

# GOOD STANDING POLICY

## YEARS 10, 11 & 12



BELMONT CITY COLLEGE

*bold. caring. creative.*

The Good Standing procedure provides a system that assists in ensuring that students maintain a satisfactory level of attendance, punctuality, course participation and behaviour. It also aims to help our students take responsibility for their actions and to encourage them to reach their educational potential.

All senior students commence the year with the status of **Good Standing**.

Maintaining Good Standing requires:

- Acceptable behaviour and dress
- Satisfactory academic performance
- Satisfactory attendance and punctuality

Loss of Good Standing may lead to review of a student's enrolment and assistance with exploring other education and training options.

There are four stages of status for Year 10/11/12 students. The College reserves the right to place students at any point in the process as it sees fit. The phases are:

### Stage 1

**Good Standing** – all students start with this and retain it as described above.

### Stage 2

**On Probation** – this may occur after a suspension or series of lesser misbehaviours, 5 days of unexplained or unsatisfactory absences (including truancy) and/or non-completion of 1 piece of course work or assessments without satisfactory explanation, or attendance at a catch up session.

The process clearly identifies the problem with the student and provides them with a period of time (minimum of 4 weeks) to demonstrate an improvement in the target area. A letter is sent to the parent/guardian. Students **On Probation** are not permitted to attend any non-curriculum school excursion or event including the College Ball. At the end of a review period the student's status may revert back to Good Standing provided the problem has been satisfactorily addressed.

### Stage 3

**Conditional Good Standing** – this may occur after a second suspension or major breach of school rules, a further 5 days of unexplained or unsatisfactory absences (including truancy) and/or non-completion of 1 piece of course work or assessments without satisfactory explanation, or attendance at a catch up session.

This stage of the process requires an interview with both the student and parent/guardian. A contract must be completed focussing on required areas of improvement. Students with **Conditional Good Standing** are not permitted to attend any non-curriculum school excursion or event including the College Ball, Graduation Breakfast and River Cruise. At the end of a review period (10 weeks) the student's status may revert back to Good Standing provided the problem has been satisfactorily addressed.

#### **Stage 4**

**Loss of Good Standing** – this is likely to occur after a third suspension, further breaches of school rules, a further 5 days of unexplained or unsatisfactory absences or no change in the non-completion of course work or assessments.

This stage is administered by the Associate Principal Senior School and a referral may be made to a District Participation Coordinator. The parent/guardian and student are required to attend an academic review meeting. The options negotiated are likely to be:

(A) enrolment at another school, TAFE, Registered Training Organisation, apprenticeship, traineeship, a gazetted course provided by a community based provider or other approved programs;

or

(B) a combination program involving part-time school/training and part-time work or approved full time work.

#### **Appeals**

Appeals may be made on the grounds that there were extenuating circumstances leading to the loss of **Good Standing**.

All appeals must be submitted to the Principal in writing within 7 days of the notification of the loss of **Good Standing**. An appeal interview will be organised, attended by the Principal, Associate Principal Senior School, parent/guardian and student. Students can bring a support person if they wish. Students should provide appropriate evidence and/or documentation to support their case. This material could include letters of support from teachers, medical certificates, proof of appointments and any other reasons for absences. Some examples are bereavements, family illness etc.

If the appeal is successful, the student will be placed back on the status of **Conditional Good Standing**. Full **Good Standing** will only be reinstated when the student satisfies the **Good Standing** requirements for up to 20 weeks.

If the appeal is not successful, the college will work with the parent/guardian and the District Participation Coordinator, if required, to negotiate the most suitable option for the student that meets the requirements of the Education Act.

.....

NAME OF STUDENT: \_\_\_\_\_  
Surname First Name Year of study

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return this completed form to Front Office**

**A copy of this document will be published on CONNECT**

*Updated February 2020*