

## Master Stage Agreement

The Master Stage of Learning is an important juncture in a young person's life. It is a critical time in assisting you to make the best possible choices towards your future beyond the realm of secondary school. To achieve this though, you need to make sure that you are aware of your **responsibilities** as a student in the Master Stage in 2025. This agreement will go through these key points which aim to support you to successfully complete your senior schooling and ensure that you are eligible participate in extra-curricular events (including the privilege of attending the "Celebrations of Success" activities such as the formal event).

***By signing this agreement, you acknowledge that you understand that your core purpose at Fortitude Valley State Secondary College is to focus on your academic learning. You are also acknowledging that you have previously signed an Enrolment Agreement in which you agreed to:***

- Attend school on every school day for the educational program in which I am enrolled, on time, ready to learn and that I will take part in school activities
- Act at all times with respect and show tolerance towards other students and staff
- Work diligently and comply with requests or directions from teachers and members of staff
- Follow school expectations as outlined in the the Student Code of Conduct, meet all course requirements and wear the school uniform as per the Dress Code and Personal Presentation Policy
- Respect the FVSSC environment

***In regards to academic success, I am committed to:***

- being on track in my senior secondary phase of learning and working towards achieving my QCE (Queensland Certificate of Education) or my QCIA (Queensland Certificate of Individual Achievement)
- ensuring that a medical certificate has been provided if I am absent from an assessment item being conducted for any subject as per the Academic Assessment policy for the College (please see the FVSSC website for this document).
- contacting the College immediately if I am unwell and not able to attend any one of my exams in term 4 (in the designated exam block time). I also understand that if I miss a *General Subject* examination, I will be required to complete a declaration and submit this with medical documentation. I also understand that examinations will not be re-scheduled and I may forfeit my result entirely if I do not complete the steps above.
- ensuring that I submit all assessment on or before the due date, if I will be absent on a due date noting that, as per QCAA's guidelines, holidays are not a valid reason for absences or late submission of assessment.
- submitting information and documentation about known medical issues prior to the end of February 2025. This documentation must be submitted to QCAA for AARA provisions to take effect.
- Completing all work and that I understand that non-completion of work is not acceptable and any grade of NR (Not Rated) may affect my overall QCE attainment (depending on the core component being fulfilled).

***In relation to my attendance, I am committed to ensuring that I:***

- will maintain 95% attendance and 100% explained absences. Note that 95% attendance is equivalent to 10 days absent per year or 2½ days absent per term. This includes late arrivals and early departures.

<b>If your attendance % for 2025/6 is ...</b>	<b>This means:</b>
95% attendance or above	<ul style="list-style-type: none"><li>• Your absences are approved by Head of House/Deputy Head of House or Deputy Principal based on the evidence provided either by your parents/caregivers or documentation submitted to the College for any absences. For example, absence with medical evidence, for a School-based Apprenticeship or Traineeship (SAT), completion of an approved external course.</li><li>• Late arrivals and early departures must be kept to a minimum and must be approved.</li><li>• Absences are restricted to circumstances outside of your control or FVSSC approved events. For example, Illness and Misadventure or SATs. This does not include holidays or undertaking work during school hours (paid or unpaid).</li><li>• The Principal reserves the right to make the final decision based on the validity of any absence and how this affects your ability to attend Celebrations of Success e.g. the formal event.</li></ul>
Lower than 95%	<ul style="list-style-type: none"><li>• You have not met the conditions to be eligible to attend Celebrations of Success including the formal event.</li></ul>

***In regards to finance, I am committed to ensuring:***

- that all current or outstanding fees and invoices (eg. excursions) are paid in full, or up-to-date according to a pre-arranged payment plan in order to attend the Celebration of Success events (including the formal event).

Note that, payment plans for student fees can be organised, but must be established through finance prior to the **closing day** for Celebrations of Success events. Payments cannot be made after the closing date, nor can payment plans be set up on the last day of payment.

***Above all else, I understand that these requirements and expectations of a Master Stage student are reasonable and logical in ensuring my success as I work towards gaining my Queensland Certificate of Education (QCE) or Queensland Certificate of Individual Achievement (QCIA). I agree:***

- that as a senior secondary student, I am committed to ensuring that Fortitude Valley State Secondary College is respected within the local community and I understand and accept the consequences of my own actions throughout the course of 2025.
- to work towards receiving confirmation of my eligibility to attend Celebrations of Success events and that I will be advised by Term 4 – week 3, if I fulfil this commitment.
- that my eligibility to attend Celebrations of Success events could be revoked, if I fail to uphold any of the aforementioned points.
- that the Principal is the final decision maker on whether or not I will be able to attend Celebrations of Success events.

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Carer Name

\_\_\_\_\_  
Parent/Carer Signature

\_\_\_\_\_  
Date