Adult education provision

Please note this policy is mandatory and staff are required to adhere to the content.

Policy overview
This policy provides an opportunity for people 21 years and over to complete their secondary education, who have not previously done so.

Scope
This policy focuses our educational services to all adult students 21 years and older intending to study in Department for Education schools that offer secondary education.

A small number of schools have a particular focus on adult education and are able to support students in an adult learning environment. These schools include:

- Christies Beach High School and Southern Vocational College
- Hamilton Secondary College
- Northern Adelaide Senior College
- Marden Senior College
- Open Access College
- Thebarton Senior College
- School of Languages.

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<th>Status:</th>
<th>Version:</th>
<th>Policy officer:</th>
<th>Policy sponsor:</th>
<th>Responsible executive director:</th>
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<td>Approved</td>
<td>1.2</td>
<td>Principal Policy Adviser, Operations</td>
<td>Director, Operations</td>
<td>Executive Director, Partnerships, Schools and Preschools</td>
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Approved by: Director, Operations

Approval date: 14/12/2018

Review date: 14/12/2021
# Table of Contents

1. Policy detail .................................................................................................................. 3  
   1.1 Eligibility .................................................................................................................. 3  
   1.2 Adult Education Provisions .................................................................................. 3  
   1.3 SACE Pathways Plan ........................................................................................... 3  
   1.4 Relevant history screening .................................................................................. 3  
   1.5 Exceptional Circumstances .................................................................................. 3  
2. Roles and responsibilities ............................................................................................ 4
1. Policy detail

1.1 Eligibility

People who are 21 years and older, who have not achieved their South Australian Certificate of Education (SACE) and who have not been enrolled and attending a government school for greater than 6 months, are eligible for an opportunity to complete this qualification.

The delivery of education services to eligible persons is through an Adult Education Provision (AEP). Access to this provision will only be for the purpose of undertaking and completing SACE.

Adults who have achieved their SACE, International Baccalaureate, Tertiary/VET Degree or Diploma or SACE equivalent will be ineligible to enrol in government schools. Further information on awards from interstate or overseas that have SACE equivalence can be sought from either the SACE Board of South Australia or the South Australian Tertiary Admissions Centre (SATAC).

For people under 21 years of age, current education provisions will apply (see School enrolment and Preschool enrolment policies).

1.2 Adult Education Provisions

The AEP will permit students up to 5 calendar years or 200 credits (whichever occurs first) to complete their SACE. The AEP is only provided once for each eligible person.

The AEP will allow the student to study part-time and undertake the typical learning entitlement of up to 600 hours at Stage 1 (or the equivalent of 1 year fulltime) and 500 hours (or the equivalent of 1 year fulltime) at Stage 2.

1.3 SACE Pathways Plan

Each eligible student at the time of course commencement will be required, as a prerequisite for enrolment, to sign a SACE Pathways Plan (SPP). The SPP will be developed in partnership with the student and school and will outline the agreed learning pathway that the student intends to undertake to complete their SACE.

The SPP will be customised to each individual’s employment aspirations including subjects to be undertaken and study Full time Equivalent (FTE) loads in each year.

The SPP will permit some degree of flexibility to meet changing student life circumstances but upon signing this plan the student is agreeing to undertake and complete their SACE in accordance with that plan.

1.4 Relevant history screening

To ensure the department meets its legislative and common law duty to keep all its students safe, all eligible persons, prior to attendance, will be required to undergo and present to the principal a relevant history screening clearance.

Eligible persons may apply for a relevant history clearance through the Department for Human Services website.

1.5 Exceptional Circumstances

Where, within this policy, a student is precluded from completing their SACE or will have their planned pathway disrupted because of exceptional circumstances, the principal through the education director can seek a policy exemption from the Executive Director, Partnerships, Schools and Preschools.
2. Roles and responsibilities

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<tr>
<td>Director, Operations</td>
<td>The maintenance and review of this policy.</td>
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<td>Principals</td>
<td>Comply with the requirements of this policy and any other relevant departmental policy or procedure.</td>
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SUPPORTING INFORMATION

Published December 2018

Related legislation
- Education Act 1972
- Children and Young People (Safety) Act 2017

Related policy documents
- Duty of care policy
- Screening and suitability – child safety policy
- School enrolment and Preschool enrolment policies

Keywords SACE, adult education, enrolment, adult re-entry, mature age

REVISION RECORD

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