# Assessment and Reporting Student Progress to Parents Plan 2010 – 2011

<table>
<thead>
<tr>
<th>Semester</th>
<th>Term</th>
<th>Week</th>
<th>Action</th>
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| 1        | 1    | 1,2  | • Kindergarten students on entry to school are assessed using the BEST START Program.  
          |      | 3,4  | • Teachers review and implement assessment plans at stage meetings to align with their teaching and learning programs.  
          |      | 6,7  | • Class data sheets given to teachers and assessment folders handed on to new teachers.  
          |      | 9,10 | • Students are identified for support programs using student performance data during Stage meetings.  
          |      |      | • Parents of students on support program will be informed of the program. Support programs include learning assistance, reading recovery and English as a second language programs.  
          |      |      | • Stage meetings with parents are held to introduce staff. Class teachers will outline class structures, routines and programs on offer to students.  
          |      |      | • Gifted and talented and exceptional students are identified.  
          |      |      | • Personalised Learning Plans (PLPs) are formulated for funded students and Aboriginal and Torres Strait Islander students. These plans are devised at a learning support team meeting which involves input from parents, teacher, team leader and other support personnel. The PLP identifies learning adjustments to enable the student to access the curriculum.  
          |      |      | • Parent-teacher interviews. |
| 2        | 1    | 7,9  | • Students for support programs are identified using student performance data at Stage meetings.  
          |      | 10   | • Parents of students on support program will be informed of the program. Support programs include learning assistance, reading recovery and English as a second language programs.  
          |      |      | • Semester 1 student reports are prepared by class teacher and are read by another teacher. Corrections are made and drafts are handed to stage leaders for proof-reading. The final reports are read by the Principal and Deputy Principal in preparation for the final signatures.  
          |      |      | • Reports are sent home and parent interviews are available on parent or teacher request. |
| 2        | 3    | 1,3  | • Teachers continue to assess and file samples of work to support stage assessment plan.  
          |      | 6,7  | • During Education Week parents are invited to the school to experience the teaching and learning in the classrooms.  
          |      |      | • PLP’s are reviewed. Adjustments are made where necessary. |
| 4        | 1    | 7,9  | • Students for support programs are identified using student performance data at Stage meetings.  
          |      | 10   | • Parents of students on support program will be informed of the program. Support programs include learning assistance, reading recovery and English as a second language programs.  
          |      |      | • Semester 2 student reports are prepared by class teacher and are read by another teacher. Corrections are made and drafts are handed to stage leaders for proof-reading. The final reports are read by the Principal and Deputy Principal in preparation for the final signatures. Reports are sent home and parent interviews are available on parent or teacher request.  
          |      |      | • Teachers develop class student data sheets for the following year. |

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3 August 2010