

Academic Reporting Schedule 2023/2024

- There are three reporting windows for each year group across the academic year, one in each term.
- In all reports, teachers will give a predicted grade (PPG).
- At Key Stage 3, the PPG given is a forecast of what a student is expected to achieve at the end of the academic year based on the assessed work that has been completed. At Key Stage 4 and 5, the PPG is a forecast of what a student is expected to achieve at the end of the Key Stage (i.e in the GCSE or A Level examinations), again based on assessed work that has been completed.
- At Key Stage 3 and 4, sub grades (a, b and c) are included in the PPG. An ‘a’ suggests that a student is very close to achieving the grade above, a ‘b’ suggests that a student is secure in that grade, while a ‘c’ indicates that a student is only just achieving that grade and is not yet secure.
- At Key Stage 5, + or – are used as sub grades, with a “+” being close to the grade above and “-” suggesting the student is not yet secure at that grade.
- Comments are only added by teachers to the summer term reports. These reports also include a comment from a students’ form tutor.
- An ‘Attitude to Learning’ judgement is also given on each report. Descriptors of each judgement are given in the table on the next page.

The table below gives the dates when reports will be issued in each term. The summer term reports for years 7-10 and 12 are when reports are issued that include comments from subject teachers, form tutors and Heads of Year. These reports are issued for year 11 on 19/04/24 and year 13 08/02/24.

Year Group	Autumn Term (23/24)	Spring Term (23/24)	Summer Term (23/24)
7	15/12/23	21/03/24	18/07/24
8	01/12/23	15/03/24	18/07/24
9	24/11/23	08/03/24	18/07/24
10	10/11/23	01/03/24	18/07/24
11	29/09/23	26/01/24	19/04/24
12	15/12/23	15/03/24	18/07/24
13	27/10/23	08/02/24	19/04/24



Attitude to Learning Descriptors

Exceptional		Expected	
Positive	<i>Asks high quality questions, consistently works hard with a smile, always arrives on time</i>	Positive	<i>Asks questions, works hard with a smile, arrives on time</i>
Organisation	<i>Always bring all equipment, completes all homework to an exceptional standard, is always prepared for learning</i>	Organisation	<i>Brings all equipment, completes all homework, is prepared for learning</i>
Willing	<i>Always attentive and ready to learn, consistently follows instructions, completes all activities to a high standard, always engaged in learning</i>	Willing	<i>Attentive and ready to learn, follows instructions, completes all activities, engaged in learning</i>
Effective	<i>Reflects and improves their work by making detailed corrections, always listens attentively, consistently produces best work</i>	Effective	<i>Reflects and improves their work, listens attentively, produces best work</i>
Respectful	<i>Has an exceptional pride in learning/work, always follows instructions</i>	Respectful	<i>Has pride in learning/work, follows instructions</i>
Developing		Below Expectation	
Positive	<i>Asks some questions, works hard with a smile but not consistently, arrives on time on most occasions</i>	Positive	<i>Rarely asks questions, rarely works hard with a smile, is often late to lessons</i>
Organisation	<i>Brings equipment to most lessons, completes most homework, is usually prepared for learning</i>	Organisation	<i>Brings equipment to some lessons, completes some homework, is sometimes prepared for learning</i>
Willing	<i>Is usually attentive and ready to learn, mostly follows instructions, completes most activities that are set, sometimes engaged in learning</i>	Willing	<i>Is sometimes attentive and ready to learn, often doesn't follow instructions, completes some activities that are set, rarely engaged in learning</i>
Effective	<i>Reflects on their work and make some improvements, usually listens, sometimes produces best work</i>	Effective	<i>Rarely reflects on their work doesn't make improvements, listens sometimes, rarely produces best work</i>
Respectful	<i>Usually has pride in learning/work, usually follows instructions</i>	Respectful	<i>Sometimes shows pride in learning/work, often doesn't follow instructions</i>