



10 October 2018

Dear Parent/Carer,

Reporting Home 2018-19

This letter outlines the plan for reporting home to parents, for years 7-11, this academic year.

'Data Capture' Reports

Once a term, all students in years 7-11 will receive a report called a Data Capture. This report will be emailed to parents and carers. If we do not have an email address for you a paper copy will be posted home.

To ensure effective communication we rely on the contact information that we hold for you being accurate and up-to-date. It is therefore important that you keep the school informed of any changes to your details by emailing sharris@southdartmoor.devon.sch.uk.

The schedule for sending Data Capture reports home is as follows:

Data Capture 1: All year groups week commencing 17 December 2018

Data Capture 2: All year groups week commencing 1 April 2019

Data Capture 3: Years 7-10 week commencing 1 July

Each Data Capture report includes a detailed explanation of the grades. Please do not hesitate to contact the school if you have any queries or concerns regarding your child's report.

Feedback Fortnights

'Feedback Fortnights' are an opportunity for you to access your child's learning journey. During a 2 week period in each term your son/daughter will bring home evidence of their ongoing learning and progress across the curriculum. For example, this might be their exercise book, sketchbook, learning log or an equivalent. You will be able to read feedback given to your son/daughter and you will also be invited to make your own comment and become part of the learning conversation. This process has replaced written comments on reports. **Our first feedback fortnight commences on Monday 10 December.** To make it easier for you to find where to sign books and make comments we are using coloured stickers for each term and for this autumn term the colour will be orange/brown.

More information on 'feedback fortnights' can be found on our website at the following location:

<http://www.southdartmoor.devon.sch.uk/page/?title=Teaching+%26amp%3B+Learning&pid=76>

Parents' Evenings

Parents' evenings for each year group are scheduled as follows:

- Year 7** Tutor parents' evening Thursday 18 October 4.15-6.15pm
Subject teacher parents' evening Thursday 9 May 4.15-7.30pm
- Year 8** Options evening Thursday 22 November 4.15-7.30pm
Subject teacher parents' evening Thursday 31 January 4.15-7.30pm
- Year 11** Sixth form open evening Thursday 11 October 4.30-7.30pm
Subject teacher parents' evening Thursday 17 January 4.15-7.30pm
- Year 9** Thursday 14 March 4.15-7.30pm
- Year 10** Thursday 4 April 4.15-7.30pm

We encourage parents to attend these evenings as it is a chance for you to meet with subject teachers to talk about your son/daughter's progress. Bookings are made online through Parents Evening System. A letter with further information will be emailed home prior to each evening.

Please feel free to email me if you require any further information about reporting home. Should you have any concerns regarding your son/daughter in the meantime, please do not hesitate to email their tutor or subject teacher using the format ateacher@southdartmoor.devon.sch.uk. For example, my email is edixon@southdartmoor.devon.sch.uk.

Yours faithfully



Emma Dixon

Assistant Principal Data & Reporting