



SHERFIELD SCHOOL

Assessment Policy

This policy applies all pupils in the school, including in the EYFS

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Annual review	September 2024
Head of School (Interim)	Neil Richards

Introduction and Purpose

Effective and rigorous assessment is essentially expressed through the following principle:

There is a common language and framework for assessing pupils shared clearly between staff, parents and pupils, so that:

- Assessment drives learning, rather than being a tool for measurement
- Teachers have ownership of data analysis and use this to maximise pupil learning
- Teachers can have reliable conversations with pupils, parents, colleagues about each pupil's learning
- Parents gain clear understanding of where their child is in their learning and progress they have made
- Pupils know where they are in their learning and where they need to go next
- The school can make key strategic decisions about curriculum design for effective learning

In order for us to gain a full picture of each child's learning profile, the school uses a number of indicators, looking at Potential (**P**) Attainment (**A**) Progress (**P**) and Attitudes (**A**) (P.A.P.A) and these are gathered consistently through our diagnostic,¹ formative² and summative³ assessment processes. This enables teachers to make the most informed and impactful decisions about:

- where each pupil is in their learning,
- where they need to go next in their learning
- what they will need in order to get there
- what the best pathway is for the learning
- how their perceptions about themselves as learners impact on their learning

Data Collection: The purpose of collecting any data about a pupil/cohort in the school is to understand and use it to make informed and evidence based decisions about next steps and interventions that will lead to the best outcomes for those pupils and to then compare data sets to ensure these have had the desired impact, supporting in signposting what further action is needed. At Sherfield we complete this termly; so that teachers create actions from their analysis to maximise pupil learning and outcomes for the following term; this is quality assured internally by the Deputy Head, Heads of Department and Heads of Phase in line management meetings and pupil progress meetings. External quality assurance is provided by our central education committee through governance.

Assessment and GDPR: Individual pupils' assessment data is part of pupils' personal information. Care should be taken with the collation, storage and analysis of data. While it is appropriate to share consolidated assessment information outside of school any individual data must be anonymised - referenced also in Curriculum Policy

Key Terms:

¹Diagnostic assessment: checking of prior knowledge and gaps in order to clearly establish teaching and learning needs and starting points.

²Formative assessment: the process of collecting detailed information that enables the teaching and learning to be adaptive to meet the learning needs of the pupils, *while it's happening*. This is also known as *assessment for learning (AFL)*.

³Summative Assessment: commonly summative assessment is conducted at a point in time, through evaluation of learning (using a test or a summative judgement of the formative acquisition of skills); however, wherever possible, the summative assessment should be used FOR learning and provide diagnostic information for moving onto the next steps in learning, not simply a summary OF learning.

Potential (P)

What is potential?

The aptitude for acquiring and using new skills and knowledge.

It is important to note that research demonstrates a number of factors that can increase a pupil's learning beyond their 'measured potential' and therefore if, for example, a child displays a lower CATs score, this is not a reason to limit the learning pathways or the aspiration of that pupil. The school will always use it as a starting point in conjunction with all other data measures to ensure that all support and challenge is targeted to aspire to exceed potential.

Why and how do we measure potential?

To give us an indicator of a pupil's aptitude for learning and their wider skills to enable our teachers to provide targeted support and challenge for individuals and to make informed decisions about a pupil's progress.

In Early Years: a baseline of each pupil's knowledge and skills against the Early Years Framework and the Characteristics of Effective Learning as they come into the Early Years can give effective insight into a child's potential throughout their EYFS experience.

Year 1 & Year 2: the end of reception ELGs and attainment offer a measure of predictive indicators into Y1 and Y2 and how they will perform in relation to curriculum demands. It is therefore part of the school's practice to seek some external moderation of the EYFSP data each year, as well as robust internal moderation.

Year 3 onwards: standardised CATs (Cognitive Ability Tests) are administered annually to provide information and understanding about pupils' wider abilities. They are curriculum independent tests and are measured against National Benchmarks. They give a clear indication of learning potential.

How does it relate to other aspects of P.A.P.A. and how do we use this data?

Potential measures can create predictors for a pupil's actual performance in day to day learning and tests; for example, Combination Reports in GL can be used to compare Potential as assessed in CAT4 tests, against Attainment as measured in PTE/PTM tests.

Attainment (A)

What is attainment?

Attainment is the achievement of skills and knowledge to a level of depth and competency within a set and agreed framework.

Why and how do we measure attainment?

Effective formative assessment enables teachers to plan carefully to ensure they maximise the learning opportunity and challenge for each pupil in each lesson and consolidate skills where necessary.

