



# St. Joseph's School

مدرسة القديس يوسف

P.O. Box 3361,  
17<sup>th</sup> Street, Al Mushrif Area  
Abu Dhabi, U.A.E.

Tel: +9712 4463646

Fax: +9712 4461772

E-mail: [info@stjosephsschool.ae](mailto:info@stjosephsschool.ae)

Web: [www.stjosephsschool.ae](http://www.stjosephsschool.ae)

## SJS Promotion Policy

**Policy Reference:** SJS/PP/2025

**Approved By:** School Leadership Team

**Updated Date:** 31<sup>st</sup> October, 2025

**Next Review Date:** 31<sup>st</sup> March, 2026

### 1. Introduction

St. Joseph's School complies with regulations & guidelines as set by ADEK in line with CBSE regarding the promotion of students to the next grade level and retention of students at their current grade level. Promotion is based on the students' end of year results.

Age requirement for grade 1 is 6 years as of March 31st in the School year wherein the student is registered.

- Students enrolled in Grades 10 & 12 are promoted based on their CBSE Board Examination results (External). The regulation is in line with ADEK.
- Students of grades 1 to 8 must attain a 50 % average in MOE subjects and attain a minimum of 33 % in the rest of the subjects.

Students of grades 9 to 12 should attain a 60 % average in MOE subjects and attain a minimum of 33% in the rest of the subjects.

- Students who follow an IEP plan will be promoted to the next grade, if they have met all learning objectives as stated in the IEP plan.

### 2. IMPROVEMENT OF PERFORMANCE

- If a student in Grades 10 & 12 obtains less than 33 % in one subject, then the student will have to appear for the compartment examination, by the CBSE Board.
- If a student of grade 12 is scoring less than 33 % in any 2 or more subjects are not eligible for the compartment examination. Such candidates have to apply as a private candidate or a regular candidate for the next academic year.

- If a student in Grades 9 or 11 scores less than 33 % in any of the subjects, the student is eligible for improving the performance by reappearing for one chance of improvement of performance to be conducted by the school towards the end of March.

### 3. RETENTION PROCEDURES

- All students of Grades 1 to 5 enrolled in St. Joseph's School will be promoted to the next grade level.
- All students enrolled in grades 6 to 12 will be granted promotion to the next grade, provided they meet the ADEK requirements in line with the CBSE Board.
- A student cannot be retained more than two consecutive times as a maximum in the same grade and not more than two different grades during the entire school education. The school can support such students with learning support.
- Voluntary Grade Repetition:  
School is authorized to exceptionally allow a student to repeat the school grade/year upon the request of the student's parents, and if deemed in the best interest of the student and their wellbeing.  
If parents request grade/year repetition to enable the student to improve their grades, schools are authorized to use their discretion to make the decision.
- Teachers must identify students with learning difficulty as early as possible and provide individualized, supportive, and inclusive strategies to build skills, confidence, and consistent progress.
- As outlined in the ADEK Policy, the decision making process for the retention of students is led by the Principal.
- The following teachers comprise the Academic Review Committee :
  - ✓ Learning Supervisor
  - ✓ All teachers who work with that student
  - ✓ HOD s
  - ✓ School Social Worker, School Counsellor & Class teacher
  - ✓ English & Arabic Coordinator
  - ✓ Parents

**The Academic Review Committee headed by the Principal will consider the decision regarding the student retention.**

Approved by:  
*Prestina Rocha*

**Principal**  
**St. Joseph's School**



31st October, 2025