



The International
school & community college

Unlocking Potential

Parents Handbook

School Year

2011 - 2012



Exams



We believe that students benefit from regular feedback about the levels and grades they are achieving at school. Each half term we use standardised assessments tests/tasks to monitor the progress each student is making. We have also an agreed a programme of examinations for each student in the school. The dates are as follows:

Internal Examinations:

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| Year 7, 8 and 10 Exam / Assessment Week | Tuesday 8 th May – Friday 11 th May 2012 |
| Year 9 Exam / Assessment Week | Monday 30 th April – Friday 4 th May 2012 |
| Mock Exams for November English & maths GCSE | Monday 17 th October – Friday 21 st October 2011 |
| Year 11 & Sixth Form Mock GCSEs/A levels | Monday 12 th December – Thursday 15 th Dec 2011 |

External Examinations:

Advanced level and GCSE examinations involve students in Year 11 and Sixth Form, but increasingly we enter students in Years 10 and 9 for these external exams in some subjects when we feel they are ready.

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| The main periods of exams are: | November 7 th – 15 th 2011 (GCSE English, maths and science) |
| | January 11 th – February 1 st 2012 (some GCSE and A level modules) |
| | March 1 st – 9 th 2012 (GCSE science and maths) |
| | May and June 2012 All GCSE and AS/A2 subjects |

Students taking BTEC courses do not take formal exams – they are assessed on coursework only. To ensure all work is completed in Year 11 and Post 16, BTEC lessons continue until the end of June.

It is important that parents do not arrange holidays during exam periods.

Monitoring of Progress



Ensuring that every student achieves the best possible qualifications is our priority. It is vital that the school and parents work in partnership to ensure that each child fulfils their potential at the end of Key Stage 3, 4 or 5. We monitor attainment regularly and will keep you informed of the progress that your child is making, and ask you in return to keep us informed of any concerns you may have about your child's progress and attitude towards their studies.

At the International School, we assess student against national standards and each term we issue a 'Working at Grade'(WAG) at KS4/5 or 'Working at Level' (WAL) at KS3. This grade/level tells students and parents the grade a student would achieve if they sat the exam today, based on the work completed so far.

We set challenging targets for students. All students are expected to make a minimum of three levels of progress from Key Stage 2 to Key stage 4 and the target for all students is to make 4 levels of progress. This means that students entering the school in Year 7 with a KS2 level of 4 are expected to achieve a minimum of grade C at GCSE in Year 11 but should be aiming to make good progress and achieve a grade B.

We also monitor 'Attitudes to Learning' on a 6 point scale - from Outstanding to Unsatisfactory.

WAGs, WALs and 'Attitude to Learning' grades are shown on Interim Reports and Full Annual Reports.

Reports

Parents receive termly updates on the progress being made in each subject.
Interim reports give grades for each of the following:

Working at Level (Y7-9) or Grade (Y10 – 13)

Attainment

Attitude and commitment to learning in class

Classwork

Attitude and commitment to learning outside the class

Independent

Learning

Bringing the correct equipment for learning

Organisation

Behaviour in lessons

Behaviour

End of Key Stage target grade or level

Target

Full and interim reports can be accessed by parents online shortly after the date of issue.

You need a password for our parents e-portal site. Please contact school to request one.

| <i>Timetable for the issue of reports</i> | Autumn Term (Issued on Progress Review Day) | Spring Term | End of Summer Term (by post) |
|---|---|---|---|
| Year 7 and 8 | Interim Report* | Interim Report (issued at Parents Evening) | Full Annual Report |
| Year 9 | Interim Report* | Full Annual Report | Interim Report (End of KS3 Teacher Assessments) |
| Year 10 | Interim Report* | Interim Report (Issued at Parents Evening) | Full Annual Report |
| Year 11 & Sixth Form | Interim Report* | Full Annual Report (Issued at Parents Evening) | Interim Report (Exam results summary in August) |

Parents Meetings



We believe that the partnership between school and home is a vital ingredient in a student's success at school. We offer at least two formal opportunities for parents to come in to school discuss your child's progress and achievement. Of course you are welcome to contact the school at any time to discuss concerns you may have.

Early Meeting with Tutors

Parents of students in Years 7 and in the Sixth Form Centre are invited to meet with Tutors on **Monday 3rd October** in order to receive early feedback about progress in their new courses.

Progress Review Days

The school will close on **Tuesday 22nd November** and all parents will be invited to come into school with their child to discuss progress in the first term with the Form Tutor. The form tutor will provide a range of information about each student's attitude and progress in each subject.

Parents' Evenings

There will be a Parents' Evening for each Year Group when parents will have the opportunity to meet with subject teachers to discuss attitude, behaviour and progress.

Year 11 Parents' Evening:

Wednesday 25th January 2012

Year 10 Parents' Evening:

Tuesday 7th February 2012

Year 7 Parents' Evening:

Monday 5th March 2012

6th Form & Year 8 Parents' Evening:

Wednesday 21st March 2012

Year 9 Parents' Evening:

Thursday 29th March 2012