



REPORTING

Revised August 2016

Introduction

Somers Primary School strongly believes that the reporting of students' progress to parents is vital to their continuing learning in the VELS Key Learning Areas.

Aim

To provide parents with accurate reporting on children's academic, personal/social progress through each year, according to Education Department guidelines.

Implementation

Parents of all children will receive continuous reporting throughout the year. The staff will be responsible for this implementation and will discuss each child's progress with parents regularly throughout the year.

Parents of children at Somers Primary School will receive a five phase reporting program:

- **Phase 1** – children work with parents and teacher to formulate 3 goals; academic, social and a home goal. These are shared at first term conference of parents, children and teachers.
- **Phase 2** – an information bulletin about each class' program for the year. An explanation of the VELS would be incorporated into this document as and if required.
- **Phase 3** – half-year written report and self evaluation/assessment. Individual learning plans, setting learning goals will also be used with children throughout the School.
- **Phase 4** – a formal student-led conference to be held at the end of term 2.
- **Phase 5** – end of year written report to be sent home at the end of the second week in December and self evaluation/assessment. The NAPLAN results for children in Year's 3 and 5 will be sent home as soon as they arrive.

Communication

Parents are encouraged to discuss at any time learning problems their children may be experiencing during the year. Similarly, teachers would be expected to express their concerns with parents at any time as necessary. For children with special needs, Parent Support Group meetings will be held each term.

Individual learning plans, setting learning goals will also be used with children throughout the School.

Parents will be kept informed on changes to the report form as these are made, whether in response to Education Department requirements or local needs.

Evaluation

Satisfaction with the reporting process through staff and parent opinion surveys.