

Reporting to Parents

Throughout the year parents are encouraged to informally contact/see their child's teacher if they have any type of concern (or email/phone the head teacher) and if necessary make a formal appointment to see them after school. In addition to this we have an annual cycle of reporting pupil progress to parents as set out below;

	Autumn	Spring	Summer
Parental access to see books/displays/teacher.	Parents' Evening November	Parents' Evening March	Appointment to see the teacher upon request. July
Formal written report of achievements, attainment and progress.		Formal achievement and progress reported February (end of)	Annual Report (and opportunity to discuss report with teacher) Formal achievement and progress reported July

In the Autumn and Spring terms parents will have the opportunity to make an appointment to see their child's teacher to and to see the child's books. In the Summer term parents can request an appointment to see the teacher after the release the pupil annual report.

The parents' meeting should review progress made by the child in all areas and against the targets set previously. New targets are shared with the parents. Parents of Foundation children are given the opportunity to discuss their child's progress within the Early Years Profile.

Feedback to Pupils

Feedback to pupils is very important, as it tells them how well they have done, and what they need to do next. Verbal feedback can be given at any time in the lesson and it should be positive and constructive, either to give praise or to inform the child on how their work could be improved. Written comments can be recorded for children of all ages, as the comments could also be useful for other teachers and parents. Written feedback for the children should be related to the learning objective(s) for that lesson, from that we make it clear why we think the objective has been met or what the child needs to do achieve it in the future or to produce better work. Children must be given an opportunity to respond to the feedback.

Having children assess their own work or each others can be very effective but must be carefully managed. Teachers must ensure that this activity is supervised and checked afterward