



NAG 2

KAHAROA SCHOOL REPORTING TO PARENTS

Purposes

1. Communication between parents and teachers should keep parents regularly informed of what is happening in the school, particularly with regard to their child's learning and progress.
2. To communicate with parents their children's :
 - Personal qualities and social skills
 - Special skills and interests
 - Levels of attainment
 - Progress in relation to National Standards
3. To demonstrate that the learning of each individual child is a priority.
4. To gain information from parents.

Guidelines

1. Our school will operate in an environment where teachers are accessible to parents. This will facilitate informal reporting.
2. Meet the teacher meetings will usually be held Week 1 Term 1. This meeting is an opportunity to inform parents of classroom expectations and events and for parents to share information about their child/children.
3. Formal interviews will be held at the end of the first term (junior school) and early term 2 (senior school) to discuss each child's progress to date and future direction.
4. Parents or teachers who have concerns about aspects of a child's progress or attitude will arrange an interview at a mutually convenient time to discuss possible courses of action that might help to solve the problem.
5. A full written report will be sent out at the end of the second term, with a follow-up written report at the end of the year for Year 4-8 pupils. Year 1-3 Pupils will receive anniversary reports at the end of the term in which their birthday or 6 month anniversary falls.

6. School newsletters, our facebook page and the school website can be an appropriate communication vehicle.
7. There are great advantages for parents, teachers and students in informal reporting, parent teacher conferences and written reports. All reporting should be objective and constructive.