



Dear Parents/Caregivers,

At CSPA we believe that clear and timely reporting of your child's achievements and progress at school is important. Feedback from families during Remote Learning indicated that parents and carers wanted information about what the students were achieving and what the next steps (learning goals) were.

With this belief in mind, we have made the decision to move to ongoing online reporting via Compass. The goal is to effectively gather, analyse and reflect on evidence to make informed and consistent decisions to improve your child's learning experience.

Ongoing Reporting is a report that builds throughout the year and provides students and parents with ongoing assessment of how a student is progressing.

- Greater accountability of students' work habits
- Timely feedback – the progress report is issued when the task is completed and assessed, enabling the teacher and the parent to identify, intervene and improve
- No “surprise” negative results coming home at the end of a semester. If there is a problem, parents are notified when it arises
- Access online anywhere, anytime via a secure web-based program.

Students across all year levels have completed Learning Tasks which provide a snapshot of achievement in the key areas of Mathematics, Reading and Writing. These learning tasks will be released regularly throughout the year and will be accompanied by comments, goals and/or a RUBRIC showing student achievement. This will mean that semester reports will look a little different. Semester reports will include Specialist, Guided Inquiry and General comments and progression marked against the Victorian Curriculum achievement standards.

You will notice that each Learning Task has a different type of assessment provided. The Mathematics – Place Value task has a RUBRIC and a learning goal attached. The writing task has a comment and learning goal attached.

Please find below the instructions for accessing Semester 1, 2021 Learning Tasks for the areas of English and Mathematics and Semester 1 reports.

If you have any questions about the Learning Tasks or Semester Reports please contact your classroom teacher or myself via email. Email addresses can be found on the school website.

Yours sincerely,

**KAREN HALKET**

Acting Assistant Principal



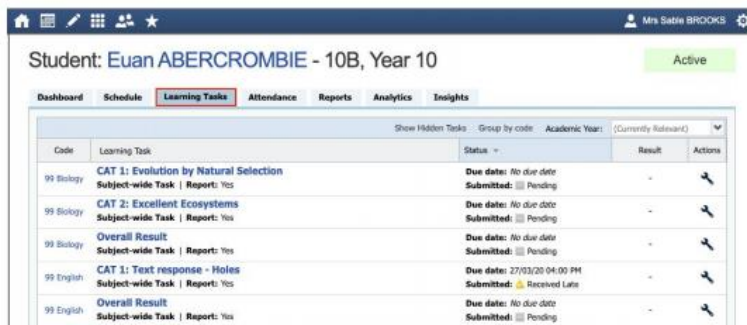
## How To View your child's Learning Tasks

The CSPS Learning Tasks provide assessment and feedback on work being completed in class.

To view your child's tasks, click the 'Profile' option for that child on your dashboard. This will take you to their profile page.

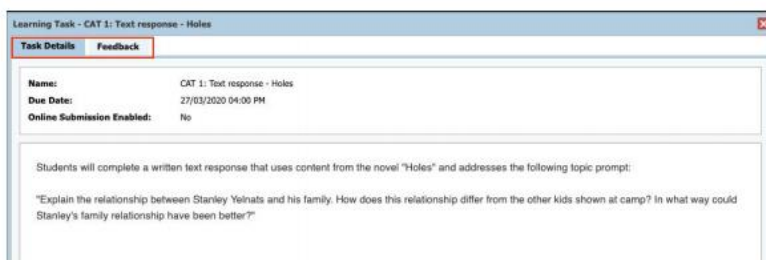


Click to their 'Learning Tasks' tab. Here you will see their tasks listed.



*Note: The school may have archived some past tasks, you can click 'Show Hidden Tasks' to have archived tasks displayed in the list.*

Click the title of a task to view the details and any results/feedback provided by the teacher.



If you have more than one student at the school and wish to view all their Learning Tasks collectively, you can click the pencil icon and select 'Learning Tasks'.

# Cranbourne South PRIMARY SCHOOL COMPASS REPORTS & LEARNING TASK ACCESS

Positivity, Persistence, Pride, Passion

239 Pearcedale Road, Cranbourne South VIC 3977 Tel: 9782 2999

Email: cranbourne.south.ps@edumail.vic.gov.au Website: <http://www.cranbournesouth.vic.edu.au/>



## Accessing Your Child's Report on Compass

### Web Browser Option

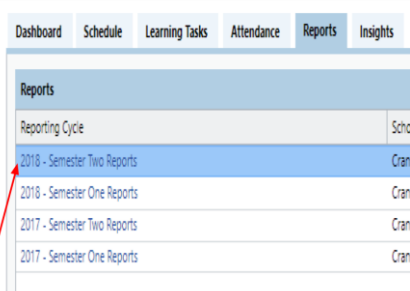
1. In your web browser, open your child's home page and click 'View Academic Reports'.

Welcome to the Cranbourne South Primary School Portal

Use the links listed for each of your children to explore the portal. Please keep your mobile phone number and email address up to date (Tools > Update My Details). The school will use this to contact you regarding attendance, events, news and more.



2. Select the correct report to download. This will say '2021 - Semester One Reports'

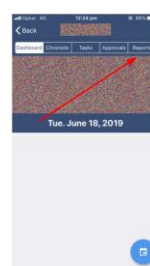


### Compass App Option

1. On the Home page click on your child's photo.



2. On the top right (you may need to scroll across) select Reports.



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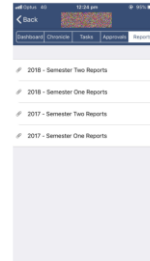
239 Pearcedale Road, Cranbourne South VIC 3977 **Tel: 9782 2999**

Email: [cranbourne.south.ps@edumail.vic.gov.au](mailto:cranbourne.south.ps@edumail.vic.gov.au) Website: <http://www.cranbournesouth.vic.edu.au/>



3. Select the report you wish to view and print if required.

3. Select the report you wish to view and print if required.



***If you have any queries, please do not hesitate to contact your classroom teacher or myself on [karenh@cranbournesouth.vic.edu.au](mailto:karenh@cranbournesouth.vic.edu.au)***

***Yours sincerely,***

**KAREN HALKET**  
Acting Assistant Principal  
Monday 19 July 2021