



SPOTSWOOD COLLEGE

REPORTING POLICY

Rationale:

To provide on-going information on each child's progress, development, successes and challenges as well as to report to the wider school community on the progress of groups including the progress and achievement of Māori students and other priority learners.

Policy Statement:

Gathering individual and group achievement data and the reporting of this information is the basis of next step learning for individuals and for the planning of ongoing school development.

Guidelines:

1. Reporting should promote learning and achievement.
2. Reporting will provide information on student progress aligned to the New Zealand Curriculum.
3. The school will report to parents, families, whānau and the community in ways that may include:
 - individual student reports - 3 per year
 - newsletters
 - Individual Development Plans
 - Deans' reports
 - Principal's reports
 - Faculty and Departmental reports
 - meeting and interviews
 - Komiti Māori and PTA Groups
 - Annual Reports to BOT and Ministry of Education
4. Opportunities will exist to consult with the community.
5. The reporting process will contribute to the ongoing self review and subsequent development of our school.

Approval:

When the Board approved this Policy it agreed that no variations of this Policy or amendments to it could be made, except with the majority approval of the Board.

Approved by the Board of Trustees on 24 March, 2014

Signed on behalf of, and with the authority of the Board

_____ on _____ (Date)
Board Chairperson

Due for Review: March, 2017

Reviewed Date: _____ Signed for B.O.T. _____