

## Open Access College Enrolment

Initially, a term school-based enrolment with Open Access College will occur for students with a psychological condition, with the student attending their enrolled school on a part-time basis where possible.

This will allow Open Access College to assess the suitability of the placement and allow the student to maintain contact with their enrolled school.

A review will occur at the end of the school term between Open Access College, relevant student support service staff, the student's current enrolled school, and the student (where appropriate) and their parents to discuss ongoing Open Access College involvement.<sup>1</sup>

### Transition to Open Access College

To support a successful transition to Open Access College students will remain enrolled with their current school for a term or its equivalent to determine suitability for online learning.

During that time the enrolled school will:

- Share information impacting learning including strategies attempted and outcomes
- Maintain regular contact with the student and their family
- Ensure access to internet, necessary hardware and software
  - **Necessary hardware** is either a laptop or desktop computer and a headset that has a microphone. A tablet is not sufficient for students to access and participate in learning
  - **Necessary software** is Microsoft Office 365 and access to Google Drive and Classroom
  - There needs to be a **reliable internet** connection. A hotspot is insufficient
- Sustain ongoing regular communication with Open Access College Student Wellbeing Leader
- Support induction to Open Access College
- Ensure adequate in home supervision and support is in place for the student to manage independent learning

Indicators for success will be negotiated collaboratively for each student by the enrolling school and Open Access College.

Open Access College will undertake to:

- Induct the student into college learning platforms
- Support student into class and online learning
- Provide an educational program
- Communicate with parent/carer in establishing positive trusting relationships
- Communicate regularly with enrolling school through Student Wellbeing Leader
- Record attendance
- Document progress on Daymap

### Review

Review in week 8 or 9. Suitability for continuation assessed using evidence collected, against agreed indicators, during the term. Student enrolment either transfers to Open Access College or remains at their enrolling school.

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<sup>1</sup> Department for Education *Open Access College Enrolment Policy* updated July 1 2020