



## ST STEPHEN'S SCHOOL

UNITING CHURCH IN AUSTRALIA

DUNCRAIG & CARRAMAR,  
WESTERN AUSTRALIA

CRICOS PROVIDER NUMBER 02807M

### INTERNATIONAL STUDENTS: STUDENT ACADEMIC PROGRESS

#### ***PLEASE NOTE:***

***BELOW IS THE CURRENT POLICY REGARDING ACADEMIC PROGRESS. HOWEVER, THIS POLICY IS CURRENTLY BEING REVISED IN THE CONTEXT OF NEW COURSES OF STUDY AND OTHER CURRICULUM COUNCIL INITIATIVES.***

#### **1.0 Policy on Promotion of Year 11 Student to Year 12**

##### 1.1 Assumptions

- Every student has the right to achieve his/her full potential.
- Serious students have a right to be protected from insincere, time-wasting students who could interfere with the positive learning environment in their subject.
- Teachers of Year 12 subjects have the right to expect all students to work to their full potential.
- Parents have the right to expect that their son's/daughter's learning environment enables him/her to achieve at his/her full potential.
- No Year 11 student has the right to automatically proceed to Year 12 without earning that right.

##### 1.2 Procedure for Promotion

- Students should have had counselling from one or more of the following:
  - Heads of Learning Areas
  - Careers Adviser
  - Course Counsellor

This counselling will be in the light of realistic career aspirations of the student.

- Students should attain at least a "C" grading in Year 11 for any subject they wish to study in Year 12, except under exceptional circumstances.
- Students should have at least four "C" grades in their Year 11 subjects before proceeding to Year 12.
- Attitude to School and readiness for Year 12 will be reviewed towards the end of Year 11 by one or more of the following:
  - Principal
  - Deans
  - Heads of Learning Areas
  - Homeroom Teachers

The Principal must be finally responsible for any decision not to promote a Year 11 student, and will be required to have Council's support on this matter. Due consultation will be undertaken with student and parents at all stages. Indication of a student's

unsatisfactory progress will be given during the year so that due adjustments may be made by the student and that parents are very clear about their son's or daughter's lack of progress. A written record of any parent contact will be kept in the student's file in the relevant Dean's office.

- Students who demonstrate positive attitudes, but lack academic ability, may be permitted to proceed to Year 12 after careful consultation between staff, student and parents, and after constructing a relevant course in which the student will have an opportunity to succeed. This course will naturally comprise mainly non-TEE subjects.
- Students may have their right to sit for TEE examinations as a School candidate called into question during their Year 12 if they are not making a consistent, conscientious effort to succeed, as they may have a deleterious effect on their peers.
- Students must be familiar with the requirements for the Certificate for Secondary Graduation and for Tertiary Entrance. This information is available in the Information Booklet, "A Guide to Your Future". All Year 11 students should have received one of these from the Careers Adviser whilst in Year 10.

## **2.0 Policy on Promotion of Year 10 Students to Year 11**

A similar standard operates as indicated above. However, the assumptions are the same.

## **3.0 Policy on 11s/12s doing 11/12 Subjects**

3.1 Case of Year 12 students repeating Year 12 with the sole purpose of improving their Tertiary Entrance Score:

- May be permitted to do private study in the Library for 6 periods (1 subject) and/or 3 periods (Beliefs & Values)
- Student must provide the Library Administrator with a copy of his/her timetable so that the Library staff can confirm the presence of the student in the Library for private study.
- The Dean of the relevant House is to monitor the attendance.
- NOTE: These private study periods are only available to students of St Stephen's School who are repeating. Each case will be judged on its own merit - by the Principal, Dean of House, Library Administrator and the Teacher responsible for Timetabling. If a student abuses this privilege of doing private study in the Library, the Dean of House will make alternative arrangements for the location of the private study sessions.

3.2 Case of Year 11 students doing Year 12 subjects:

- at the beginning of the School year, teachers must be made aware of who these students are so they can plan their teaching programs to take into account the dates for Years 11 and 12 Retreats which will affect the teaching times of these students.
- the Leadership Team must ensure that for Semester 1 Exams, both Years 11 and 12 exams are held at the same time.
- in Term 4, after the Year 12 students have left, teachers must provide work or alternative arrangements, eg. work shadowing, to keep students busy till Year 11 students officially leave.
- teachers must provide a report for the Semester 2 Report at the end of Term 4.

3.3 Case of Year 12 students doing Year 11 subjects:

- at the beginning of the School year, teachers must be made aware of who these students are so they can plan their teaching programs to take into account the dates for Years 11 and 12 Retreats.
- the Leadership Team must ensure that for Semester 1 Exams, both Years 11 and 12 exams are held at the same time.
- in Term 4, Year 12 students must be present for their classes (or make alternative arrangements with their teachers) and they must sit the Year 11 exam for that subject (if applicable)
- NOTE: Students must be made aware of these conditions when they are choosing their course of study for Year 12 (ie. in Year 11).