



Promotion Policy

Preamble

CRC Melton offers a range of elective subjects at Year 9 and 10, and VCE, VET and VCAL options in Years 11 and 12. Students are required to meet a set of standards to gain entry to particular subjects; standards are set on academic ability and work ethic. CRC Melton has the expectation of all students that they academically achieve to their potential and submit work that always reflects their best efforts.

Promotion into Year 8, 9, 10, 11 and 12- Attendance Requirements

All units of work across Years 7 to 12 require a student to be present in scheduled classes. The school sets minimum class time and attendance rules according to recommendations from ACARA and VCAA in line with VCE/VCAL requirements. In 2023 VCE-VM and VPC replace VCAL. Where a student has completed work but there has been a breach of attendance rules, the school may decide to restrict promotion into the following year level or Unit of work.

College Expectations of Attendance:

- Students are required to attend 90% of their scheduled classes from Year 7 to 12
- If a Year 11 to 12 student is absent, they should present their medical certificate or statutory declaration explaining the absence to the Homeroom Teacher the day they return to school. If a Year 7 to 10 student is absent, they should present a medical certificate, statutory declaration or parental note explaining the absence to the Homeroom Teacher the day they return to school.
- Once a student has 2 days unexplained absences in a semester, the Homeroom Teacher will contact home and notify parents. An unexplained is an absence that is not supported with a medical certificate, statutory declaration or parent note.
- If a Year 11 to 12 student has 3 days of unexplained absences, the Homeroom Teacher will notify the Year Level Coordinator and an 'Attendance Review Panel' will be convened. This panel will consist of a panel of people including Year Level Coordinator, VCE Coordinator, welfare staff, student and parent.
- If a Year 7-10 student has 3 days of unexplained absences, the Homeroom Teacher will notify the Year Level Coordinator and an 'Attendance Review Panel' will be convened. This panel will consist of a panel of people including Year Level Coordinator, homeroom teacher, welfare staff, student and parent.
- The purpose of these meeting is to determine the reason for the absences and put into place a plan for more consistent attendance in the future. A record will be kept of this meeting.
- If ongoing absence a formal letter of non-attendance from the College will be sent and a meeting with the Level Coordinator, Deputy Principal, welfare staff, student and parent will be convened.

Promotion into Year 10 Mathematics

Mathematics at CRC Melton is set up in the following way:

- **Year 7 and 8 Mathematics** aims to target teach students to improve their overall ability and address their mathematical misconceptions/weaknesses. Students will know the level of classes they were part of and will be able to use this information as an indicator of their academic ability in Mathematics.
- **Year 9 Mathematics** aims to consolidate knowledge learnt and prepare students for a Year 10 Mathematical study based on their academic ability.
- **Year 10 Mathematics** aims to consolidate knowledge learnt and prepare students for a Year 11 Mathematical study based on their academic ability. Mathematics is optional at Year 11 however most University studies require either Year 11 or Year 12 Mathematics. The Careers Team can help with deciding the level of Mathematics required. The options are:

Year 10 Options	Requirements	Pathway	
		Year 11	Year 12
Core Plus Mathematics	Year 9 results consistently 80% or above. Year 9 NAPLAN Numeracy results at standard, preferably above	General Mathematics Units 1 & 2 Mathematical Methods Units 1 & 2 Specialist Mathematics Units 1 & 2 Further Mathematics Unit 3 & 4* *refer to Acceleration Policy	Mathematical Methods Units 3 & 4 Specialist Mathematics Units 3 & 4 Further Mathematics Units 3 & 4
Core Mathematics	Year 9 results consistently above 50% Year 9 NAPLAN results at standard	Foundation Mathematics Unit 1 & 2 General Mathematics Units 1 & 2	Further Mathematics Units 3 & 4
Foundation Mathematics	Year 9 results consistently below 50% Year 9 NAPLAN results below standard	Foundation Mathematics Units 1 & 2	Foundation Mathematics Units 3 & 4

Promotion into all Year 10 subjects

When choosing a course of study in Year 10, students have two options:

1. VINCIT: is our Pre VCAL and in 2023 Pre-VPC strand and involves applied learning, work experience and VET study.
2. Mainstream Year 10: pre VCE strand and in 2023 pre VCE or VCE-VM strand.

To be eligible to study a subject in Year 10, students must:

- Achieve an average of 50% or above in the related Year 9 study.
- Show a commitment to all aspects of the study. For example, attend all excursions and camps, rehearsals etc.
- Have the recommendation from the Year 9 teacher for Mathematics and Science.
- Show an interest in the subject area.

Promotion into Year 11 and 12

When choosing a course of study for Year 11 and 12, students have two options:

1. VCE
2. VCE-VM (Vocational Major): involves applied learning, work placement and VET study.

Students undertaking VINCIT in Year 10 will move into VPC (Victorian Pathway Certificate) in Year 11 and 12.

To be eligible to undertake a VCE unit of study students must:

- Achieve an average of 50% or above in the related study.
- Meet the attendance requirement in the previous semester.
- Show an aptitude for and interest in the study.
- Have a recommendation from the teacher of the related study.
- Show a commitment to all aspects of the study, including excursions, camps, and home study requirements and out of school hours expectations.
- Will **not** be eligible to continue into Unit 2, 3 or 4 if an N is achieved in the previous unit.

If a student wishes to continue with a course of study but has not met the above requirements for promotions, they must:

1. See the Careers Coordinator to:
 - a. Explore careers options and pathways into courses without the subject
 - b. Explore other career options of interest which don't require the subject
2. Make an appointment with the selection team, consisting of a combination of Deputy Principal Learning and Teaching, VCE and VCAL/Vocational Learning Coordinator, Domain Leaders, Year Level Coordinators and subject teacher to discuss the subject application. Parents are invited to attend this meeting also.

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3. Ensure that the follow up on their part is complete by the set date according to subject selection guidelines.

Updated 19 July 2022, Joanne Holmes