The school measures the attainment of each pupil cumulatively on a day to day and skill by skill basis (this is formative assessment) using carefully designed criteria that support judgement of how pupils are able to independently apply a skill or knowledge (the depth of acquisition), against national curriculum objectives, as set out in the table below:

Ability	Definition
Exceeding	Skill, knowledge or understanding is demonstrated and applied naturally and in context without any prompting or modelling. Moderation and triangulation shows that it is applied confidently and consistently, such as: <ul style="list-style-type: none"> - outside of lessons and subjects related to this area - across different contexts (e.g. - projects/ homework) - in tasks combining multiple skills (e.g. - problem solving/ investigation/ independent writing projects) - Pupil is able to explain it to others
Secure	When a skill or objective is modelled/ taught the pupil fulfils all aspects of the criteria within their work, and is able to apply the concepts independently and consistently in context within a lesson related to this area. Ready to deepen understanding with further challenge.
Developing	Once modelled, although the pupil can employ the skill, <ul style="list-style-type: none"> - They are not fully independent: the child needs some adult intervention to initiate or employ the skill, this may be through the form of scaffolding, further modelling, or visual/ verbal prompts - this is not consistent - does not perform elements of the criteria e.g. number bonds to 20 makes mistakes when adding two single digit numbers to go across ten
Beginning	The skills, concept or body of knowledge has been taught but is rarely shown or applied consistently or appropriately, without direct adult support ; or the child is operating well below the targeted indicator, e.g. number bonds to 20, but the child only knows bonds to 10
Not Achieved	An area that has either not been covered in the curriculum, or in which the child has shown no evidence of the indicator

These skills are collated and combined over time using Pupil Asset, the school's electronic assessment tracking tool, to create a Point In Time Assessment (PITA), which is a summative judgement (Appendix 1) to demonstrate how a pupil is attaining at that point against the agreed framework and in relation to Age Related Expectations (ARE).

Years 1 - 6

In order to help teachers make effective, reliable and consistent judgements, the school has chosen to use a framework, agreed and developed within the EiM schools, which outline clear age-related expectations based on the National Curriculum for:

- English (Reading and Writing, including spelling and grammar)
- Mathematics

The school is mindful of pupils' assessment and progress across all areas of the curriculum and uses Pupil asset, standardised baseline testing, progress tests and frequent in class assessment to both recognise pupils' achievements and to ensure planning for ambitious learning and development in all areas.

KS3/4/5:

In order to help teachers make effective, reliable and consistent judgements, the school defines attainment as:

- The achievement of skills and knowledge to a level of depth and competency within the teaching framework.

Attainment is reported as a value against the students potential (calculated using baseline data). In Key stages 3 and 4, attainment is measured using GCSE grades 1-9. At Key stage 5, attainment is reported in the format appropriate for each qualification.

The school is mindful of pupils' assessment and progress across all areas of the curriculum and uses standardised baseline testing, end of year exams, mock exams (Year 11 and 13), and frequent in class assessment to both recognise pupils' achievements and to ensure planning for ambitious learning and development in all areas.

Judging Attainment

In order to make a judgement about a student's level of attainment, the following cycle would be typical:

- Using the framework and achievement summaries to plan from pupils' starting points
- Teaching subject content
- Formative assessment of individual skills
- Tracking of individual skills and depth (through the use of Pupil Asset/ MIS tracking)
- Informal and formal summative assessment
- Moderation of work and triangulation of objectives tracked on Pupil Asset/ MIS tracking
- Teacher judgement of pupils' PiTA colour band
- Use of Pupil Asset exemplifications to assist with judgement*
- Output of PiTA using auto-calculate on Pupil Asset to calibrate judgements

Teachers reference skills and objectives from both the year group above and below when planning for learning and assessing individuals, ensuring that they are addressing the needs of all pupils within their class.

Incidental Learning and accelerating progress:

In the Senior settings progress is measured against baseline and teacher assessment and tracked using a 9 to 1 scale that is representative of the GCSE Key Stage 4 grading system. Pupil progress is monitored regularly using summative and formative assessment and reported using the Point In Time Assessment model. Pupil progress is accelerated through the application of high quality questioning and feedback, higher level assessment material and pupil led inquiry based learning strategies.

Pupils are not only judged on taught objectives; teachers are mindful of and aware of when pupils are using skills naturally as part of their learning and this will be highlighted against tracked objectives for a number of reasons:

- If a pupil is using skills naturally and accurately outside of the context in which they are being taught, this is an indicator that they are 'exceeding' in that skill for their age group and therefore, this is recognised so that they can be planned for at the appropriate starting point the next lesson/ next time they meet that concept.
- if a pupil is demonstrating consistently CAT and PTE/PTM scores in the blue/ purple colour bands the likelihood is that they are working in the year group or more ahead and therefore are given opportunity to be challenged at this level, whilst ensuring that any learning appropriate within the current year group is not overlooked.

