

PROMOTION AND RETENTION OF STUDENTS

Background

It is expected that students will normally progress from one grade level to the next on an annual basis. Parents shall be consulted if the teacher, in consultation with the Principal, determines that a student would benefit from spending more time in a particular program or advancing to a more difficult program.

Procedures

1. The Principal and staff shall exercise their best professional judgment regarding academic performance, maturity, social factors and other factors considered to be relevant to individual students.
2. There are very few instances where retention should be considered for a student as research indicates that academically there is little to no benefit and if to be done for social reasons, it should be considered in the very early years. If retention is to be considered, there must be advance notice by the second reporting period if there is the possibility of retention to the parents.
3. The parent shall be invited to a conference with the Principal and staff to discuss a potential retention at least one (1) month prior to the end of the school year.
4. The final decision for retention or promotion falls to the school principal who is responsible for student programming as stated in the Alberta School Act and Guide to Education.
5. A report on the conference shall be prepared and submitted to the Superintendent and the parent indicating the nature and the outcome of the discussion.
6. Parents have the right to appeal the decision of a Principal to the Superintendent of Schools or designate.
7. A student shall remain no longer than four (4) years in any one (1) of Divisions 1, 2 or 3.
8. Special consideration shall be given to students in special education programs.
9. When a student is retained, the Principal and staff shall ensure that appropriate program modifications are made.

Reference: Section 12, 18, 20, 22, 23, 39, 47, 60, 61, 113 School Act
Freedom of Information and Protection of Privacy Act
Practice Review of Teachers Regulation 11/2010
Student Record Regulation 225/2006
Student Evaluation Regulation 177/2003
Ministerial Order 004/98 – Goals and Standards Applicable to the Provision of Basic Education in
Alberta
Ministerial Order 015/2004 – Standards for Special Education
Ministerial Order 016/97 – Teaching Quality Standard
Guide to Education ECS to Grade 12
Achievement Testing Program Grades 3, 6 and 9 General Information Bulletin
Diploma Examinations Program General Information Bulletin

EICS Administrative Procedure 151 – Parent and Public Inquiries
EICS Administrative Procedure 390 – Student Appeals
EICS Board Policy 14 – APPEALS AND HEARINGS REGARDING STUDENT MATTERS

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