

International Student Intervention Strategy Policy

CRICOS Provider Name: Christian Resource Ministries Incorporated | Provider Code: 01894D
Primary Years P – 6 Course Code: 030389C | Secondary Years 7 – 12 Code: 046659K

Reason for Intervention Strategy

Monitoring course progress and attendance is important to ensure international students are in a position to complete the course within the expected duration specified on the international students' Confirmation of Enrolment (CoE).

If an international student is at risk of not meeting their course attendance and progress requirements, the College will implement an intervention strategy to identify, notify and assist them.

Identifying When an Intervention Strategy is Required: Attendance

An international student will be identified as needing an intervention strategy when the College's attendance requirements are not met or are at risk of not being met.

The College checks attendance twice daily for students in Years Prep to Year 6 and at the beginning of each period for students in Years 7 to 12. If an international student has been absent from college for more than five consecutive days without approval, that student will not have met their course attendance requirements.

Non-attendance can be an indication that a student needs additional support and/or referral to other services. For more information, refer to our International Students Support Services Policy.

Identifying When an Intervention Strategy is Required: Course Progress

An international student will be identified as needing an intervention strategy when the College's course progress requirements are not met or are at risk of not being met.

The College reports on academic progress at the end of each college term. At the end of each college term students are required to meet the satisfactory course progress definitions in our Monitoring Course Progress, Attendance and Duration Policy.

Notification of Students

If the College determines that an intervention strategy is needed for an international student to assist them to meet their attendance and/or course progress requirements, the College will contact the international student directly. The student is informed of their attendance and/or course progress rates.

Intervention Strategy

Where the School determines the need for additional academic support, or tailoring of curriculum is required to assist the student who is considered disadvantaged, or who has been identified as at risk of not meeting course progression requirements, the school will:

- take reasonable steps to ensure intervention strategies are implemented; and
- ensure appropriate resources are made accessible to the student to assist with their course progression.

The classroom teacher (Primary) or home room teacher (Secondary) along with the Head of Teaching and Learning will meet with the student to develop an intervention strategy for academic improvement and course progression.

The intervention strategy will focus on the individual learning needs of the student inclusive of, but not limited to:

- Additional support from their classroom teacher or subjects teachers
- Additional supervised study periods.

- Tutorial assistance.
- Support with formulating a study plan and development of study skills.
- Support with establishing short- and long-term goals that focus on improved learning.

A copy of the student's individual intervention strategy and progress reports in achieving improvement will be forwarded to the student's parent(s)/legal guardian. The student's individual intervention strategy and progress reports will be monitored over the following semester by the classroom teacher (Primary) or home room teacher (Secondary) and kept on file.

Updating PRISMS

The College must report via PRISMS any student who has not met course progress requirements.

Records of Course Attendance

The College keeps records in relation to international students' satisfactory course attendance. These include:

- records of our attendance monitoring
- any evidence from a student in relation to an absence.

Records of Course Progress

The College keeps records in relation to international students' satisfactory course progress. These include:

- assessment of course progress records for each student
- assessment results (as required by section 21 of the ESOS Act)
- records of contact with students
- notices of intention to report
- complaints and appeals outcomes
- other relevant records.

Record Keeping

The College maintains records in relation to activities and action taken under this Policy including:

- student contact and counselling records (for example, warning letters)
- notices of intention to report
- complaints and appeals outcomes
- other relevant records.

Records are maintained in accordance with our International **Students Records Management and Retention Policy**.