



OPEN ACCESS COURSE PROCEDURE

Eudunda Area School

Purpose

The purpose of this document is to outline the guidelines and procedures for Year 11 and Year 12 students at Eudunda Area School who wish to enrol in Open Access courses.

Scope

This applies to all Year 11 and Year 12 students at Eudunda Area School.

Procedure Statement

Eudunda Area School recognises the value of Open Access courses in providing flexible learning opportunities for students. The school supports students in accessing these courses under the following conditions:

1. Year 11 Students:
 - a. Year 11 students are authorised to select and enrol in one (1) Open Access course per academic year.
2. Year 12 Students:
 - a. Year 12 students are authorised to select and enrol in up to two (2) Open Access courses per academic year.
 - b. Year 12 students wishing to enrol in more than two (2) Open Access courses must submit a formal request to the Assistant Principal.
 - c. Approval for additional Open Access courses will be at the discretion of the Leadership team.
 - d. Students approved for additional Open Access courses will be responsible for covering the associated fees.
3. Subject selection:
 - a. Open Access courses are only available for subjects not offered on site at Eudunda Area School.

Procedures

1. Course Selection:
 - a. Students must consult with the Assistant Principal or Career Pathway Leader to discuss their interest in Open Access courses and ensure the selected courses align with their educational goals.
 - b. Students must complete the Open Access Course Selection Form and obtain the necessary signatures from their parents/guardians and Assistant Principal
2. Approval Process for Additional Courses (Year 12):
 - a. Year 12 students seeking to enrol in more than two (2) Open Access courses must submit a written request to the Assistant Principal.





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- b. The request should include a rationale for the additional courses and how they support the student's academic and career objectives.
 - c. The Leadership team will review the request and make a decision based on the student's academic performance, workload, and the feasibility of managing additional courses.
 - d. If approved, the student will be informed of the decision and the requirement to cover the fees for the additional courses.
3. Fee Payment:
 - a. Fees for additional Open Access courses must be paid by the student or their parents/guardians before enrolment is finalised.
 - b. Payment details and deadlines will be provided by the school administration.
4. Monitoring and Support:
 - a. Students enrolled in Open Access courses will be monitored regularly to ensure they are meeting course requirements and maintaining satisfactory progress.
 - b. Support will be provided by the school's teaching staff and the Open Access College as needed.

Responsibilities

- Students: Ensure they meet the requirements for enrolment in Open Access courses and adhere to the guidelines outlined in this document.
- Parents/Guardians: Support their child in the enrolment process and ensure timely payment of any fees associated with additional Open Access courses.
- Assistant Principal/Career Pathway Leader: Provide guidance and support to students in selecting appropriate Open Access courses.
- Assistant Principal: Review and approve requests for additional Open Access courses and ensure students are informed of their responsibilities.

Review

This procedure will be reviewed annually by the school leadership team to ensure its effectiveness and relevance.

