

# Ridgeway Primary Academy



## Arrangements for Reporting to Parents

## **Aims**

At Ridgeway Primary Academy our aim is to give parents useful information throughout the year so they can fully participate in their child's progress and learning.

We want the reports we give to parents over the course of the year to be useful working documents and as such comply with the following legislation:

- School reports on pupil performance: guide for headteachers.GOV.UK-Department for Education and Standards and Testing Agency
- The Education (Pupil Information) ( England) Regulations 2005:schedule1,legislation.gov.uk
- 2019 KS1 ARA.GOV.UK-STA
- 2019 KS2 ARA. GOV.UK-STA

As such we have an annual reporting cycle to parents.

## **Our Annual Reporting Cycle**

### **Autumn Term**

- Drop in Parents' Evening: an opportunity to discuss with the class teacher how children have settled in (usually held September/ October)

### **Spring Term**

- Narrative progress report to parents detailing the child's achievements in school to date, with a focus on progress since the last report and the next steps that the child needs to take throughout the remainder of the year. This report forms the basis of discussions at the Spring Parents' Evening
- Spring Term Parents' Evening. This focuses on the report, the child's progress and next steps.

### **Summer Term**

- Table report that outlines achievement in each subject and attitudes to learning. It also shows whether appropriate progress has been made. The report details attendance data and will include results of Key Stage tests received. (KS2 test results are not received until the last week of term so these are sent separately.)
- Summer Term Parents' Evening. This is an opportunity to discuss progress made against the next steps detailed in the Spring Report and to discuss progress and achievements over the year.

### **Throughout the year**

- Parents are welcome to make an appointment with their child's class teacher at any time during the year to discuss their child's attainment, progress, personal development and well-being.

Bi-annual reports for all pupils	Spring	Summer	Meeting with teacher
Brief particulars of achievements in all subjects and activities forming part of the school curriculum, highlighting strengths and areas for development	Written comments in relation to achievements highlighting strengths and areas for development	Achievement and attitude to learning in each subject highlighting whether the child is achieving age-related expectations	Discussed at both Spring and Summer parents' evenings
Comments on general progress	Written comments on progress since last report with next steps outlined	Attitude to learning and grade for progress	Spring parents' evening focuses on progress and next steps. Summer meeting focuses on progress made against the next steps detailed on Spring report.
Arrangements for discussing the report with the pupil's teacher	At Spring parents' evening	At Summer parents' evening - will include a discussion about overall attainment and progress since the Spring report.	Parents are free to make appointment with teacher at any time to discuss child's progress and attainment

<p>The pupil's attendance record, showing:</p> <ul style="list-style-type: none"> <li>• The total number of possible attendances for that pupil, and</li> <li>• The total number of unauthorised absences for that pupil, expressed as a percentage of the possible attendances</li> </ul>	<p>Monitored and flagged if necessary</p>	<p>% of attendance (except for pupils in Reception) will be reported in summer</p>	
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<p>The results of any National Curriculum tests taken, including the pupil's scaled score, and whether or not he/she met the 'expected standard'</p>		<p>In the summer ( KS2 results are not returned until last week)</p>	<p>Parents can make appointment with teacher to discuss</p>
<p>Outcomes of statutory National Curriculum teacher assessments</p>		<p>Reported in summer</p>	
<p>A statement that teacher assessment outcomes take into account the results of statutory National Curriculum tests in English reading and mathematics</p>		<p>For KS1 in the summer</p>	
<p>Comparative information about the attainment of:</p> <ul style="list-style-type: none"> <li>• Pupils of the same age in the school</li> <li>• Pupils of the same age nationally</li> </ul>		<p>Reported in summer</p>	
<p>A statement explaining why any National Curriculum test has not been taken</p>		<p>Where appropriate</p>	
<p>Where pupil has not taken part in tests, an explanation of this decision and a report which:</p> <ul style="list-style-type: none"> <li>• explains why the pupil can't take some, or all, of the tests;</li> <li>• refers to any action the school has already taken or special support the pupil has been offered;</li> <li>• identifies any procedures used by the school to analyse and monitor the pupil's needs</li> </ul>		<p>Where appropriate</p>	

and indicates where the information is recorded;

- identifies whether these circumstances are likely to be long or short term.

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