



# LETHBRIDGE SCHOOL DISTRICT NO. 51

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Approved: November 30, 1999  
Amended: May 11, 2004  
Amended: June 24, 2008  
Amended: April 23, 2013  
Amended: May 22, 2018

## 609.2 Report Cards

### Policy

District schools shall provide report cards to students and parents on a minimum of:

- two occasions per semester if the student's program is semestered; or
- three occasions annually if the student's program is non-semestered.

Additional communication between teachers and parents/guardians shall occur during the first six weeks of the school year or semester, and is encouraged more informally on an ongoing basis as needed.

### Regulations

1. Divisional reporting formats shall be reasonably consistent.
  - 1.1. All schools shall use District approved report cards.
  - 1.2. Significant revision of report cards shall only be carried out in consultation with appropriate stakeholders, including parents/guardians
2. A final report card shall be issued at the end of the year or semester (as appropriate) and shall include:
  - 2.1. an assessment of the student's performance and progress for the entire year/semester by program, subject, or course; and
  - 2.2. for non-high school students, a statement with respect to placement and/or promotion of the student for the following school year.
3. Preceding or following the issuance of each report card, with the exception of the final one, opportunities shall be provided for the parents/guardians to consult with their child's teachers.
4. Final grades may be appealed in accordance with District policy.

The Board delegates to the Superintendent the authority to develop the procedures necessary to implement this policy.

### References

District Policies: 609.1 Assessment of Student Achievement, 609.3 Placement, promotion and Retention, 609.6 Parent-Teacher Interviews, 505.9 Appeals