



**THE CENTRAL SCHOOL
DUBAI**



ACADEMIC AND CAREER GUIDANCE POLICY

2025-2026

1. Statement of Purpose

The Central School, Dubai, is committed to providing a comprehensive Academic and Career Guidance program that empowers students to make informed decisions regarding their educational pathways and future professional lives. This policy aims to facilitate a seamless transition from secondary education to higher education and the global workforce, ensuring students develop the necessary employability skills and academic clarity required for success in the 21st century. A primary focus of this policy is to provide a structured framework for the appropriate selection of academic streams (Science, Commerce, or Vocational) during the transition from Grade 10 to Grade 11, ensuring alignment between student aptitude and future aspirations.

2. Regulatory Alignment and Scope

This policy is designed in accordance with the standards set by the KHDA and the Central Board of Secondary Education (CBSE). The scope of this policy encompasses students from Grade 8 through Grade 12. It specifically addresses the critical developmental transition from Middle School (Grade 8) to Secondary School (Grade 9), where students begin exploring personal interests and career possibilities, through to the Senior Secondary phase (Grades 11 and 12). The program is managed by a dedicated Career Counsellor in strategic collaboration with the School Leadership Team (SLT) and academic faculty.

3. Objectives of the Guidance Program

The primary objective is to provide objective, high-quality guidance that assists students in constructing their career paths through evidence-based choices. The school seeks to enhance student capabilities by supporting individual interests and providing early exposure to career exploration. This involves supporting Grade 8 and 9 students as they transition into secondary education, helping them navigate new academic possibilities and elective choices. Furthermore, the policy ensures a rigorous approach to stream selection in Grade 10 and specialized university placement support in Grade 12, facilitating a holistic trajectory from early secondary years to tertiary education.

4. Core Guidance Initiatives and Tools

A central component of the guidance framework is the utilization of the MINDLER platform for aptitude and psychometric assessments. These assessments are mandatory for students in Grade 10 to determine appropriate stream selection and for Grade 12 students to refine their undergraduate career choices. In Grade 9, the school provides specific provisions for Children with Special Needs (CWSN) in alignment with CBSE regulations, including the flexibility to choose skill-based subjects and approved subject changes to ensure inclusive academic progress. The school also hosts an Annual Career Fair and the University Connect Program, which facilitates direct engagement with domestic and international higher education institutions. External engagement is further promoted through summer camps, community service, and professional internship opportunities.

5. Provisions for Grade 9 and 10

In the foundation years of secondary school, the focus is positioned on self-awareness and foundational academic planning. Grade 9 students are introduced to career exploration, with specialized support available for students of determination via CBSE CWSN provisions, allowing for a curriculum tailored to individual needs through skill subjects and subject modifications. In Grade 10, students undergo comprehensive psychometric testing to identify cognitive strengths and learning styles. The Career Counsellor provides group and individual sessions to interpret these results, ensuring that the transition to Senior Secondary streams is aligned with the student's long-term professional aspirations and potential. CWSN provisions remain active to ensure all students have equitable access to appropriate academic pathways.

6. Provisions for Grade 11 and 12

During the final two years of schooling, guidance shifts toward university readiness and profile building. In full compliance with CBSE CWSN guidelines, eligible students continue to receive accommodations regarding subject selection and examination provisions to facilitate their success. Students are encouraged to participate in co-curricular activities and leadership forums to enhance their academic profiles. Grade 12 students receive intensive support regarding university application processes, including guidance on writing personal statements, preparing for entrance examinations (such as

IELTS, JEE, or NEET), and navigating scholarship criteria. The school facilitates university campus visits across the UAE and provides one-on-one consultations to finalize global and domestic applications.

7. Professional Development and Skill Acquisition

The school integrates soft skill development into the guidance curriculum, focusing on interview techniques, academic writing, and digital literacy. Workshops are conducted to assist students in building professional portfolios that highlight their internships, volunteering efforts, and academic achievements. This holistic approach ensures that graduates of The Central School are not only academically proficient but also prepared for the rigors of university life and professional employment.

8. Roles and Responsibilities

The Principal, School Leadership Team (SLT), and Phase 4 Head of Section (HoS) play a pivotal role in directing the strategic vision of the program, ensuring the allocation of necessary resources for university connects, internships, and specialized guidance initiatives. The Career Counsellor is responsible for the operational implementation of the guidance calendar, the administration of psychometric tools, and maintaining institutional relationships with universities. Academic staff support the program by providing subject-specific career insights. Parents are regarded as essential partners and are expected to participate in orientation sessions and career fairs to ensure a collaborative approach to the student's future planning.

9. Policy Review

This policy shall be reviewed annually by the School Leadership Team to ensure continued relevance to global education trends, CBSE requirements, and KHDA regulatory updates.

10. Reference Resources

- MINDLER Assessment Portal for aptitude tracking and career mapping.
 - <https://seedaptitude.mindler.com/>
- CBSE CWSN Guidelines for subject exemptions and skill-subject selection.
 - https://cbseacademic.nic.in/web_material/Circulars/2025/57_Circular_2025.pdf
- Global application portals: UCAS, Common App, and NTA/CUET (India).
- Standardized testing official sites for IELTS, SAT, and NEET/JEE.

Reviewed by	Senior Leadership Team	Reviewed & Approved	
Review Date	April 2025	Next Review Date	March 2026
Approved by	Principal	(Signature of the Principal)	Reviewed & Approved

