



# Connells Point Public School

## Reports Overview for Parents



Student reports are sent home at the end of Terms 2 and 4 each year. The grades and comments evident within a student's report are based on progress and achievement data that is collected across the course of the semester for each area of the curriculum. The overall achievement of a student is determined using the following criteria:

Achievement	Grade	Achievement Description
Outstanding	A	The student has an extensive knowledge and understanding of the content and can readily apply this knowledge. In addition, the student has achieved a very high level of competence in the processes and skills and can apply these skills to new situations.
High	B	The student has a thorough knowledge and understanding of the content and a high level of competence in the processes and skills. In addition, the student is able to apply this knowledge and these skills to most situations.
Sound	C	The student has a sound knowledge and understanding of the main areas of content and has achieved an adequate level of competence in the processes and skills. <b><i>Students who are working at a SOUND (C) level, are meeting the required outcomes for that curriculum area.</i></b>
Basic	D	The student has a basic knowledge and understanding of the content and has achieved a basic level of competence in the processes and skills. <b><i>Students who are working at a BASIC (D) level, are working below stage outcomes for that curriculum area.</i></b>
Limited	E	The student has an elementary knowledge and understanding in few areas of the content and has achieved very limited competence in some of the processes and skills. <b><i>Students who are working at a LIMITED (E) level, are working well below stage outcomes for that curriculum area.</i></b>

An **effort grade** is also included to identify a student's application to learning for each curriculum area. A student's overall effort is determined using the following criteria:

Achievement	Grade	Achievement Description
Outstanding	A	The student always completes activities to the best of their ability. The student is self motivated to learn and is an exemplary role model to peers.
High	B	The student always completes activities to the best of their ability. The student is always on task and self motivated to learn.
Sound	C	The student usually completes all activities to the best of their ability. The student is usually on task and shows an application to learning.
Basic	D	The student requires assistance when completing minimal levels of activities regardless of ability. The student requires refocusing or reminders of class expectations to remain on task.
Limited	E	The student requires extensive support when completing minimal levels of activities regardless of ability. Motivation or personal responsibility towards their learning is rarely evident.

If a child is participating in an additional program undertaken by a specialist or support teacher, a report to indicate the child's progress and achievements in that particular program will also be provided in addition to the class teacher report. A student may receive an additional report for English as an Additional Language or Dialect (EALD) or Learning and Support.

On occasions, a teacher may be unable to accurately determine a child's progress or achievement level in one or more curriculum areas. This may be due to:

- a child enrolling into the school within 6 weeks of report data being finalised
- a child being on extended leave and not accessing the school curriculum during their period of leave (ie, significant illness or travelling overseas)
- a child being regularly absent from school and therefore having limited access to learning in certain curriculum areas
- a child being temporarily withdrawn from the school to complete a certified home learning program
- a child being a shared enrolment between schools

For any of the above reasons, a child may receive a **reduced or interim report**. A **reduced** report will identify grades and comments for all the curriculum areas in which the student regularly participated. Curriculum areas that have not been accessed by a student will not be reported on.

An **interim** report will be developed where it is not possible for the teacher to accurately determine a student's progress or level of achievement for any curriculum area. An interim report may also apply to students who are not able to successfully access the curriculum at a level consistent with their grade peers. This report will provide a brief overview of what the class is learning as well as information on a student's engagement, level of participation and general information regarding areas of strength and areas for further development. Consultation will always take place with parents so that they are aware if their child is scheduled to receive a modified version of the school's report.

Reports are designed to consolidate information shared by the school throughout the year and should not present any surprises to a parent or carer. Regular engagement between the school and family is always the primary means for communicating student progress and achievements throughout the year. This includes working directly with parents to plan, establish and review Personalised Learning and Support Plans (PLaSPs) where applicable. The school utilises the following communication strategies:

- curriculum information sessions
- parent workshops and forums
- events at the beginning of the year to allow parents to meet and engage with their child's teacher
- regular communication through phone calls and informal face to face conversations
- formal meetings as required, including meetings with Delivery Support personnel, the school counsellor and external support personnel as required
- parent/teacher interviews at the end of Term 1
- written student reports at the end of Terms 2 and 4

If parents have any questions regarding the content of their child's report or wish to discuss their child's learning throughout the year, they are encouraged to contact the school office to make an appointment with their child's teacher.

Most recent review: October 2024

Next review date: October 2025

