



Napperby Primary School

Reporting Plan

All reporting, both formal and informal, will incorporate Napperby Primary school's qualities of 'powerful learning': **Respect, Responsibility, Persistence and Confidence.**

Aims

- To build understanding about what is being taught
- Demonstrating and recording of learning
- To inform programming for individuals, including the need for extra support
- To celebrate success
- To enable parents to support the learning program at home, and
- To provide information against state and national standards

Audience (for reports)

- Students
- Parents / Caregivers
- Staff involved in providing support programs (school and Partnership level)
- Teachers in future years / new schools

Reporting Processes

Timing	Process
Term One School	First Impressions (new Reception students only) – Week 10/11 Optional Parent / Teacher interviews (if required)
Preschool	Portfolio book – Sent home and returned by end of term/early next term Parent interviews – weeks 9 &10
Term Two School	Formative (progress) written report – sent home Friday week 8 Parent / Teacher interviews – weeks 9 & 10
Preschool	Portfolio books – Sent home and returned by end of term/ early next term Parent interviews – weeks 9 &10
Term Three School	NAPLAN results sent home (when available) Optional Parent / Teacher interviews
Preschool	Portfolio books – Sent home and returned by end of term/ early next term Parent interviews – weeks 9 & 10
Term Four School	Summative written report – sent home in week 8
Preschool	Portfolio books – Graduation Portfolio sent home Parent interviews (if required) – weeks 7 & 8