



FOUNDED 1900

THE ENGLISH SCHOOL
A SECOND CENTURY OF EXCELLENCE

General Promotion Criteria for Students

The English School

The person responsible for policy	Nicholas Eatough, Headmaster Popi Grouta, Deputy Head
Ratified by	The Board of Management
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Introduction

This policy aims to support students in handling their academic and/or pastoral challenges whilst on their academic journey at The English School. The School, however, may ask students, who find it extremely challenging to progress to the next stage, to leave if it becomes evident that they no longer benefit from what the School offers and/or their behaviour hinders other students' learning. The same applies for serious cases of poor attendance and incomplete tuition.

The School uses the following Promotion Criteria when assessing a student's ability to move into a higher class/year:

Promotions in Years 1-3, Lower school

A student's promotion to the next class will come into question if any the following conditions apply:

- 3 or more D grades across subjects;
- 2 E grades; or
- an E grade in English Language and or Maths.

Promotion issues are discussed at the end-of-year Promotions Meeting composed of relevant staff. Decisions taken may include allowing students to take a promotion reassessment in late August or in less serious cases, assign departmental work for improvement. In rare occasions, where a student has failed in a way by which promotion to the next class will not be beneficial, this student may be asked to leave school.

Crucial to this discussion will be the Effort Grades obtained, the student's potential for improvement, their behaviour management record and overall attendance. If serious weaknesses persist, Year 3 is the best opportunity for a student to leave the School and continue their education at another school. Attendance of less than 85% (the minimum requirement) and accumulation of more than 30 behaviour points will bring the student's promotion into question. Students achieving D or E grades may be asked to study over the summer break and re-sit their end-of-year exams at the beginning of September.

Promotions from Year 4 to Year 5- from Lower to Middle School

A student's promotion to Year 5 will come into question if any the following conditions apply:

- 3 or more D grades across subjects;
- 2 E grades; or
- an E grade in English Language and or Maths.

Promotion issues are discussed at the end-of-year Promotions Meeting composed of relevant staff. Decisions taken may include allowing students to take a promotion reassessment in late August or in less serious cases, assign departmental work for improvement. English Language and Maths will be treated as a priority. Option subjects may also be re-assessed, with students sitting no more than three re-assessments in total.

Following discussion and decision at the promotion meeting, summer departmental work for improvement will be assigned to students who have considerable gaps in a subject; such work should be prepared by the department and sent to students no later than the end of the summer term. Assignments should be returned by the end of August.

Promotions from Year 5 to Year 6- from Middle to Upper School

Admission to the Sixth Form of The English School is dependent upon satisfactory results at (I)GCSE. Students are required to meet the following criteria to progress from Year 5 to Year 6:

- A minimum of six I/GCSEs with grades 9 to 5 is required, including **English Language, English Literature and Mathematics.**
- **All examinations must be the school specification**, that is, the exam qualification taught by the School.
- **A minimum grade of 7 is preferred in those subjects chosen as options.** For Mathematics, grade 8 is required for the normal A level and grade 9 for the double Maths courses. [Refer to Options Booklet for further details.] Obtaining a grade of 6 or lower usually does not permit a student to continue in an option subject.

Further to the academic requirements outlined above, attendance issues (see separate policy), as well as attitude and conduct, will also be taken into account when promoting a student. Based on the School's records, a student may be asked to leave the School for unsatisfactory attendance (less than the minimum of 85%), attitude and/or conduct (more than 30 behaviour points) despite him/her achieving the minimum academic requirements for promotion.

In rare circumstances, if students fail to achieve a grade 6 in a subject, they may be admitted into the AL course/subject with permission from the Head of Department. The end of Year 5 is another opportunity for students with serious academic weaknesses and/or behavioural problems and poor attendance to leave the School and continue their education elsewhere.

Promotions from Year 6 to Year 7

For students to be promoted to Year 7 and complete the AL programme, they must normally have secured a grade D or better in Year 6 exams (external or internal) in at least three subjects to continue and complete in Year 7. In addition, all students will continue in Year 7 with the Greek or Turkish specification they took in Year 6.

Further to the academic requirements outlined above, attendance issues (see separate policy), attitude, and conduct will also be taken into account when promoting a student. Based on the School's records, a student may be asked to leave the School for unsatisfactory attendance (less than the minimum of 85%), attitude and/or conduct (more than 30 behaviour points) despite him/her achieving the minimum academic requirements for promotion.

In the event of any dispute as to entitlement, the Headmaster's decision shall be final.

Issuing of a School Leaving Certificate

Students and their parents should know that a full School Leaving Certificate will only be issued if the graduating student has passed six (I)GCSEs with grades 9-5 and four A-Levels (including Greek/Turkish). All GCE subjects must be those taught at the School and included in the exam specifications. If a student does not achieve these minimum requirements or chooses to leave at the

end of Year 6, he/she will be issued with a Certificate of Attendance showing the qualifications they have gained and the year of leaving the School.

In addition to the academic criteria for all years, there is an attendance criterion to qualify for the Leaving Certificate (See separate policy). Poor punctuality, attitude, and behaviour will also result in difficulties with promotion, particularly if they have affected the attainment or learning of other students. The outlined promotion criteria will be strictly applied, as they represent the minimum requirements for the School to build a meaningful academic programme for each student.

Issue of a Ministry of Education stamped Apolytirion

To qualify for a Ministry of Education-stamped Apolytirion at the end of Year 7, the following requirements must be met:

- Students must have completed three GCE courses at School in Year 7 and sat the appropriate school programme mock examinations in these subjects
- Students must have completed their GCE Greek/Turkish course at School in Year 7 and sat the appropriate mock examination in the subject
- Students must have attended, participated in, and taken the assessments in the Year 7 PSHE programme
- Students must have an attendance record of at least 80% to be eligible to sit the mock examinations and qualify for the Apolytirion (see relevant policy).

