
HORIZON SCHOOL DIVISION**POLICY HANDBOOK**

Policy Code:	HKA
Policy Title:	Student Placement and Promotion
Cross Reference:	HK, HGB, IFH
Legal Reference:	Guide to Education
Adoption Date:	April 23, 1997
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POLICY

THE BOARD OF TRUSTEES OF HORIZON SCHOOL DIVISION BELIEVES THAT STUDENT PROMOTION OR PLACEMENT WITH REQUIRED REMEDIATION, ENRICHMENT, OR SPECIALIZED PROGRAMMING AND SUPPORTS SHOULD BE THE NORM. THE DECISION ON THE PLACEMENT OR PROMOTION OF A STUDENT FROM ONE GRADE OR COURSE TO ANOTHER SHALL BE MADE BY THE PRINCIPAL IN CONSULTATION WITH THE ASSISTANT SUPERINTENDENT, LEARNER SERVICES AND IN ACCORDANCE WITH ALBERTA EDUCATION GUIDELINES AND THIS POLICY.

DEFINITIONS**Placement**

A decision made about the grade level and/or specialized supports a student may receive even if curricular outcomes or other prerequisites have not been met. For example, a student who has moved to Canada and does not have conventional educational records may be placed with their age appropriate peers without evidence of having completed the preceding grade or program.

Retention

A placement decision that causes a student to repeat a full grade level or course.

Acceleration

A placement decision that advances a student beyond curriculum in a given course or grade level to that at a higher level. In high school, acceleration must comply with procedures outlined in the Guide to Education.

Promotion

The assignment of a student to the next chronological grade or course upon successful completion of his or her current programming.

REGULATIONS

1. The ultimate decision as to the placement and promotion of a student is determined by the principal after careful consideration of current educational research and the long term impacts on student learning and wellbeing.
 - 1.1. Placement and promotion decisions shall be communicated in writing and recorded in the student record.
2. Rather than grade retention or acceleration, efforts should be focused on responsive programming as it relates to time, resources, instructional approaches, and assessment. Meta-analysis of educational research indicates there is no significant difference in social-emotional indicators nor in the academic achievement of children who were retained compared to their peers who were placed in the next grade.
3. Student placement and programming decisions will be based on evidence that such intervention will positively impact the student's learning trajectory. Prior to making student placement or programming

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decisions:

- 3.1. Professional staff will document consultation and accommodations extended to the student as part of the school's collaborative response plan.
- 3.2. Professional staff must consult with parents/guardians on any information critical to student programming.
- 3.3. Professional staff must consult with the Associate Superintendent, Learner Services.
4. Grade placement for all students in Kindergarten to Grade 10 should be with age and grade peers.
5. For students in grades 10-12, placement and promotion decisions shall be made on a course basis in harmony with the Alberta Education Guide to Education as it pertains to matters of prerequisites, prerequisite waivers, challenge exams and issuing of credits.
6. Placement and promotion decisions may be appealed as per Board policy.