REPORTING

1. Aims:
   • To communicate assessment on student learning to students, parents/guardians and staff.
   • To develop a cumulative record of student progress.
   • To clearly communicate achievement of students.
   • To provide recommendations that assist students’ future learning.
   • To develop communication between parents/guardians, school personnel, teachers and students concerning students’ progress.
   • To promote a positive attitude to learning.
   • To encourage each individual to strive for their personal best.

2. Implementation:
   • The school will provide two written reports yearly (at end of term 2 and 4).
   • The school will use Accelurus Lite to support the reporting processes.
   • The school will provide parents/guardians with the opportunity for two formal interviews throughout the school year; beginning year and mid-year. End of year interviews may occur by mutual agreement.
   • All staff will follow the school developed assessment and reporting process and timelines.
   • Mid-year interviews will be Student Led Conferences.
   • The school will utilize the Parent Teacher Online web based booking system.
   • Parent/guardian information sessions will be conducted in term 1.
   • Further opportunities will be provided for informal discussions between teachers and parents/guardians when requested.
   • Teachers will use clear, accurate and constructive statements of students’ learning when reporting to parents and will follow the school’s reporting style guide.
   • Communication between school personnel, parents/guardians and students is confidential.
   • Students will be reported against AUSVELOS.
   • Students identified as English as an Additional Language (EAL) and who are not currently achieving at the standard of their cohort will be assessed against the EAL Developmental Continuum.
   • All prep EAL students will be assessed against the EAL continuum.
   • Students on the Disability Program should also be assessed against the goals in their Individual Learning Plans by the Student Support Group.

3. Evaluation
   • This policy will be reviewed as part of the school’s three-year review cycle.