Assessment and Reporting Calendar

Legend: ✓ = checked box. Each Term has six key-stage columns: EYFS, KS1, KS2, KS3, KS4, KS5 (shown as E / 1 / 2 / 3 / 4 / 5).

External data collection

Item	How do we assess?	T1 E	T1 1	T1 2	T1 3	T1 4	T1 5	T2 E	T2 1	T2 2	T2 3	T2 4	T2 5	T3 E	T3 1	T3 2	T3 3	T3 4	T3 5	T4 E	T4 1	T4 2	T4 3	T4 4	T4 5	T5 E	T5 1	T5 2	T5 3	T5 4	T5 5	T6 E	T6 1	T6 2	T6 3	T6 4	T6 5
Reception Baseline Assessment (RBA)	RBA test	✓																																			
End of Key Stage 2 outcomes	End of Key Stage expectations																											✓									

Progress data collection

Item	How do we assess?	T1 E	T1 1	T1 2	T1 3	T1 4	T1 5	T2 E	T2 1	T2 2	T2 3	T2 4	T2 5	T3 E	T3 1	T3 2	T3 3	T3 4	T3 5	T4 E	T4 1	T4 2	T4 3	T4 4	T4 5	T5 E	T5 1	T5 2	T5 3	T5 4	T5 5	T6 E	T6 1	T6 2	T6 3	T6 4	T6 5
EYFS profile	Ongoing teacher assessment from observation	✓						✓						✓						✓						✓						✓					
Phonics	Entry baseline and end of term assessment using ULS step guidelines	✓	✓	✓	✓			✓	✓	✓	✓			✓	✓	✓	✓			✓	✓	✓	✓			✓	✓	✓	✓			✓	✓	✓	✓		
SPaG	Entry baseline and ongoing assessments using progression of skills (term 1 assessment for new learners only)		✓	✓	✓				✓	✓	✓										✓	✓											✓	✓	✓		
Reading age	SSRT assessments								✓	✓	✓	✓															✓	✓	✓								
Qualifications — KS4 all subjects; KS5 – ASDAN PSD	Ongoing teacher assessment against qualification syllabus					✓	✓					✓	✓					✓	✓					✓	✓					✓	✓					✓	✓
Core subjects — English - Reading; English - Spoken Language; English - Writing; Science; Maths	Ongoing teacher assessment using KPIs								✓	✓	✓										✓	✓	✓										✓	✓	✓		
PSHE / RSE	Ongoing teacher assessment using KPIs								✓	✓	✓	✓									✓	✓	✓	✓													✓
BASE (Ready to Learn groups)	Online form via Pupil Progress	✓	✓	✓	✓	✓	✓													✓	✓	✓	✓	✓													
BASE (Prepare to Learn groups)	Online form via Pupil Progress	✓	✓	✓	✓	✓	✓							✓	✓	✓	✓	✓																			
End of Key Stage outcomes	Ongoing tutor assessment against End of Key Stage document (End of Key Stage outcomes – general)																																✓	✓	✓	✓	✓
EHCP Outcomes	Ongoing tutor assessment against EHCP outcomes, also assessed when the EHCP review takes place	✓	✓	✓	✓	✓	✓							✓	✓	✓	✓	✓	✓							✓	✓	✓	✓	✓							
Foundation / other subjects — MfL (KS2 and KS3); Computing; PE; DT; Food; Geography; History; RE; Art; Music; Skills for Independence; Forest School	Ongoing teacher assessment using Progression of Skills documents																																✓	✓	✓		

Progress reports for parents / carers — What do we report?

