

Senior Student Accountability Program (SSAP)

What is the Senior Student Accountability Program?

Upon entering Year 11 at Pimpama State Secondary College students are managed according to the Senior Students' Accountability Program (SSAP). The Senior Student Accountability Program outlines the responsibilities and obligations of students upon entering the compulsory participation phase at Pimpama State Secondary College.

Year 11 and 12 students must **strive to achieve** within a safe, caring and positive learning environment. Students must at all times show through their **actions and behaviours** a commitment to the core rules and values of the school and they must conduct themselves in a manner that positively portrays the school reputation in the community.

SCHOOL RULES	SCHOOL VALUES
<p><i>Look after yourself</i> <i>Look after each other</i> <i>Look after this place</i></p>	<p><i>Respect</i> <i>Courage</i> <i>Perseverance</i> <i>Integrity</i> <i>Compassion</i></p>

SSAP - An Agreement

Students are required to read and sign the Senior Students' Accountability Program Agreement. Similar to the enrolment agreement, the SSAP Agreement is non-negotiable: students and parents must be aware of, and agree to, the expectations prior to commencement of Year 11 at Pimpama State Secondary College.

How will the SSAP be tracked?

Students in Year 11 and 12 accrue ViVos, similar to other year levels, for meeting College expectations. These ViVos, when accrued over time, can be used to acquire goods through the online store. Unlike other year levels, however, **Year 11/12 students can have ViVos deducted** for failing to meet key components of the SSAP Agreement.

Each student will start with 0 ViVos at the beginning of each year of Year 11 and 12. Students will gain 10 ViVos for each 5 week period that their attendance meets the school minimum target of 90 per cent, meaning that **a Year 11/12 student attending school and meeting their obligations would accrue 20 ViVos per term.**

Students will be deducted ViVos for the following:

- 1 ViVo for late arrival (not accompanied by an acceptable reason)
- 1 ViVo for uniform infraction (not accompanied by an acceptable reason)
- 2 ViVos for an unexplained absence
- 5 ViVos for each piece of assessment that is not submitted or unable to be marked against criteria prior to the assessment due date
- Behaviour incidents requiring follow-up / intervention e.g. Buddy Class referral, withdrawal from school activity, suspension, will result in a penalty transaction at the discretion of Deputy Principal / Principal.

It is expected that students track their ViVo account balance, and monitor both ViVos that they accrue and penalty transactions, by logging into their ViVo account at www.vivoedge.com.au

Year level data review will occur in five weekly blocks, at the end of weeks 5 and 10 of each term. Parents will be notified by form of a letter if their child has:

- accrued fewer than 10 ViVos in a 5 week block,
- incurred numerous (i.e. more than 2) penalty transaction

Cancellation of Enrolment

Based on the Education (General Provisions) Act 2006, Chapter 12, Part 2, Division 8- Cancellation of Enrolment of students above compulsory school age (A student is no longer of compulsory school age if they have completed Year 10 or have turned 16 years of age). The principal has the authority to cancel the enrolment of post compulsory students when the student's behaviour amounts to a refusal to participate in the program of instruction.

Examples of this may include:

- Poor attendance (<90%)
- Failure to attend lessons with the requirements for learning
- Failure to complete assessment requirements across subjects
- Failure to actively participate in teacher guided activities
- Failure to follow the Responsible Behaviour Plan for Students

Students who have a persistently low or negative ViVo value are failing to meet the obligations of the SSAP Agreement. In such circumstances, the school will issue the 'Advice of Non-Compliance letter', which initiates the Cancellation of Enrolment process. A meeting will be required with the student, their parents / caregivers and the Deputy Principal. This meeting will determine the requirements that the student needs to meet to continue enrolment at Pimpama State Secondary College.

How can a student avoid penalty transactions?

Students, who comply with the Responsible Behaviour Plan for Students, attend school regularly and submit assessment on or before the due date that can be marked against criteria, will not incur ViVo penalty transactions. Furthermore, students who excel in meeting expectations outlined in the SSAP Agreement may be recognised through the accrual of ViVos beyond the baseline target of 20 per term.

