



Promotion Policy

International School Haarlem students in MYP study 10 subjects, which fall into 8 subject groups:

MYP 1-3								
Subject Group	Language and Literature (LL)	Language Acquisition	Maths	Sciences	Individuals and Societies	PHE	Arts	Design
Courses within Subject Group	English AND <i>(if the student is an advanced language user)</i> Dutch	English Dutch French* OR Spanish*	Maths	Integrated Science	Integrated History Geography	PHE	Performing Arts (PA)- Drama Music AND Visual Arts (VA)	Design

*Students in MYP 1-3 choose French Language Acquisition **or** Spanish Language Acquisition

Awarding Final Grades

All students in the MYP at ISH are awarded a final grade for each subject they have studied throughout the academic year. These final grades fall between 1 and 7, with 7 being the highest grade. All subjects count towards promotion to the next year.

Each subject uses guidelines for assessment provided by the IB. There are four assessment criteria in each subject (see assessment policy). Each criterion is assessed at least two times per year with a mark out of 8. A final mark per criterion out of 8 will be given using a “best fit” approach. This means that rather than taking an average of the marks achieved throughout the year in a particular criterion, teachers will use their professional judgement to match a final mark with the student’s progress and development in that criterion.

The four marks per subject are added together to give a total out of 32. Grade boundaries are then used to determine the final grade in the subject (see table below).

Final / End of year grades can be considered in the following ways

Final Grade	Grade Boundary	Comments
7	28-32	A mark of distinction Achieved by consistent achievement of the top grade / outstanding work throughout the year
6	24-27	Highly commendable
5	19-23	Very good level of achievement
4	15-18	Good to satisfactory.
3	10-14	A weak pass This is the minimal pass level for MYP
2	6-9	A very limited level of achievement A failing grade
1	1-5	Minimal level of achievement A failing grade
INC or NA*		N/A indicates that the student has not handed in an assignment where there are extenuating circumstances (e.g. not enrolled in school at that time) INC is a mark where an assignment is incomplete; this mark is a failing grade

* If there are no clear extenuating circumstances for missed work or a student hands in work which is incomplete, the subject teacher or Form tutor will speak with the student and contact the parents to try to find a timely and appropriate solution. If this is unsuccessful, the work will be recorded as INC. It should be clear that ultimately the student is responsible for handing in his/ her work and that they recognise that an INC mark is an automatic fail.

Promotion Criteria

In order to progress to the next year group a student must meet ALL the following criteria at the end of MYP 1, MYP 2 and MYP 3.

- A minimum grade of 4 in eight subjects
- No more than two final grades (in all subjects) may be below 4
- All final grades (in all subject groups) must be above a 2
- Successful completion of Service Action tasks (MYP 1-2) or project (MYP 3)

At ISH, we also consider the following when determining student promotion

- Students who do not meet the minimum requirements for promotion but who have learning support, language issues, or are in an intervention programme, will be considered for promotion if they show a consistent rate of progress. Students on an adapted MYP programme will be reviewed at the discretion of the Senior Leadership Team following advice from the Learning Support department.
- Students who do not meet the promotion criteria will be asked to repeat a year when it is advised for sound personal or academic reasons. There will be a clear evaluation of how this may fit with the student's best interests. The decision not to promote is made when the student may benefit from developing their learning with a repetition of the year.

Further considerations

A student may only repeat a year once. It is not possible to repeat two consecutive years.

Parents will be involved in dialogue about student academic issues through;

- Parent evening reviews or through contact with a subject teacher during the first term
- An appointment with their child's Form Tutor before a promotion review takes place in the second term, if there are academic concerns
- **Parents will be made aware of students who are at risk of not being promoted at the time of the second progress report.** Guidance or supportive steps will also be discussed at this point in order to increase the student's promotion success.

All students who are at risk of unsuccessful completion of MYP 1-3 are reviewed as part of a whole staff/ department evaluation. The final decision regarding non-promotion will be made in the last calendar month of the school year. Parents and students will be invited to explore the evidence for this with the Senior Leadership Team

All grade data is available on ManageBac and can be seen throughout the year. Parents are encouraged to contact subject teachers or Form Tutors if they are concerned about their child's progress throughout the year.