

FACULTY OF FACULTY OF MEDICINE AND HEALTH - SYDNEY DENTAL SCHOOL ATTENDANCE PROVISIONS 2020

1 Purpose and application

- (1) The Sydney Dental School programs involve intensive instruction and students who accept a place in the program do so with this knowledge.
- (2) Satisfactory attendance is a requirement for progression.
- (3) These provisions apply to all students enrolled in Sydney Dental School programs.

2 Definitions

SDS	means the Sydney Dental School
progression requirements	has the same meaning in the Coursework Policy 2014 which at the date of these provisions is: means the requirements for academic progression set out in the faculty resolutions, award course resolutions and this policy.
required learning activity	means: <ul style="list-style-type: none">• tutorials, workshops and seminars;• practical classes, including labs, clinical and simulation activities;• assessments; and• when required, guest lectures or speakers.

3 Principles

- (1) Students must attend and engage with course content in all clinical, laboratory and simulated clinical settings to develop clinical and professional skills and behaviour.
- (2) Students must satisfy all attendance requirements to meet the progression requirements. Student's must:
 - (a) attend all required learning activities that are core interactive sessions. Students cannot achieve satisfactory attendance by reviewing a recording;
 - (b) be present for the specific class at the scheduled time;
 - (c) arrive on time and stay until the completion of the session;



- (d) attend all sessions where guest speakers are invited to present; and
- (e) meet their learning and progression goals.

Note: See part 15 of the [Coursework Policy 2014](#)

- (3) The Director of the SDS will certify that students have met all the requirements of the program.
- (4) The SDS will support students who are unable to meet the satisfactory attendance requirements. Such students may be:
 - (a) at risk of academic failure; or
 - (b) suffering with health or personal issues.

Note: See subclause 4(3) for information about special consideration or special arrangements.

- (5) Students who are absent are still required to meet all academic requirements of the course.

4 Attendance requirements

- (1) Students must attend at least 90% of all required learning activities.
 - (a) The 90% attendance requirement applies to all students, whether absences are planned or unplanned.
- (2) Students who are absent from more than 10% of the required learning activities of any unit of study:
 - (a) will fail to make satisfactory progress; and

Note: See part 15 of the [Coursework Policy 2014](#).

- (b) will be awarded a fail grade for the unit of study.

Note: See [Faculty of Medicine and Health - Sydney Dental School Assessment Provisions 2017](#).

- (3) If special consideration or special arrangements are sought, the student must make the necessary application in accordance with the [Coursework Policy 2014](#).
 - (a) Student Administration Services will process [each application](#) in accordance with the [Coursework Policy 2014](#) and the [Assessment Procedures 2011](#).

Note: See the [Special consideration and arrangements website](#).

5 Notification of absences

- (1) Students must notify staff of absences as soon as possible, and preferably well in advance.
- (2) A student who is unable to attend any rostered clinical session for any reason must, on or before the date of absence:
 - (a) contact the School Education Support Officer;
 - (b) notify the clinic; and
 - (c) follow any placement site requirements.

- (3) A student who is absent from a required learning activity for a period of three consecutive days, or days in close succession, must:
- (a) notify the School Education Support Officer as soon as practicable and no later than five working days after the last date of the absence; and
 - (b) arrange to meet with the coordinator to discuss the absence.
- Note:** See the [Coursework Policy 2014](#) and [Assessment Procedures 2011](#).
- (4) All absences will be counted towards a student's 90% attendance requirement.
- Note:** See clause 4.
- (5) Students who fail to attend a required learning activity will be recorded as absent.
- (6) At its discretion, the SDS may provide catch-up activities for students who are absent.
- (a) If a student attends catch-up activities, the record of the original absence will still be retained.
- (7) Students who fail to notify their absence according to these provisions will constitute a breach of the [Faculty of Medicine and Health Professionalism Requirements Provisions 2019](#) and will be dealt with under the [Faculty of Medicine and Health - Professionalism Provisions 2019](#).

NOTES

Faculty of Medicine and Health - Sydney Dental School Attendance Provisions 2021

- Date adopted: 1 May 2021
- Date commenced: 1 July 2021
- Approved by: Professor Robyn Ward, Executive Dean, Faculty of Medicine and Health
- Signature:
- Review date: 1 July 2026
- Rescinded documents: Faculty of Medicine and Health – Sydney Dental School Attendance Provisions 2020
- Related documents: List here documents related to the provisions, in the following order.

[University of Sydney \(Student Appeals Against Academic Decisions\) Rule 2006](#)

[University of Sydney \(Coursework\) Rule 2014](#)

[Coursework Policy 2014](#).

[Assessment Procedures 2011](#)

[Faculty of Medicine and Health - Sydney Dental School – Assessment Provisions 2017](#)

[Faculty of Medicine and Health – Professionalism Provisions
2019](#)

[Faculty of Medicine and Health – Professionalism Requirements
Provisions 2019](#)

8

AMENDMENT HISTORY

Provision	Amendment	Commencing
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