A sample of the Apolytirion can be seen on the next page.



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Apolytirion

ACADEMIC YEAR 2025-2026



Full Name: Reg. No: Reg. Group:
Mother's Name: Father's Name:
Date of Birth: ID/Passport:
Citizenship: Attendance:
Apolytirion Ref. No: Date:

This is to certify that, according to the School's Data Office verification, the student named above has completed the following subjects leading to the award of the Apolytirion as authorised by the Ministry of Education, Sport and Youth of the Republic of Cyprus.

Subject	Periods per 2 weeks	Examined	Grade
Subject 1	17	✓	
Subject 2	17	✓	
Subject 3	17	✓	
Greek/Turkish	4	✓	
PSHCE (Personal, Social, Health and Citizenship Education)	2	✓	

Student's full name Apolytirion grade is: **/20**

Πιστοποιείται η γνησιότητα της πιο πάνω υπογραφής

Διττής Μέσης Γενικής Εκπαίδευσης
Ημερ.:

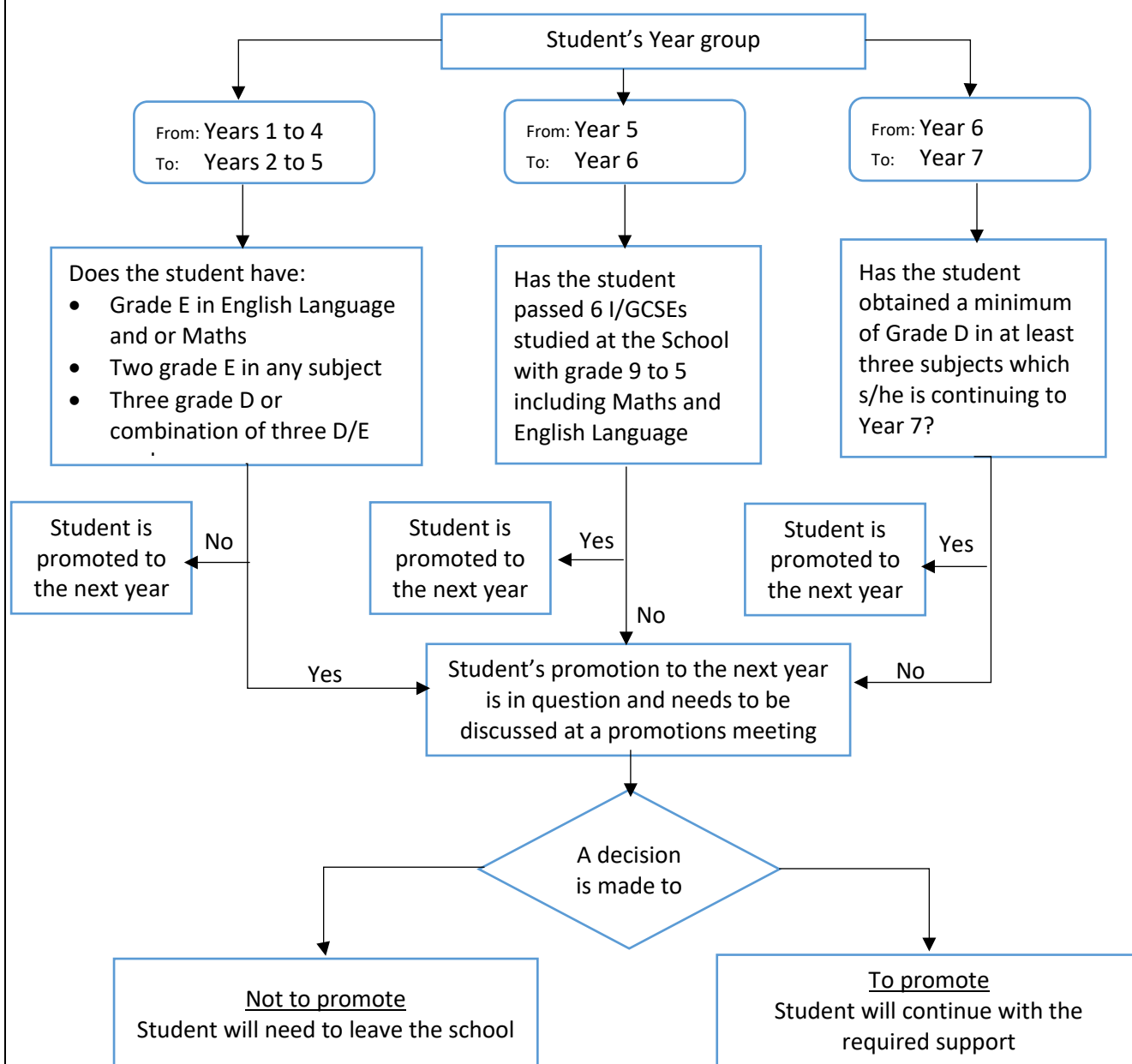
Mr Nicholas Eatough
Headmaster

Definition of Apolytirion Grade:

19 – 20	Outstanding	15 – 16	Satisfactory
18 – 19	Excellent	14 – 15	Fair
17 – 18	Very Good	13 – 14	Minimum Standard
16 – 17	Good		

This Certificate is not valid unless the school stamp is impressed on the photograph. The English School is registered with the Ministry of Education, Sport and Youth of the Republic of Cyprus, Reg. No 07.18.003.002.003, as a full time 7-year Secondary School and recognised under The English School Law of 1960.

General Promotion Criteria For Students – Flow diagram



Note:

There are also attendance, attitude and behaviour criteria for promotion to the next year group (See relevant policies)