



Reporting Process 2018

This year Whanganui High School will be introducing 'live reporting' as our primary means of reporting student progress. Parents will be provided with one formal written report which will be issued at the end of the year. This change is being made because we have identified that the system of writing formal reports meant that sometimes the comments were too general, and the timing of issuing meant it was often too late for students to make changes for the assessments they were working on.

The move to live reporting will provide more immediate feedback on student achievement. It allows teachers to report more specifically on different areas of the curriculum, as well as more clearly on progress towards certain assessments.

What will this mean for you as a parent?

- All reports will be accessed through the Kamar Parent Portal. Families have been sent a personalised email detailing log-on details and password. Please contact the Main Office or Student Centre if you have not got this information.
- You will need to check the Parent Portal every two to three weeks for new comments.
- Please ensure that we have your correct email address as this will be our primary means of corresponding with parents.
- We would welcome your feedback throughout the year as we develop our processes for this initiative.

How does this work from the teacher's perspective?

All teachers will provide a new comment for each student at least four times during the year. They will comment on what the student is currently working towards and what they need to do next. Comments will be brief and provide specific feedback linked to either Achievement Standards (in the Senior school) or Curriculum Objectives and/or Learning for the term (in the Junior school). The comments will be dated and might be more informal than traditional reports. There will be no set time of 'issue' and this will vary from subject to subject.

We will also be providing an Interim Report at the end of Term 1 and beginning of term 3.

This report will identify which subjects the student is having problems with and may prompt bookings to see the appropriate staff during Student Achievement Conferences (Parent-Teacher Interviews). It will also contain instructions for making bookings for the Student Achievement Conferences. There will be reminders on the school website.

Parents without internet access at home can use the iPad in the Student Centre, which has access to the Parental portal, when they are visiting the School. Print-outs can also be requested if required.

You can, of course, contact us at any time during the year to discuss any matters relating to your son or daughter.

Schedule for Reporting:

Term 1	Week 11	Beginning 9 April	Interim Report
Term 2	Week 2	Thursday 10 May	Student Achievement Conferences (Parent-Teacher Interviews)
	Week 2	Friday 11 May	Student Achievement Conferences
Term 3	Week 1	Beginning 23 July	Interim Report
Term 3	Week 2	Beginning 30 July	NCEA progress report
Term 3	Week 3	Thursday 9 August	Student Achievement Conferences
		Friday 10 August	Student Achievement Conferences
Term 4	Week 2	Tuesday 23 October	NCEA progress report
Term 4	Week 4	Monday 5 November	Year 11 Formal Report Issued
		Tuesday 6 November	Years 12 & 13 Formal Reports issued.
	Week 8	Friday 7 December	Years 9 & 10 Formal Reports issued

At all times between these dates there will be 'live' reports on the Parental Kamar Portal.

The final 'formal report' will provide parents with a broad picture of student progress in all subjects taken in the last half of the year, and acknowledge involvement in extra-curricular activities. It also contains comments from both the Form teacher and House Dean.

We are looking forward to your support with this new initiative.

Yours Sincerely

Elizabeth Spooner
Associate Principal