



Parent/Teacher Consultation Meetings and Reports at Provo Primary School

Our partnership with parents and carers is an important element in each child’s positive development at Provo Primary School; through periodical reports and timely Parents/Teacher Consultation Meetings, parents keep up to date with their child/children’s well-being and progress. Additional parent workshops and whole school and class Open House events may also be scheduled to inform and showcase various aspects of learning such as phonics, reading, writing, numeracy and topic work.

Reports on children’s progress and Parent/Teacher Consultations are organised to work in conjunction with each other. Parent/Teacher Consultations are scheduled in each term. Written reports are created twice a year in Years K - 6, and once (at the end of the year) in the Early Years.

Parent/Teacher Consultations provide opportunities to celebrate each individual child’s unique personalities, strengths, interests, enjoyment and the contributions they make to their class, our school, community, and at home. They allow us to reflect on how a child is socially interacting and behaving in class and with other children in the school. They are an important time to discuss progress in a child’s learning, talk about what ways they seem to learn best and to set individual targets to work on before the next meeting. They also allow for collaboration on how to support and extend a child’s school experience and learning at home. We encourage parents to come with a readiness to share positive attributes that they see in their child, with questions they want to ask and to be open with any areas of concerns that they feel.

In school, children are constantly being monitored and tracked so we are able to respond to any dip in motivation or progress. When concerns present themselves, at any point throughout the year, parents and teachers are encouraged to suggest additional Parent/Teacher Consultation Meetings.

Summary of Arrangements:

Early Years (Toddlers, Preschool and Junior Kindergarten)

Arrangements for Term 1	Arrangements for Term 2	Arrangements for Term 3
September: Informal Open House event October: Optional Parent/Teacher Consultations	January: Optional Parent/Teacher Consultation Meetings March/April: Optional Parent/Teacher Consultation Meetings	June: Written Reports sent home. Parent/Teacher Consultation Meetings

Kindergarten to Year 6

Arrangements for Term 1	Arrangements for Term 2	Arrangements for Term 3
September: Informal Open House event October: Parent/Teacher Consultations	January: Written Reports sent home. Optional Parent/Teacher Consultation Meetings March/April: Parent/Teacher Consultations	June: Written Reports sent home. Parent/Teacher Consultation Meetings

Details of Arrangements for Term 1:

At Provo Primary School, we start the year with an informal Open House event. This is an opportunity to visit your child's new classroom and to meet with your child's new class teacher. A Parent Curriculum handbook is created for each class from Kindergarten to Year 6. Along with our School Handbook, these documents communicate general information about the school and our expectations, and relevant curriculum information for each year group.

Parent/Teacher Consultations are scheduled towards the end of the first half term in October to discuss how children are settling into their new class. They aim to bridge the link from the child's previous year of learning and the progress reflected in their end of year report. Early on in the year, they offer opportunities to highlight areas of concern and to set targets for the term ahead.

Details of Arrangements for Term 2:

A short written report with individual targets is produced and sent home towards the end of January. This provides information about where children are in their learning, social and behavioural development. They comment on how the children have resettled at the beginning of Term 2, reflect on progress in Term 1 and report on end of term 1 assessments in the core subject areas. Optional Parent/Teacher Consultation Meetings are offered for families or teachers wanting an opportunity to discuss these further.

Parent/Teacher Consultation Meetings are then held at the end of the second term. These provide an opportunity to reflect on the progress the children have made over this term, including with their individual targets, and on end of Term 2 assessments. Further key individual targets for the final term are created together with the parents at this meeting.

Details of Arrangements for Term 3:

Towards the end of the school year, in June, a fully comprehensive written report is produced and sent home. This details children's learning across all aspects of the curriculum, social and behavioural development. These will include standardized assessment information.

From Year 2 onwards, children are tested yearly, in the core subjects of English, Math (& Science in Year 6). For Years 2 and 6, we use the British National Curriculum Standardized Assessment Tests (SATs), which are ordered from The Department for Education in the UK. Other UK standardized assessments are used for Years 3 - 5. All of these assessments reflect the core curriculum taught at our school. They allow us to compare the achievements of our students with others of the same age and enable us to formulate targets for future development. Testing also allows parents the opportunity to compare their child's test score with those of the same age group in the UK.

Final Parent/Teacher Consultation Meetings are arranged to discuss the overall progress and development of the children and future targets are set for the upcoming year.

The end of year written report will then play an important role in the following October Parent/Teacher Consultation Meetings, enhancing the link between this transition period.