

SATISFACTORY ACADEMIC PROFILE: Years 7-12

1. RATIONALE

The development and maintenance of a Satisfactory Academic Profile for each secondary student is a core goal of the school for each student as they progress through the secondary school.

The policies and procedures detailed in this document are intended to:

- encourage and support each student to meaningfully engage with the academic curriculum of the school on a daily basis
- help each student develop positive habits of academic study
- respond to requests by parents to be more fully involved in a meaningful way in encouraging their children to be faithful in the completion of Assessment Tasks, Homework, Tests and Examinations

2. ELEMENTS OF A SATISFACTORY ACADEMIC PROFILE

A Satisfactory Academic Profile is established and maintained when a student, consistent with academic ability, satisfies the following elements:

- comes to each class each day, with all required stationery and materials
- meaningfully engages with the academic curriculum of the subject and classroom
- fully and punctually completes all class work, homework and assessment tasks
- makes a serious attempt to complete all tests and examinations stipulated by the school

An **Unsatisfactory Academic Profile** is established when the school determines that a student does not appropriately satisfy these elements.

3. HOMEWORK AND ASSESSMENT TASKS ARE COMPULSORY

- Homework tasks must have a minimum of 5 school days' notice.
- Assessment tasks must have a minimum of two weeks' notices.
- Homework and Assessment Tasks are to be submitted **at the beginning of the scheduled lesson** on the due date. This work must be presented in **'hard copy'** form unless otherwise specified.
- **Homework and Assessment Task must be handed in on the due date.** Students should always hand in the work they have completed, even if it is not finished. The teacher will decide if the work is a serious attempt or will need to be resubmitted. If it is not a serious attempt, a detention will apply.
- When tasks are not submitted on the due date, a 20% penalty applies to the allocated mark and students are placed on detention. If the work is not handed in **before roll call** on the morning after task is due, a zero mark will apply. Work can be handed in at the front office or directly to the teacher.

4. CONSEQUENCES OF HAVING AN UNSATISFACTORY ACADEMIC PROFILE

- attendance at afterschool detention until a Satisfactory Academic Profile is established.
- withdrawal from all extracurricular activities, requiring absence from classroom lessons during the school day. This includes representative sport, choir, debating, and musical practice etc. Students can take steps to restore their profile in time to make them eligible for an activity.
- continued failure to maintain a Satisfactory Academic Profile may result in the student having to repeat the year



5. LUNCHTIME DETENTION

Lunchtime detention is the normal consequence in the following circumstances:

- homework default
- consistent failure to bring required materials to class
- failure to be meaningfully and appropriately engaged in classroom activities
- other matters as may be determined by the Principal

6. AFTER SCHOOL DETENTION (3:30pm-5:00pm)

After school detention is the normal consequence in the following circumstances:

- Assessment Task default
- repeated Homework/Assessment task defaults
- persistent failure to be meaningfully and appropriately engage in classroom activities
- other matters as may be determined by the Principal

7. MISADVENTURE

Parents are welcome to submit a written explanation of why an Assessment Task or Homework is not completed. However, aside from personal illness or an unexpected family situation, such explanations will not be accepted on the due date. In such cases the work that has been completed must be handed in on the day, for review by teachers and returned to students for completion if necessary. If students are struggling with the requirements of a task they must speak to their teacher before the due date.

8. PROCEDURES

a. Homework Default

- the student will usually attend detention the day after the default. An email will be sent containing more detail about the default.
- multiple defaults in one day will mean corresponding multiple attendances at lunchtime detention.
- the student may complete the relevant homework task during lunchtime detention.
- failure to attend lunchtime detention as notified will result in the student receiving an additional lunchtime detention.
- ongoing homework defaults will result in referral to after school detention.
- a second referral to after school detention as a consequence of persistent homework defaults may also result in the student being designated as having an **Unsatisfactory Academic Profile**.

b. Assessment Task Default or Non-Serious Attempt

- the student will attend an afterschool detention on the **nominated day** as required by the principal, usually within one week of the default. An email will be sent containing more detail about the default.
- students must complete the relevant assessment task, to an appropriate standard, during the after school detention, unless the task has already been handed to the teacher.
- if the relevant assessment task, completed to an acceptable standard, is still outstanding at the end of the after school detention, an **Unsatisfactory Academic Profile** will be immediately applied to the student. In this case the student will be required to attend four (4) consecutive after school detentions for the next two weeks. A letter will be sent home to notify parents of this.



Carinya

CHRISTIAN SCHOOL
From Christ and For Him

TAMWORTH

25 Boronia Drive, Tamworth NSW 2340
Ph: (02) 6762 0970 | **E:** admin@carinya.nsw.edu.au

GUNNEDAH

46 Elgin Street, Gunnedah NSW 2380
Ph: (02) 6742 2766 | **E:** gunnedah@carinya.nsw.edu.au

NB: If circumstances warrant, parents are able to complete an Assessment Misadventure Application Form when a student fails to submit an Assessment Task because preparation has been compromised by some form of misadventure e.g. illness, family. If the Misadventure Application is upheld, a suitable extension or estimate will be determined with no loss of marks or other penalty.

c. Student absence for an acceptable reason on the due date of an Assessment Task

- If possible the task must be submitted to school by 9:00am on the due date, in writing, by email, by fax, or on a memory stick, or sibling.
- Failing electronic or hard copy submission, the school will require a Misadventure Application signed by a parent, confirming that no further work was done on the Assessment Task after 9:00am on the due date. The task must then be submitted at the next earliest date.

NB: These procedures are required in order to ensure fairness to all students and families.

d. Failure to meaningfully and appropriately engage in classroom activities

A letter will be sent home informing parents that a student is in danger of establishing a presence in the classroom that is not consistent with the requirements of the school's Satisfactory Academic Profile Policy. The student in question will have already had these concerns raised.