



2.13 PROGRESSION POLICY

JUNE 2007

Section 1 - Purpose and Context

- (1) Once students enroll at St Mary's Coptic Orthodox College, their progression from Prep to year 12 will be dependent upon meeting minimum success rates and correctly re-enrolling each year.
- (2) The aim of the policy is to identify poorly performing students, so that the school may initiate steps to address that poor performance. Where poor performance persists, students face sanctions, including conditional enrolment or expulsion from the school.
- (3) The aim of this policy is to encourage students to explore options that may be more appropriate for them. The school believes it must exercise a duty of care to students who are not well suited to the courses of study available, attendance or behavioural expectations here at St Mary's Coptic Orthodox College.
- (4) At the same time, the school recognises that there can be extenuating circumstances for poor performance, attendance or behaviour, and students who are sanctioned have a right of appeal to the College Management Team that may lead to the sanctions being removed or modified.

Section 2 - Definitions

- (5) For the purpose of this policy:
 1. At Risk - the school will identify students who, because of poor academic performance, behaviour or attendance, are, if their performance, behaviour or attendance does not improve, such students will be faced with sanctions - placement on conditional enrolment, or expulsion from the school. Parents of students who are identified as "at risk" will be contacted, and advised of the situation and the school's expectations.
 2. Conditional Enrolment for Unsatisfactory Academic Performance, Behaviour or Attendance - is a sanction for students whose performance is unsatisfactory. Placement on conditional enrolment is a last resort to highlight a student's continued and ongoing enrolment is at risk.
 3. Suspension for Unsatisfactory Academic Performance, Behaviour or Attendance - is the barring of a student from attendance at the school for a specified period of time. At the conclusion of a period of suspension, the student has automatic right of resumption at school as long as an undertaking is entered into to correct the identified issues.

4. Expulsion for Unsatisfactory Academic Performance, Behaviour or Attendance – means a student's enrolment is cancelled and they are precluded from any re-enrolment at the school.

Section 3 - Policy Statement

Progression Rules

(6) A student's academic/.behavioural performance is assessed following the relevant tests, mid term Progress Reports, end of Term/Semester reports and examinations.

(7) The Progression Rules, against which students are assessed, are as follows:

1. Failing to achieve more than 50% of the marks available for the subject;
2. Failing to meet attendance requirements,
3. Failing to meet set classwork requirements,
4. Failing to meet standards of behaviour consistent with a Christian School,
5. Failing two or more subjects in one year in Prep to Year Ten, one subject in year 11,
6. Receiving three, or more, negative mid term Progress Reports, for either academic or poor behaviour, with the accompanying letter from the Head of Primary or the Head of Secondary; and
7. Receiving a warning letter from the Head of Primary or the Head of Secondary explaining that the student has not successfully completed the year of study due to poor academic progress, attendance or poor behaviour.

(8) The assessment of academic performance will apply the school's Progression Rules, and the following outcomes are possible:

1. The student has satisfied the progression rules, their academic progress is satisfactory, and they are in 'good standing' and will progress to the next year level.
2. The student has not satisfied the progression rules and is "at risk" of being placed on conditional enrolment or excluded for unsatisfactory academic performance until the necessary steps, as set by the school, are met.
3. A student designated as "at risk" has not satisfied the progression rules and is not allowed to progress to the next year level.

Conditions for Conditional Enrolment

(9) If a student who has been placed on 'conditional enrolment' the school will, in writing, set out the expected standards and conditions that the student must achieve to progress to the next year level.

(10) The student will be monitored on a weekly basis and if the student fails to achieve the required level of performance or behaviour, the school will notify the parents that the ongoing enrolment of the student is at risk.

(11) If the student then fails to meet the required set standards, they will not be allowed to progress to the next year level and a letter from the College Management Team will be sent to parents advising this decision.

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