

Grade Retention Policy

1. Introduction

Grade retention is keeping a student in the same grade for the consecutive schooling year due to the student's low academic achievement. IQRA College seeks to establish guidelines for grade retention decisions for students who are not achieving grade levels.

IQRA College recognises that grade retention may not be in the best interest of all students. Therefore, grade retention decisions will be made on a case-by-case basis, taking into account the student's academic performance, attendance, and other relevant factors. Prior to making a grade retention decision, the school will consider all available interventions and support services to help the student achieve grade-level proficiency. Parents/Legal guardians and other relevant stakeholders will also be involved in the grade retention decision-making process.

2. Scope

This policy applies to all teachers, students from years 7-11 and their Legal Guardians ("Parents").

3. Procedure

The high school coordinator (coordinator) will monitor the academic progress of all students throughout the year and identify those who are not achieving proficient grade levels. Students who are not achieving at the proficient grade level will receive interventions and support services (upon the request and consent of the Parents) to improve the student's performance. The coordinator will document the interventions and support services provided to students, as well as the student's progress – ***See stage 1, stage 2 and stage 3.***

If, after a reasonable period of time, the student's performance does not improve, the coordinator will report to the Principal and they will consider grade retention as an option (***see stage 4***). Prior to making a grade retention decision, the Principal and the coordinator will conduct a comprehensive evaluation of the student, taking into account the student's academic performance, attendance, and other relevant factors.

If grade retention is determined to be the appropriate course of action, the Coordinator and/or the Principal will provide the Parents and the student with a written notice of the decision, the reasons for the decision, and the Parent's right to appeal the decision.

Stage 1 - Early Intervention

Literacy and Numeracy support are identified and learning support are provided. Teachers will identify students struggling within the first few weeks of school. An individualised intervention plan will be created – Parents will be notified.

Stage 2 - Designated "At Academic Risk"

Students who show possible under-achievement in Literacy, Numeracy or across all subject areas – Parents will be notified for further support from home.

Stage 3 - Conditional Progression

Students whose results falls under category 1 (see below) will be given access to a Supplementary Exam in order to progress to the next year level:

| Category | Description of Category | Score | Access to Supplementary Exam |
|----------|---|--------------------------|------------------------------|
| 1 | Fails either English or Mathematics (average aggregate score for the subject) | Scored between 40% – 49% | YES |
| 2 | Fails in overall aggregate score (average aggregate score for all subjects) | Scored between 40% – 49% | NO |
| 3 | Fails in either one of the following categories: <ul style="list-style-type: none"> English (average aggregate score for the subject) Mathematics: (average aggregate score for the subject) Overall aggregate score (average aggregate score for all subjects) | Scored 39% and below | NO |
| 4 | A fail grade of Emerging Identities & Futures at Stage 1 in Year 10 and/or fail grade of Activating Identities & Futures at Stage 2 in Year 11 | | NO |

Stage 4 – Grade Retention

Students will be retained in their current year level when they fail under one of these categories:

| Category | Description of Category | Score |
|----------------|--|----------------------|
| 1 | Fails either English or Mathematics Supplementary Exam | Scored below 50% |
| 2 | Fails in either one of the following categories: <ul style="list-style-type: none"> English (average aggregate score for the subject) Mathematics (average aggregate score for the subject) Overall aggregate score (average aggregate score for all subjects) | Scored 39% and below |
| 3 | A fail grade of Emerging Identities & Futures at Stage 1 in Year 10 and/or fail grade of Activating Identities & Futures at Stage 2 in Year 11. | |
| Year 11 | | |
| 4 | Fails three (3) stage 1 subjects or more, or fails one (1) English or two (2) Math subjects | |

4. Appeal Process

Parents who wish to appeal a grade retention decision may do so by submitting a written request for an appeal to the School administration within five (5) days of receiving notice of the decision. The School will conduct a meeting to consider the appeal, which will be conducted by a panel of School officials, including the School principal and representatives of the School board. The panel will review the evidence and testimony presented and will make a final decision, which will be final and binding.