



# Pupil Review Policy

**COVERING FELSTED PREP SCHOOL  
INCLUDING EYFS AND BOARDING**

<b>Governors' Committee normally reviewing:</b>	FPS Leadership Team
<b>Date last formally approved by the Governors:</b>	Spring 2018
<b>Date policy became effective:</b>	February 2008

<b>Period of Review:</b>	2 Yearly
<b>Next Review Date:</b>	Spring 2020

<b>Person responsible for implementation and monitoring:</b>	The Head, Deputy Head, Second Deputies and Head of Stewart House
<b>Other relevant policies:</b>	Learning & Teaching Policy, Equal Opportunities for Pupils Policy, Curriculum Policy, PSHE and Citizenship Policy

## **The following Policy covers the Aims and Ethos of the Prep School**

**Mr Simon James  
Head, Felsted Prep School**

### **[Aims and Ethos](#)**

#### **SAFEGUARDING STATEMENT**

*Felsted is committed to maintaining a safe and secure environment for all pupils and a 'culture of vigilance' to safeguard and protect all in its care, and to all aspects of its 'Safeguarding (Child Protection and Staff Behaviour) Policy'.*

#### **EQUAL OPPORTUNITIES STATEMENT**

*The aims of the School and the principles of excellent pastoral care will be applied to all children irrespective of their race, sex, disability, religion or belief, sexual orientation, gender reassignment or pregnancy or maternity; equally these characteristics will be recognised and respected, and the School will aim to provide a positive culture of tolerance, equality and mutual respect.*

## **Contents:**

- Policy Aim
- Policy Objective
- Monitoring and Evaluation

Appendix 1 - Sample letter to Parents

Appendix 2 - Parent Questionnaire (Years 5 - 8)

Appendix 3 - Fffrome Court Parent Questionnaire (Years 3 & 4)

Appendix 4 - Fffrome Court Pupil Questionnaire (Years 3 & 4)

Appendix 5 - Pupil Questionnaire for Years 5 - 8

## **Policy Aim**

To ensure that the quality of the education offered is delivered and that Felstedians are enabled to achieve their individual best

## **Policy Objectives**

### **What do we want to achieve?**

- To ensure that a minimum of five Preparatory School pupils are reviewed termly in accordance with the pupil review documentation
- To randomly choose five children per term for review
- To interview the child being reviewed in accordance with the pupil review documentation
- To observe the child being reviewed in class at least once
- To review the work of the child being reviewed in conjunction with the interview
- To share the knowledge gained through the child being reviewed with the parents
- To interview the parents regarding the findings and discuss the contents of the questionnaire that the parents have filled in.
- To produce improvements in what is offered as a result of the whole review process
- To evaluate these initiatives in terms of the way the child and parents are reviewed every two years.

### **How are we going to meet our objectives?**

- Randomly choose five pupils per term for review at the start of each term in HOYs meeting
- Share findings at the start of the next term in HOYs meeting
- Act on any concerns
- Provide any training required via those with experience

## **Monitoring and Evaluation**

### **How do we know our objectives are being met?**

#### Outcome Evaluation:

Measure effectiveness over two years in terms of:

- a) Conversations with any relevant members of staff
- b) Advice given to the child being reviewed
- c) Changes made as a result of concerns expressed

Process Evaluation: Ask children and parents about their opinion of the process

Report on progress periodically to relevant parties, capture lessons learnt and review policy in light of improvements and changes.

This Policy is evaluated in accordance with the School's Policy evaluation cycle and the header at the top of this Policy.

## APPENDIX 1

[Date]

[Address]

Dear [name of parent

The Head has asked me to undertake a Pupil Review with [Student Name].

Each term we choose a selection of pupils throughout the School and try to have a 360° look at their work, their extra curricular life in the school and all aspects of pastoral care.

**Stage 1** - I plan to observe [pupil name]'s approach to learning in the classroom by sitting in on one of his lessons.

