



مدرسة وودلم بارك الخاصة  
Woodlem Park  
School Private



# PROMOTION POLICY

2025-2026

Approved By	Principal
Signature	<i>Bhannisharma</i>
Date of Review	March 2025
Next Review Date	March 2026

## **INTRODUCTION**

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The Promotion Policy aims to establish clear, transparent, and consistent guidelines for the academic progression of students. Promotion decisions are based on academic achievement, skills development, attendance, and overall personal growth. This policy supports WPS's mission to foster student success and maintain academic excellence.

## **RATIONALE**

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This policy is designed to ensure fair, consistent, and student-focused promotion practices across all grade levels. It reflects our dedication to academic rigor, student well-being, and compliance with educational standards set by CBSE and local authorities.

## **PRINCIPLES**

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At WPS, we practice fair, transparent, and merit-based advancement of students to the next grade level. This aligns with the academic framework outlined by CBSE and local education authorities and emphasizes continuous assessment, skill mastery, and holistic development.

## **AIM**

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To guide the promotion of students through structured academic benchmarks, behavioral expectations, and developmental readiness, while providing timely interventions when needed.

## **CONDUCTION OF THE POLICY**

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The implementation of this policy involves consistent monitoring of student progress. Teachers, middle leaders, and the Senior Leadership Team (SLT) work collaboratively to ensure that all students are evaluated fairly and provided with necessary academic support to promote success.

## **PROMOTION CRITERIA**

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At WPS, we are committed to ensuring all students achieve the highest academic outcomes and skill development in line with our mission and vision as a high-performing CBSE curriculum school.

Internal interventions and support mechanisms are in place to facilitate smooth transition and promotion, especially in higher grades.

For students promotion is based on a comprehensive assessment of academic performance, regularity in attendance, completion of assignments, and overall development throughout the academic year. In alignment with CBSE guidelines, students are required to secure a minimum level of achievement across core subjects.



## ACADEMIC PERFORMANCE CRITERIA

- ◆ Promotion is based on Term-2 results.
- ◆ Students must score at least 35% in CBSE subjects.
- ◆ A minimum of 50% is required in MOE subjects: Arabic, Islamic Education, Social Studies, and Moral Education.
- ◆ Minimum attendance required for promotion is 85%.
- ◆ Term exam attendance is mandatory. No retests for Periodic Tests.

### Note:

- ◆ Compulsory Subjects: Arabic, Islamic Studies, MSCs
- ◆ Core Subjects: English, Math, Science, SST, Second Language
- ◆ Attendance Requirement: Minimum 85%
- ◆ Co-scholastic areas must be graded A, B, or C

### Average marks may be granted in cases of:

- ◆ Medical reasons (with attested MOH certificate)
- ◆ Late admission
- ◆ Special cases (Principal's discretion)

### Students may be conditionally promoted to next class after an undertaking letter from parents in prescribed format if

- i) They secure pass marks after revaluation in MOE subjects
- ii) If they fail in one subject (other than MOE subjects) only securing minimum 20%
- iii) If they fail in 2 subjects (other than MOE) only securing minimum of 25%
- iv) If they fail in 3 subjects (other than MOE) only securing minimum of 30%
- v) If they have lost final grade due to reason such as joined late, Absent, Slow learner

### Individualized Learning Plans

Retention is considered only when a student shows consistent poor performance despite support and intervention. Parents are notified in advance and provided with intervention strategies. Retention decisions are taken with a focus on student well-being and long-term academic growth.

### Conditions for Retention

Students who face challenges meeting academic goals will receive personalized support through Individualized Learning Plans (ILPs). These are monitored by teachers and reviewed regularly to guide student progress.

### Monitoring and Evaluation

Our objective is to apply the promotion policy consistently across the school. Teachers, middle leaders, and the SLT are responsible for implementing and upholding the policy.

### The SLT reviews:

Student performance data, Attendance records, Behavioral reports, to assess eligibility for promotion. This includes conducting progress tracking, tracking meeting with teachers, analysing formative and summative assessment results and identifying students who require additional support or intervention programs. Promotion decisions are informed by:

## **MONITORING AND EVALUATION**

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The SLT (Senior Leadership Team) will regularly monitor student performance data, attendance records, and behavioral reports.

Progress tracking meetings will be held with teachers to identify and support students at academic risk. Formative and summative assessments will be analyzed for promotion decisions.

## **POLICY REVIEW**

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This policy will be reviewed annually, or earlier if required, to ensure it reflects current educational needs and practices

