GRADE PROMOTION

KINDERGARTEN through GRADE 8

The promotion or retention of Caroline County Public Schools grades K-8 students shall be based on what is in the best interest of the student and decided on an individual basis. Factors that will be considered in the decision to promote or retain a child will include, but are not limited to the following: Standards of Learning test results, benchmark test performance, achievement tests, classroom performance, grades, age, physical, social and emotional development, attendance, and standardized test scores.

The decision regarding promotion or retention is made by the teacher and principal. Teachers and principals shall involve the parent in this process.

When retention appears possible, appropriate steps shall be taken to see that the parents or guardian are informed in advance.

   a. The teacher(s) should identify by the end of the first semester any child who may be retained in a grade level and notify the parent in writing by February 28.
   b. It will be the responsibility of the teacher(s), principal and/or his/her designee to notify the parent again no later than the end of the third nine weeks. This information will also be on the report card.
   c. During the final grading period, a conference will be held with the parent, teacher(s), and/or principal.
   d. Further conferences shall include appropriate personnel from the school level.

In the event that a student is recommended for retention specific interventions shall be formulated and documented. Interventions may include, but are not limited to tutoring, remediation, and summer school attendance. Parent shall be notified of these efforts in written form.

Determinations regarding promotion/retention of special education students shall be made consistent with the guidelines below, applicable law and individualized education plans.

Determinations regarding promotion/retention of ELL students will include the guidelines below, English proficiency and cultural factors. The ELL specialist should be consulted in making the determination.

Guidelines for Promotion/Retention in Grades K-8

Kindergarten- Student may be considered for retention if not progressing in reading/language arts and mathematics.
Grade 1- Student should demonstrate grade level proficiency in reading/language arts and mathematics to be considered for promotion.

Grades 2-3- Retention may occur when the student is below grade level or failing in reading and mathematics. It is expected that all second grade students will be reading on grade level prior to promotion to third grade. Students who do not successfully pass the second grade reading achievement test will be recommended for retention.

Grades 4-5- Retention may occur when the student is below grade level in reading and mathematics; failing two or more of the following subjects: reading, language arts, mathematics, science or social studies; or below grade level in reading and/or mathematics and failing one or more subjects.

Grades 6-8- In order to be promoted in the middle school the student must pass English and mathematics and two of the remaining required courses (science, social studies and physical education).

GRADES NINE THROUGH TWELVE

Students are promoted in high school based solely on the number of credits earned.

Class placement shall be as follows:

To be in Grade 10: 5 credits
To be in Grade 11: 11 credits
To be in Grade 12: 15 credits- Students must be able to meet all graduation requirements as set forth by the Commonwealth of Virginia by June

Only one (1) required English class will be permitted per year. English classes must be taken in sequence. Exceptions to these requirements shall be determined by the principal.

Issued: June 14, 2004
Revised: October 14, 2013