**Stage 2** - I will then sit down with [pupil name] and guide [him/her] through a Pupil Review Questionnaire where [he/she] should be as honest as possible in [his/her] views about his lessons, [his/her] teachers, [his/her] sport/activities and about the pastoral care that is provided for [him/her] at FPS. We will also look through [his/her] books and talk about [his/her] learning and progress. Finally, we will look at [his/her] most recent School Reports and the targets that [pupil name] and [his/her] tutor have set for this term.

**Stage 3** - is to ask you, as parents, what your views are of the School and of the education we are providing for [pupil name]. As such, I would be extremely grateful if you could complete the "Questionnaire for Parents" which is enclosed and return it to me at the beginning of next term.

**The final part** of the review will be for us to have a meeting to discuss my findings with you and to set some realistic future targets for [pupil name]'s learning.

I would be grateful if you would confirm that you are happy with these arrangements.

Yours sincerely

**[HOP/Deputy Head]**

[Title]

### Pupil Review - Questionnaire for Parents (Years 5-8)

Pupil's Name: \_\_\_\_\_ Tutor Group: \_\_\_\_\_

#### Academic

1. How would you rate your child's overall experience at Felsted Preparatory School?

Excellent  Good  Adequate  Unsatisfactory

2. Pupil and staff performance have been analysed to improve teaching and learning. How would you rate your child's overall learning experience?

Excellent  Good  Adequate  No improvement

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

3. The School has worked hard to increase the ICT proficiency amongst staff and pupils and its use in the curriculum. How would you rate any improvements in proficiency?

Excellent  Good  Adequate  No improvement

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

4. The School aims to provide an individualised education to cater for the needs of your child which sometimes required additional learning support either for a child who works more slowly or who needs to work more quickly. The School largely achieves these aims.

Strongly Agree  Agree  Disagree  Strongly Disagree  No View

Comments: \_\_\_\_\_  
 \_\_\_\_\_

- 
5. Felsted Preparatory School believes in tailoring education to individual needs. How would you rate the individual reporting on your child during the past year?

Very effective  Effective  Acceptable  Inadequate

Comments: \_\_\_\_\_

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6. The amount of homework my child is about right ?

Strongly Agree  Agree  Disagree  Strongly Disagree  No View

Comments: \_\_\_\_\_

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7. We hold regular parents evenings to discuss your child's progress but we also aim for parents to feel that they can access staff to discuss any concerns they may have at other times. Did you feel able to do this?

Always  Sometimes  Never  Did not need to

Comments: \_\_\_\_\_

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8. We pride ourselves on the individual care and guidance we give your child through our Tutor & Phased approach. Sometimes we work in consultation with you.

Strongly Agree  Agree  Disagree  Strongly Disagree  No View

Comments: \_\_\_\_\_

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9. The School expects high standards of behaviour and asks families to support this standard ?

Strongly Agree  Agree  Disagree  Strongly Disagree  No View

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

10. The School promotes good manners, behaviour and expectations in line with its ethos and regularly invites its parents to support this ethos?

Strongly Agree  Agree  Disagree  Strongly Disagree  No View

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

11. The School provides a good range of co-curricular activities?

Strongly Agree  Agree  Disagree  Strongly Disagree  No View

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

12. We believe children are able to develop confidence and self-esteem through balanced co-curricular opportunities. Please rank the following areas that your child has been involved in during the past year. *(1 implies the most involvement, 5 the least. Please leave an area blank if you feel they have had no involvement at any level).*

Sport  Music  Drama  Art  DTE  ICT

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



13. How would you rate your child's confidence and self-esteem through involvement in these areas?

Excellent  Good  Adequate  Could be better

14. The School invites you through e letters and information on arrival to become familiar with its policies?

Strongly Agree  Agree  Disagree  Strongly Disagree  No View

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

15. I am satisfied with the governance and management of the School.

Strongly Agree  Agree  Disagree  Strongly Disagree  No View

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

16. I receive sufficient information concerning the School and my child?

Strongly Agree  Agree  Disagree  Strongly Disagree  No View

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

17. The School makes excellent provision for its **boarders (if relevant)?**

Strongly Agree  Agree  Disagree  Strongly Disagree  No View

18. In what way, in particular, has your child profited from the School's broad and revised co-curricular programme?

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

19. The School has worked hard to improve its security and has a plan in place for further improvements. How would you rank security measures currently in place?

