.

### During Unit 4

Students who do not satisfactorily complete an Outcome and therefore a Unit 4 study will be notified by letter, of the significance of this particular scenario. Students who do not satisfactorily complete a Unit 4 study but maintain 4 or more Unit 3 / 4

sequences (as well as English) will continue their studies. Those who fall below 4 Unit 3 / 4 sequences may be:

- Offered a three-year Senior Program, completing a fourth Unit 3 / 4 sequence in a subsequent year.

### **Selection of New Subjects at Years 11 and 12**

Where a student selects one or more subjects at Year 11 or 12 which have not been previously studied, the number selected needs to be carefully monitored so that the student does not select a VCE program which may be beyond his/her ability. Approval to undertake more than two new studies will require the approval of the Head of Campus in consultation with the Senior Programs Coordinator and Year Level Coordinator. Course selection will be monitored and approved by the Senior Programs Coordinator and the Year Level Co-ordinator.

**This policy is to be read in conjunction with the [Student Promotion Procedures document](#).**