



Help for non-English speakers

If you need help to understand the information in this policy, please contact Bairnsdale Secondary College on 03 5150 4800 or bairnsdale.sc@education.vic.gov.au.

INTRODUCTION

All staff members of Bairnsdale Secondary College are responsible for supporting the safety, participation, wellbeing and empowerment of children. Our College Values of Respect, Resilience and Responsibility provide a strong foundation for this policy.

The College has an alternative campus (Ngooloo) which provides an alternative program for regional youth disengaged from mainstream education and potentially at risk. Ngooloo provides students with a VCAL pathway in an alternative setting other than the main campus. The Yenella and Malgobila Hubs, along with the VCAL Coordinator, is in regular contact with Ngooloo to provide support for the College's off-site VCAL program.

AIM

The purpose of this policy is to specify entry eligibility criteria for students seeking to enrol at Bairnsdale Secondary College's Ngooloo Campus.

POLICY

About Ngooloo

Bairnsdale Secondary College's goals are to maximise the engagement of all students in our educational and wellbeing programs. We recognise that for some students, despite the range of supports offered, engagement may still be difficult. Our alternative campus, Ngooloo, is a small campus offering highly individualised learning programs with holistic supports for students' engagement and wellbeing. Teaching staff work closely with students and their parents, supporting students to maintain engagement at secondary school and improving opportunities for employment in our community.

Ngooloo is a standalone, specialist campus of Bairnsdale Secondary College (BSC), offering an alternative and flexible senior secondary pathway for students who are at high risk of disengaging, or are already disengaged, from education. Participation at Ngooloo is a short-term intervention for students whose needs cannot be met in a mainstream setting.

Eligibility criteria

Ngooloo's eligibility criteria is the same as that for students attending a Flexible Learning Option, as outlined in the Department of Education's [Flexible Learning Options \(FLOs\)](#) policy. We welcome eligible students from the age of 15 to 18 (unless the Minister or delegate grants an exemption from the maximum school age requirements – refer to [School age requirements and exemptions](#)).

Referrals to Ngooloo campus may take place after the following supports have been provided at the McKean Street campus:

- Modified timetables
- Student Support Groups (SSG) meetings
- Learning Mentors / Learning Support Assistants
- Parent / carer meetings
- Referral to external agencies
- Reengagement programs
- Program for Students with Disabilities (PSD)
- Student Wellbeing Team and Student Support Services
- Lookout (Living Out of Home Care support group)
- Individual Education Plan (IEP)
- Understanding Student Behaviour Document.

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Referral to Ngooloo will only occur in consultation with the student, the student’s parents / carers, teachers, Hub staff, Ngooloo teachers and other staff involved in the support of the student. Ngooloo referrals are restricted to students 15 years or older.

When Ngooloo has insufficient places to meet demand, the Principal or delegate of Bairnsdale Secondary College, in consultation with the Region, will consider referrals based on:

- an assessment of educational needs and risk
- whether there are 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 the Principal of Bairnsdale Secondary College.

Enrolment on compassionate grounds

In exceptional circumstances, a student seeking enrolment at Ngooloo may be approved by the Regional Director South-Eastern Victoria outside of the priority order of placement, based on compassionate grounds. This is an overarching consideration and does not form part of the priority order of placement. Further advice and support when considering applications on compassionate grounds is available on the [Policy and Advisory Library](#) and from regional staff.

Appeal process

Parents/carers can appeal against the decision to deny entry, unless a decision has already been made by the Regional Director. This can occur in relation to placements at any age level. The following steps define the appeal process:

1. **Appeal to the College Principal** - Appeals are to be made in writing and lodged with the Principal of Bairnsdale Secondary College. The school’s decision will be communicated to the parent/carer in writing. In assessing the appeal, the school will check to ensure the entry decision is consistent with the eligibility criteria set out in this policy and any other factors that may be relevant to the decision.
2. **Appeal to the Regional Director** - If the appeal at the school level is unsuccessful and parents/carers are not satisfied that their appeal has been adequately considered, they are able to escalate this by lodging an appeal in writing to:

Regional Director, South-Eastern Victoria Region
PO Box 5, Dandenong, VIC 3175
sevr@education.vic.gov.au

FURTHER INFORMATION AND RESOURCES

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

- [Attendance](#)
- [Enrolment](#)
- [Exemptions from School Attendance and Enrolment](#)
- [Schools’ Privacy Policy](#)
- Policy REVIEW and Approval

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