

# Students at Risk Policy

2021-2023

---

## Statement

Our school is committed to meeting the needs of our students and identifying students that may be at risk.

## Purpose

To best provide for the needs of all students.

## Guidelines

The following guidelines will be adhered to in relation to students at risk at the College:

- classroom teachers will maintain accurate records on student attendance and assessment
- classroom teachers will communicate with parents/ carers if students have not submitted work
- an after school Homework Club will be available for students to attend
- year teachers will use the Compass Chronicle to record incidents of concern
- year level leaders / Coordinators will monitor student achievement through the GPA, semester reports and Compass Chronicle
- year level leaders / Coordinators will regularly communicate with the parents/carers of students at risk
- year level leaders / Coordinators will refer to students at risk to the Welfare Team (Student Welfare Coordinator/ Adolescent Health Nurse)
- the Welfare team, in communication with parents/caregivers, will refer students to external agencies
- regular Year Level meetings will be

held with the Welfare and PSD teams to identify strategies for students at risk (SWYM – Student Wellbeing and Year Level Meetings). The Assistant Principal with responsibility for the Year Level will also participate in these meetings.

## Review Cycle

This policy will be reviewed every three years, with recommended changes being presented to College Council. This policy was last updated in 2021 and is scheduled for review in 2023.

Hampton Park

SECONDARY  
COLLEGE

Respect, Learning, Working Together