



# Thornaby Church of England Primary School

## Reporting

It is important to measure pupils' progress at regular intervals throughout their time in school and to report this progress to their parents or carers. Assessment gives the children an opportunity to show what they are able to do; it informs teachers of this progress and assists in the planning of the next stage of schooling.

At Y2 and Y6 statutory formal assessments are carried out through the end of Key Stage SATS.

In Y3, Y4 and Y5 formal assessments are carried out.

Throughout the year assessment and tracking is used to guide the progress of individual children. Much assessment is carried out by the teacher in the course of their teaching through a variety of means such as: listening, discussion, short tests, marking etc. Children are also encouraged to appraise their own work and progress.

These assessments are used as a basis for reporting to parents and carers.

At Thornaby Church of England Primary School the Head teacher is responsible for ensuring that an individual written report, including future targets, is sent out to parents and carers on their child's achievements. This report is to be sent out once a year at the end of summer term.

A half yearly progress report is also given to parents during consultation evening in the Spring term.

Reports that are not collected by parents will be sent out in a sealed envelope addressed to the parents or carers of the pupil.

From the start of KS1 children will be encouraged to make their own comments regarding their achievements on the annual report.

Early Years report to parents and carers by means of the Foundation Stage Profile at the end of the summer term.

At least 1 parent evening will be held each term where parents and carers will have the opportunity to discuss their child's work and progress with the class teacher and to discuss targets for the future.

School has an 'open door' policy where parents and carers have the opportunity to discuss the progress of their child at any time providing an appropriate appointment is made. (In an emergency no parent or carer would be turned away.)

October 2008

Revised October 2010

Revised October 2012

Revised October 2014

Revised October 2016

Revised October 2018- To be reviewed October 2020