- Preparation for selective school examinations often require pupils to have covered the curriculum a year ahead, so therefore the cumulative gains made by pupils over previous years is tracked in order to ensure that they are able to meet this incrementally each year and do not have to cram in the year preceding their examinations;

Rigorous moderation of 'exceeding' judgements is conducted on a half termly basis with triangulated evidence to ensure that pupils are set learning at their appropriate level.

How does it relate to other aspects of P.A.P.A. and how do we use this data?

Measuring attainment also gives clear information between two points in time as to how a pupil has progressed in relation to their potential and previous attainment and will often give some indicators as to their attitudes towards their learning, particularly if they are attaining well above or well below their potential. Additionally, standardised testing such as Progress Tests in English (PTE)/Progress Test in Mathematics (PTM) and New Group Reading Tests (NGRT)/New Group Spelling Tests (NGST) can provide both summative and diagnostic information about where a pupil is in their learning and what their next steps will be.

Progress (P):

What is progress?

Progress is the rate with which a pupil develops the depth of skills and knowledge towards attaining the set curriculum goals in relation to Age Related Expectations (ARE)

Why and how do we measure progress?

Progress is a good indicator of a pupil's continued success in relation to their prior performance and whether they are continuing to be successful in school, as well as how they are performing against their potential capability. The school measures progress from both standardised testing and teacher assessments

Standardised testing to demonstrate progress: Using comparisons of pupils' data between their test to test PTE/PTM/NGRT/NGSTs can provide indicators of progress by showing an uplift in results against previous data within and across years.

Formative teacher Assessment, tracked in Pupil Asset to demonstrate progress both broadly and at a granular level. Formative assessment in Seniors is monitored by the teacher against exam board specifications and attainment is recorded half termly using ISAMS.

Broadly: Within the PiTA model, attainment is coded by colour as well as language. This can be used to track progress against prior attainment. The progress will be measured between two points by both looking at the colour bands of attainment and through generating a progress report within Pupil Asset based on the rate and depth with which each child acquires skills and knowledge:

Progress Report in Pupil Asset:



In a detailed way: by being able to look forensically at the specific areas of progress and gaps in understanding and learning using 'Ghost Rows' (Appendix 4)

The school undertakes Pupil Progress Meetings termly to ensure that pupils are making at least expected levels of progress and to identify actions for those pupils who may need targeted intervention. (Appendix 2)

Meeting Individual Needs

The responsibility for identifying, assessing and monitoring children with special educational needs or who are gifted and talented, is the responsibility of the class teacher in conjunction with the Senior Inclusion Lead. Further detail on this is covered by policies for SEND and Able and Talented.

How does it relate to other aspects of P.A.P.A. and how do we use this data?

Using this measure alongside attainment and potential prevents high attaining pupils from 'coasting' because they 'look' like they are 'doing well', and equally prevent low attaining pupils from being judged as 'not doing well', even if they are making significant progress and closing the ARE gap between themselves and their peers. It will be used to triangulate between the other measures within P.A.P.A.

Attitudes (A):

What are attitudes?

A pupil's response to their learning experience and the way they engage with learning and school.

Why and how we measure attitudes:

How pupils feel about themselves as learners and their attitudes to school and their teachers has a known and sometimes profound impact on how they achieve within lessons and overtime at school. It is therefore a critical part of the assessment process to establish pupils' perceptions of their school and learning experience and to take into account pupils' views of themselves as learners and how their dispositions and attitudes may tell us more about their performance.

At Sherfield School, as well as day to day observable attitudes in lessons and throughout other aspects of the school day to give us qualitative measures of pupils' attitudes to learning, we also use a standardised survey called PASS (Pupil Attitudes to Self and School) annually to gain a detailed picture of each child's attitudes from Year 1 - Year13 and their feelings about their learning and school experience.

How does it relate to other aspects of P.A.P.A. and how do we use this data?

Pupil attitudes are like the missing piece of the jigsaw in understanding WHY a pupil may be getting consistent or disparate results across their other areas and why their attainment and progress might not match their potential.

Once our teachers are equipped with this full picture, they are able to conference with individual pupils in order to understand how aspects of their school experience may be affecting their learning and how this can be improved with the right kind of intervention and support.

Early Years Assessment

Each pupil completes a baseline assessment on entry to Sherfield School in nursery or Reception. This enables the staff to establish starting points for individual children's learning, track progress and support the learning of the individual throughout their time in Early Years. The school does

not use the Government Reception Baseline Assessment as this is used solely for measuring outcomes at the end of KS2 Statutory testing.

The process of assessing pupils in the Early Years has been revised significantly and took effect from Sept 2021. In Sherfield school we place emphasis on the importance of staff in the EYFS knowing each of their individual children in depth to provide the correct learning opportunities to enable their individual progress.

