



## **REVIEW BODY (RB) AND PROMOTION POLICY**

At the end of the academic year the appropriate HoY will draw up a list of all failing students whose names will be brought before the Review body. The criteria for referral are:

- In years 1-3 by failing 3 subjects or 2 from the core subjects (English, Mathematics, Science or Greek) or failing by 9 or more points.
- In years 4 and 5 by failing 3 or more GCSE courses (Failing a course is compensated for by gaining a GCSE qualification at Grade C or above, where this is applicable).
- A Year 6 student failing at least two subjects. (Failing a course is compensated for by passing the corresponding GCE AS qualification, where this is applicable).
- Any student who does not meet the school's attendance requirements (refer to the Attendance Policy)

The points are determined by the number of periods allocated each week to that subject in which the student is failing.

**The minimum passing grade is 50%**

**N.B.** Where a student carries forward a failing subject these points will be added to any failed in the current year unless the subject is the same as one of those failed in the current year.

**N.B.** A student is promoted to Year 6 subject to obtaining 5 GCSEs, at grade 'C'/'4' or above and achieving the appropriate grades for the courses selected in Year 6.

**The procedure is then the following:**

1. The appropriate HoY posts a timetable of those students to be reviewed at least a day in advance of the meeting whenever possible.
2. The RB is made up of the Principal, the Deputy Principal (Curriculum), the Deputy Principal (Pastoral), the Head of Year, the Mentor, the Counsellor and the teachers teaching the student under

review. It is chaired by the HoY. The decisions of the RB are taken by a vote of the staff who actually teach the student. In the case of a tie the Principal has final say in the decision.

3. Written information (i.e. academic record and a summary of parental contact) should be supplied for the purpose of the meeting by the Head of Year to ensure staff are well briefed.

4. The Head of Year will immediately inform parents of any decision taken. If appropriate the parents will meet with the Deputy Principal and the HoY.

5. Students that fail a subject but do not intend to continue studying it should take a re-exam by the end of June, or in the first week of September if they are taking the external exam.

6. During their school career students are allowed to repeat only once. Any subsequent failure will result in them automatically being asked to leave the American Academy.

**The American Academy Graduating Diploma (Apolysterion) will not be awarded if any course failed during Year 7 or previous Years is not made up in the approved way, or if there are outstanding fees.**