



مدرسة جلوبال الإنجليزية- العين

GLOBAL ENGLISH SCHOOL – AL AIN

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Policy:	Graduation
Date Published	September 2019
Evaluation & Review:	Reviewed in June 2023, April 2025, next review : April 2026
Rationale:	Graduating from school helps to boost the confidence and self-esteem of students. A formal graduation ceremony helps them to think towards achieving their targets.
Roles of Responsibility	Principal, Vice Principal, School Administration, SLT

Policy Statement

Graduating from school helps to boost the confidence and self-esteem of students. When students graduate, they are also a role model to younger siblings, other relatives and friends, and that might encourage them to stay in school. Finishing high school gives the chance to learn a variety of things. Graduating students think loudly, discover something they are passionate enough and dedicate life to it.

Children feel elevated when they complete two years of foundation stage and receive their graduation certificate.

GENERAL GUIDELINES :

Graduation ceremonies shall consider religious, cultural and social norms of the UAE and the morals, customs and traditions of UAE society, and must abide by the ADEC's requirements as follows:

- Written consent forms** – every participating student must have a prior signed written consent form from his/her parent/guardian to take part in the graduation ceremony. The consent form shall include all essential information such as type and objective of activity; duration; place; name of supervisors, contact details, and transportation arrangements.
- Proper Supervision at all times** – School must provide adequate and qualified adult supervision. Supervisors must take into account the nature of the activity and the ages and numbers of participating students and must ensure an emergency plan has been prepared.
- Availability to Medically Qualified Staff and Risk Assessment** – A first aid kit must be available at all times to administer emergency treatment. The school shall conduct a risk assessment of the activity and ensure that all activities are managed in a safe and secure manner at all times.

The MoE/ADEK permission

- GES shall apply for the ADEK for permission to conduct the extra-curricular activity within the time limits and guidelines put out in the Activities Manual.
- GES ensures that no charges are levied to students and/or parents/guardians any fees related to certificate distribution or graduation ceremonies.
- Graduation ceremonies are arranged by the school in appreciation and recognition of the students who completed the school's academic programme.
- Parents may opt to participate by bringing needed materials to the school for the use at the graduation. The school shall not make requests to parents/guardians to by such materials.
- As long as possible, GES uses their own facility for conducting such ceremonies. However, prior permission shall be sought from ADEC regional office if such programmes are scheduled in other educational institutions / facilities that belong to public or private sector.
- During the ceremony, everyone including students, teachers, parents and guardians are expected to demonstrate exemplary behaviors. The school should as anyone failing to do so to leave the ceremony immediately.

The school administration arranges separate graduation programme for :

1. KG students : Students completing two years of foundation stage
2. Students completing Grade -5 since they are entering Secondary stage
3. Grade 10 & 12 students: Students completing Grade 10 & 12, and appearing Cambridge IGCSE and A Level Examinations.

Such graduation programmes are conducted within the school premises in an auditorium in the month of March / April / every year for the senior students and in the month of May/June for KG students. Prior permission is sought from ADEK on the dates of the programmes.

Parents of outgoing students (KG-2, Grade 5 and Grade 12) are invited to attend such programmes.

Students wearing the customary graduation gowns and caps receive graduation certificates in a well organised ceremony.

All students of grades 10 and 12 are given memento at this stage since it is a milestone in their career path. Moreover, the best outgoing student is selected from both categories and special awards given. The selection is done through a transparent way by the teachers. Besides academic performance, social interaction, leadership qualities, positive behaviour, competence in co-scholastic areas etc. are considered.

Requirements of Graduation :

KG-2 students are evaluated as per the continuous and comprehensive evaluation standards practised in the school. Student attainment as per EYFS curriculum standards are done as

follows :

- a. Screening
- b. Reception baseline
- c. KG-2 Progression Assessment
- d. Phonic Screening at the end of KG-2
- e. Oxford Reading Tree -Running Records

A variety of assessment methods are used to support an understanding of children's development as they move through their unique development pathway. Robust observation, with next step procedures, links all areas of learning and clearly identify starting points and progress children have made. This is used as a basis for future planning. Children are regularly provided with opportunities to revisit next steps and progress is documented. The EYFS Profile is a summative assessment of each child's achievement at the end of the Foundation Stage.

Cambridge IGCSE (Grade 10) & Cambridge A (Grade 12)

Cambridge International Examinations (CIE) will determine whether a student may progress according to the number of ungraded (U) subjects or whether a subject pass is a pre-requisite for AS or A Level progression. Students who receive an ungraded (U) result may re-sit for the examination in the October-November CIE examinations.

Students sitting for IGCSE /AS /A CAIE examinations may be retained if the student and the parents believe this to be the most beneficial course.

A student needs to obtain minimum score of 'E' in five subjects for qualifying at IGCSE level and progression to next higher level. Similarly, a student obtaining minimum 'D' in one subject is considered to have passed Cambridge A Level and is eligible for University Education. However, every university has their own requirement for consideration for admission to their courses.

MoE

Students who fail MoE subjects may re-sit a failed examination to achieve a pass mark of 50% (CA mark and Exam) or >35% Term 3 Exam.