



**STARS**



# **Student Representation Policy**

**2020**

**YEPPOON STATE HIGH SCHOOL**

*Together we succeed*

## Contents

<b>Our Belief</b> .....	3
<b>Policy intent</b> .....	3
<b>Definitions</b> .....	3
<b>Procedures and Guidelines</b> .....	4
<b>Application for Appeal</b> .....	4

## Our Belief

Representing Yeppoon State High School within the community is a privilege. Students who are selected to represent the school assume the responsibility of being an ambassador at all times. They are to model the values and ethos of the school.

We believe that all students can be high achievers and realise success. To attain this goal, it is important to set high expectations for students. These high expectations are drawn from students' attitudes and behaviours in relation to academic engagement, personal presentation, attendance and our STARS expectations.

## Policy intent

This policy is designed to:

- Reinforce positive, high expectations of, and for students, and in particular, commitment for the School's values and Responsible Behaviour Plan for students.
- Ensure students are provided with every opportunity to achieve success in their academic studies through regular attendance and commitment to learning.

## Definitions

**School Representation** includes any activity where the student represents the school in extra-curricular activities that are not linked to school-based assessment. **Examples** include: representative sport, debating team, forums, competitions and performances.

**Extra-Curricular** activities include any activity which is additional to the core curriculum being delivered and outside the normal classroom curriculum routine.

Examples include:

- School Representative Sport (Interschool sport events, Rockhampton District, Capricornia and State sport)
- Special events in and out of school time
- Additional courses
- Competitions (Debating, Human Powered Vehicles, Eisteddfords etc.)
- Performances (Musicals, Music Art Drama and Dance, Village Festival)
- School tours (Japanese)
- School socials/discos
- Student leadership positions

Attendance at the Year 12 Formal and eligibility for a Senior Jersey are covered by the separate **Senior Privileges Policy**.

## Procedures and Guidelines

At the beginning of each term, Deans, with Deputy Principals, will compile and publish a list of students who are **not** eligible to represent the school in extra-curricular activities.

A student's ineligibility is based on;

- Not maintaining their oneschool attendance rate of 85% or greater. This is the student's actual attendance at school (Oneschool attendance rate).
- Not meeting the expectations of the school's Responsible Behaviour Plan, resulting in a 3-20 day School Disciplinary Absence.
- Students who have been suspended from school 3 or more times will be unable to represent the school for the remainder of the year.

Students will be unable to represent the school in any extracurricular activity for a period of 5 weeks.

Students and their parents/carers, will be notified of their ineligibility to represent the school in extra-curricular activities. This communication will be recorded in oneschool.

A list of ineligible students will be regularly updated and published for all staff on Yeppoon SHS OnePortal. Staff who are working with students in extra-curricular areas need to check the master list on OnePortal to screen their participants. The teacher responsible for the event (in conjunction with the relevant Head of Department) is to ensure students meet the obligations of the Student Representation Policy. This information is available through the staff oneportal site.

## Application for Appeal

Students, with the assistance of their parent/carer, are permitted to appeal their ineligibility to represent the school in extra-curricular activities by writing a one page letter based the following:

### Attendance

Students may write a one page letter of appeal to the year level Dean. The appeal must clearly outline the reasons why the student feels they should be entitled to attend the activity. The appeal may be based on errors in the decision-making or other extenuating circumstance e.g. ongoing medical reasons. The Dean will make a final decision based on the evidence provided. A student will be eligible to participate in extra-curricular events when their attendance rate reaches 85 percent.

### Complying with expectations outlined in the Responsible Behaviour Plan for Students

Students may write a one page appeal to the year level Dean. The appeal must clearly outline the reasons why the student feels they should be entitled to attend the extra-curricular activity. The appeal may be based on errors in the decision making or significant improvements in behaviour demonstrated over a period of 3 weeks. The year level Dean will make a final decision based on the evidence provided and may result in a reduction of the ineligibility time-frame.

Successful appeals will be communicated through the tracking Excel document located on the school's SharePoint.





Department of Education  
Yeppoon State High School  
P 07 4925 1333  
[principal@yeppoonshs.eq.edu.au](mailto:principal@yeppoonshs.eq.edu.au)  
[www.yeppoonshs.eq.edu.au](http://www.yeppoonshs.eq.edu.au)

Rawlings Street  
PO Box 296 | Yeppoon QLD 4703

CRICOs Provider Code: 00608A

*Together we succeed*