

REPORTING ON STUDENTS' PROGRESS POLICY

Purposes

- To inform parents of all school aspects of their child's progress and attainment.
- To share information which will aid learning.
- To develop and reinforce home/school partnership.
- To state learning directions for each child developed in consultation between teachers and parent.
- To report against National Standards

Procedures

1. Student reporting will include reporting against National Standards.
2. Reporting to parents takes place by informal discussion, interviews, student -led conferences, written reports at 6 weeks for new entrant pupils, work samples, classroom visits, and informal notes.
3. The formal reporting process is:

Term 1	1 st , 2 nd , 3 rd National Standards anniversary reports as due.
Term 2	Term Two three-way interviews to report on children's progress in relation to the National Standards and in plain language. Evidence of learning across the curriculum to be presented, as well as social and personal development and goal setting with child, parent and teacher. On going communication between teacher and parent where needed. End of Term 2 OTJ Sun graph reports due home
Term 3	On going communication between teacher and parent where needed. 1 st , 2 nd , 3 rd anniversary National Standards reports as due.
Term 4	All Classes will undertake student led conferences. Yr 2,3,4,5,6 National Standards OTJ reports.
4. Interviews may be requested by teachers or parents at any time during the year. Teachers contact parents when a major concern arises.
5. Reporting identifies children's strengths, needs and next learning step. Information is also given on how parents can help at home.
6. The school reports annually to the community on student achievement, including the achievement of Maori/Pacifica/Asian students and gender achievement through the school newsletter.
7. The school reports annually to Board of Trustees and MOE with a Statement of Variance