

Promotion Policy for cycles 2 and 3

Policy on Grade Level Promotion and Retention of Students in Cycle 2 and Cycle 3

PURPOSE:

This policy establishes the process and considerations that will guide decisions about grade level promotion and retention for students in Cycle 2 and Cycle 3 in Rawafed Private school. This policy is consistent with Ministry of Education guidelines on promotion and retention.

POLICY:

Normal promotion of students will occur at the end of each academic year, with students remaining in their age cohort unless there are clear and unambiguous recorded reasons with substantive evidence that a student would not benefit from promotion. The school process in taking such a decision to retain a student in a grade level, led by the Director, has the provision to allow parents to appeal any decision. There must be clear evidence that repeating a grade level would lead to improved achievement for that student.

Students who are meeting significantly fewer than expected learning outcomes should be identified as soon as possible and monitored closely by the school. Adequate support must be provided by their teachers and/or Learning Support Team (LST).

It is anticipated that promotion will occur at the end of each academic year, with students remaining in their age cohort except in exceptional circumstances.

- In Grades 6-11 students will be promoted to the next grade level except when they do not meet promotion requirements, as defined below.
- All students on Individual Education Plans (IEPs) who regularly attend their support programme progress to the next age-appropriate placement.
- All students in Grade 12 will graduate if they meet the Ministry of Education's graduation requirements and the requirements of Rawafed Private school

Multiple Retentions

A student who faces a retention requires additional consideration and attention, and this must be provided by the SEN Coordinator and Learning Support Team (LST)

A student may be retained in a specific grade only once

Promotion Requirements

Students will be promoted if they have overtaken a significant proportion of learning outcomes (60%) in their subjects for the entire school year.

Students must pass all mandatory subjects where the grade calculated, inclusive of the continuous assessment grades, is in the range A – D, to be promoted. The minimum pass mark for subjects is normally 60%.

Re-sit Examinations

Students who fail 3 subjects or less are entitled to take the re-sit examination in those subjects. Non-examination subjects do not have re-sit examinations. The Director can authorize teachers to provide extra Continuous Assessment (CA) activities for students whose final mark is less than 60 in a subject.

Academic Review Committee

Students who face retention must be referred to the school's Academic Review Committee (ARC), convened by the Director. The Committee will determine whether or not these students should be promoted and record the reasons for doing so.

The ARC must ensure that intervention plans are developed for students who are promoted after academic review.

Appeals Process

If the ARC's decision results in a student's retention, parents may appeal the decision to the school. This appeal should be conducted with the Director, parents or a representative of parents, and an educational consultant of good standing.