The school works to provide the best partnership with parents and to keep them informed of their child's attainment and progress. We do this by:

Informal assessment: (electronic) Learning Journeys, which capture observations against the Development Matters (EYFS framework) and which parents can contribute to are updated regularly and shared with parents

Summative assessment: at each half term point, progress towards Early Learning Goals (ELG) and Good Level of Development (GLD) is mapped onto our electronic system Pupil Asset and the EYFS Profile is completed at the end of Reception for each child to demonstrate whether they have met all ELGs and achieved a GLD.

The school will indicate to parents where their child is working beyond the curriculum, although the school recognises that this is not a requirement of or recognised by the statutory EYFS profile

Whole School Assessment Cycle

The school provides points throughout the year for both internal and external assessment gathering, analysis and reporting. Please see Appendix 3 for details of our assessment calendar.

Moderation

Moderation meetings take place termly on a formal basis in the core subjects.

The purpose of these meetings is to:

- ensure consistency both between and across year groups on achievement. This requires all staff to have a thorough understanding of the framework and what constitutes the depth to which individual objectives are learned: whether pupils have developed competency at a Beginning, Developing, Secure or Exceeding depth and how this triangulates within evidenced bodies of work. This process also serves as an evaluation of the opportunities available to pupils that offer development of deeper learning and application to other contexts and subjects.
- ensure that learning is tailored to the ongoing needs of pupils, rather than fulfilling a framework obligation (for example, if all pupils are using paragraphs frequently and accurately without prompting in their writing across other subjects, this would indicate that they are *exceeding* in this area and would not need to have taught lessons on this)
- supports staff in looking at in year and above and below year expectations
- support staff in developing high quality formative feedback
- supports staff in analysing gap analysis for their cohort
- generate professional conversations between class teachers, across year groups and all levels of leadership.
- support staff in developing a thorough understanding of what the different standards of work look like, for example through regular sharing of expectations in planning meetings and the development of portfolios of exemplar work

Roles and responsibilities

Teachers are responsible for:

- i. ensuring that they are familiar with and consistently implement the content of this policy and the standards within the assessment framework
- ii. the day to day learning needs of the children
- iii. monitoring and evaluating the progress of the children they teach and care for
- iv. equipping children to have cogent conversations about where they are in their learning and next steps
- v. reporting clearly and accurately to parents, subject leaders and senior leaders on PAPA

Subject leaders are responsible for:

- i. having the strategic overview of their subject driven by data evidence
- ii. providing the framework of progression for their subject
- iii. ensuring that the monitoring of the cycle and the quality of assessment in their area is carried out in an accurate and timely manner (Appendix 1)
- iv. providing support and training to teachers to enable them to teach and assess their impact and pupils' individual needs effectively
- v. leading the development and reliability of assessment within their subject through regular and effective moderation

Senior leaders are responsible for ensuring that there is:

- i. a consistent understanding of the framework and implementation of the assessment strategy
- ii. quality assurance around the processes surrounding learning and assessment across the school
- iii. time to effectively evaluate and refine assessment processes so that they remain fit for purpose
- iv. a clear cycle of CPD to ensure that staff are sufficiently equipped
- v. time for leaders to monitor their subject, train staff and evaluate impact
- vi. time for teachers to reflect on formative assessment, analyse summative assessments and calibrate judgements with colleagues/ moderate
- vii. continual raising of standards through the use of data analysis to target groups of and individual pupils and that there is a culture of individualised approach to learning
- viii. visibility for parents on their child's learning and that this is communicated clearly

Reporting to parents:

At Sherfield school we believe in ensuring our parents are part of the learning partnership and our reporting system enables them to have visibility of their children's learning and progress.

Appendices

Appendix 1: Point In Time Assessment (PITA) Model

The school uses a Point In Time Assessment model, which ensures that at any given reporting point, it is clear to see whether a pupil is attaining at, above or below the expected standard for Sherfield School and how they are performing against national benchmarks.

Summative Assessment Language and Descriptors

Colour map descriptors for summative	% weighted curriculum	Benchmark Assessment Descriptors	Scaled scores (KS2 NC)	GL (SAS)	GL Bands	Reporting to parents
Significantly below ARE	>5%	-Is largely or wholly unable to access the curriculum, despite intense personalised support and scaffolding, -Will be following a different curriculum to the rest of the class. -Likely to be working more than 1 year behind ARE and have an individualised support plan.	<85	>73	Very low	Working Well below National Standard
Well below ARE	5-14%	-Is working below age related expectations and is only able to access year group curriculum with heavily personalised support and scaffolding, -May be undertaking different tasks to the rest of the year group. -Working approximately 1 year behind ARE	85-89	74-81	Below Average	
Below ARE	15-27%	Is able to access the year group curriculum with personalised support and scaffolding. Has significant gaps in learning. May be doing some different tasks to the rest of the class and may be receiving, or needing some intervention to secure core learning. Working 2 terms behind ARE.	90-94	82-88		Working Below National Standard
Just below ARE	28-45%	-Is able to access the correct curriculum but sometimes need some scaffolding or support. -Has some gaps in their learning but is on track in a number of expected areas. -Sometimes struggles to acquire and embed concepts -Rarely applies learning of year group objectives independently	95-99	89-96	Average	

