

MAHANA SCHOOL PROCEDURE

REPORTING PUPIL PROGRESS TO PARENTS / CAREGIVERS

Rationale

Mahana School uses reporting as a means of communication between teacher / parent / caregiver. It provides information to parents and caregivers on their child's progress in relation to the National Standards in the areas of literacy and numeracy. Additionally strengths, areas of development, next learning steps, attitudes, and social development are identified.

Guidelines

- Reports reflect the skills developed by individual children and do not compare one pupil with another.
- Reports [oral or verbal] are confidential to the teachers, parents/caregivers and student concerned.
- Reports will cover all areas of the curriculum.

Procedure

- Written reports are sent out twice yearly according to National Standards requirements.
- Parent/child/teacher interviews take place following written reports.
- Other opportunities for reporting are taken as the need arises.
- Individual reports are provided from MOTEC [Motueka Technology Centre] for Year 7 and 8 students.

Date Reviewed: 10/03/04

Date Reviewed: 16/06/06

Date Reviewed: 12/11/12