Excellent  Good  Adequate  Unsatisfactory

If your answer was unsatisfactory, what areas do you consider should be

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

20. **Boarding (if relevant):** Please comment on the provision, welfare and pastoral care provided in the Boarding House.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

21. What areas of the School do you believe should be the focus for development?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

22. If you had the choice again, would you still choose Felsted Preparatory School to educate your child?

Absolutely  Yes  Not Sure  No

*If your answer is No or Not Sure, we would be grateful if you could tell us why in the comments area below.*

**Comments:** We welcome any other comments you may have that may help to improve our School further.





**Pupil Review - Questionnaire for Parents**

Pupil's Name: \_\_\_\_\_ Tutor Group: \_\_\_\_\_

**Academic**

2. How would you rate your child's overall experience at Felsted Preparatory School?

Excellent  Good  Adequate  Unsatisfactory

2. Pupil and staff performance have been analysed to improve teaching and learning. How would you rate your child's overall learning experience?

Excellent  Good  Adequate  No improvement

Comments: \_\_\_\_\_  
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Comments: \_\_\_\_\_  
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Strongly Agree  Agree  Disagree  Strongly Disagree  No View

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5. Felsted Preparatory School believes in tailoring education to individual needs. How would you rate the individual reporting on your child during the past year?

Very effective  Effective  Acceptable  Inadequate

Comments: \_\_\_\_\_

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7. The amount of homework my child is about right ?

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Strongly Agree  Agree  Disagree  Strongly Disagree  No View

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10. The School promotes good manners, behaviour and expectations in line with its ethos and regularly invites its parents to support this ethos?

Strongly Agree  Agree  Disagree  Strongly Disagree  No View

Comments: \_\_\_\_\_

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Strongly Agree  Agree  Disagree  Strongly Disagree  No View

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\_\_\_\_\_  
\_\_\_\_\_

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\_\_\_\_\_

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\_\_\_\_\_  
\_\_\_\_\_

20. **Boarding (if relevant):** Please comment on the provision, welfare and pastoral care provided in the Boarding House.

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\_\_\_\_\_  
\_\_\_\_\_

22. If you had the choice again, would you still choose Felsted Preparatory School to educate your child?

Absolutely  Yes  Not Sure  No

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**Comments:** We welcome any other comments you may have that may help to improve our School further.

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Signature of Parent: \_\_\_\_\_ Date: \_\_\_\_\_

APENDIX 4

**Pupil Review (Years 3 & 4)**

*Please tick the most appropriate answer and comment where you feel necessary.*

1. What is your name?

.....

2. Who is your Form Tutor?

.....

3. How many years have you been at Felsted Preparatory School?

0-2years       3-5years       6 years or more

4. Why did you (or your parents) choose Felsted for you?

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Do you have siblings at Felsted?

Yes       No

6. Are you happy at School?

Yes       No

7. How do you rate you overall experience at Felsted Preparatory School?

Excellent       Very Good       Fine       Poor

8. How well do you get on with others ?

Friendly       Happy       Polite       Unkind

9. If you have a problem, who would you go to at school for help?

a. ....

b. ....

c. ....

10. Do you have any worries at School at the moment?

Yes  No  Don't know

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11. Does someone help you if you are unwell or hurt?

Yes  No  Don't know

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12. How do you learn best?

Listening to Information

Looking at pictures/watching videos

Having a go yourself

Mixture of all 3 of above

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. Can you give your current targets?

b. ....

c. ....

