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Dear Parents / Carers

Improved Approaches to Reporting

Many thanks to everyone who attended the meeting regarding our approaches to reporting, I hope you found it valuable. For those of you who were unable to attend I have outlined the new approach below.

We are working with Aberdeenshire *Developing Improved Approaches to Reporting to Parents and Carers Group*. The group aims to:

1. review and improve the current process of reporting learners' progress and achievement to parents/carers;
2. identify clear and continuous ways of sharing information of learners' progress and achievement;
3. support the assessment partnership between learners, teachers and parents/carers;
4. enable parents/carers to gain a greater understanding of the learning, assessment and reporting process.

This fits well with our current work around assessment and reporting. Our approach to reporting and engaging with parents will be slightly different. As parents / carers you will have:

- More informed picture of your child's progress throughout the school year.
- Clearly identified termly opportunities to find out about your child's progress.
- Greater understanding of the learning process.
- Increased involvement in your child's learning.

For parents and carers this means:

- The traditional style of written report will change but information you receive will continue to improve. This will include information from your child on their progress.
- The school's '*reporting calendar*' will support the process of on-going reporting.
- Clearly identified opportunities for '*reporting*' will be timetabled across the session.

Our proposed reporting calendar is attached to this letter. This outlines the number of different ways in which we report to parents throughout the session.

We are also rolling out individual pupil profiles which will be sent out termly. The profiles will include pupil targets and work samples. You will be asked to look through this with your child and give feedback. More information on the structure of this will be given out with the profiles. The profiles for this term will go out on 22nd January to allow staff time to become familiar with the process. The profiles will be sent home twice between January and April this session.

This work emphasises the importance of partnership working between families and school. We hope that you will find this beneficial.

Should you have any questions please contact the school office.

Yours sincerely,

A handwritten signature in black ink that reads "H. Grant". The signature is written in a cursive style and is underlined with a single horizontal line.

Mrs H. Grant

Head Teacher

Luthermuir Reporting Timetable

	Class Updates	Parent Interviews	Pupil presentations (indiv/group)	Open sessions daytime/evening	Feedback, individual meetings	Written reports Interim/full	OTHER
TERM 1	Learning Newsletter		Harvest Assembly	Open event	Open door policy: parents can request meeting throughout the year, if they have specific concerns or queries	Profiles home	Alec Caravan Kodaly Showcase Book Fair Flower show Industrial show
TERM 2	Learning Newsletter	Parent Pupil interviews	Christmas Show Christmas Service	Open event Community Café Christmas Fair		Profiles home	P6 Science transition - <u>Mearns Academy</u> Pantomime Shoebox Appeal
TERM 3	Learning Newsletter		Burns celebrations	Open event Community Café Day for Change / Fairtrade Fortnight		Profiles home	P7 Cluster Transition Projects Book Fair
TERM 4	Learning Newsletter	Parent Pupil interviews by request	End of Term Assembly Sports Day	Open event Sports/HWB week P7 Club		Profiles home Written report	P7 transition <u>Mearns Academy</u> Luthermuir Gala