Absences

Absence is sometimes unavoidable due to illness or other circumstances beyond a student's control. A student will need to explain every absence either by a parent note or phone call to the school. Absences that are three days or greater MUST be accompanied by documentation, e.g. a medical certificate if the absence is illness related. This information must be presented within five days of returning from the absence. If reasons are not presented within five days, a penalty transaction is incurred for an unexplained absence.

Absences to attend work cannot be authorised unless they are organised through the Senior School HOD or Deputy Principal as Work Experience/Placement or School Based Traineeships/Apprenticeships. Undertaking a leisure activity such as shopping, visiting friends, staying home to finish an assignment/study for an exam or fishing will not be considered a reasonable excuse for an absence from school and will be recorded as unauthorised.

Late Arrival

If a student is late for school they must present a note, at the time of signing in, or have their parent/caregiver ring the school prior to their arrival. Notes and phone calls cannot be made retrospectively. Office staff will not phone parents at the request of students to check the legitimacy of a late arrival.

Assessment Submission

It is a PSSC and Queensland Curriculum and Assessment Authority (QCAA) expectation that students will submit assessment items on or before the due date. Even if students submit assessment they may still receive a 'Non-submission of assessment' if the assessment piece is unable to be graded against the syllabus criteria. Students should refer to the assessment policy for further information regarding the processes involved.

What should students do if they are having difficulties with their studies?

There are a number of approaches that a student or their family can take, they may:

- Speak with the Head of Department responsible for their subject area
 - Speak with the Year level coordinator
 - Speak with the school Guidance Officer or book an interview time
 - Speak with the Deputy Principal Senior Schooling
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Senior Student Accountability Program Agreement

This agreement outlines the responsibilities of students, parents and staff in setting students up for successful learning in Years 11 and 12. At Pimpama State Secondary College we have the following rules and values that we expect our students to follow:

SCHOOL RULES	SCHOOL VALUES
<i>Look after yourself</i> <i>Look after each other</i> <i>Look after this place</i>	<i>Respect</i> <i>Courage</i> <i>Perseverance</i> <i>Integrity</i> <i>Compassion</i>

By signing this agreement, students, parents and the school are making a commitment to each other that they will fulfil their roles and responsibilities for achieving the best possible learning outcomes for students.

Student's Agreement

I commit to full participation in my selected pathway at Pimpama State Secondary College. I aim to learn every day and do my best at school while following school routines and expectations.

In signing this agreement, I agree to:

- Arrive at school on time
- Arrive at my classes on time
- Be ready to learn
- Have a positive attitude
- Always do my best
- Ask for help when I need it
- Establish a good study routine so that I can complete schoolwork on time
- Do my homework
- Follow the school rules and values
- Work with my teachers and parents to achieve my goals.

I have read and understood the information contained in this agreement and will abide by it.

Student's name:

Student's signature:

Date:

Parent's Agreement

I commit to encouraging my child to participate fully in their nominated pathway at Pimpama State Secondary College.

In signing this agreement, I agree to:

- Send my child to school every day, unless he/she is unwell
- Make sure my child arrives at school on time (school starts at 8.45 am)
- Encourage and support my child's learning at home
- Help my child to establish a good study routine so that he/she can complete schoolwork on time
- Talk with teachers about any problems that may affect my child's learning
- Be open and responsive to communication from my child's teachers or other school staff
- Encourage my child to do his/her homework and to ask for help at school if needed
- Reinforce the importance of education and that school is a place for learning.

I have read and understood the information contained in this agreement and will abide by it.

Parent's/Guardian's name(s):

Parents/Guardians signature(s):

Date:

School Agreement

The staff at Pimpama State Secondary College want to help each student to learn each and every day and to achieve results.

In signing this agreement, I agree that the staff at this school will:

- Provide quality teaching that is based on principles of 21st Century Learning
- Prioritise resources in the most effective way to advance each student's achievement
- Provide learning experiences and expectations that match each student's needs
- Implement fair and supportive behaviour management strategies in line with school policy
- Inform parents about their child's progress and behaviour
- Be available to talk with parents and be open and receptive to their issues and ideas
- Communicate both positive and negative feedback to parents about their child
- Constantly reflect on our practices and ensure we are doing all we can to meet the needs of each individual student.

I have read and understood the information contained in this agreement and will abide by it.

Deputy Principal's name:

Deputy Principal's signature:

Date:
