

# KEITHCOT FARM PRIMARY SCHOOL ASSESSMENT AND REPORTING POLICY



## BELIEF STATEMENT

At KFPS teachers work to provide appropriately challenging and supportive curriculum, pedagogy and assessment for all students to optimise their engagement and achievement. This means designing learning programs that differentiate for students to enable them all to achieve at a level they are capable of. We aim to provide meaningful and challenging learning to engage, include and stretch each individual.

Students, parents, staff and Department for Education have the right to receive accurate and timely information regarding students' progress on a regular basis.

## PURPOSE OF ASSESSMENT AND REPORTING

Assessment and reporting play an important part of the learning process as they:

- Help teachers plan appropriate curriculum, address individual needs and track progress.
- Raise student awareness of their own learning achievements and areas for growth.
- Inform parents about the academic, social, emotional and physical progress and development of their child.

## REPORTING CALENDAR

<b>Term 1</b>	Weeks 9 or 10 (depending on Easter) – Three-way conversations
<b>Term 2</b>	Week 10 – Written reports sent home. This will include achievement and effort grades in all subject areas. Maths, English, teacher and student comments. Format of student comments to be determined by the class teacher.
<b>Term 3</b>	Week 9 – Optional Interviews (Requested by either parents or teachers)
<b>Term 4</b>	Week 9 – Written reports sent home. These will include achievement and effort grades and comments in all subject areas. Teacher and student comments.

## ONGOING COMMUNICATION WITH PARENTS

Parents/carers can request an interview to discuss any aspect of their child's education and schooling at any time during the school year. Teachers will communicate regularly with parents in a timely matter through:

- Phone calls, meetings, to report positives/achievement, learning concerns and behaviour issues
- Emails, Class Dojo, Edmodo and other online communication.
- Newsletter, assemblies and exhibitions of learning events

**Three Way Conversations** are with teachers, parents/ families and students in Term 1. Students are involved in the conversations and should be able to discuss their learning and goals. **The optional interviews** in Term 3 can be requested by teachers or parents who don't regularly communicate with the teacher.