



VCAL PARENTAL NOTIFICATION OF STUDENT AT RISK

The overall assessment of each VCAL Unit is measured on whether the 'Outcome' (key learning/skills) has been demonstrated by the student – this is reported as either 'Satisfactory' (S) or 'Not Satisfactory' (N) by the subject teacher. One criterion which needs to be met in order to successfully complete VCAL is the attainment of at least 10 units; a second criterion is attendance – if attendance is below expectations without reasonable evidence explaining the absence (such as medical certificates) then an 'N' will be awarded regardless.

A 'VCAL parental notification of student at risk' letter informs parents/guardians of issues with their son's level of performance in a Unit which, if unaddressed, would lead to an award of an "N".

Student Name:	
Subject / Unit:	
Subject Teacher / Email:	
Date of Notification:	
Tutor Group Teacher:	

In the VCAL Unit named above, your son's current performance level indicates that they are at risk. 'At risk' means one or more of the following:

Your son's level of motivation and participation in this subject area is low

Your son's level of unexplained absences is high

Your son has not completed set work – work has not been done

If your son was to continue with his present motivation and level of assessments he would be in danger of receiving an 'N' overall. This may put at risk the successful completion of his Intermediate VCAL Certificate.

Your son is at risk in this subject/unit for the following specific reason/s:

In order to not be 'at risk', your son should, or is required to do the following:

If you have any questions or would like more information please contact the most appropriate person listed below.

- Subject/Unit specific information should be addressed to your son's subject teacher.
- VCAL information or questions can be addressed to Senior VCAL Coordinator Mr Gerard Jackson (gj@stbedes.catholic.edu.au).
- Pastoral specific information should be addressed to your son's Tutor Group Teacher.