



# Manor Green Primary Academy

'We are the future - the world is in our hands.'

Principal: Mrs. D. Warren  
Vice Principal: Mr. S. Mycroft

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Monday, 11<sup>th</sup> June 2018

Dear parents and carers,

Welcome back after what I hope was an enjoyable and restful half term break with your families. I am writing to you today to explain some changes to our end of year report format. We have taken on board feedback from parents, carers and staff from previous years and looked at best practice from other academies across our trust. Our new reporting format is designed to ensure that you get an accurate, succinct and personal overview of your child's progress, attainment and achievements from across the academic year. An overview of our new format can be found below:

Attendance, Punctuality & Behaviour		
Good	Satisfactory	Needs to Improve
Attendance	Punctuality	Behaviour
100% Sessions Missed: 0		

Attendance, punctuality and behaviour will be colour coded using a RAG rating.

Individual attendance percentages and numbers of late and missed sessions will be shared here.

Academic Performance by Subject - Attainment & Progress			
Attainment			
Working <b>BELOW</b> end of year expectations	Working <b>TOWARDS</b> end of year expectations	Working <b>AT</b> end of year expectations	Working <b>ABOVE</b> end of year expectations
Progress			
Below Expected Progress	Making Expected Progress	Exceeding Expected Progress	
Subject	Attainment	Progress	
Reading			
Writing			
Maths			
Science			
Computing			
Religious Education			
History			
Geography			
PHSEE			
Physical Education			
Music			
Art			
Design Technology			

**Attainment:** Class teachers have assessed your child against the end of year expectations for their current year group. The RAGP rating will show if your child is working below, towards, at or exceeding these expectations. These ratings should not come as a surprise as we have regular parents' evenings in addition to the current effort card system sent home each half term.

**Progress:** Child's individual progress from their own starting point at the beginning of the year and not the expectations from their year group. Progress will be judged using a RGP rating system.

Separating attainment and progress means that, even if a child is working below the expected standard, their hard work and progress over the academic year is still celebrated.

Please see the next page for further information.

'Care, Share, Fair, Dare, Healthy & Happy'



Part of the Focus Academy Trust



**Teacher's Personal Comments**

Your child the learner:

Your child the person:

We have made the decision to split the traditional 'teacher comments' section to showcase what your child has achieved 'as a learner' but also, what we know and love about them as individuals.

**Your child the learner:** This section will celebrate particular achievements from across the year with regards to learning: things your child has excelled at, things they've found tricky but used their 'Manor Green Growth Mindset' to overcome, topics and themes that they've enjoyed and overview of their learning this year.

**Your child the person:** Your child's personality and individual character will be highlighted in this section along with those things that have made their teacher smile and those things that make your child exactly who they are.

**Child's Comment**

The final page in your child's end of year report will be where your child shares their opinion of their year through either a written recount or a drawing created by your child.

Finally, we'd like to encourage you to complete and return the parent/carer comment slip. This is the place for you to celebrate your child's achievements with us and let us know what you think.

If you would like to comment on your child's achievements, academic and otherwise, from this year, please complete and return the slip below.

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**End of Year Individual Report - Parent / Carer Comment Slip**

Child's Name: \_\_\_\_\_ Class: \_\_\_\_\_

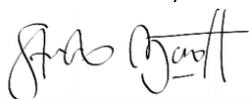
Signed: \_\_\_\_\_ (parent/carer) Date: \_\_\_/\_\_\_/\_\_\_

We are excited to share the end of year reports with you and celebrate all our children's wonderful achievements. We hope you find the new format to be informative, succinct and personal.

As always, if you have any questions, comments or concerns, please do not hesitate to contact us via the academy office.

Thank you for your continued help and support.

Yours sincerely,



Mr. S. Mycroft  
Vice Principal