		-Likely to be working approximately 1 term behind ARE.				
At ARE	46-60%	-Is secure in many, but not all, of ARE and is showing sound understanding of over half of the objectives taught. -Is more often than not successful at learning new concepts and is starting to apply their skills independently, but not consistently. -Needs minimal scaffolding, but occasional prompts. -May have some smaller gaps in learning which need closing in order to become secure.	100-104	97-103		Working within expected (National) standard
Just above ARE	61-90%	-Is meeting national ARE. -Is usually a successful learner, at that year group level, showing good understanding of and can apply over 80% of the curriculum objectives taught. -Usually able to learn new skills and use them accurately and independently, though they may make occasional errors in applying their learning in other contexts.	105-109	104-111		Working within expected (National) standard
Securely Above ARE	91%+	-Is starting to exceed national expectations and is always successful in understanding the key learning/objective taught, with few errors when applying acquired skills or learning independently to a range of contexts, often explaining or justifying ideas. -Likely to be working at least 1-2 terms ahead of ARE	110-114	112-118		Working above expected standard (at Sherfield School's standard)
Well Above ARE	31-60% Year Group above	-Is exceeding year group ARE. -Is always successful in understanding the key learning objective. -Can consistently apply their skills independently in a range of contexts, with minimal error and can explain and justify their ideas. -Often able to see links between concepts and how these work as part of a bigger picture. -Likely to be working at least 2-3 terms ahead of ARE	115-118	119-126	Above average	
Significantly above ARE	61%+ Year Group above	-As above, but is more often than not working significantly beyond the year group objectives and demonstrates	119-120	127-141	Very High	Working significantly above

	<p>significant skills and knowledge beyond the curriculum.</p> <ul style="list-style-type: none"> -Can consistently extend thinking to link several ideas, make generalisations and consider and use these in new and different ways. -Can synthesise and evaluate their own and others' ideas effectively. -Likely to be working at least 4 terms ahead of ARE 				
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If a member of staff is seeking to summatively assess a pupil as attaining a colour band beyond the year range (Dark Blue/Purple) this would only occur where the pupil is consistently demonstrating 'exceeding' in formative assessment skills statements and this has been triangulated against evidence in, for example: pupil progress meetings and moderation meetings as well as in day to day observations by the teacher. Auto-calculate on Pupil Asset would indicate whether the pupil had achieved enough skills/objectives to be judged in each of the colour bands and needs to be used to calibrate judgements. Additionally, Pupil Asset exemplifications are to be used to assist this moderation in all aspects of Mathematics and English. These can be found [here](#)

Appendix 2: For more information about the school's approach to Pupil Progress meetings, intervention target setting and individual SEND needs please refer to the school inclusion policy.

Monitoring progress and Evaluating Success

The SLT at Sherfield School will establish the extent to which standards (measured by CATs, NGRT, NGST, PTE, PTM and other in-school assessments) have improved across groups of pupils with identified SEN by:

- comparing baseline data with the data collected at the assessment point
- reviewing pupils' progress in relation to the targets set
- taking account of other factors that may have affected progress
- analysing the effectiveness of educational professionals and parents working in partnership
- noticing a reduction in the total number of pupils requiring SEN provision
- noting how well pupils with SEN have access to the whole curriculum of the school
- observing an increase in independence of individual pupils with SEN
- ensuring provision for each pupil is planned for, reviewed and evaluated regularly
- ensuring the most effective deployment of resources is designed to ensure the needs of all pupils are met

Pupil Progress meetings

At all stages of the SEN process, the school keeps parents fully informed and involved at all stages. We encourage parents to make an active contribution to their pupil's education and hold regular meetings to share progress in addition to regular parent/pupil achievement meetings. A record is kept of any communication with parents, and all notes and action plans arising from these meetings are kept in a secure place in order to maintain confidentiality.

Individual Target setting

Individual Support Plans are completed for pupils whose difficulties affect their day to day performance in the classroom. The aim of these is to target specific areas of learning or behaviour. Targets should be in addition to the normal learning targets and should be:

- CSMART - challenging; specific; measurable; achievable; realistic; time-bound.
- Only three or four in number
- Relate to the area of need for the child: communication, English, Maths, behaviour and social skills.

All staff members have access to individual information via the school system. Paper copies of completed Individual Support Plans are collated by the SENCo and the school office.

Whole School Graduated Approach to SEN Support

Sherfield School takes a whole school approach to the provision for pupils with SEN through assessing, planning, delivering, reviewing and recording of information, to ensure that all children achieve their potential.

1. Identification of Needs

At Sherfield School, the identification of pupils with additional needs are done following two different pathways.

