

Alva Independent School District #001  
Regulations for Promotion and Retention of Students  
for Elementary Schools'

In general, students will be placed at the grade level to which they are best adjusted academically, socially, and emotionally. As a usual practice students will spend one year in each grade. A small number of students, however, may benefit from staying another year in the same grade. Such retention may occur when:

- I. The student is achieving significantly below ability and grade level and/or
- II. Retention would not cause an undue social and emotional adjustment and/or
- III. Retention would have a reasonable chance of benefiting the student totally and/or
- IV. The student's developmental age is below his/her chronological age and/or
- V. A committee consisting of the principal teacher(s), counselor and parents makes the decision to retain.

The following will be the procedure for deciding retention or promotion:

- I. The student's parent or teacher(s) may request that the student be retained on Form A (attached). The completed form should be given to the school principal.
- II. A committee, consisting of the student's teacher(s), counselor, administrator and the student's parents, will review the student's progress and consider the request.
- III. The approval committee will be guided by the following factors:
  - A. Chronological age
  - B. Social maturity and emotional maturity
  - C. Performance on appropriate tests
  - D. Physical development
  - E. Work and study habits
  - F. Attendance record
  - G. Developmental age as shown by an assessment test
  - H. A score of 0-47 on the "Light's Retention Scale".

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(Regulations)

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- IV. Only in unusual circumstances should a student who has been retained be retained again.
- V. The approval committee will recommend retention or promotion and specify the factors relating to the decision on Form B (attached). One copy will be given to the student's parents, teacher(s) and principal. The original copy of that decision will be forwarded to the superintendent for his/her information and review.
- VI. The decision of promotion or retention should be a mutual agreement between the parents and the school officials. If the parents and school officials cannot come to an agreement, the final decision lies with the Board of Education.

Adopted: March 25, 1985

Revised: April 01, 1996  
June 05, 2000  
August 05, 2002  
July 07, 2003

Legal Reference:

Cross Reference:

District #001, Woods County, Oklahoma

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