14. How do you describe your approach to school work?

Do more than I have to  Do what is set   
More effort needed  Lazy

17. How would you rate your typing and use of ICT ?

Excellent  Very Good  Fine  Poor

18. How much use do you make of ICT, the library and other school resources?

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

19. How much water do you drink a day?

1 Water Bottle  Less than 1 Water Bottle  More than 1 Water Bottle

20. Do you carry a water bottle?

Yes  No  Sometimes  Rarely

21. Do you eat a healthy, balanced diet?

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

22. The School supports a number of charities. Do you get involved in this ?

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

23. Do you get enough help with Homework?

Yes  No  Sometimes  Rarely

24. Do your parents help you with your School work?  
Yes  No  Sometimes  Rarely

25. Do your parents help you with time management, organisation and relaxation?  
Yes  No  Sometimes  Rarely

26. What time do you usually go to bed? .....

27. How would you describe the balance you have between work, activities, play & relaxation?  
Excellent  Very Good  OK  Poor

28. **PSHE Teacher:** .....

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

What subjects are discussed during PSHE lessons ?

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How do you know what progress you are making ?

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## SECTION B - Analysis of each Subject Area

Please comment on specific concerns only through conversation about pieces of work that the child has done and found interesting, establish the following :

### a) Mathematics Teacher: .....

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you think you are making progress in Maths.

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Feedback and marking?

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

b) **English Teacher:** .....

c)

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you think you are making progress in English?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

What kind of reader do you think you are?

Keen  Regular  Reluctant  Rare

What is your current book? .....

**d) Science Teacher: .....**

e)

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you think you are making progress in Science?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know



d) **Spanish Teacher:** .....

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you think you are making progress in Spanish?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

f) **Topic Teacher: .....**

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you think you are making progress in Topic?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

f) **Religious Studies Teacher: .....**

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you think you are making progress in Religious Studies?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

Do you have time to practice your own religion ?

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

g) **Art/DT Teacher:.....**

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you feel you are making progress in Art/DTE?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

**g) Music Teacher: .....**

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you feel you are making progress in Music?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

i) **Physical Education & Games Teacher:** .....

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you feel you are making progress in PE & Games?

Excellent  Very Good  OK  Poor

Which teams do you represent? .....

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the PE & Games?

Yes  No  Don't know

Can he/she ask he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

**Activities:**

Which sports & activities do you do? .....

Is there any other activity that you would like to do? .....

Do you think there are opportunities to be involved in a variety of extra-curricular activities ?

.....

How would you describe your sports' coaching?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Reviewers' Overall Conclusions**

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**Action Points :**

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**Name of Reviewer :** .....

**Date of Review :** .....

**Date of Review Meeting with Parents :** .....

## Feedback and Marking Overview

**Ffrome Court: Years 3 and 4**

<b>Subject</b>	<b>Up to date marking</b>	<b>Next Step Marking</b>	<b>Clear Targets</b>	<b>Evidence of progress and understanding</b>	<b>Evidence of basic skills</b>	<b>Comments</b>
<b>English</b>						
<b>Maths</b>						
<b>Science</b>						
<b>Topic</b>						
<b>RS</b>						
<b>Spanish</b>						





### Pupil Review (Years 5-8)

*Please tick the most appropriate answer and comment where you feel necessary.*

13. What is your name?

.....

14. Who is your Form Tutor?

.....

15. How many years have you been at Felsted Preparatory School?

0-2years       3-5years       6 years or more

16. Why did you (or your parents) choose Felsted for you?

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

17. Do you have siblings at Felsted?

Yes       No

18. Are you happy at School?

Yes       No

19. How do you rate you overall experience at Felsted Preparatory School?

Excellent       Very Good       Fine       Poor

20. How well do you get on with others ?

Friendly       Happy       Polite       Unkind

21. If you have a problem, who would you go to at school for help?

a. ....

b. ....

c. ....

22. Do you have any worries at School at the moment?

Yes  No  Don't know

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

23. Does someone help you if you are unwell or hurt?

Yes  No  Don't know

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. How do you learn best?

Listening to Information

Looking at pictures/watching videos

Having a go yourself

Mixture of all 3 of above

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

14. Can you give your current targets?

a. ....

d. ....

