ليـــوا للتعليم
Liwa Education

مدرســـة لـــيـــوا الـــدولـــيـــة
Liwa International School
الـقـطـارة Al Qattara

2026-2027

School Student Performance Policy

Policy Document

August 2026/27

Effective Date: Aug 2026
Review Date: Yearly

LISQ Student Performance Policy

1. Purpose

The purpose of this policy is to establish a consistent, transparent, and comprehensive approach to evaluating and reporting student performance at LISQ. This policy is designed to enhance communication between the school and parents, supporting each student's educational journey by providing clear feedback on achievements, areas for improvement, and progress toward learning goals.

2. Scope

This policy applies to all enrolled students at LISQ and governs the preparation, content, and delivery of performance reports as required by ADEK.

3. Definitions

3.1 **Student Performance Reports:** Formal records that communicate information on a student's academic achievement, behavior, attendance, and personal growth. These include regular term reports, end-of-year reports, and any supplementary progress updates.

3.2 **Additional Learning Needs**: Specific accommodations required by students with special educational needs or barriers to learning, per the ADEK School Inclusion Policy.

4. Reporting Standards and Content

4.1 Frequency and Format of Reports

4.1.1 Termly Reports: LISQ will prepare a formal student performance report for each student at least once per school term.

4.1.2 Delivery Method: Reports will be shared with parents in digital format (e.g., through email or the school portal), enabling easy access and review.

4.2 Report Content

For each reporting period, each student will receive:

4.2.1 Grades: Reflecting the student's achievement based on internal assessments aligned with curriculum standards.

4.2.2 Attendance: Documented separately from academic grades.

4.2.3 Academic Progress: Detailed information on student learning within each subject area.

4.2.4 Assessment Results: Summary of academic outcomes, including internal exams, standardized assessments, and board exams, where applicable.

4.2.5 Learning Goals and Recommendations: Goals for improvement and specific recommendations tailored to each student's development.

4.2.6 Extracurricular Achievements: Participation and accomplishments in extracurricular activities.

4.2.7 Behavioral Records: Information on behavior, including any misconduct or disciplinary actions.

4.2.8 Student Self-Reflection: Age-appropriate self-reflection on achievements and goals.

4.2.9 Assessment Purpose and Methodology: Explanation of assessment methods used and their objectives to enhance understanding.

4.2.10 Qualitative Evaluation: Subject-specific comments providing context to academic performance and progress.

4.3 Grade-Level Templates

4.3.1 Customized Templates: LISQ will develop distinct report templates for different grade level, as appropriate.

4.4 Additional Reports for Students with Learning Needs

4.4.1 Supplementary Reporting: Additional performance updates will be provided as needed for students with additional learning needs, in line with ADEK's Inclusion Policy. This will include accommodations, specific progress, and tailored recommendations for parents and caregivers.

5. Communication and Parent Engagement

5.1 Termly Parent-Teacher Meetings

5.5.1 Regular Meetings: LISQ will hold at least one meeting each term for parents to discuss their child's progress, report details, and address any concerns. These meetings will be offered by virtually and in-person to maximally support parental attendance,

5.2 Enhanced Communication Methods

5.2.1 Parent-Teacher Conferences: Encourage face-to-face or virtual meetings to review reports in detail.

5.2.2 Student-Led and 3-Way Meetings: Implement student-led conferences or 3-way meetings (involving the student, parents, and teachers) to encourage active student involvement.

5.2.3 Parent Feedback: LISQ will collect feedback on the report process from parents through focus groups or surveys, ensuring that communication practices are continuously refined.

6. Compliance and Accountability

6.1 Effective Date and Compliance

6.1.1 Policy Activation: This policy is effective from the Academic Year 2024/25, with full compliance expected by AY 2025/26.

6.1.2 Practical Development: the practical implementation of all the requirements of this policy will be developed incrementally over the 3 reporting periods of AY 24/25

6.1.3 Non-Compliance Consequences: Failure to comply with this policy may result in interventions aligned with ADEK's regulations and could lead to legal accountability as per UAE laws.

6.2 Regular Review and Update

LISQ will review the Student Performance Policy annually, taking into consideration feedback from parents, students, and staff, as well as any updates to ADEK guidelines to ensure ongoing relevance and effectiveness.

Policy Owner Department

Education Department

Key Stakeholders		
Policy Owner:	School Principal	LISQ Principal
Reviewed by:	Margaret Haynes	Director of Schools
	Kevin Wallis	Deputy CEO
Approved by:	Dr. Shereen Gobran	Chief Executive Officer