

**Pakistan Islamia Higher Secondary
School Sharjah**



**Promotion and
Retention Policy
2024-2025**

Policy Statement

Pakistan Islamia Higher Secondary School Sharjah acknowledges the importance that students should normally be educated in a group consisting of students of the same age group. This policy is to set clear guidelines with regard to students who are considered exceptions to the general rule set out in other policies, in order to safeguard their interests.

Aims

PIHSS aims to:

- ✓ Ensure it is a typical right for students to be promoted with others of the same age sequentially from year to year
- ✓ Ensure that the grading system is used to measure student progress toward achieving the predetermined instructional objectives and performance standards
- ✓ Each student will be moved forward in a continuous pattern of achievement and growth that is in harmony with his/her own development

Factors

The school will consider the following factors in arriving at decisions on promotion or retention. Factors are applicable in all grade levels:

- ❖ • The student's level of academic aptitude and achievement;
- ❖ • The student's level of social and emotional development and the student's ability to effectively interact with other students in his/her current grade level;
- ❖ • The student's attendance patterns (absences, tardies, early checkout, excused, or unexcused) and its effect on the student's progress; and
- ❖ • Any other factors thought to be appropriate by the Principal, teacher(s), and professional staff

Cycle 1

Kindergarten (KG-I & KG-II)

- All students in KG will be promoted to the next grade, except in rare circumstances
- On the basis of unsatisfactory academic progress of a student, the decision to retain him/her in the same grade will be taken by the Academic Review Committee as per SPEA's Policy Guidelines of the Organizing Regulations
- This committee will be headed by the Principal and members of this committee may include Section Supervisors, I/C Exam Cell, Teachers, SEN Coordinator, Parent/Guardian.

Subject Category (Grade 1 to 4) (Cycle 1)

Category 1 - Ministry of Education Subjects					
S. No	Subjects (English)	Subjects (Arabic)	Passing % age	Retest Yes/No	Remarks
1	Arabic Language	اللغة العربية	50%	Yes	Compulsory Subject
2	Islamic Studies	التربية الاسلامية	50%	Yes	Compulsory Subject
3	Social Studies of UAE (For Grade 1 to 3)	الدراسات الاجتماعية في الإمارات	40%	Yes	Compulsory Subject

Category 2 - School Subjects					
3	English Language	اللغة الإنجليزية	35%	No	Compulsory Subject
4	Urdu Language	اللغة الأردية	35%	No	Compulsory Subject

5	Mathematics	الرياضيات	35%	No	Compulsory Subject
6	General Science	العلوم العامة	35%	No	Compulsory Subject
7	Social Studies of Pakistan	الدراسات الاجتماعية في باكستان	35%	No	Compulsory Subject
8	ICT	علم الحاسب	35%	No	Compulsory Subject
9	Ethics (For Non-Muslims)	الأخلاق (لغير المسلمين)	35%	No	Optional Subject in lieu of Isl. Studies

Guidelines for Promotion and Retention in Cycle 1

- ✓ If a student fails in a certain number of subjects, he/she is detained in the same class
- ✓ A collective decision is taken after a detailed discussion with the CT, Section head, and Vice Principal and finally approved by the Principal
- ✓ The final result is the accumulative result which includes formative and summative results of the student
- ✓ The child's overall performance is analyzed considering curricular, co-curricular, and extra-curricular activities, and good performance leads to promotion to next class and unsatisfactory performance retains to the same class
- ✓ If a student fails in any subject in his/her promoted class, he/she may feel difficulty in the next class
- ✓ In such case, he/she may be retained in the same grade until his/her better performance and results

Cycle 1 (Grade 4 to 8)

- All students in grades 6 to 8 will be promoted to the next grade except when they do not meet the promotion requirements.
- A student will not be retained in a certain grade for more than two consecutive times as a maximum
- A student will not be retained more than two different grades during the entirety of his School education.

PROMOTION REQUIREMENTS FOR GRADES 4 TO 8

1. **Criteria 1:** To be eligible for promotion in to the next grade level, a student must pass the following subjects:

Category 1 - Ministry of Education Subjects					
S. No	Subjects (English)	Subjects (Arabic)	Passing % age	Retest Yes/No	Remarks
1	Arabic Language	اللغة العربية	50%	Yes	Compulsory Subject
2	Islamic Studies	التربية الاسلامية	50%	Yes	Compulsory Subject
3	Social Studies of UAE	الدراسات الاجتماعية في الإمارات	40%	Yes	Compulsory Subject

Category 2 - School Subjects					
4	English Language	اللغة الإنجليزية	35%	No	Compulsory Subject
5	Urdu Language	اللغة الأردية	35%	No	Compulsory Subject
6	Mathematics	الرياضيات	35%	No	Compulsory Subject
7	General Science	العلوم العامة	35%	No	Compulsory Subject
8	Social Studies of Pakistan	الدراسات الاجتماعية في باكستان	35%	No	Compulsory Subject
9	Computer Science	علم الحاسب	35%	No	Compulsory Subject
10	Ethics (For Non-Muslims)	الأخلاق (لغيرمسلمين)	35%	No	Optional Subject in lieu of Islamic Studies

Criteria 2:

A student will be promoted to next grade if he/she achieves pass percentage in all **Category 1** Subjects and;

- fails to achieve pass percentage in one subject but secure at least 20 percent marks in the same subject,
- fails to achieve pass percentage in two subjects but secure at least 25 percent marks in the failed subjects,
- fails to achieve pass percentage in three subjects but secure at least 30 percent marks in the failed subject.

Retest Examination Rule

Students will be allowed to reappear in the **Category 1** failed subjects in these grades if they fail to achieve pass percentage in **Category 1** subject(s) & achieved **Pass Percentage/Criteria 2** (i, ii, iii) in all subjects of **Category 2**.

CYCLE 3 (GRADES 9 TO 12 – BOARD CLASSES)

Students will be promoted to next Grade as per FBISE promotion criteria.

Monitoring and Evaluation

The effectiveness of this policy will be regularly monitored by the Principal, Vice Principal and Senior Leadership Team (SLT).