

## **6.020 Policy and Procedures Concerning Promotion/Retention**

Cooperative Educational Services (C.E.S.) recognizes that all students should be placed in instructional programs in which they can achieve academically as well as emotionally, socially and physically. It is our expectation that given a strong learning community, a vast majority of the students will progress throughout their school years. However, some individuals may require somewhat less or more time to develop their educational potential. We will make every effort to support these students, but there may be some few cases where an additional year in a grade may be necessary. It is the belief of C.E.S. that this would be an action of last resort.

**Rationale:** Cooperative Educational Services (C.E.S.) believes in assessing children developmentally and makes grade placement decisions based on what we know about a particular child. We look at children closely, and assess them using observation, work sampling, and both informal and formal testing. We share our findings with families through family conferences, progress reports and a portfolio sharing night.

There are times when a child's cognitive, emotional and social development does not match that child's chronological age. After looking at work samples, and using a variety of assessment techniques and meeting with families, we may recommend that a child be retained. Usually the child's chronological age makes them younger than their current peers, and so we grant that child "the gift of time" by having them repeat a year in the same grade. Retention is an option when we believe that a year with the same curriculum, and ideally, the same teacher, will benefit the child.

In a departmental situation, promotion is dependent on attaining a passing average for subject area courses. The completion of a summer course of study may be required for promotion in some cases. As in the elementary school, retention decisions will be made using observations, work sampling, and informal and formal testing, along with teacher and parent reports.

These decisions are not made lightly, and are done on a case-by-case basis. A team of teachers, and specialists will collaborate with families to arrive at these difficult decisions. Children are often identified as candidates for retention in January. A member or members of the IST observe the child and conference with the teacher and the family about the concerns that have been observed and possible recommendation of retention. A final decision will be made by May in consultation with families.

**Reference:** Connecticut General Statute 10 – 221  
**Adopted:** 5/8/03 C.E.S. Representative Council