- i. Through the Admissions process: parents are expected to declare any and all inclusion needs that their child may have during the application process. As Sherfield school is a non-selective school, admission assessments serve more as placement and support assessments than actual admissions tests. Where the school is able to meet the needs of a pupil, a place would be offered.

- ii. When a pupil is already on the roll, it is the role of the class teacher to identify any pupil who may present with additional needs.

*'Slow progress and low attainment do not necessarily mean the child has SEN. The class teacher working with the SENCo should assess whether the child has SEN'.
SEN COD 0-25(2014).*

Before identifying a child as needing SEN support the class teacher with the SENCo support will establish a clear analysis of the pupils needs.

2. Analysis of Needs

Ongoing processes of **formative and summative assessment** is an integral part of the teaching and learning process at Sherfield School providing information useful to the pupil, the teacher and the parents. It demonstrates what has been learned, identifies successes and gaps in learning and should identify what the next learning stage should be. It also provides valuable information about how the curriculum could be suitably adapted and which methodologies should be adopted to meet individual needs. Where current rates of progress for individual pupils are inadequate (see appendices for definition), arrangements for appropriate screening and support will be made through the school's graduated approach to SEN. During this process, parents are actively involved in the process.

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Appendix 3: School's Assessment Cycle

Autumn

	Internal	Purpose	Reporting to parents	Purpose
September	CAT4 Tests, Reception Baseline NGRT & NGST	To gain a picture of pupils' potential and starting points for learning/ to support target setting; To provide diagnostic information of pupils' current understanding of the curriculum, enabling targeted planning, intervention and challenge in Maths and English	Meet the teacher	To give parents a clear understanding of the expectations of the year group, routines and curriculum; additionally, to explain why and how we assess our pupils in this year group and what the school's foci are for the coming year. All teachers to present a similar structured presentation to be provided as a template by SLT
October	Teacher moderation Maths, Reading, Writing	Formal across year moderation with teachers to ensure that formative assessment is triangulated and to gain consistent pictures of pupils' learning across year groups.	Parent Consultation Evening Progress Update to Parents	Primarily Pastoral Focus: to inform parents how their child has settled in to the class and an informal discussion about their progress in terms of formative teacher assessment; perhaps how they are performing skills in the curriculum against the expectation. To provide clear information of how well their child has performed against their potential this term, where teacher assessment puts them, what progress they've made, how their attitudes to learning are impacting based on all information collected so far. (PAPA).
November	PASS Tests Teacher PiTA	To provide insight into pupils' experience of school, their perception of themselves as learners and how this triangulates with the performance and attainment, in order to provide targeted support or intervention for any	Parent Consultation Evening	Primarily Pastoral Focus: to inform parents how their child has settled in to the class and an informal discussion about their progress in terms of formative teacher assessment; perhaps how they are performing skills in the

	<p>Assessment</p> <p>(Following analysis of PASS tests) Pupil Progress meetings</p> <p>Quality Assurance</p> <p>Mock Exams (Y11+13)</p>	<p>pupils who are a 'cause for concern'.</p> <p>To convert all formative assessment data to a Point In Time Assessment to identify where each pupil is attaining against the National picture in relation to the curriculum.</p> <p>To use all data (PAPA) to identify pupils who are making different rates of progress against their potential; to create targeted intervention and support strategies both pastorally and academically. To set clear SMART targets that can be evaluated at the next PP meeting.</p> <p>Lesson Observations, Book Looks and Pupil Voice to ensure quality assurance across subjects and subjects and year groups and to ensure pupils understand their learning and next steps to make progress.</p> <p>To provide students with a realistic experience of examination conditions to evaluate their knowledge and exam technique.</p>	<p>Progress Update to Parents</p>	<p>curriculum against the expectation</p> <p>To provide clear information of how well their child has performed against their potential this term, where teacher assessment puts them, what progress they've made, how their attitudes to learning are impacting based on all information collected so far. (PAPA).</p>
December	Teacher PiTA Assessment	To convert all formative assessment data to a Point In Time Assessment to identify where each pupil is attaining against the National picture in relation to the curriculum.	Parent Report	To provide clear information of how well their child has performed against their potential this term, where teacher assessment puts them, what progress they've made, how their attitudes to learning are impacting based on all information collected so far. (PAPA).

