

Record of School Achievement requirements for students undertaking Years 7–10 courses based on Life Skills outcomes and content

ACE 3003

Last Updated: 2 April 2019

Mandatory curriculum requirements for students undertaking courses based on Life Skills outcomes and content in Years 7–10

Students are able to satisfy the mandatory curriculum requirements for the Record of School Achievement (RoSA) in individual key learning areas (KLAs) by completing courses based on Life Skills outcomes and content.

Students can meet the mandatory curriculum requirements requirements by accessing one or more courses based on Life Skills outcomes and content at any time during Years 7–10. The appropriate timing of the decision to access Life Skills outcomes and content is guided by the needs of the student and the collaborative curriculum planning process.

To be eligible for the RoSA, students must meet the mandatory curriculum requirements in each KLA. The KLAs are English; Mathematics; Science; Human Society and Its Environment; Technological and Applied Studies (Technologies); Creative Arts; Personal Development, Health and Physical Education; Languages other than English.

Time allocation for courses

When programming courses based on Life Skills outcomes and content, all indicative hour requirements should be met. This will ensure the courses are credentialled on the RoSA. The indicative hour requirements for courses based on Life Skills outcomes and content in Years 7–10 are the same as the mandatory curriculum requirements.

In some cases it may be necessary to vary the time allocated by increasing the number of hours of study for a course. When considering whether an increase in time is necessary, schools should ensure that indicative hour requirements across the KLAs are met.

Requirements for the award of the Record of School Achievement

ACE 4001

Last Updated: 29 March 2019

Eligibility requirements for the Record of School Achievement (RoSA) are set out in section 94 of the *Education Act 1990* (NSW).

School attendance, curriculum requirements

In summary, to qualify for the award of a RoSA, a student must have:

- attended a government school, an accredited non-government school or a recognised school outside New South Wales;
- undertaken and completed courses of study that satisfy NESA's curriculum and assessment requirements for the RoSA;
- complied with any other regulations or requirements (such as attendance) imposed by the Minister or NESA; and
- completed Year 10.

Warnings

Students must be warned if they are in danger of not satisfactorily completing mandatory requirements. This warning must be given by principals in enough time for students to meet the requirements. If a student does not meet all mandatory requirements by the end of Year 10, then the student will not be eligible for the award of a RoSA in that year. The student may receive a Transcript of Study showing all grades awarded, including 'N' determinations for mandatory courses studied in Stage 5.

Eligibility for the Record of School Achievement for students in Years 7–10 transferring between schools

ACE 4002

Last Updated: 29 March 2019

Students may transfer from one school to another at any time during Years 7–10.

Meeting mandatory curriculum requirements

As far as possible, schools will provide courses to meet the mandatory requirements for students transferring into the school during Years 7–10 (from intra or interstate, or overseas). For some students, the curriculum organisation of the new school may not allow them to meet all mandatory curriculum requirements for the Record of School Achievement (RoSA). For these students, the principal of the new school may deem them to have completed mandatory requirements, provided they supply documentary and/or other evidence to the principal's satisfaction.

Contesting principal's RoSA eligibility determination

In cases where a principal's determination concerning eligibility for the RoSA is contested, full details must be referred to NESA for determination.

Credentialling additional studies/electives for the RoSA for students who have transferred schools

In the case of additional studies, students who have transferred from another school should be credentialled for 100-hour or 200-hour courses completed at the previous school and any 100-hour or 200-hour courses completed at the new school.

Eligibility for the Record of School Achievement – exchange students

ACE 4004

Last Updated: 29 March 2019

Students on overseas exchange should not be penalised in terms of eligibility for the Record of School Achievement (RoSA) by undertaking educational experiences in another country.

For some categories of exchange (such as sporting visits), if the student notifies the school in advance, compensatory work and assessment tasks can be negotiated.

A student who is absent due to participation in a student exchange program approved by the school may be eligible for the RoSA if they meet all requirements for its award. It is the responsibility of the school to ensure that all requirements are met, including that the student attends school until the final day of Year 10, and that the student is awarded grades representing their actual achievement in all Stage 5 courses satisfactorily completed.

Students who return to NSW from an endorsed exchange program after the last day of Year 10 may make retrospective application for satisfaction of eligibility requirements for a RoSA based on their studies while overseas.

NESA will consider applications under the following conditions:

- a. the subjects studied while overseas are comparable to those being studied for the RoSA
- b. details of the content of courses studied overseas are made available to the principal on the student's return to NSW
- c. certification is obtained from the overseas school that the student has satisfactorily studied such courses during the period of absence from NSW.

