SPECIAL SERVICES
Promotion, Retention, Grading, and Graduation Requirements
Promotion and Retention of Students in Grades K-12

This regulation supersedes Regulation 2410.8.

I. PURPOSE

To establish procedures for the promotion and retention of students in grades K-12.

II. SUMMARY OF CHANGES

A. Section III has been updated to clarify the basis for decisions surrounding promotion or retention and Section III.H. has been added.

B. Section IV has been updated to reflect on-time graduation and current wording and Section IV.C. has been added.

III. PROMOTION AND RETENTION OF STUDENTS IN GRADES K-8

A. Promotion and retention decisions for students in K-8 are based on classroom assessments and grade-level expectations. These decisions are made based upon a student’s academic performance. Completion of the prior grade level with passing grades indicates successful promotion to the next grade level.

B. For students with disabilities, attainment of promotion is determined in accordance with the goals, accommodations, and impact of the disability as defined in the student’s individualized education program (IEP).

C. For English learners, retention decisions should follow the guidelines outlined in the FCPS Elementary Grading and Reporting Handbook for Parents.

D. Retention of students shall be affected only after prior notification of and explanation to the student’s parents or guardians; however, the decision shall rest with the base school principal.

E. At the time retention is considered a possibility, comments and marks on the progress report shall reflect the student’s academic difficulties.

F. The possibility of retention shall be communicated to parents or guardians via the interim report and end-of-quarter progress report no later than the end of the third quarter.

G. To contest a promotion or retention decision, a parent or guardian may register a complaint by following procedures outlined in The Right to Complain section of the current version of Regulation 2601, Student Rights and Responsibilities Booklet.
H. Guidance around the initial placement of students in grades K-8 may be found in Policy 2401, Academic Placement of Students in Grades K-8.

IV. PROMOTION OF STUDENTS IN GRADES 9-12

A. Minimum credit requirements for placement in high school grades are as follows:

<table>
<thead>
<tr>
<th>To Be Placed in Grade</th>
<th>The Student Must</th>
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<tbody>
<tr>
<td>9</td>
<td>Be promoted from grade 8.</td>
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<tr>
<td>10</td>
<td>Be promoted from grade 9 and have earned at least 5 standard units of credit.</td>
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<tr>
<td>11</td>
<td>Have earned at least 10 standard units of credits.</td>
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<tr>
<td>12</td>
<td>Have a planned program providing sufficient credits to ensure graduation the following June or August.</td>
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</table>

B. Students with disabilities participating in the Virginia Alternative Assessment Program (VAAP) may be promoted to grade 12 without meeting the requirements outlined in Section IV.A. by IEP team decision. Students who are promoted to grade 12 without meeting the requirements of Section IV.A. will be placed in grade 12 multiple years per their IEP until they complete a program providing sufficient credits to graduate or no longer meet the eligibility requirements for enrollment as outlined in the current version of Policy 2202, Eligibility for Enrollment. A student’s eligibility for participation in activities designated by the local school as specific to seniors shall be determined by the student’s intended graduation plan.

C. It is the expectation that high school students will be scheduled for courses each year that facilitate an on-time graduation.

See also current versions of:
Policy 2202, Eligibility for Enrollment
Policy 2401, Academic Placement of Students in Grades K-8
Policy 2418, Reporting Student Progress to Parents and Guardians
Regulation 2424, Progress Reports for Grades K-6
Regulation 2430, High School Teacher’s Guide: Grading and Reporting to Parent
Regulation 2431, Middle School Teacher’s Guide: Grading and Reporting to Parents
Regulation 2460, Requirements for Graduation and Graduation Seals of Achievement
Regulation 2601, Student Rights and Responsibilities of Students Booklet