

# HIGHVIEW COLLEGE YEAR 12 EXAM PATHWAY POLICY

**Person Responsible – Director of Professional Practice**

(Reviewed in odd years)



## **Rationale**

We make the assumption that students in Year 12 have enrolled in Year 12 to achieve. However, we recognise that some students may find the undertaking of external exams/ external assessment could lead to more negative rather than positive consequences.

## **Aim**

To allow students to withdraw from the external exams if the Director of Professional Practice, in conjunction with the VCE Co-ordinator and Learning Support Co-ordinator, consider that sitting the exams will be detrimental to the welfare of the student.

## **Implementation**

- Students who receive learning support or have an Individual Learning Plan can be considered for withdrawal from the VCAA external exams
- Other students who present with circumstances that may warrant consideration of withdrawal will be counselled on an individual basis
- Students will need to continue to meet normal class attendance requirements, and to undertake and demonstrate satisfactory achievement of the Unit Outcomes
- Until a signed acceptance slip is received by the College, normal school based and external assessment expectations will continue to apply
- Once withdrawal from external exams is approved, the possibility of individualized alternative pathways can be discussed and implemented for Term 4.

## **The following steps are to be followed:**

- The VCE Co-ordinator, the Learning Support Co-ordinator and/or the Director of Professional Practice will discuss with the parents/guardians the possibility of the student not undertaking the external exams.
- Students and their parents/guardians are encouraged to consult the Career's Advisor to discuss and clarify future pathway considerations
- For students who have required learning support or have had an Individual Learning plan in their pre VCE years, Parents/guardians will have already discussed the possibility of a non-exam pathway with the Learning Support Co-ordinator prior to the student's commencement of their VCE. The Learning Support Co-ordinator keeps the Director of Professional Practice and the VCE Co-ordinator updated on such matters
- The Director of Professional Practice, in consultation with the VCE Co-ordinator and the Learning Support Co-ordinator makes a recommendation to the Senior Executive Team on behalf of the student

- The Director of Professional Practice informs the VCE Co-ordinator and Learning Support Co-ordinator of the Senior Executive's decision
- The VCE Co-ordinator, and/or the Learning Support Co-ordinator confirms with the student's parents and provides a written agreement for the student and parent/guardian to sign and return to the College. This agreement is detailed and verifies the following support:
  - VCAA requirements to obtain VCE Certification
  - Withdrawal from scored assessments with a focus on achieving "S" results for each VCE/VET study/course
  - Close collaboration with relevant teachers to assist with the achievement of "S" results
  - Close collaboration with the Career's Advisor, The VCE Co-ordinator and/or the Director of Professional Practice to facilitate the possibility of alternate activities during Term 4, once 'S' results have been achieved
- The school year for students in this pathway will conclude on the evening of the Graduation Dinner, prior to the commencement of VCAA external examinations
- Copies of the letter and acceptance slip are kept in the student's file
- All applications must be submitted by the last day of Term 2e

Policy developed by John Boyle – 2012  
Updated by Wendy Pickering-Tyers – 2016  
Updated by Wendy Hare – 2018  
Due for Review – March 2019