



Yea High School

AYCE Enrolment Policy



Help for non-English speakers

If you need help to understand the information in this policy, please contact Yea High School on (03) 5797 2207 or email yea.hs@education.vic.gov.au

PURPOSE

The purpose of this policy is to specify the eligibility criteria for students seeking to participate in Yea High School's Complementary Educational Setting, Access Yea Community Education (AYCE), offered at the following campuses:

- **Wantirna Campus (Chinese Association of Victoria Centre)**
8 Ashley Street, Wantirna VIC 3152
- **Goldsworthy Road Corio Campus (Geelong)**
3/25 Goldsworthy Rd, Corio Victoria 3214

VALUES

Our key values are Trust, Respect and Acceptance.

MISSION STATEMENT

AYCE provides a safe, inclusive, diverse, and stimulating learning environment to foster hope and school re-engagement for all.

POLICY

ABOUT AYCE

AYCE's Wantirna Yr.7-12 and Corio Yr. 7-10 campuses are standalone, flexible learning campuses (FLO's) of Yea High School that provide a flexible learning option to support students who are at high risk of disengaging, or are already disengaged, from education. This learning option offers highly individualised learning and has a strong focus on providing holistic support for a student's engagement and wellbeing.

Students at risk of disengagement should be referred to a FLO only in the instance where their needs are not able to be met in mainstream school, and where in-school strategies and interventions (such as access to specialist services and classroom differentiation) are unsuitable or have proven to be ineffective. Students may be considered at risk of disengaging based on the following indicators:

- Low or non-attendance.
- Low literacy and/or numeracy outcomes.
- A history of school exclusion.
- Diagnosed or suspected medical or mental health issues.



Yea High School

AYCE Enrolment Policy

The student should present, at a minimum, multiple indicators that they have already disengaged from education. FLOs should be considered as a short-term intervention and the focus should be on supporting the student to return to mainstream school, or into further education, training or employment. As a minimum, schools must have implemented a staged response over a considerable period.

It is expected that a range of supports and strategies will have been implemented prior to a referral. Evidence must be provided that a school has exhausted every avenue to support the individual and that the student's unable to engage in their education.

Examples of such evidence:

- Recorded and monitored attendance, including explanations for absences
- Attendance management plan.
- Return to school plan.
- Scheduled meetings to review strategies.
- Individual Education Plan (IEP).
- Record of Student Support Group meetings (SSG).
- Referral to and ongoing support from student support/wellbeing staff within the school.
- Consultation with relevant Department of Education regional office multidisciplinary teams, (i.e. SSS, Wellbeing and Engagement, Youth Pathways and Transitions, Navigator and Lookout).
- Consultation with external relevant agencies such as DFFH and DoJ.
- Reasonable adjustments for students with disabilities.
- Careers and pathways planning.

Enrolments will only be considered where it can be demonstrated that:

- All possible assistance has been provided to assist the student remain in mainstream school.
- Attempts have been made to involve other professionals from outside the school community.
- All other appropriate mainstream educational options have been exhausted.
- Reintegration into mainstream school is no longer a feasible option due to long history of disengagement or irretrievable breakdown of the student-school relationship.
- A mainstream school environment is seen to be inappropriate to meet the student's needs.
- There is a clear indication that the AYCE program will benefit the student.

The Department of Education Regional Office will review every enrolment to ensure that the student's educational needs are adequately assessed, and the referrer has taken all reasonable steps to support the young person to engage in a mainstream school enrolment.

Students who meet the following criteria require Regional Director Approval for enrolment into AYCE;

- Under the age of 15 years old.
- In Out of Home Care (OoHC).
- Identifies as Aboriginal or Torres Strait Islander.
- Eligible for funding under the program for Students with Disabilities.



Yea High School

AYCE Enrolment Policy

For more information, see [Flexible Learning Options \(FLOs\): Policy | education.vic.gov.au](https://www.education.vic.gov.au/flexible-learning/)

ELIGIBILITY CRITERIA

AYCE eligibility criteria is outlined in the Department of Education and Training's [Flexible Learning Options \(FLOs\)](https://www.education.vic.gov.au/flexible-learning/) policy. When our flexible learning option has insufficient places to meet demand, the AYCE Campus Principal or delegate of Yea High School will consider referrals based on an assessment of educational needs and risk:

- whether there or any other suitable educational options available to the student.

Applications from students who do not meet the eligibility criteria will be considered on a case-by-case basis by the region, in consultation with both the principal of Yea High School, AYCE Campus Principal and the principal of the school the student is enrolled.

All referrals must be made through the online referral approval system for local area approver or regional director approval.

There is always the intention that the student may re-enrol back into their school, better equipped to manage within the school environment.

COMMUNICATION

This policy will be communicated to our school community in the following ways:

Made available publicly on our school website:

<https://www.yeahs.vic.edu.au/about/school-policies/>

- Made available in hard copy from school administration upon request.

FURTHER INFORMATION AND RESOURCES

This policy should be read alongside and in conjunction with the following Department policies:

- [Enrolment](#)
- [Exemptions from School Attendance and Enrolment](#)
- [Flexible Learning Options \(FLOs\)](#)
- [Schools' Privacy Policy](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	September 2024
Approved by	Principal
Next scheduled review date	September 2027