



# Atwell College Good Standing Policy

Atwell College provides high quality teaching and learning experiences that empower our students to thrive, be successful lifelong learners and resilient, prosocial citizens.

Our Good Standing Policy provides a system to motivate students to maintain a satisfactory level of attendance, punctuality, participation, and behaviour. It also aims to help our students take responsibility for their actions and encourages behaviours which will help students succeed in further education, training, or employment.

All students start the year with good standing. This will continue if they:

- ***Be considerate***
  - Maintain a safe and orderly college environment.
  - Treat others with kindness and care; and
  - Are inclusive of others.
- ***Aspire to achieve their personal best***
  - Actively engage and participate.
  - Work at a level that reflects personal ability and strive to improve; and
  - Be positive role models.
- ***Be respectful***
  - Work cooperatively with teachers and others.
  - Follow instructions given by adults.
  - Demonstrate tolerance and mutual respect to all members of our college community; and
  - Be polite and well-mannered.
- ***Be responsible***
  - Complete all requirements of the study program.
  - Make positive behaviour choices.
  - Attend school regularly (above 90%) and provide explanation for absences; and
  - Wear the college uniform appropriately.
- ***Be self-motivated***
  - Arrive to class punctually and prepared for learning.
  - Submit all homework, assignments, and coursework on time; and
  - Demonstrate the college values.

## Stages of good standing

There are three stages of good standing:

- **STAGE 1: *Conditional good standing***. If a student fails to demonstrate the requirements needed to maintain good standing, they will be placed on "*Conditional Good Standing*". Trigger events include:
  - Breaches of the college code of conduct, including academic misconduct and non-compliance with the mobile phone policy and dress code policy.
  - Attendance rate falls below 85% without acceptable justification.
  - Three (3) late arrivals to school without acceptable justification.

- Three (3) or more unexplained absences.

Parents will be contacted, and the student will be given **TWO** weeks to meet agreed requirements. During this time, the student will retain full privileges in the college, but is required to complete a daily monitoring card specific to the triggering event. It is the responsibility of the student to collect the card daily from Student Services and return it the following day with a parental signature. If the agreed requirements are consistently met during this time, the student will have their good standing reinstated. Alternatively, the student will progress to Stage 2.

- **STAGE 2: Loss of good standing – panel deliberation.** For students facing a loss of good standing, a panel (consisting of three members of staff, typically the Student Services Deputy, the relevant Student Services Coordinator, and the Year Coordinator) will be convened to consider whether a loss of good standing is warranted. The student and their parent may be interviewed in the deliberation process. The panel may decide to reissue the student with conditional good standing if extenuating circumstances are demonstrated to have impacted the student's capacity to meet agreed requirements during the initial two-week period. The panel's decision will be binding.
- **Stage 3: Loss of good standing.** Students who lose their good standing will be required to demonstrate agreed requirements for **FIVE** weeks before having good standing reinstated. The relevant Student Services Coordinator will make this determination. If the requirements of returning to good standing are not met, the student will be referred to Stage 2.

These stages are generally sequential. In the case of suspension however, the matter will be directly referred to Stage 2: Loss of good standing – panel deliberation (with the result most likely to be loss of good standing). Any student who engages in a physically violent act, records a physically violent act, or threatens physical violence within the college or when representing the college in the community will automatically proceed to Stage 3: Loss of good standing.

### Loss of Good Standing Process

All students begin the school year with good standing and will maintain it through **being considerate, aspiring to achieve their personal best, being respectful, being responsible and being self-motivated**. The intent of this policy is to support and encourage students to demonstrate positive and pro-social behaviours within the college community. **When a student fails to demonstrate the requirements to maintain good standing, the following process will occur:**

1. The classroom teacher raises the concern with the student, parent, and Head of Learning Area (HOLA) or Teacher-in-Charge (TIC). All discussions are documented in Chronicle.
2. If the concern is not resolved, the HOLA/TIC meets to discuss the concern with the student, parent, and the relevant Student Services Coordinator. All discussions are documented in Chronicle.
3. If the concern is not resolved, the relevant Student Services Coordinator progresses the student to Stage 1: Conditional good standing.

### Consequences for Loss of Good Standing

A student without good standing will not participate in any extra-curricular activities. In exceptional circumstances the Principal may choose to exclude students from participating in co-curricular activities, in which case alternative arrangements will be made to ensure students receive the information required.

Co-curricular activities are learning experiences that take place outside of the classroom but are still tied to the classroom curriculum and may be assessed in some way. These activities are inclusive of all students studying a particular course and their attendance is required.

Extra-curricular activities are learning experiences that enhance learning, but these activities are voluntary and are not required for the completion of a course. All students do not have the ability to access all extra-curricular activities. Privileges lost will include:

- social events (e.g., school ball, year group socials).
- excursions and camps.
- afterschool events and or activities (e.g., clubs).
- eligibility for a role of student leadership (appointed student leaders will be stood down for the time they are without good standing).
- school representation at competitions and carnivals (including as an umpire, coach or official).
- tours (intrastate, interstate, and international).
- student reward events.
- alternate uniform approvals (e.g., leavers jacket).
- work experience (except as part of the VET or STEP program).
- use of special purpose areas within the college (e.g., gymnasium for breaktime activities, use of the Year 12 common room); and
- other activities (e.g., presentation events, non-compulsory subject-based events)

### **Notification**

The Student Services Coordinator will promptly inform the student and parent in writing if a loss of good standing has been decided.

A record will be created in Compass and an identification flag added to the student's profile for the duration of the good standing loss. This identifier is solely intended to inform staff for the purpose of upholding the loss of privileges.

### **Appeals**

Parents can appeal their child's loss of good standing by submitting a ***Loss of Good Standing Appeal Form***. The appeal form is to be submitted to the college administration within three (3) business days following notification of loss of good standing. The appeal will be considered by the principal who, in exceptional circumstances, may make provision for the student to resume provisional good standing.