

# Variable Progression Policy (Medical)



## Background

1. This school offers Variable Progression to Senior students. In effect, this concession enables Senior students to undertake Years 11 and 12 over three years.
2. Students may apply to undertake their senior studies over three years, instead of the customary two years, should they be able to demonstrate an existing, significant level of commitment to their studies.
3. The student may be granted variation if a student's health condition prevents the student from attending school full-time.
4. Medical documentation will be required as evidence for the application to be considered.
5. The Executive Principal will make the final determination on an application. The decision will be based on the merits of the application, both relative and absolute, as well as the implications of the decision for the management of the school as outlined in the Regulation.

## Guidelines

1. A successful application will not rest on meeting one or a couple of the criteria outlined above. A determination will be made on the basis of a holistic overview of the totality of an applicant's current study commitments.
2. The application will need to demonstrate study demands significantly in excess of the capacity of the student.
3. As goals and needs change, a separate application with up-to-date information must be submitted for each year for which a Variation is being sought.
4. The consultation with the Guidance Officer is an integral part of the whole process and will examine the student's current commitments in total. The Guidance Officer may devise an alternative strategy other than an extension of time at school. There are many time management and workload management strategies, with a Variation being a strategy of last resort.
5. The purpose of the Variation is to allow the student to have more available time to spend on individual study in the subjects still being undertaken.
6. The Variation is not for the purpose of granting 'spares' during the day.
7. The student will need to provide evidence of a study program, and will be expected to demonstrate, on an ongoing basis, adherence to that study program.
8. Non-submission or unapproved late submission of assignments or other assessment items may cause the Variation to be revoked at the end of the semester.
9. The Variation is granted on the understanding that students will now have ample time to achieve a satisfactory result in all the remaining subjects being studied. Failure to obtain a result that is commensurate with the applicant's academic history and ability will render the applicant liable to be removed from the program. Achievement at a 'D' or 'E' level may result in revoking of the Variation.
10. All absences must be accompanied by a note from a parent or must be discussed with the relevant Head of Year.

## Process

1. Students who are seeking a Variation will make application in writing on the relevant form. Medical documentation in support of the application will be attached to the application form.
2. All sections of the application form will be completed.
3. The student will take the application to the Guidance Officer for an initial consultation.
4. The student applicant will sign an undertaking that he/she will follow the school timetable/study plan agreed to between student and Guidance Officer. The undertaking will explicitly state that non-adherence to this plan may result in the cancellation of the Variation.

# Application | Variation to Six Subjects due to Medical Reasons



**STUDENT NAME:** \_\_\_\_\_

**ARC CLASS:** \_\_\_\_\_

**1. Class teacher information on in-class performance**

Subject: \_\_\_\_\_  
Teacher's Name: \_\_\_\_\_ Initials: \_\_\_\_\_  
All assessments up to date: Yes / No  
Attendance at class: Regular / Irregular (*Please provide details of irregular attendance*)

Subject: \_\_\_\_\_  
Teacher's Name: \_\_\_\_\_ Initials: \_\_\_\_\_  
All assessments up to date: Yes / No  
Attendance at class: Regular / Irregular (*Please provide details of irregular attendance*)

Subject: \_\_\_\_\_  
Teacher's Name: \_\_\_\_\_ Initials: \_\_\_\_\_  
All assessments up to date: Yes / No  
Attendance at class: Regular / Irregular (*Please provide details of irregular attendance*)

Subject: \_\_\_\_\_  
Teacher's Name: \_\_\_\_\_ Initials: \_\_\_\_\_  
All assessments up to date: Yes / No  
Attendance at class: Regular / Irregular (*Please provide details of irregular attendance*)

Subject: \_\_\_\_\_  
Teacher's Name: \_\_\_\_\_ Initials: \_\_\_\_\_  
All assessments up to date: Yes / No  
Attendance at class: Regular / Irregular (*Please provide details of irregular attendance*)

Subject: \_\_\_\_\_  
Teacher's Name: \_\_\_\_\_ Initials: \_\_\_\_\_  
All assessments up to date: Yes / No  
Attendance at class: Regular / Irregular (*Please provide details of irregular attendance*)

**2. Head of Year to comment on the following:**

Attendance (including lateness): \_\_\_\_\_  
Behaviour record: \_\_\_\_\_

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3. **Details of medical condition and how this impedes your ability to participate in a normal timetable.**

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4. **Details of support required for you to be successful at school.**

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5. **Proposed school timetable/study plan (if the application were successful):** *(Show details of your proposed school timetable. Pay particular attention to what you propose undertaking in non-class periods).*

6. **School Reports:** *(Please attach copies of Year 10 and Year 11 (if applicable) results).*

Student Signature:		Date:
Parent/Guardian Name:		
Parent/Guardian Signature:		
Deputy Principal's Name:		
Deputy Principal's Signature:		
Outcome of application:	<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved