



ALBANY SENIOR HIGH SCHOOL

GOOD STANDING

POLICY AND PROCEDURES

ENDORSED 22 JUNE 2020 BOARD OF MANAGEMENT

VERSION 5

DOCUMENT HISTORY

Name of Document: Good Standing Policy
Author: Sara Garcia Perlines
Authorised Officer: Sara Garcia Perlines
Description of Content: Good Standing policy for recognising positive behaviours
Approved by: Board of Management
Date of Approval: 14 May 2018
Assigned review period: 2 Years
Date of next review: May 2020

REVISION HISTORY

DATE	AUTHOR/EDITOR	REVISIONS	VERSION
August 2015	Sara Garcia-Perlines	Review previous policy, changes in line with staffing and workload	1.1
14/12/2015	BOM	Endorsed policy as presented with the removal of 'lates'	2.0
14 May 2018	BOM	Amendment approved regarding wording about attendance and loss of Good Standing	3.0
27 August 2018	BOM	Adjustment to a 5 week clause for LOGS with updated process to reflect end date in Staff Bulletin and letter that goes home.	4.0
22 June 2020	Sara Garcia Perlines	Adjusted to align to Compass	5.00

POLICY

All students commence the school year with Good Standing. When a student has Good Standing they:

- demonstrate **pride** by wearing school uniform
- **achieve** to their potential by handing in all work and meeting deadlines
- **respect** themselves and others through appropriate behaviour, including mobile phone use, appropriate use of ICT and language towards others.
- are **responsible** by attending regularly and *on time* (90% or higher)

Good Standing entitles students to:

- Attend Country Week
- Attend the Ball
- Attend socials
- Attend Beach Days
- Attend Activity Day events held offsite
- Attend any special events designated Good Standing events
- Represent ASHS in sporting, cultural or academic activities
- Participate in rewards that your student leaders choose
- Participate in the Year 12 Activity Day
- Be entered in Good Standing raffles
- Receive a certificate at the end of the year for students who maintain good standing throughout the year

Student leaders and prefects are expected to maintain Good Standing, and responsibilities are subject to review if Good Standing is not maintained.

Students will lose Good Standing during the term, and for five consecutive weeks, once **five negative behaviours are recorded.**

This may include recorded inappropriate phone use, uniform infringement, a late assignment without explanation, and attendance dropping below 90% without medical certificates. (see note below re: attendance) Letters of Concern also count towards losing good standing. It could be any combination of those events. Most students do the right thing all the time, a few need to be reminded of the standards expected at ASHS.

Attendance

Students with attendance below 90% without an authorized reason, codes U, X, T, or K, will have a negative attendance entry entered weekly, if no targeted improvement has been made. Five attendance entries over a term can result in loss of Good Standing.

Suspension will result in an immediate loss of Good Standing for 5 consecutive weeks.

Some school programs or events may vary the duration that a student is required to have good standing in order to participate. Students must ensure they are familiar with requirements for participation in significant and prestigious events like Country Week and the School Ball.

Good Standing is automatically reinstated after 5 weeks. Behaviours accrued during LOGS period, are not included in the next round, unless suspended, in which the date of return to Good Standing is delayed another 5 weeks.

PROCEDURES:

Task	Responsibility								
	Classroom Teacher	School officer	Chaplain	A/EO	Year Coordinator	HOLA	PCSS/FTD	Psychologist	DP
GOOD STANDING									
Each week, school officers generate the behaviour reports for that term by year group: name, behaviour types, number. This list is sent on Tuesdays to SS staff, FTD, PCSS and FTD		✓							
The relevant <i>Program Coordinator Student Services</i> checks the proposed list weekly, verifying the behaviours recorded against each student in Chronicle, are not double entered, and confirm LOGS.							✓		
Once complete, the approved list is emailed for inclusion in the Staff Bulletin, including the return date		✓							
From the approved list, the school officer notified the parent and student in writing of the loss of good standing and the date it is reinstated – 5 weeks from the loss using Chronicle N10.5 and sending a LOGS Letter of Concern.		✓							
Each teacher conducting excursions, incursions and other events, are to reinforce Good Standing requirement for attendance and inclusion in the activity.	✓								
Monitors the Good Standing return date list and removes students who have regained Good Standing, weekly.							✓		
Has positive conversation with students about to return to Good Standing and how to maintain it. Reviews behaviors that have occurred in the 5 weeks.					✓				
Week 9 each term									
Positive behavior entry is recorded for every student in a year group who has not appeared on LOGS that term and is entered in chronicle, P13		✓							
Week 9 Term 4									
Good Standing certificate is generated at the end of the year for students who have maintained Good Standing for the whole year using chronicle, P13.		✓							