‘N’ determinations – eligibility for Record of School Achievement

ACE 4029

Last Updated: 20 July 2015

A student who is given an ‘N’ determination in a Stage 5 mandatory course will not be eligible for a Record of School Achievement. Transcripts of Study will list the mandatory course(s) in which an ‘N’ determination has been awarded in Stage 5. The document will carry the statement 'Not Eligible for the Record of School Achievement'.

A student who is given an ‘N’ determination in an additional course in Stage 5 and/or in a Stage 6 Preliminary course retains eligibility for the Record of School Achievement provided that all other requirements are met.

Record of School Achievement – transfers during Stage 5 from a government school, an accredited non-government school or a recognised school outside NSW – procedures

ACE 4031

Last Updated: 2 April 2019

When a student transfers during Stage 5 from a government school, an accredited non-government school or a recognised school outside NSW, that school must provide a grade to the new school for any 100 hours of study satisfactorily completed in any Board Developed or Board Endorsed Course (whether 100 or 200 hours in duration). In VET courses, competency outcomes must be updated.

In the case of English, Mathematics, Science, PDHPE and any mandatory course in the HSIE key learning area, the principal may deem that the equivalent of the first 100 hours in each of these courses has been completed before enrolment in the new school. The student should then continue study of these courses throughout Stage 5.

Students are eligible for credentialling of any 100-hour courses satisfactorily completed at the new school.

For continuing or new courses, the grades awarded to students who transfer are the responsibility of the new school unless the student's arrival is after the end of Term 2, Year 10. In such cases, the previous school is responsible for submitting grades.

If a student is unable to meet all mandatory requirements over Years 7–10 because of a change of school, the principal may deem that they have been met.

Record of School Achievement – transfers during Stage 5 from overseas, interstate or home schooling

ACE 4032

Last Updated: 29 March 2019

Where a student transfers during Stage 5 from overseas or interstate, with the exception of a student transferring from a recognised school outside NSW, the principal may deem that the mandatory requirements in all key learning areas have been met.

In the case of English, Mathematics, Science, PDHPE and any mandatory course in the HSIE key learning area, the principal may deem that the equivalent of the first 100 hours in each of these courses has been completed prior to enrolment in the new school. The student should then continue to study these courses throughout Stage 5.

Students are eligible for credentialling of any 100-hour courses satisfactorily completed at the new school.

Students transferring into a school from home schooling must do so no later than the beginning of Year 10 if they wish to be considered eligible for the award of a Record of School Achievement at the end of that year.

Such consideration is the responsibility of the principal. Students must provide evidence to the satisfaction of the principal, about their educational program while undertaking home schooling, including achievement of outcomes from the appropriate courses of study.

Eligibility for the Record of School Achievement for students who were ineligible at the end of Year 10

ACE 5001

Last Updated: 29 March 2019

A principal with appropriate delegation by NESA may determine that a student undertaking Stage 6 courses who was ineligible for the Record of School Achievement (RoSA) at the end of Year 10 because of failure to meet the requirements has subsequently met the requirements and is therefore eligible for the RoSA. The principal is required to notify NESA of any such redemption and eligibility for the RoSA.

Accessing Stage 6 Life Skills courses

ACE 7002

Last Updated: 4 December 2017

All students are entitled to participate in and progress through the curriculum. Life Skills courses provide course options for students with disability in Years 11–12 who cannot access the regular course outcomes, particularly students with an intellectual disability.

Before deciding that the student should access a Life Skills course, consideration should be given to other ways of helping the student to engage with regular course outcomes. This may include a range of adjustments to teaching, learning and assessment activities. If the adjustments do not provide a student with sufficient access to some or all outcomes in Years 11-12, one or more Life Skills courses might be appropriate.

Life Skills courses are not an appropriate option for students:

- performing below their cohort
- who could be helped with appropriate adjustments and support.

All decisions about curriculum options for students with disability should be made through the collaborative curriculum planning process.

A student studying any Stage 6 Life Skills course will usually have completed one or more courses based on Life Skills outcomes and content in Years 7–10.

In special circumstances a student who has not undertaken one or more courses based on Life Skills outcomes and content in Years 7-10 may wish to enrol in Life Skills courses for Stage 6. These special circumstances might include situations where:

- a student has attempted regular courses in Years 7-10 but has experienced significant difficulty
- a student transfers from interstate or overseas
- a student has a deteriorating condition.

Schools are not required to seek permission for students to access Life Skills courses or submit planning documentation to NESA.

Students undertaking only Stage 6 Life Skills courses are not required to complete the HSC: All My Own Work program or its equivalent.

Students undertaking Stage 6 Life Skills courses in Year 12 may be exempt from the HSC minimum standard of literacy and numeracy.