

## **SPECIAL SERVICES**

### **Promotion, Retention, Grading, and Graduation Requirements**

#### **High School Teacher's Guide: Grading and Reporting to Parents**

This regulation supersedes Regulation 2430.4P.

#### **I. PURPOSE**

To establish specific procedural guidelines that must be followed in grading and in reporting to the parents or guardians of Fairfax County Public Schools (FCPS) high school students and to ensure continual and consistent written and oral communication with parents or guardians.

#### **II. SUMMARY OF CHANGES SINCE LAST PUBLICATION**

Section III.C. has been changed to reflect that the *High School Teacher's Guide: Grading and Report to Parents* is now available online.

#### **III. REPORTING TO PARENTS OR GUARDIANS**

- A. High school students shall be formally evaluated every nine-week grading period in accordance with established policy for all FCPS students.
- B. High schools shall use approved report cards each nine weeks for reporting student achievement.
- C. Report card grades shall not deviate from those specified in the *High School Teacher's Guide: Grading and Reporting to Parents*, which is available online for reference or review.
- D. Teachers shall not deviate from the guidelines for determining grades as specified in the *High School Teacher's Guide: Grading and Reporting to Parents*.
- E. High schools shall use the approved interim each nine weeks to notify parents or guardians of students whose performance warrants a D+, a D, or an F or whose performance drops two grades below previously reported progress.
- F. Teachers shall adhere to the current version of Regulation 2430 for courses taken for high school credit by middle school students.