



The Apple International Community School

Promotion, Transition and Academic Policy

2026-2027 POLICY INFORMATION

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Purpose

The purpose of this policy is to establish guidelines for promoting and retaining students in a UK curriculum school, ensuring students' progress based on their academic performance, developmental readiness, and contributing factors such as attendance and social maturity.

Scope

This policy applies to all students enrolled in Apple International Community School from FS to Year 11.

Promotion Criteria

Students are promoted based on academic performance and other factors, as follows:

a. Minimum Passing Marks:

- **Arabic A & B:** Minimum 50% (D grade); Maximum 100%
- **Islamic Studies A & B:** Minimum 50% (D grade); Maximum 100%
- **Moral, Social, and Cultural Studies:** Minimum 50% (D grade); Maximum 100%
- **Other Subjects: (Years 1-8)** Minimum 40% (E grade); Maximum 100%

b. Age Group Placement: Students are ordinarily placed in the year level appropriate to their chronological age as per the National Curriculum for England.

c. Performance Assessments:

- Promotion is based on the second and third-term assessments for students joining in the second term.
- Year 1 and Year 2 students are promoted based on meeting performance criteria.
- Students of Determination are promoted based on achieving targets outlined in their IEP (Individual Education Plan).

Key Stage 1 (Years 1&2)

- **Promotion Policy:** Students progress automatically by age to the next year group.
- **Assessment:** Teachers use continuous formative and summative assessments.
- **Core Focus:** Mastery of English, Mathematics, Science, Arabic and Islamic Education. School track progress closely to catch learning gaps early.

Key Stage 2 (Years 3–6)

- **Promotion Policy:** Students progress automatically by age to the next year group in year 3 and 4.
- **Years 5-6,**
- Annual Promotion for Years 5 to Year 6 students depends on meeting minimum passing grade i.e. E-grade (40% marks) in the end-of-year assessment.
- **Assessment:** Teachers use continuous formative and summative assessments.
- **Core Focus:** Mastery of English, Mathematics, Science, Arabic and Islamic Education. School track progress closely to catch learning gaps early.

Key Stage 3 (Years 7–8)

- **Transition Goal:** Moving from guided primary learning to independent secondary study.
- **Promotion Policy:** Annual promotion depends on attendance and meeting minimum passing grade i.e. E-grade (40% marks) in the end-of-year assessment.
- **Curriculum Expansion:** Students study a broader range of subjects preparing them for specialized secondary courses.

Year 9 and Year 10 (Key Stage 3 to Key Stage 4 IGCSE Transition)

- **Pathway Entry Criteria:** Entry into preferred elective subject choices requires a minimum of **Grade D (50% marks)** in Year 9 internal end-of-year exams.
- Annual Promotion for Years 9 and year 10 students depends on meeting minimum passing grade i.e. D-grade (50% marks) in the end-of-year assessment.
- **Curriculum Evolution:** Enrolment into the formal two-year linear **Cambridge IGCSE program**, balancing core requirements with targeted elective choices.

Year 11 to Year 12 (IGCSE to Cambridge AS/A Levels)

- **Pathway Entry Criteria:** Minimum of 5 *Cambridge IGCSE passes at **Grades A*–C***. A minimum of **Grade B**, in the specific chosen subject is required to pursue it at AS/A Level.
- **Curriculum Evolution:** High-stakes specialization narrowing down to 3 or 4 subjects, emphasizing analytical independence, extended academic writing, and university preparation.

Retesting and Retention Guidelines by Year Level

Year Level	Retest	Detention
FS to Year 4	No retest or retention	N/A
Year 5 to Year 8	A child who fails in three or fewer subjects in the Final assessment will be offered a re-test and promoted based on retest performance.	A child who fails in four or more subjects in the Final assessment will remain ungraded.
Year 9&10	A child who fails in two or fewer subjects in the Final assessment will be offered a re-test and promoted based on retest performance.	• A child who fails in three or more subjects in the Final assessment will remain ungraded. • Promotion for Year 9&10 students is based on the end-of-year aggregate grade. • Year 9 students must pass with an A*-D grade in all mandatory subjects. A minimum D grade is required in English, Mathematics, and Science for promotion to Year 10. • In Islamic Education for Muslim students, Arabic as a first language for Arab students, and Moral, Social, and Cultural Studies for all students, students must obtain at least 50% (D grade) to be promoted. • A minimum of D grade is required in Year 10 in all IGCSE subjects for promotion to year 11.
Year 11	A student who failed (U grade) in the IGCSE June series exam can retake the exam in November series as a private candidate through authorized centres.	No detention for the candidates.

Absence

If a child misses a summative assessment, no retest will be given, and the report card will be released based on the performance of the Formative Assessments. In case of absence

due to medical reasons supported by medical documents, promotion is done on the basis of the termly/yearly average.

Decision-Making Process

Promotion and retention decisions are made by the Promotion and Retention Committee, comprising class teachers, subject coordinators, the school counselor, and senior leadership team members. This team reviews academic and behavioral data, assessments, and other evidence before making a final decision. Parents will be consulted if there is concern about a student's ability to meet academic expectations for the upcoming year.

Communication with Parents

Parents are regularly informed of their child's progress, areas of concern, and any interventions in place. If retention is being considered, parents will be notified by the end of Term 2, allowing time for additional support and improvement. An undertaking will be taken from the parents of students who are underperforming.

Appeals Process

Parents who disagree with promotion or retention decisions may submit a written appeal to the principal. Appeals will be reviewed by an appeals committee, with a final decision communicated within 14 days.

Review and Revision

This policy is reviewed annually to ensure it aligns with the UK National Curriculum and the needs of the students.