



Absences – Serious Illness and Misadventure

Related Policies

Attendance – Senior Classes
Attendance
Medical Welfare of Students

Rationale/Purpose

To clarify the attendance and assessment requirements for students with significant medical or mental health conditions in Year 11 and 12.

To provide consistency in decision-making round the treatment of students impacted by significant conditions.

To ensure that appropriate documentation is provided to meet BSSS requirements.

Definitions

Illness and misadventure

Refer to events, such as documented sickness or injury, depression, bereavement, mishap, calamity or disaster, that have directly affected the performance of a student in a particular unit of study. Misadventure does not include a lack of understanding of English.

Appropriate documentation

Is provided by a registered medical practitioner, psychologist, psychiatrist or other recognised professional treating the student. The documentation needs to note the condition being treated and provide details of the impact the condition has on the student's ability to attend school and/or complete assessment.

Status grade

If the grade S is awarded, the unit counts towards the formation of courses and the units needed for the award of a Year 12 Certificate and Tertiary Entrance Statement, within the requirements specified under BSSS Policy and Procedures, section 4.3.6.9 Number of Status (S) and Recognition (R) Units Awarded.

Policy

This policy outlines the support available to students impacted by illness or misadventure and the requirements that must be met in order to remain compliant with BSSS Policies and Procedures.

Procedures

- Students who are absent from class through illness or misadventure, particularly where there has been a direct impact on assessment are required to have an interview with the Senior School Coordinator and/or an Assistant Principal to examine the impact on the student's ability to meet attendance and/or assessment requirements and to make suitable arrangements to support the student.
- Prior to this meeting information will be gathered about the student's performance and completion of prior assessment.
- Adequate documentation must be provided at the meeting as this will form the basis of deciding how to proceed with any outstanding and future assessment in the current semester.
- Special consideration at the assessment item level is the first resort. The primary aim is to provide assessment opportunities for the student to demonstrate evidence for grading and ranking in an environment that is not only fair to the student who has suffered the illness or misadventure, but to all students.
- For any assessment item, affected by special consideration, at least one of the following alternatives will be adopted:
 - Alternative assessment items
 - Modification of existing assessment items
 - Extension on submissions of work of that item
 - Deferring assessment of that student until an assessment item/s required for critical assessment can be completed. (Does not apply to the last assessment period in year 12)
 - Sitting assessments at times different from other students, with adequate security/controls
 - Extra time allowed for assessment items
 - Exemption from completing particular assessment items.
- The selection of appropriate alternatives will take into account student needs, unit requirements and school constraints.
- In the event that a student has suffered short-term illness or misadventure, the College will document procedures for special consideration for specific assessment items and comment the action against the correct Markbook entry.
- Note also that consideration does not imply the subjective alteration of marks on assessment items. Any estimates for exempt tasks will be made on z-scores for tasks completed by the student in that unit, following BSSS procedures.
- Status through the awarding of an S unit grade is the last resort when it is determined that, due to a student's illness or misadventure and their inability to complete work in a unit, there is insufficient evidence in assessment items to grade on the A-E scale and rank.
- In situations where a student is suffering from long term illness, it will be necessary to develop a long term strategy that encourages study that will be graded A-E and scored (where it is a T unit).
- There will be case management approach, individualised for each student, and not an ad hoc semester by semester approach. Situations of long term illness can be addressed through part-time study, study over 2-5 years or deferment of study

References

<http://www.bsss.act.edu.au/>

[data/assets/pdf_file/0007/194821/01_PandPManual_2012_Amended_01-2012.pdf](#)

Refer also to sections 4.3.13 Special Consideration and 8.9.3 Students with Major Disabilities;
4.3.6.9 Number of Status (S) and Recognition (R) Units Awarded

Forms

Academic consideration for senior studies: Years 11 and 12

Approved by: Merici Executive

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Merici Contact Officer: Deputy Principal Learning

