Reporting Policy

RATIONALE

We believe that education is a partnership between school and home. Therefore, parents need accurate and informative information on their children’s achievements.

GOALS

- To communicate information about children’s learning to parents.
- To ensure that information is effective, informative and accurate.
- To ensure that reporting practices conform to State and Federal requirements.

GUIDELINES FOR IMPLEMENTATION

- A range of communication, both formal and informal will be outlined to parents at the start of each year.
- Two, formal written reports will be sent home each year, in June and December.
- Parent / Teacher interviews will take place in February, June and by request, in December.
- Regular newsletters will be sent home outlining current curriculum content in levels.
- Individual Communication Portfolios containing student’s work samples are sent home at the end of Term One and Term Three.
- Students are encouraged and given opportunities to reflect on their learning at different stages throughout the year.
- Parents are encouraged to communicate regularly with classroom teachers, and to make appointments to discuss their child’s progress at any time.
EVALUATION

This policy will be reviewed as part of the school's four-year School Development Plan.

This policy was revised in 2013 by staff members and ratified by the Education Board.