



Graduation Policy

UPDATED	February 2022
AUTHOR	Karen Wilkinson
DOCUMENT OWNER	WSC
VERSION No	V.01
NEXT REVIEW	February 2023
REVIEWED BY	WSC

1. Park High School will offer all Year 11 students the opportunity to graduate in the May of their final year of KS4.
2. "Graduation" is not statutory, nor does it have any official standing. It is an informal, extra incentive that the school offers over and above its formal and statutory requirements. However, the phrase "likely to graduate" can be used positively in a reference provided to college or an employer.
3. A "graduate" will be a student who in the opinion of staff, has throughout years 10 & 11;
 - Attended to an acceptable level;
 - Has been punctual to an acceptable level;
 - Has been engaged with their studies to an acceptable level;
 - Has completed their Portfolio as part of their PHSCEe lessons;
 - Has behaved to an appropriately high standard;
 - Has been a positive member of the school community;
 - Has no unacceptable level of debt owed to the school (e.g. for wilful damage);
 - Has been interviewed and offered a place at a sixth form or tertiary college.
4. Each year, the Head of Year 11 will nominate and share publicly his/her own benchmarks for Graduation but these will be guidelines only. The Head of Year will decide which students graduate on an individual student-by-student basis. For example, it is possible that student A might record lower attendance or other data than student B, yet student A might graduate while student B might not.
5. On a minimum of one occasion during the school year (usually during the Spring term) the parents/carers of those looking unlikely to meet Graduation criteria will be informed by letter. The letter will outline the concern and steps that can be taken to improve so that Graduation may ultimately be achieved. Each student will be advised individually by pastoral staff should their Graduation be at risk.
6. Graduation from KS4 is a condition for acceptance into our Sixth Form.
7. All those who are deemed to have graduated will be invited, along with a maximum of two family members, friends or carers, to the Portfolio evening which will, where possible, take place in the week before study leave begins.
8. If the school believes that there may be an exceptionally high demand for tickets it reserves the right to limit the number of tickets available to the family/friends of each student and also reserves the right to charge a nominal fee.
9. All those students who graduate may be invited to the Year 11 ball (usually late June or early July). However, the school reserves the right to deny an invitation to a student who might have graduated. Attendance at the Year 11 ball, while linked to Graduation, will be decided separately. All of the criteria listed under point #3 will be referenced.
10. The decision of the Headteacher in all matters pertaining to Graduation will be final.