15. How do you describe your approach to school work?

Do more than I have to  Do what is set   
More effort needed  Lazy

16. How would you rate your typing and use of ICT ?

Excellent  Very Good  Fine  Poor

17. How much use do you make of ICT, the library and other school resources?

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

18. How much water do you drink a day?

1 Water Bottle  Less than 1 Water Bottle  More than 1 Water Bottle

19. Do you carry a water bottle?

Yes  No  Sometimes  Rarely

20. Do you eat a healthy, balanced diet?

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

21. The School supports a number of charities. Do you get involved in this ?

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

22. Do you get enough help with Homework?

Yes  No  Sometimes  Rarely

23. Do your parents help you with your School work?  
Yes  No  Sometimes  Rarely

24. Do your parents help you with time management, organisation and relaxation?  
Yes  No  Sometimes  Rarely

25. What time do you usually go to bed? .....

26. How would you describe the balance you have between work, activities, play & relaxation?  
Excellent  Very Good  OK  Poor

27. **PSHE Teacher:** .....

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

What subjects are discussed during PSHE lessons ?

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How do you know what progress you are making ?

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## SECTION B - Analysis of each Subject Area

Please comment on specific concerns only through conversation about pieces of work that the child has done and found interesting, establish the following :

### h) Mathematics Teacher: .....

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you think you are making progress in Maths.

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Feedback and marking?

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

**English Teacher:** .....

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you think you are making progress in English?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

What kind of reader do you think you are?

Keen  Regular  Reluctant  Rare

What is your current book? .....

c) **Science Teacher: .....**

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you think you are making progress in Science?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

d) **Spanish Teacher:** .....

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you think you are making progress in Spanish?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know



e) **Geography Teacher: .....**

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you think you are making progress in Geography?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

f) **History Teacher: .....**

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you think you are making progress in History?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

g) **Religious Studies Teacher: .....**

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you think you are making progress in Religious Studies?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

Do you have time to practice your own religion ?

Comments: \_\_\_\_\_  
\_\_\_\_\_

h) **French Teacher:** .....

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you think you are making progress in French?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

i) **German Teacher:** .....

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you think you are making progress in German?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

j) **Latin Teacher:** .....

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you think you are making progress in Latin?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

k) Art/DT Teacher:.....

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you feel you are making progress in Art/DTE?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

1) **Music Teacher: .....**

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you feel you are making progress in Music?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know



m) Computer Science Teacher: .....

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you feel you are making progress in Music?

Excellent  Very Good  OK  Poor

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the classroom?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

n) **Physical Education & Games Teacher:** .....

Excellent  Very Good  OK  Poor

How does the pupil find the lessons?

Excellent  Very Good  OK  Poor

Do you feel you are making progress in PE & Games?

Excellent  Very Good  OK  Poor

Which teams do you represent? .....

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Feedback and marking?**

Is the feedback frequent? Is the feedback useful, providing food for reflection and targets for moving forwards?

Frequently  Occasionally  Rarely

Can the pupil get enough help in the PE & Games?

Yes  No  Don't know

Can he/she ask if he/she does not understand?

Yes  No  Don't know

Does the teaching style suit him/her?

Yes  No  Don't know

**Activities:**

Which sports & activities do you do? .....

Is there any other activity that you would like to do? .....

Do you think there are opportunities to be involved in a variety of extra-curricular activities ?

.....

How would you describe your sports' coaching?

Excellent        Very Good        OK        Poor   

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Reviewers' Overall Conclusions**

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**Action Points :**

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**Name of Reviewer :** .....

**Date of Review :** .....

**Date of Review Meeting with Parents :** .....

## Feedback and Marking Overview

**Years 5, 6, 7 and 8**

<b>Subject</b>	<b>Up to date marking</b>	<b>Next Step Marking</b>	<b>Clear Targets</b>	<b>Evidence of progress and understanding</b>	<b>Evidence of basic skills</b>	<b>Comments</b>
Maths						
English						
Science						
Spanish						
Geography						
History						

Subject	Up to date marking	Next Step Marking	Clear Targets	Evidence of progress and understanding	Evidence of basic skills	Comments
RS						
French						
German						
Latin						