



Improvement POLICY



Help for non-English speakers

If you need help to understand the information in this policy, please contact Hoppers Crossing Secondary College 9974 7777.

PURPOSE

To provide an opportunity for Students to improve their knowledge and understanding of topics by being able to re-sit/re-submit tests and assignments under certain conditions.

RATIONALE

The College expects that students are continually improving their skills and understanding, but also recognises that all students learn at a different pace. With this in mind, the College has implemented the 'College Improvement Policy'. Students from Years 7 - 10 have the opportunity to act on the feedback they receive from their teachers after they have made a genuine attempt to complete either a test or submit an assignment.

The Improvement Policy will help to scaffold students to develop resilience and continued effort preparing them for academic success. By fostering the student's effort it will assist them in developing their growth mindset, understanding that it takes hard work and not natural intelligence to achieve success. It is our belief that by students utilising their feedback and developing their work further, it will improve their work ethic, intrinsic self-belief and most importantly progress them along the developmental continuum.

POLICY

Implementation:

The College will provide a supervised time afterschool for Students to attempt Improvement test/Assignments.

There are two methods for implementing improvements:

For Tests:

Students will have an opportunity to improve their grade on a test by attempting a similar test within two-weeks of the assessment task being handed back to students. This will be conducted in a period after school or at a time arranged by the teacher. Students will need to access the classroom teacher to get feedback on their initial attempt before having the opportunity to sit the improvement test. The improvement test will be returned to students and include meaningful feedback. At Years 7-10 the highest result achieved by the student will be recorded on their report. An improved grade will be denoted by an 'Improved' on the report.

For Assignments

Students will have an opportunity to improve their grade on an assignment within two-weeks of the assessment task being handed back. Students will need to access the classroom teacher to get feedback on their initial attempt and will have two weeks to re-submit the section/s of their assignment that require attention. At Years 7-10 the highest result by the student will be recorded on their report. An improved grade will be denoted by an 'Improved' on the report.

A student can only use the Improvement process once per Assignment/test.

COMMUNICATIONS

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

- Available publicly on our school's website and the Parent Policy Section of Compass
- Included in staff induction processes and staff training
- Included in staff handbook
- Discussed at annual staff briefings/meetings
- Hard copy available from school administration upon request

POLICY REVIEW AND APPROVAL

Policy last reviewed	October 2025
Approved by	Principal and Hoppers Crossing Secondary College School Council
Next scheduled review date	October 2027