

Dear Parents/Guardians,

The overall purpose of this report is to inform parents/guardians of their child's achievement, effort and learning behaviours.

The Year F-10 End of Semester Summary Report provides a judgement of where your child's skills and knowledge levels are in relation to the Victorian Curriculum Strands and Modes.

The VCE End of Semester Summary Report at Year 11, informs you of the grades that your child has received in relation to the VCAA Assessment Criteria.

The VCE End of Semester Summary Report at Year 12, informs you whether your child has achieved satisfactorily in the Outcomes of their VCE subjects. The percentage obtained by the student in the Assessment Tasks/SACS/SATS are subject to adjustment by VCAA guidelines when calculating their study score.

The VCAL End of Semester Summary Report informs you as to whether your child has satisfactorily completed VCAL Learning Outcomes.

Our legends and explanations below describe "Learning Effort" and "Learning Behaviours" for all students. Please read through them carefully.

Work Habits

The rubric below provides a description of how each Work Habit is assessed.

	Excellent	Very Good	Satisfactory	Needs Attention	Not Applicable
Achieve	Always approaches learning tasks with a positive attitude to do their best. Classwork is fully completed to the best of their abilities. Asks questions about their work in an effort to improve. Takes pride in their work/performance.	Mostly approaches learning tasks with a positive attitude to do their best. Usually asks questions about their work in an effort to improve. Classwork is mostly complete.	Completes little if any work in class despite classroom teacher interventions being used	Sometimes approaches learning tasks with a positive attitude to do their best, but generally does not complete the required amount of work to the required standard.	Student has not been present during the reporting period.
Achieve	All work is submitted on time.	Most work is submitted on time.	Most work is submitted late. And/or, there have been several pieces of non-submitted work.	Only some work is submitted on time. And/or, there has been some non-submitted work.	Student has not been present during the reporting period.
Respect	Is always prepared and ready to learn i.e. device fully charged, files organised, brings required books and other equipment to class.	Is usually prepared and ready to learn i.e. device usually charged, files mostly organised, normally brings required books and other equipment to class.	Rarely prepared and ready to learn i.e. device is not charged/not present, files are unorganised, does not bring required books and other equipment to class.	Is sometimes prepared and ready to learn i.e. device is occasionally charged, files not organised, occasionally brings required books and other equipment to class.	Student has not been present during the reporting period.
Respect	Always follows teacher's instructions. Always respectful of peers, teacher, self and school. No teacher intervention is required to address behaviour.	Mostly follows teacher's instructions. Is respectful of peers, teacher, self and school. Occasional teacher intervention required to address behaviour e.g. reminder of behaviour, reminder to stay on task.	Has been referred to the Student Manager or P-6 leader for support regarding classroom behaviour.	Sometimes follows teacher's instructions. Is sometimes respectful of peers, teacher, self and school. Teacher intervention required to address behaviour e.g. reminder of behaviour, reminder to stay on task.	Student has not been present during the reporting period.
Connect	Student always seeks assistance when needed.	Student usually seeks assistance when needed.	Student does not seek assistance when needed.	Student needs to seek assistance.	Student has not been present during the reporting period.

