



Mrs Lauren Rodger MA Hons
HEAD TEACHER

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Dear parent/carer

Please find attached the first tracking report for you son/daughter.

As part of our work to improve communication with parents/carers, we will now be issuing these reports every 4-6 weeks during the session for all senior phase students. We will continue to issue a full written report once per session. We hope that these reports will help you to support your son/daughter more effectively, as well as giving them a clearer sense of their own progress towards their goals for the year. Heads of faculty, guidance teachers and heads of house will be speaking to students with disappointing grades.

Please note that a small number of students in National 5 classes have actually begun working towards National 4 instead. We were unable to reflect this within our reporting system in time for this round of tracking, and they will therefore have a working grade of 8 (as they are not working at National 5 level), but this does not necessarily reflect poor effort.

Explanation of terms/grades for tracking reports

Target Grade	Grade the student aspires to gain in this course.
Working Grade	Grade the student is currently working at, based on their teacher's professional judgement (and inevitably somewhat uncertain at this early stage).
Effort	The extent to which the student works hard, takes responsibility for their own learning, participates in lessons and comes properly prepared
Behaviour	The extent to which the student behaves in class, is focused and on task.
Homework	The extent to which the student tackles homework conscientiously with sufficient effort.

National 2, National 3 and National 4

Passing	6
Not yet passing	7

National 5, Higher and Advanced Higher

A	2
B	4
C	6
Not yet passing	8

If you wish to discuss the contents of this tracking report, please contact your son/daughter's guidance teacher in the first instance.

Yours sincerely



Robert Jones
Depute Head