

REPORTING POLICY

1. Rationale:

1.1 Accurate and comprehensive reporting of school and student performance aids in establishing open communication, helps to improve student learning, assists in establishing future direction, and helps to identify areas of exemplary performance, as well as those in need of support and assistance.

2. Aims:

2.1 To report school and student performance accurately and comprehensively.

2.2 To improve student learning by accurately determining areas of future need, as well as areas of current exemplary performance.

3. Implementation:

3.1 Schools are responsible for reporting on student achievement to the students themselves, to parents, other teachers and schools, and to the School Council through the annual report.

3.2 Each year our school will provide parents with at least two written reports on student achievement, indicating progress against AusVELS in all domains. Where necessary, translations into other languages will be provided.

3.3 Written reports will include a summary of the curriculum and assessment program for the student's class, achievement in relation to the AusVELS in all domains, an indication of strengths and areas requiring additional assistance, extension strategies, suggestions for support at home and a student comment.

3.4 Staff will participate in a moderation process to ensure consistency across the school.

3.5 We will offer formal parent/teacher/student interviews three times a year. Where necessary, interpreters will be provided.

3.7 Our school will progressively develop Individual Learning Improvement Plans for individual students in consultation with parents and, where appropriate, with others with specific expertise.

3.8 We will participate in the NAPLAN to gain information for staff, parents and students on students' progress in relation to AusVELS.

3.9 We will provide information nights at the beginning of each year for parents on AusVELS, the school's report format, and the NAPLAN.

3.10 The school will assess the achievements of students with disabilities and impairments in the context of AusVELS. Program support groups will help develop individual student profiles containing learning goals in each key learning area for each student. Progress towards learning goals will be reviewed and reported by the program support group.

- 3.11 The school will provide all required performance data to DET and the community by means of an annual report to the school community.
- 3.12 Students for whom English is a second language will have their progress in English reported in relation to the stages of the EAL Companion to English AusVELS.

4. Evaluation:

- 4.1 This policy will be reviewed by School Council as part of the school's three-year review cycle, or at any time that DET policy changes influencing reporting practices in schools. This policy was ratified by School Council on 20th April 2015.