



## St Augustine Primary School

### REPORTING TO PARENTS

#### 1. Rationale

The Australian Government sets guidelines for parents to be informed of their child's learning. One of these measures is a formal report that meets Australian Curriculum Assessment Reporting Authority and Catholic Education system criteria and is provided twice a year.

At St Augustine Primary School the Semester Report is constructed to meet ACARA and CECWA requirements.

#### 2. Processes for Reporting

At St Augustine Primary School, teachers regularly communicate with parents in regard to their child's learning.

General processes that are used:

- Beginning of year Parent Information meeting
- Beginning of year Parent Information booklet
- Formal Interviews
- General discussions
- School Diary
- Merit Awards
- Semester Reports

#### 3. Procedures for Semester Reports

Parents and Caregivers are notified of reporting dates via the school calendar, newsletter and class blogs at the beginning of the school year

Distribution of Semester Reports is generally the second last Friday of Term 2 and Term 4

The Report is distributed electronically to the father's (or other nominated) email address at the end of the nominated day

Where practicable and possible reports are sent to nominated email addresses for those children whose parents share custody