

VCE AND VCE VM REDEMPTIONS

RATIONALE:

The purpose of this policy is to provide guidelines and procedures for the redemption of School-Assessed Coursework (SAC) at Melbourne Girls College. SAC redemption offers students who are at risk of receiving an unsatisfactory grade (N) due to a lack of formative work or a SAC result below 40% the opportunity to demonstrate their knowledge and skills in an Area of Study in a VCE subject.

Eligibility for Redemption

a. Any student who is deemed At Risk of receiving an N grade due to a lack of formative work or who has obtained a SAC result below 40% must be provided an opportunity for redemption.

Redemption Options

- a. Students who are eligible for redemption will be offered one or more of the following options:
- Taking the SAC home to re-complete.
 - Re-sitting the SAC with the removal of SAC conditions
 - Submitting relevant or requested class and/or bookwork to demonstrate improvement and understanding in the Area of Study.

Redemption Process

- The student must actively initiate the redemption process by expressing their interest to their subject teacher within five school days of receiving notification of their unsatisfactory grade or At Risk status.
- The subject teacher will discuss the available redemption options with the student and determine the most appropriate course of action.
- The student, in collaboration with the subject teacher, will develop a redemption plan, including a timeline and any additional requirements for completion.
- The student will be provided with necessary resources and guidance to support their redemption efforts.
- The redemption process must be completed within a mutually agreed-upon timeframe, taking into consideration the subject's curriculum and assessment schedule, however the recommendation for this is two weeks following the end of an area of study.

Achievement and Assessment

- Successful completion of the redemption process allows the student to receive a satisfactory grade (S) for the area of study in question, replacing the risk of an unsatisfactory grade (N).
- The redemption grade will be considered for assessment purposes, taking into account the original SAC grade, to determine the student's overall performance in the subject.
- The redemption process does not alter the original SAC mark in any way. The aim of the redemption process is to allow all students the opportunity to receive a satisfactory grade (S) result in that outcome.
- Once the redemption process is complete, the grade for that particular piece of work must be recorded and cannot be altered.

Documentation and Record-Keeping

- All communication, agreements, and documentation related to the redemption process will be appropriately recorded and retained by the subject teacher.

EVALUATION

This policy will be reviewed every 2 years, or earlier as required following an incident or analysis of new research or school data relating to bullying, to ensure that the policy remains up to date, practical and effective.

Data to inform this review will be collected through:

- Recommendations and requirements corresponded through VCAA
- Feedback from staff

POLICY REVIEW AND APPROVAL

Policy last reviewed	Edited July 2023
Consultation	Senior Years Leadership Team July 2023 Domain Leaders 2023
Approved by	Principal
Next scheduled review date	July 2026