Spring

	Internal	Purpose	Reporting to parents	Purpose
January			Parent Report Parent Consultation Evening	To provide clear information of how well their child has performed against their potential last term, where teacher assessment puts them, what progress they've made, how their attitudes to learning are impacting based on all information collected so far. (PAPA). To inform parents how their child is performing against PAPA, reinforcing the written report and to provide advice for the next steps in preparation for final exams.
February	NGRT & NGST Teacher PiTA Assessment Quality Assurance	To provide diagnostic information of pupils' progress in reading and spelling to create intervention and support strategies To convert all formative assessment data to a Point In Time Assessment to identify where each pupil is attaining against the National picture in relation to the curriculum. Lesson Observations, Book Looks and Pupil Voice to ensure quality assurance across subjects and subjects and year groups and to ensure pupils understand their learning and next steps to make progress.	Parent Report Parent Consultation and Options Evening	To provide clear information of how well their child has performed against their potential this term, where teacher assessment puts them, what progress they've made, how their attitudes to learning are impacting based on all information collected so far. (PAPA). To inform parents how their child is performing against PAPA, reinforcing the written report and to provide advice for their GCSE options and the next steps in their learning.
March	Pupil Progress Meetings	To use all data (PAPA) to identify pupils who are making different rates of progress against their potential; to create targeted intervention and support strategies both pastorally and academically. To set clear SMART	Parent Report	To provide clear information of how well their child has performed against their potential this term, where teacher assessment puts them, what progress they've made, how their attitudes to learning are impacting based

	Mock Exams (Y11+13) Teacher PiTA Assessment	<p>targets that can be evaluated at the next PP meeting.</p> <p>To provide students with further experience of examination conditions to evaluate their knowledge and exam technique and how they have progressed from the previous exam.</p> <p>To convert all formative assessment data to a Point In Time Assessment to identify where each pupil is attaining against the National picture in relation to the curriculum.</p>	Parent Consultation Evening	<p>on all information collected so far. (PAPA).</p> <p>To inform parents how their child is performing against PAPA, reinforcing the written report and to provide advice for the next steps in their learning.</p>
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Summer

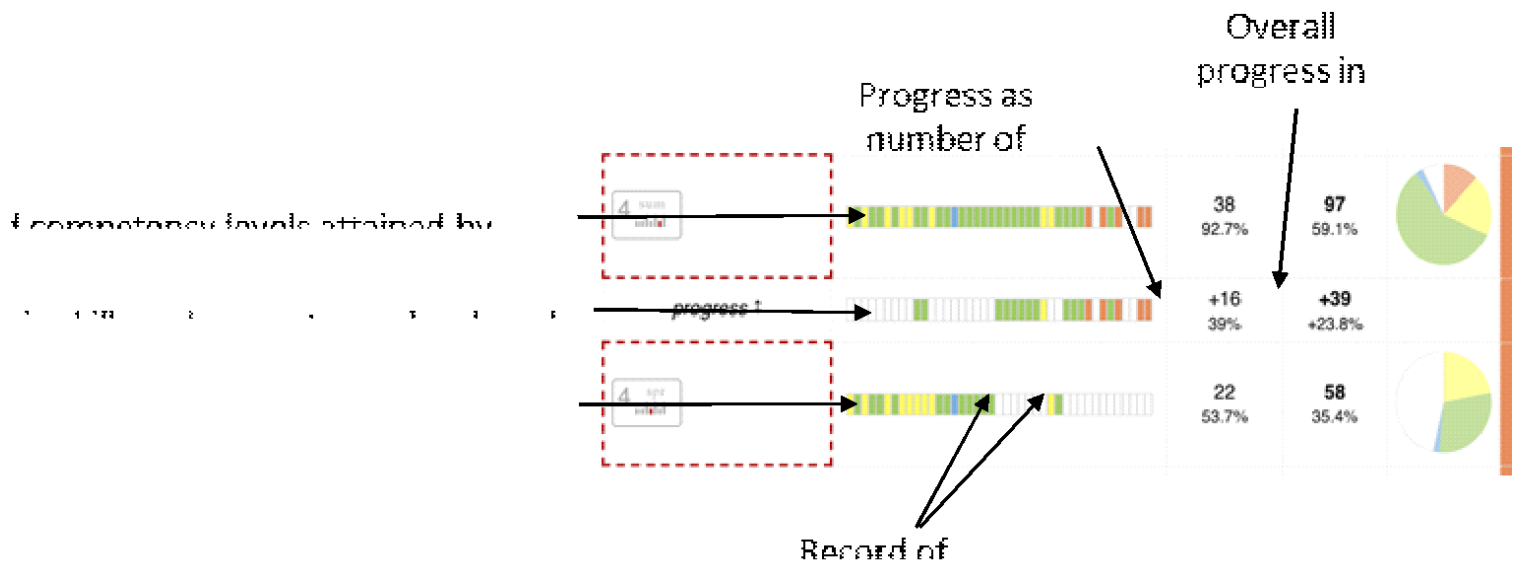
	Internal	Purpose	Reporting to parents	Purpose
April			Parent Consultation Evening	To inform parents how their child is performing against PAPA, reinforcing the written report and to provide advice for the next steps in their learning.
May	End of Year Exams Teacher PiTA Assessment	<p>To enable a final review of the topics covered and assessment of each student's depth of subject knowledge</p> <p>To convert all formative assessment data to a Point In Time Assessment to identify where each pupil is attaining against the National picture in relation to the curriculum.</p>	Parent Report	Valedictory end of school report providing clear information of how well their child has performed against their potential this term, where teacher assessment puts them, what progress they've made, how their attitudes to learning and their final advice regarding the terminal exams.
June	Reception Baseline PTM/PTE /PTS/ NGRT/N GST	<p>To provide diagnostic information of pupils' end of EYFS achievements and inform teaching for KS1</p> <p>To provide diagnostic information of pupils' current understanding of the curriculum, enabling targeted planning, intervention and</p>	Parent Report	End of year report providing clear information of how well their child has performed against their potential this term, where teacher assessment puts them, what progress they've made, how their attitudes to learning including end of year exam and diagnostic results.

