



REPORTING STUDENT PROGRESS AND ACHIEVEMENT POLICY

Rationale

Student progress and achievement can be significantly enhanced through the partnership of home and school. Assessment information must therefore be reported in plain language to both students and parents/caregivers.

Purpose

The purpose of the reporting student progress and achievement policy is to ensure that Elim Christian College fulfils its obligations to report to parents **in plain language in writing at least twice a year.**

Guidelines

1. The school is required to:

- Report to students and their parents on the achievement of individual students
- Report to school's community on the achievement of students as a whole and of groups including:
 - who are not achieving;
 - who are at risk of not achieving;
 - who have special needs and abilities
 - aspects of the curriculum which require particular attention
 - the achievement of Māori students against plans and targets

2. Where a school has students enrolled in years 1-8, the board of trustees, with the principal and teaching staff, is required to use National Standards to:

- **Report to students and their parents** on the student's progress and achievement in relation to National Standards. Reporting to parents in plain language in writing must be at least twice a year;
- **Report school-level data in the board's annual report** on National Standards under three headings:
 - school strengths and identified areas for improvement;
 - the basis for identifying areas for improvement; and
 - planned actions for lifting achievement.

- **Report in the board's annual report on:**
 - the numbers and proportions of students at, above, below or well below the standards, including by Māori, Pasifika and by gender and
 - how students are progressing against the standards as well as how they are achieving.

Ratified by Board: _____

Signed for B.O.T.

Date

Review: _____