

## **Sunnyside Elementary Plan for Communicating Student Learning**

The communication between school and home is integral to student success. It has never been more evident that educating our children is a team effort. We are looking forward to working with you, our families, to ensure that our students continue to make progress and learn.

The Staff of Sunnyside Elementary School are committed to promoting an atmosphere where families are included and encouraged to understand and support their child's progress. We will be communicating with you in a variety of ways throughout the year, as are detailed below. You are also welcome to contact your child's teacher any time you have questions or concerns.

The following are ways in which Sunnyside School communicates with home to keep parents/guardians informed of their child's progress and provide information about activities and issues occurring at school:

- 1) Curriculum Night and Documents— where teachers describe what the students will be learning and how.
- 2) Parent/Guardian-Teacher Meetings are held twice a year. This is a time for parents/guardians to speak directly and privately with the teacher about their student's progress.
- 3) We send home newsletters semi-monthly (beginning and middle of the month).
- 4) The School Advisory Council meets a minimum of 4 times/year. Meetings are advertised in our newsletters. All parents/guardians are welcome to attend and observe the meetings.
- 5) The Home and School Association (HSA) meets throughout the year. These meetings are open to everyone and are advertised in our newsletters.

- 6) Our school website: <https://sss.hrce.ca> Newsletters and other information about the school are posted on the school website.
- 7) Follow us on Twitter: @SunnysideElem1 to see pictures of learning and reminders of events.

## **Parent/Guardian/School Concerns**

Parents/guardians who have concerns regarding their child's progress should contact the child's classroom teacher. After speaking with the teacher, parents who want further clarification and/or a formal meeting may contact school administration.

Teachers may contact parents at times other than scheduled reporting dates to discuss a child's progress. Your child's teacher might phone you, write a note and/or set up an appointment that is mutually convenient to discuss concerns.

Sometimes parents/guardians may have concerns that do not involve the classroom teacher and in those cases the parent/guardian may choose to contact the Principal or Vice-Principal directly. Matters of general concern to the safety and care of students should be shared with the administration. Parental insights about issues related to the safe and effective management of the school are helpful. Parents/guardians should not hesitate to contact teachers or administrators with any need, question or suggestion they feel is important and in the best interest of students. Working together, we can create the best school possible.

## **Assessment and Evaluation**

Improving student learning is the primary purpose of assessment and evaluation. Since assessment and evaluation are integral parts of the same reflective process, it is important to be clear on what each term means.

- Assessment is the systematic process of gathering information on student learning. Daily assessment through a variety of methods is used by educators to see how students are progressing and to determine what to do next.
- Evaluation includes analyzing, reflecting upon, summarizing and then making decisions/judgments based upon the assessment information gathered.

## **The Report Card**

Grades and report cards are based solely upon individual learning and accurately reflect achievement of the outcomes as defined by the provincial curriculum and/or individual program plan. As such, individual student achievement will:

- Be measured against defined curriculum outcomes rather than compared to other students or measures of individual academic growth;
- Not be based on measures, such as: students' social development and work habits, bonus points, student

absence, missed/late assignments, group scores, neatness, etc.

The report card consists of:

*The Learner Profile* – which indicates the student's social development and work habits.

*Attendance record* – records days absent for each month during the reporting period.

*Achievement of Expected Learning Outcomes*—Progress codes for Integrated Math, Integrated Language Arts and Specialist courses.

*Individual Program Plan* – reports for students on an IPP are based on their specific individualized outcomes. Reports will indicate the focus of instruction, student progress (except primary students) and anecdotal comments.

## **Assessment and Evaluation Strategies**

Teachers use a wide variety of assessment activities, tasks, and strategies to ensure a balanced assessment of student learning. Some assessment activities include:

- Formal and Informal Observations
- Anecdotal Reports/Conferencing
- Checklists/Questioning
- Portfolios (a collection of student and/or teacher selected works)
- Running Records/Reports/Projects
- Tests (Classroom, School Board and Provincial)
- Rubrics/Work Samples/Presentations
- Demonstrations/Dramatizations
- Class Trips/Special Events/Concerts
- Self-Assessment/Peer Assessment

## **Professional Development/Assessment and Evaluation**

During the course of every school year, the HRCE and the DEECD allow days for professional development. Professional Development (PD) days are an important part of our ongoing development and training. We also have some days for assessment and evaluation.

Here are the dates for this year:

- September 1<sup>st</sup> Organizational Day\*
- September 2<sup>nd</sup> & 6<sup>th</sup> Professional Development Days\*
- September 28<sup>th</sup> Curriculum Night
- October 28<sup>th</sup> Professional Development\*
- November 21<sup>st</sup> Assessment & Evaluation Day\*
- November 30 Report Cards Home
- December 1<sup>st</sup> Professional Development And Parent-Teacher Conferences\*
- December 2<sup>nd</sup> Professional Development\*
- March 20<sup>th</sup> Assessment & Evaluation Day\*
- March 29<sup>th</sup> Report Cards Home
- March 30<sup>th</sup> Professional Development And Parent-Teacher Conferences\*
- June 29<sup>th</sup> Assessment & Evaluation\*

**\*No school for students on these dates.**