

**REPORTING ACHIEVEMENT POLICY****RATIONALE**

- A School Board is required to with the principal and teaching staff, to report:
  - on the achievement of individual students, to students and their parents
  - on the achievement of
    - students as a whole and
    - groups of students including Māori against the plans and targets to the school's community
- The board recognises that through this obligation to report there is the opportunity to strengthen the engagement of parents, families and the community:
  - to better enable them to support their children's education
  - to participate in the process of shaping the learning their children receive

**POLICY STATEMENT**

The board will:

- report as required on the achievement of its students
- use the opportunity of the report process to strengthen the engagement of parents, families and the community in their children's education and learning.

**GUIDELINES**

1. Reporting to parents will take place in three different formats.
  - (a) Ongoing student achievement data will be reported to parents via the parent portal. Subject grades and credits will become live on the portal in line with teachers marking and moderating timeframes.
  - (b) Subject teachers will write a written report with formative feedback twice a year, focusing on the students learning. This will be available on the parent portal for parents to see and be used by the academic mentor to discuss the student's academic progress (see below)
  - (c) Twice a year, parents will meet with a single contact person in school, that of the academic mentor. The academic mentor will collate all information to do with the student's learning and discuss at a student/teacher/parent conference. The discussion will focus on future steps to improve academic performance.
2. A culture of proactive communication will be fostered where staff, students and parents are encouraged to be in regular contact with each other throughout the year so that issues that may arise in respect of a student can be addressed in a timely and effective manner.
3. There will be regular reporting to the college community on the achievement of its students overall and the achievement of identified groups of its students, in particular its Maori students.
4. There will be regular communication with the college community, informing them on policies, plans and targets for improving the achievement of its students and on trends, events and initiatives, and seeking their input and feedback.
5. There will be regular consultation with the college Maori community to develop plans and targets to improve the achievement of its Maori students.

6. There will be regular consultation with the college community to present its plans for meeting needs, dialogue around those plans, receiving of feedback and input on them and reporting back on progress.
7. Consultation will be had with the college community at least once in every two years on the content and delivery of the health curriculum. (Education Act 1989 s60B)
8. Consultation will be had with the college community as part of the process of any review of the strategic plan, goals and directions.
11. Procedures to address this policy will be implemented. They will include, but not be limited to the following:
  - Student reporting
  - Staff/Student/Parent communication
  - Community reporting and communication
  - Community Consultation

The Wesley College School Board approved this policy at the 30 April meeting 2020. This policy will be reviewed on / before the April meeting 2023.

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PRESIDING MEMBER**

**DATE**