	<p>End of Year Exams/ Assessments</p> <p>Teacher PiTA Assessment</p>	<p>challenge in Maths, English and Science for next year</p> <p>To enable a final review of the topics covered and assessment of each student's depth of subject knowledge to inform targeted planning, intervention and challenge next academic year</p> <p>To convert all formative assessment data to a Point In Time Assessment to identify where each pupil is attaining against the National picture in relation to the curriculum.</p>		
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Appendix 4: Examples of Using Ghost Rows

Using ghost rows in Pupil Asset to show detailed progress breakdown by tracking the pupils on a skill by skill level and comparing these each half term, eg: by using 'ghost rows' in Pupil Asset reading from bottom to top the teacher, can track progress forensically and identify specific strengths and areas for development



Appendix 5: Reporting to Parents

Reporting Potential to parents:

Potential against national benchmarks is a good indicator for parents about where their child is in relation to other pupils of the same age. At Sherfield School, it is reported in the following way:

Year 12 – 13

Target grade letters using CAT4 targets as the baseline

Year 7 – 11

Target grade numbers using CAT4 stanine and targets as the baseline.

Year 4 – 6

Target grade bands (colours) using CAT4 stanine and targets as the baseline

Year 2 – 3 - NGRT and NGST scores are shared with parents. Reported as Emerging Accessing and Exceeding.

Year 1 - Teacher assessment - Read, Write, Inc

Year R - Teacher assessment reported as EYFS Goals - Emerging, Secure and Exceeding

These are reported in October-December in their first report to parents and each subsequent report to parents against other PAPA data to show clear comparisons of the pupil's performance against their potential and in relation to national Age Related Expectations (ARE).

Reporting Attainment to parents:

At Sherfield school, teacher assessed attainment and standardised attainment is reported to parents four times a year.

Teacher assessment is reported as descriptors up to Year 5 and 9 to 1 scale for Year 6 and above.

Standardised Assessment is reported in the same way as CAT data is reported.

The diagnostic results of the Progress Tests in English, Maths and Science and the New Group Reading and Spelling Tests will be shared with parents at the subsequent parent consultation evening following the tests being taken.

9 band scale	
1	
2	
3	
4	
5	
6	
7	
8	
9	

Reporting Progress to Parents:

In reporting in year/ year to year progress the following language will be used

- Well below expected
- Below expected
- Slightly below expected
- Expected
- Slightly above expected
- Above expected
- Well above expected

Or by using the language bands for progress within Pupil Asset based on PiTA between two given terms.

Reporting Attitude to parents:

At Sherfield School, we report PASS data as a traffic light system in line with the standardised data as a percentage for the overall dispositions to learning from the data we have in our end of term autumn report as well as general attitudes to learning grade on each other report, which is qualified on the following observable criteria in class:

- **Excellent:** consistently listens in class and contributes to discussion; will always strive to work independently where able and makes consistently excellent efforts to always produce work to the best of their ability; interacts with peers effectively in groups and is generally always friendly and approachable.
- **Good:** mostly listens in class and contributes to discussion; will mostly strive to work independently where able and makes good efforts to mostly produce work to the best of their ability; interacts with peers effectively in groups and is generally mostly friendly and approachable.
- **Satisfactory:** generally, listens in class and contributes to discussion, although can sometimes be distracted or off task; will sometimes strive to work independently and at times makes good efforts to produce work to the best of their ability; sometimes interacts with peers effectively in groups and is generally friendly and approachable.
- **Requires Improvement:** only sometimes listens in class and contributes to discussion, and can frequently be distracted or off task; will sometimes or frequently distract others; often won't work independently and is not often producing work that reflects their ability; sometimes interacts with peers in groups, can be friendly but prone to conflict with peers.

Other Reporting to Parents:

Reporting of specific data and purpose

At Sherfield School, we share all our standardised assessment data as detailed in relation to ARE and provide annual workshops for parents to gain a better understanding of what the data means.

Additionally, the school sends out information in the reports to provide clarity on the purpose and process of written reporting and the data.



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