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Our school:
'Excellence and happiness for all'

Charity No.1048680

24 June 2025

Dear Parents and Carers

Subject: Update on Pupil Report Format

I am writing to inform you of a change to the format of the pupil reports we send home.

The **summer term** report, which you will receive on 14th July, will look slightly different this year and starting from **September**, we will be introducing a new **termly reporting system**. This revised format brings us in line with the approach taken across all schools in our Trust.

The key changes are as follows:

- **Autumn and Spring Term Reports** will include teacher-assessed **grades for:**
 - Attitude to Learning
 - Behaviour
 - Reading
 - Writing
 - Maths
 - These reports will **not include written comments**, but will provide a clear overview of your child's progress and engagement.
- The Summer Term Report will continue to be a full report, including teacher comments alongside the assessment grades.

We believe this new structure will provide more regular updates on your child's progress and will help us better support their learning and development throughout the school year.

Thank you for your continued support.

Kind regards

Mrs Anna Ingle
Assistant Headteacher / Assessment Leader



FAQs

1. Why is the report format changing?

This change aligns us with other schools in our Trust and provides parents with more frequent updates on their child's progress throughout the year.

2. What will the new reports include?

- **Autumn and Spring Term Reports:**
 - Grades only for:
 - Attitude to Learning
 - Behaviour
 - Reading
 - Writing
 - Maths
 - No written comments from teachers.
- **Summer Term Report:**
 - Full written report with comments from the class teacher and Head teacher.
 - Includes grades as above.

3. What do the grades mean?

We use a simple grading system to indicate how well your child is performing and engaging in each area. A key/guide to the grades will be provided on each report which explains the codes (see below).

The codes are as follows:

Core subjects (reading, writing & maths)

- **Red+** - Pupil is working below age-related expectations in this curriculum area and has an EHCP which details the level of support provided by school to help overcome learning barriers.
- **Red** - Pupil is working below age-related expectations in this curriculum area, is receiving targeted support to help overcome a learning barrier and may also have a Dedicated Support Plan.
- **Amber** - Pupil is working on the threshold of age-related expectation and is being closely monitored to assess whether additional support may be required.
- **Green** - Pupil is working comfortably within age-related expectations.
- **Green+** - Pupil is working at a level which exceeds age-related expectations.

Other subjects (summer report only)

- **WTS** - working towards a secure understanding of the age-related curriculum content for this subject.
- **EXS or above**— demonstrates a secure understanding of the age-related curriculum content for this subject

4. How often will I receive a report?

You will receive a report **three times a year** - at the end of each term: Autumn, Spring and Summer.

5. Will I still be able to speak with my child's teacher?

Yes. Two parent-teacher consultations will continue to take place during the year, and you are always welcome to contact your child's teacher with any concerns.

6. When does this start?

The new report format will begin this Summer Term for the full report and termly reports will start from September with grades for Attitude to Learning, Behaviour, Reading, Writing and Maths.

7. What if I need more information about my child's progress?

If you would like to discuss your child's progress in more detail, please contact the school office to arrange a meeting with their class teacher.

8. How will I receive my report?

The reports will be sent out by email via Arbor. Please ensure your contact details are up to date. It will be sent to both parents/carers who are registered on Arbor.