



Alternative School Centre
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The Alternative School Centre (ASC) has a 30-Day Stall Withdrawal process in place to encourage the regular submission of assessments and attendance, to prioritize our teachers' efforts on active students, and, most importantly, to ensure that students move at a pace that is conducive to learning and completion.

It is important to encourage students to not only get started on a new course but to maintain a regular pace throughout their course. Once a student submits work, the student will have 30 calendar days to submit their next assignment before they are automatically withdrawn from their course.

- During this 30-day window, the student and guardian (if applicable) will be notified two times of an upcoming withdrawal:
 - On Day 15, 2 weeks before enrolment is inactivated, the student and parent will be phoned about the upcoming withdrawal.
 - On Day 30, the student and parent will be notified via phone and a letter sent home that a withdrawal has occurred.
- Each time a student submits work and it is graded, the 30-Day 'clock' is reset
- A withdrawn student is not withdrawn from the school but they will be removed from the attendance system and gradebook, and their teacher will no longer monitor and track their progress.
- Reinstatement - A student may be reinstated in a course if they make contact with their teacher and submit a module within one week of that contact. If a student does not submit an assignment within this period, they will be inactivated again.

BUS PASSES

An ASC student who is withdrawn from an ASC course will have their bus pass deactivated.

This policy does not apply to concurrent students who are a primary student at another school. For a bus pass to be reinstated, a student needs to demonstrate their renewed commitment to their education by:

1. attending school regularly for one full week
2. completing and submit work (amount determined by teacher) within one week

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Red Deer Schools

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