



Reporting Policy

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1. Introduction

NDSOPA values the importance of regular reporting of student to track progression and development to ensure their education journey is successful and they can advance accordingly.

2. Informal Reporting

Staff will have access to a private, secure informal database which will include information such as individual student progress, behaviour, attendance, punctuality etc.

This will be updated on a weekly basis by the classroom teacher/s and will be made available to other teaching staff and senior staff members.

This is in place for the means of tracking student progress and monitoring general elements such a behaviour etc.

3. Reports

A main formal report will be published to parents at the end of the academic year (July).

Parents will also receive an informal published report half way through the academic year (Jan/Feb).

4. Parents Evening

Parents evening will take bi-annually for all students and parents.

All staff members are expected to be present at parents evenings.

Date of authorisation:	January 2021
Reviewed by:	Nazene Langfield
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