



## St Ignatius School, Toowong Reporting Policy

### 1. Rationale

At St Ignatius we value communication between classroom and home to allow parents to be aware of the spiritual, social, academic and emotional development of their child. Parents as first educators of their children have a role in supplying the school and classroom teacher appropriate information, which may relate to their child's learning.

### 2. Values

**The following values have been identified from the school's mission statement as appropriate to this policy.**

- Welcoming caring community
- Self-acceptance and self-respect
- Service
- Supportive and challenging environment
- Care of each individual
- Holistic Catholic Education

### 3. Policy Statement

St Ignatius School is a Christ-centred community within St Ignatius Parish, Toowong. Students from the community are enrolled on the understanding that parents and students appreciate and support the school's reporting policy in addition to the philosophy and ethos of a Catholic school.

### 4. Action

- SPILL meetings occur at the end of term one or at the commencement of term two (Shared Partnerships in Teaching and Learning)
- Celebrations of Learning occur in terms two and three
- Regular samples of work eg writing, are sent home once per term giving feedback on a child's progress
- Effective feedback is given to students as part of good pedagogy in a school day – children set goals and receive feedback – where am I going? How am I going? Where to next?
- Summative reports are sent home, accompanied by a portfolio of children's progress samples, at the end of each semester
- Parents are invited to a second SPILL meeting in term four
- SPILL meetings can occur at any time throughout the year at the discretion of teacher/parents.
- A record of all interviews is formally recorded

- Parents are able to access updates on their child's progress via the Parent Portal and the Business Intelligence Tool or download copies of School Based Student Reports, ACER testing or NAPLAN reports. Teachers are also able to use the BI Tool to exemplify mapping of a child's progress and results.

*Updated 2 April 2015*

