



## Student Acceleration and Retention Policy

The Board of Trustees (Board) recognizes that special consideration may need to be given to some students for grade placement. Decisions regarding student retention or acceleration should be made only after all the needs and abilities of the student have been assessed and reviewed by a Providence Hall Charter School (PHCS) team and have been determined to meet appropriate criteria.

PHCS Administration recognizes that schools should offer students opportunities for acquiring skills, and for cognitive, academic, social and emotional development. Ideally, individual student needs can be met by differentiated instruction while they remain with their own age peer group. In certain cases, student retention or acceleration may be considered using the guidelines in this policy.

### **I. REFERRAL**

- A. On a case-by-case basis, a student referral for retention or acceleration should follow the school's special education referral process.
- B. Such a referral can be made by a teacher(s), a school administrator or a student's parent(s) guardian(s).

### **II. EVALUATION**

- A. When considering retention or acceleration, each student shall be evaluated by a team composed of a school administrator, parent(s)/legal guardian(s), and teacher(s).
- B. The team should follow the guidelines in this policy.

### **III. CRITERIA**

- A. When considering a student for acceleration or retention, the team shall review the student's maturity, assessment results, social behavior, grades and school performance.
- B. Students should be retained or accelerated only if the student's best interests are served in all educational areas.

### **IV. TEAM DECISION**

- A. The team is charged with determining whether retention or acceleration criteria have been met according to guidelines in this policy.
- B. The team, including parent(s)/guardian(s), will meet to share the evaluation results and make a recommendation.
- C. Any reports, forms, and/or recommendations from this team shall become part of the student's cumulative record.
- D. The team may review the decision of retention or acceleration at any time during the student's educational experience.