

PROMOTION POLICY YEAR 2018-19
ASSESSMENT POLICY

EXAMINATION TOPICS

(THREE EXAMINATIONS: TERM 1, TERM 2, TERM 3)

YEAR GROUP	EXAMINATION TOPICS
Year 1 & 2	No written examinations. Grades will be based on Continuous Assessment process/ program
Year 3 to 9	Each Term Examination will be based on the prescribed topics covered during the Term.
Year 10	In Term1,2 & 3- All topics covered during the Year up until the date of the examination.
Year 11	In Term 1 -Full topics of Year 10 and topics covered in Term 1 in Year 11. Mock exam – Full topics of Year 10 and 11 will be included. These examinations are only internal assessments and end of year results will be based on the results published by CAIE.
Year 12 & 13	In Term 1 – Topics covered during the Term until the date of Examination Mock Exam - Full Year Topics. These examinations are only internal assessments and end of year result will be based on the Results published by CAIE.

PROMOTION POLICY

KG to YEAR 2

KG to Year 2: all students will be promoted automatically unless there are any major learning difficulties.

YEAR 3 TO YEAR 9

1:- ATTENDANCE REQUIREMENT:

Students with less than 80% attendance (from the date of first day of attendance) will not be allowed to appear in Final Examination and they will have to repeat the year. Absence with proper/authorized medical certificate will be treated as present to calculate the percentage.

2:- END OF TERM MARKS: At the end of every term, the cumulative marks of Homework (HW), Continuous Assessment (CA), end of Term examination and Behavior Marks will be arrived at and shown as individual mark as per the weightage as shown below.

- a) There will be Examination at the end of every Term.
 b) Structure of **Term End marks**- in every Term.

Home Work	Continuous Assessment	Term End Examination	Behaviour	Total
5%	5%	65%	25%	100%

3: FINAL CUMULATIVE MARK: Final Cumulative Mark at the end of the Year will be calculated as below. YEAR 3 TO 9

CA Mark	(5%)	– Average mark scored in the three Terms;
HW Mark	(5%)	– Average mark scored in the three Terms;
Examination Mark	(65%)	– Average of all the three terms examination;
Behaviour Mark	(25%)	– Average of all the three Terms.
Final Cumulative mark (100%) - Total of CA, HW, Exam and Behaviour Marks. The final result will be judged based on this Final Cumulative mark of every subject at the end of the academic year.		

4: PROMOTION POLICY YEAR 3 TO YEAR 9:

- (1) Examination result will be grouped into four Sections, Section A, Section B, Section C and Section D.

Section A	English, Mathematics, SCAIence, Social Studies & ICT .
Section B	Arabic.
Section C	Islamic Studies.
Section D	French (those who attend afternoon session from Tear 1 to 7) & Qatar History.

- (2) PASS MARKS- YEAR 3 TO 9

STUDENTS WHO SCORE BELOW THE MINIMUM MARKS AS BELOW AT THE END OF THE YEAR WILL BE DECLARED AS FAILED.

Category	Section A	Section B	Section C	Section D
Arabic students with Mother tongue as Arabic and belong to Islam	Need Minimum 50% marks in every subject in Section A	Need minimum 50% marks in Arabic	Need 50% marks in Islamic Studies	No minimum requirement
Arabic students with Mother tongue as Arabic and do not belong to Islam	Need Minimum 50% marks in every subject in Section A	Need minimum 50% marks in Arabic	No minimum requirement	No minimum requirement

Non Arabic students and belong to Islam	Need Minimum 50% marks in every subject in Section A	No minimum requirement	Need 50% marks in Islamic Studies	No minimum requirement
Non Arabic students and do not belong to Islam	Need Minimum 50% marks in every subject in Section A	No minimum requirement	No minimum requirement	No minimum requirement

Maximum 1% moderation will be given to get minimum pass of cumulative score of 50% in every subject.

Separate Progress Report will be issued for the Extra Curricular Activities attended by the Student.

Year 10

1:- ATTENDANCE REQUIREMENT:

Students with less than 80% attendance (from the date of first day of attendance) will not be allowed to appear in Final Examination and they will have to repeat the year. Absence with medical certificate will be treated as present to calculate the percentage.

2:- **END OF TERM MARKS:** At the end of every Term, the cumulative marks of Homework, Continuous Assessment and end of term examination will be arrived at as per the weightage as shown below.

- a) There will be Examination at the end of every Term.
- b) Structure of **Cumulative marks**- in every Term.

(I) TERM 1	- CA 5%, Homework 5%, Examination 65%; Behaviour 25%
(II) TERM 2	- CA 5%, Homework 5%, Examination 65%; Behaviour 25%
(III) TERM 3	- CA 5%, Homework 5%, Examination 65%; Behaviour 25%

4: **FINAL CUMULATIVE MARK:** Final Cumulative Mark at the end of the Year will be calculated as below.

YEAR10	
CA Mark -5%	– Average mark scored in the three Terms;
HW Mark -5%	– Average mark scored in the three Terms;
Examination Mark-65%	– (25% of Term 1 +25% of Term 2 + 50% of Term3 examination marks);
Behaviour Mark -25%	– Total of all the three Terms. Lowest mark will be zero.
Final Cumulative mark- 100%	- The final result will be judged based on this Final Cumulative mark of every subject at the end of the academic year.

5. PROMOTION POLICY - YEAR 10

Students have to score minimum 50% marks in every subject to pass.

Year 11 & 12

1:- ATTENDANCE REQUIREMENT:

Students with less than 80% attendance (from the date of first day of attendance) as on the date of applying for CAIE entry will not be allowed to do enroll for CAIE Examination. Absence with medical certificate will be treated as present to calculate the percentage.

2: END OF YEAR RESULT:

- (1) End of Year Result will be based on the Grades scored by students in Cambridge International Examination (CAIE).
- (2) Examinations conduct by the School is only an internal assessment and the grades scored by student in internal examinations will not decide on their pass/failure.
- (3) There is no overall pass mark in Year 11, 12 & 13. Those who scored Grade 'U' or 'X' in all subjects in the internal Mock assessments will be recorded as FAILED in the record of Ministry of Education, Qatar.
- (4) Admission to Year 12 & 13 will be solely depend on the subjects opted by the students and its grades scored in IGCSE and AS level Examinations (conduct by CAIE) respectively, subject to the admission requirements prevail in the School during the academic year.
- (5) Every school has its own policy in giving admission in Year 12 and 13 based on CAIE grades.

Note: Students who are absent due to illness or other reasons during the Term Examinations.

If the student could not attend an end of Term examination because of illness, they have to produce a valid medical certificate (MC) acceptable to the School. (MCs are subject to verification and if found not genuine, student can be terminated from the School).

- a) If there is a valid acceptable medical certificate for any end of term examination, marks will be taken as below:
 - Term 1- Proportionate CA mark of the subject scored during Term 1 will be taken as End of Term 1 examination mark.
 - Term 2- Only 'End of Term 1' examination mark of the concerned subject will be taken.
 - Term 3- Lowest mark of the concerned subject among the 'end of Term 1 or term 2' examinations will be taken.
- b) If the medical certificate produced is not acceptable to the Principal or no certificate is produced within two days of examination, zero marks will be given for the subject in which the **student was absent.**