

Year 9 - 11 SATISFACTORY COMPLETION AND PROMOTION POLICY

PURPOSE

This policy aims to:

- encourage, motivate and support students to achieve their maximum potential
- provide clear expectations to students, their parents and the teaching staff
- provide guidelines for assessing student readiness for entry into the next year level.

GUIDING PRINCIPLES

- To improve each individual student's work ethic and student learning outcomes
- To better prepare students for the demands of the VCE and VCE VM, in terms of meeting deadlines, submitting work, study skills, attendance and satisfactory completion of work
- To provide a clear and consistent framework within which decisions regarding students' future pathways are made.

Note that throughout this policy VCE is distinguished from VCE VM.

POLICY

REQUIREMENTS FOR PROMOTION

In considering whether a student is to be promoted to the next year level, four areas will be taken into account:

1. the number of units satisfactorily completed
2. the student's level of achievement in the assessment tasks
3. the student's attendance rate
4. any other relevant Information which may affect the final decision

Year 9

In addition to the requirement for each Unit outlined below, students must meet the 90% attendance requirement as outlined in the Attendance Policy.

Satisfactory Completion of each Semester Unit

In order for a student to receive a Satisfactory (S) assessment in a unit, they must:

1. gain an 'S' for each learning activity
2. achieve an overall result of at least 'E'
3. sit the semester test in each semester. Exceptions are subject to MSS approval

Promotion to Year 10

Year 9 students are required to satisfactorily complete:

- 11 out of 16 units over the year
- at least 6 out of 8 units in Semester 2
- at least one unit of English/EAL.

The age of the student and other factors will be considered when determining promotion to Year 10.

Year 10

In addition to the requirement for each Unit outlined below, students must meet the 90% attendance requirement as outlined in the Attendance Policy.

Satisfactory Completion of each Unit

In order for a student to receive a Satisfactory (S) assessment in a unit, they must:

1. gain an 'S' for each learning activity
2. achieve an overall result of at least 'E'
3. sit the semester exam. Exceptions are subject to MSS approval

The age of the student and other factors will be considered when determining promotion to Year 11 and will be discussed at the promotion panel.

Promotion Panel

A promotion panel consisting of:

- MSS Leader and PCO
- SSS Leader and PCO

will convene once reports have been reviewed at the end of the year to determine Year 10 into 11 promotion and whether the student will be promoted on probation, in which case the student's progress will be reviewed after the first progress reports.

Promotion to Year 11 VCE VM

Students are required to satisfactorily complete:

- 8 out of 12 units over the year
- at least 4 out of 6 units in Semester 2
- at least one unit of English/Applied English/EAL

Promotion to Year 11 (VCE)

Students are required to satisfactorily complete:

- 8 out of 12 units over the year
- at least 4 out of 6 units in Semester 2
- at least one unit of English /EAL
- achieve a pass (E or above) in at least 8 out of 12 Semester exams, including one unit in English/EAL.

Students on Modified Programs at Year 10

Careful consideration will be given to the pathways for students on modified curriculum programs. These students will be considered on an individual basis, taking the student's individual learning needs into account. However, it will generally be the case that only students who have met the minimum standards detailed above in the Unit Requirements without a modified program of study should continue into the VCE.

Consultation will take place between the College, the student and their parents to determine the most appropriate pathway.

Year 11

In addition to the requirement for each Unit outlined below, students must meet the 90% attendance requirement as outlined in the Attendance Policy.

VCE

Satisfactory Completion of each Unit

In order for a student to receive an 'S' in a unit on their semester report, they must:

1. gain an 'S' for each outcome
2. a minimum overall grade of at least 40% (E)
3. sit the semester exam

Minimum promotion to Year 12 (VCE)

Students are required to:

- satisfactorily complete 8 out of 12 units over the year
- satisfactorily complete at least 4 out of 6 units in Semester 2
- satisfactorily complete at least one unit of English/EAL
- achieve a minimum grade of 45% (E+) in at least 4 out of 6 Semester 2 exams, including English/EAL.

VCE VM

In order for a student to receive an 'S' in a unit on their semester report, they must:

1. gain an 'S' for each outcome
2. For VET, 90% attendance for VET classes is required

Minimum promotion to Year 12 (VCE VM)

Students are required to:

- satisfactorily complete Year 11
- satisfactorily complete at least 8 out of 10 units across the year
- satisfactorily complete at least one unit of Literacy or English/EAL

IMPLEMENTATION

Semester 1

Students who do not satisfactorily complete at least 5 units in Semester One at Year 9; or who do not satisfactorily complete at least 3 units in Semester One at Years 10 and 11 will be required to attend an interview with their parents and the Year Level Coordinator.

The purpose of the interview is to:

- gain parental support in assisting improved student learning outcomes
- implement strategies for improving student learning in Semester 2
- establish an agreed process for monitoring student learning
- discuss student learning pathways

Semester 2

Students who do not satisfactorily achieve the promotion requirements at the end of Semester 2 will not automatically be promoted into a full course at the next year level. In this case, the Year Level Coordinator will conduct an interview with the student and their parents. This interview will determine the best pathway for the student and then a recommendation will be made for the Promotion Panel to consider.

Alternatives could include:

- continuing their education at another institution
- repeating the year
- undertaking a bridging year with a mix of subjects at the current level and the next level.
- promotion on probation

Each student will be reviewed on an individual basis.

Special Consideration (Year 10 & 11)

Extenuating circumstances may be considered in determining a student's suitability for VCE or VCE VM. Such circumstances could include:

- prolonged illness
- extended approved absences (eg overseas)
- time of arrival at the College
- English language proficiency
- other personal circumstances as discussed with the Sub School.

SUPPORT

The College provides a range of programs to maximise the success of each individual student. These programs are aimed at enhancing a student's chances at both their academic and personal success.

FURTHER INFORMATION AND RESOURCES

- <https://stalbanssc-vic.compass.education/Communicate/SchoolDocumentation.aspx>
- Attendance Policy
- Student Engagement and Wellbeing Policy
- Student Management Policy
- VCE VM Policy

EVALUATION

This policy will be reviewed on an annual basis in consultation with Engagement Committee and Middle and Senior Sub Schools.

REVIEW CYCLE

This policy was last updated in March 2024 and is scheduled for review in March 2025.