Short report

Item	What do we report?	T1 E	T1 1	T1 2	T1 3	T1 4	T1 5	T2 E	T2 1	T2 2	T2 3	T2 4	T2 5	T3 E	T3 1	T3 2	T3 3	T3 4	T3 5	T4 E	T4 1	T4 2	T4 3	T4 4	T4 5	T5 E	T5 1	T5 2	T5 3	T5 4	T5 5	T6 E	T6 1	T6 2	T6 3	T6 4	T6 5
EYFS profile	Birth to 5 grade boundaries / ELGs							✓												✓																	
Phonics	Phonics phase + effort grade							✓	✓	✓	✓									✓	✓	✓	✓														
Core subjects	Step + emerging / secure / mastery								✓	✓	✓	✓									✓	✓	✓	✓													
PSHE / RSE	Step + emerging / secure / mastery								✓	✓	✓	✓									✓	✓	✓	✓													
BASE Levels	Percentage for B / A / S / E + overall %							✓	✓	✓	✓	✓	✓							✓	✓	✓	✓	✓	✓												
Academic progress (teacher comments)	Celebrations, achievements and next steps							✓	✓	✓	✓	✓	✓							✓	✓	✓	✓	✓	✓												
Social progress (teacher comments)	Celebrations, achievements and next steps							✓	✓	✓	✓	✓	✓							✓	✓	✓	✓	✓	✓												
Attendance (termly letters also sent home)	Attendance percentage for the year to date							✓	✓	✓	✓	✓	✓							✓	✓	✓	✓	✓	✓												
Progress against EHCP targets	Reported and discussed through the annual review process unless there is a concern which needs discussing with parents/carers																																				
Qualification progress	Progress against target grade (on / off / exceeding) effort grade											✓	✓											✓	✓												

End of year report

Item	What do we report?	T1 E	T1 1	T1 2	T1 3	T1 4	T1 5	T2 E	T2 1	T2 2	T2 3	T2 4	T2 5	T3 E	T3 1	T3 2	T3 3	T3 4	T3 5	T4 E	T4 1	T4 2	T4 3	T4 4	T4 5	T5 E	T5 1	T5 2	T5 3	T5 4	T5 5	T6 E	T6 1	T6 2	T6 3	T6 4	T6 5
EYFS profile	Birth to 5 grade boundaries / ELGs																															✓					
Phonics	Phonics phase + effort grade																															✓	✓	✓	✓		
Reading age	Reading age in years and months																															✓	✓	✓	✓	✓	
Core subjects (inc. swimming for year 6)	Step + emerging / secure / mastery																																✓	✓	✓	✓	
PSHE / RSE	Step + emerging / secure / mastery																																✓	✓	✓	✓	
Foundation subjects	Step + emerging / secure / mastery																																✓	✓	✓		
BASE Levels	Percentage for B / A / S / E + overall %																															✓	✓	✓	✓	✓	✓
Academic progress (teacher comments)	Celebrations, achievements and next steps																															✓	✓	✓	✓	✓	✓
Social progress (teacher comments)	Celebrations, achievements and next steps																															✓	✓	✓	✓	✓	✓
Attendance	Attendance percentage for the academic year																															✓	✓	✓	✓	✓	✓
Progress against EHCP targets	Reported and discussed through the annual review process unless there is a concern which needs discussing with parents/carers																																				
Qualification progress	Progress against target grade (on / off / exceeding) effort grade																																			✓	✓
Progress evenings		✓	✓	✓	✓	✓	✓							✓	✓	✓	✓	✓								✓	✓	✓	✓	✓	✓						
Pupil Progress Meetings														✓	✓	✓	✓	✓	✓							✓	✓	✓	✓	✓	✓						

Key dates

Term 1	Term 2	Term 3	Term 4	Term 5	Term 6
Progress evening (1-1 meeting with new tutor) 29.9.2023 3.10pm - 6.10pm	Data deadline and deadline for teacher comments (short reports) 8.12.23 — Reports sent to parents 20.12.23	Progress evening 16.1.23	Data deadline and deadline for teacher comments (short reports) 15.2.24 — Reports sent to parents 29.3.24	Progress evening Tuesday 23rd April — Data deadline	Data deadline and deadline for teacher comments (short reports) 5.7.24 — Reports sent to parents by 19.7.24