

QOE - Assessment, Recording and Reporting Policy

Prior to students being inducted to Balance Alternative Provision, attainment data will be shared with Balance AP from a student's host schools. Academic data requested will focus on Maths and English grades including what they are currently working at, end of KS4 target and where applicable, end of key stage 3 target. Alongside this information, we will request to know the exam boards that the Maths and English departments use at the respective host school and any other specific work that needs to be completed.

Students will sit a Baseline Assessment when they start at Balance Alternative Provision in their Literacy skills, Numeracy skills and Emotional Well-being. This assessment will be then used to provide tailored learning pathways for students; resources and lessons will be differentiated to meet the needs of all learners.

Work will be marked regularly, and students will be asked to self-assess their work, respond to feedback or re-draft pieces of work where applicable using a purple pen. Work will be marked by staff using red pens.

Students will regularly complete 'Exit Tickets' in their lessons for Maths, English and Science. These will be marked by the teacher and kept securely in the student's file. Every 3 weeks (10-15 lessons), students will receive a small feedback form with, which is also forwarded to schools, which briefly outlines the specific topics they have learnt, their attitude to learning grade and a progress indicator. This ensures student feedback is personalised and reflective of the work they were present to complete.

The ATL (attitude to learning) grade goes from 1 – 4. 4 = Exceptional, 3 = Good, 2 = Requires Improvement and 1 = Poor.

The progress indicator is based on the National Curriculum expected outcomes of all students at KS3, whilst looks at the students individual KS4 target in KS4. A student is given a comment from the following: Exceeding, Meeting, Working Towards.

In addition to the above, progress reports will be shared with schools every half term to share work covered and a more overall report of the student's attitude and engagement to date. This will highlight the progress that students have made academically, emotionally, and vocationally over that half term.

Parents/carers will receive a phone call every 2/3 weeks to discuss the work that their child has completed that week and the progress that they have made.

Work may be sent by host schools for students to complete; this can be discussed in more detail to ensure the correct input is given by Balance AP when students are completing their home school's work.