

Good Standing Procedure 2021

Years 10, 11 and 12



BELMONT CITY COLLEGE

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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

There are three stages of status for Year 10, 11 and 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 **Good Standing** and retain it if they follow the criteria above.



STAGE 2: Probation

A student is put on **Probation** after a suspension or a series of lesser misbehaviours, 5 days of unexplained or unsatisfactory absences (including truancy) and/or non-completion of course work or assessments without satisfactory explanation.

The process will clearly identify the student's problem behaviour and will provide students with a period of time (minimum probation period is 4 weeks, but may be longer depending on the severity of the misbehaviour) to demonstrate improvement in the target area. A letter will be sent to the parent/guardian to inform them of this.

Students on **Probation** are not permitted to attend any non-curriculum College excursions or events, including the River Cruise and the College Ball. At the end of a review period the student's status may revert back to **Good Standing**, provided that the problem has been satisfactorily addressed.



STAGE 3: Loss of Good Standing

The **Loss of Good Standing** occurs 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 additional course work or assessments without satisfactory explanation.

This stage of the process requires an interview with both the student and parent/guardian. A contract must be completed focusing on the required areas of improvement. Students with **Loss of Good Standing** are not permitted to attend any curriculum or non-curriculum College excursions or events, including Sports Carnivals, the River Cruise, the College Ball, The Graduation Morning Tea, and will be unable to purchase a Leavers' Jacket (granted they are Year 11 moving into Year 12, or Year 12).

At the end of the review period (a minimum of 4, maximum of 10 weeks) the student's status may revert back to **Good Standing** provided the problem has been satisfactorily addressed.



Appeals may be made on the grounds that there were extenuating circumstance leading to the **Loss of Good Standing**. All appeals must be submitted to the Principal, Mr. Darrel Le Mercier, in writing within seven days of the notification of the **Loss of Good Standing**. An appeal interview will be organised and attended by the Associate Principal of Senior School, Senior School Manager, Year 10, 11 and 12 Coordinators, parent/guardian and the 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 bereavement, family illness, etc.

If the appeal is successful, the student will be placed back on the status of **Probation**. Full **Good Standing** will only be reinstated when the student satisfies the **Good Standing** requirements for an extended period of time (determined by the Associate Principal of Senior School).

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.



Your signature below acknowledges the importance of the Good Standing procedure, and accepts the shared responsibility involved in upholding Good Standing. If you have any questions about the Good Standing procedure, please direct them to your relevant Year Coordinator.

Name of Student: _____
Surname First Name Year of study

Signature of Student _____
Date

Name of parent/guardian: _____
Surname First Name

Signature of parent/guardian: _____
Date

Please return this completed form to the Front Office.

A copy of this document will be available on Connect.