



**LANYON  
HIGH SCHOOL**



Heidelberg Street  
CONDER ACT 2906  
lanyonHSinfo@ed.act.edu.au  
(02) 6142 1800

## **Year 10 Certificate Policy**

In accordance with Education Directorate procedures a year 10 certificate will be awarded to students at Lanyon High School who have achieved a satisfactory standard during year 9 and year 10 in the following areas:

**Academic performance**  
**Attendance**  
**Behaviour**

**The awarding of the Year 10 Certificate is at the discretion of the Principal.**

The Principal will use the guidelines listed below to assist in making their decision.

A student may be at risk of not receiving a year 10 certificate if they;

- Achieve multiple D and/or E grades, and/or
- Have long term explained absences or more than 7 unexplained absences in a calendar year, and/or
- Have been suspended multiple times or are involved in severe or ongoing instances of inappropriate behaviour.

A doctor's certificate may be required to support the explanation of long-term absences due to illness and/or when a parent/carer is requesting adjustments to a student's assessment. Other supporting documentation may be required to explain other long term absences.

Students who are at risk of not meeting these criteria at any time during years 9 or 10 will be required to meet with the Principal (or delegate) to devise a Personal Learning Plan (PLP). The student will be required to meet the goals of the PLP in order to be eligible for a Year 10 Certificate from Lanyon High School. These goals will be determined in consultation with the student, parent/carer and other school staff. The goals of the PLP can be adjusted on an on-going basis to support the student to achieve a year 10 certificate.

### **High School Record**

Students who are not eligible to receive the Year 10 Certificate will be issued with a High School Record. A High School Record is issued by the school and lists courses undertaken and grades earned by a student in years 9 and 10. Students who transfer to another school within the ACT or leave the ACT system are issued with a High School Record.

### **Appeals**

The appeals process is described in the Education Directorate's publication; Year 10 Certificate and the Appeals Process.

Reviewed December 2018

Reviewed by; Principal, School Board and Executive team.

### **Related Education Directorate Policies and Publications;**

*<https://www.education.act.gov.au/about-us/policies-and-publications>*

*Reporting Student Achievement in ACT Public Schools – A Guide for Parents and Carers policy*

*Year 10 Certificate and the Appeals Process brochure*

*Education Participation (Enrolment and Attendance) Policy*