



ST. JOSEPH 'S SCHOOL-ABUDHABI

STUDENT PERFORMANCE REPORT POLICY

INTRODUCTION

Students' performance reports in SJS are formal written records by which teachers communicate to parents, how students are assessed and evaluated. The performance report provides a qualitative and quantitative picture of a student regarding their achievement and progress, strengths and areas of improvement.

PURPOSE

Enhance the effectiveness of student performance reports as a vehicle to convey information from the school to parents regarding a student's progress and achievement.

- ✚ Additional learning needs for individuals to be ensured for students of determination, and those who have special educational needs.
- ✚ A student with restricted mobility may require lesson accommodations to participate in subjects.
- ✚ Physical Education and building accommodations to access facilities but may not require any accommodations in assessments.

1. School report cards such as student report cards, which communicate information about the holistic development of students' attainment & progress shall include in the formal student performance report:

- a. Attendance.
- b. Academic progress.
- c. Academic results, outcomes (board assessments) and achievements including student performance on end-of-year exams, as per the [ADEK Assessment Policy](#).
- d. Learning goals/recommendations for improvement.
- e. Participation and achievements in extracurricular activities.
- f. Behavioral records, including details of misconduct.
- g. Student self-reflection (age appropriate).
- h. Purpose and methods of assessment.
- i. A qualitative evaluation of student progress and performance within a curriculum subject or class.
- j. Others at the school's discretion.

[Student Performance Reports](#)

- ✚ Term-Wise Reporting to Parents: Schools shall prepare a formal student performance report for every enrolled student at least once every school term and ensure their safe and effective delivery to parents.

1. Information Requirements: Schools shall include the following information in the formal student performance report:
 - a. Attendance.

- b. Academic progress.
- c. Academic results, outcomes (of boards/pre-collegiate exams, Standardized Benchmark Assessments, etc.), and achievements including student performance on end-of-year exams, as per the [ADEK Assessment Policy](#).
- d. Learning goals/recommendations for improvement.
- e. Participation and achievements in extracurricular activities.
- f. Behavioral records, including details of misconduct.
- g. Student self-reflection (age appropriate).
- h. Purpose and methods of assessment.
- i. A qualitative evaluation of student progress and performance within a curriculum subject or class.
- j. Others at the school's discretion.

2. Reports for Students with Additional Learning Needs: Schools shall prepare and deliver additional performance reports for students with additional learning needs, if required, in line with the [ADEK Inclusion Policy](#).

3. Grade-Level Templates: Schools shall develop, maintain, review, and share grade-level templates of formal student performance reports with teachers to adopt and effectively communicate student information to parents while incorporating grade-level nuances. (e.g., the inclusion of higher education preparation goals for senior students, qualitative feedback along with letter grades for junior students, etc.).

4. The student's holistic progress and achievement Schools shall include the following information in the formal student performance report:

- a. Attendance.
- b. Academic progress.
- c. Academic results, outcomes (of boards/pre-collegiate exams, standardized Benchmark Assessments, etc.), and achievements including student performance on end-of-year exams, as per the [ADEK Assessment Policy](#).
- d. Learning goals/recommendations for improvement.
- e. Participation and achievements in extracurricular activities.
- f. Behavioral records, including details of misconduct.
- g. Student self-reflection (age appropriate).
- h. Purpose and methods of assessment.
- i. A qualitative evaluation of student progress and performance within a curriculum subject or class.
- j. Others at the school's discretion.

5. Delivery of Report to Parents: Schools shall share student performance reports with parents in a digital format to encourage discussions on the student's progress.
- ✚ a. Schools shall meet with parents at least once a term to discuss the student's progress, student performance report, and concerns parents have about their child's experience.
 - ✚ b. Schools shall develop, regularly monitor, review, and update the methods used to deliver and discuss student performance reports with parents (e.g., student-led meetings, parent feedback, via Open House).

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Next review Date: 30 March 2025