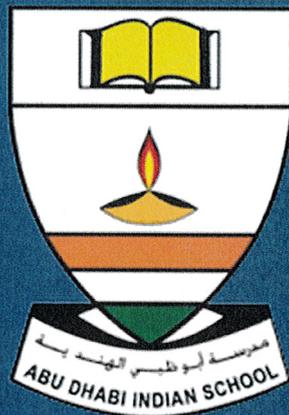


STUDENT PERFORMANCE REPORT POLICY

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ABU DHABI INDIAN SCHOOL, AL MUROOR



مدرسة أبوظبي الهندية

Abu Dhabi Indian School

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- Name of Policy** : Student Performance Report Policy
- Purpose of Policy** : To establish guidelines for creating and delivering comprehensive student performance reports that effectively communicate academic progress, strengths, and areas for improvement to parents, fostering student development.
- Approval of this policy given by:** Principal
- Responsibility for its update** : Dr Rishikesh Padegaonkar
Principal
- Policy applies to** : All the students of Abu Dhabi Indian School
- Compliance from Year** : This policy shall be effective as of the Academic Year 2024/25 (Fall term).
- Date of last review** : 23/06/2025
- Next review date** : 22/06/2026

VISION:

Our vision for student performance reporting at Abu Dhabi Indian School is to:

- Provide clear, accurate, and meaningful feedback on student achievement and areas for growth.
- Support students in setting and achieving personal and academic goals.
- Engage parents actively in their child’s academic journey through comprehensive communication of progress and needs.

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.

DEFINITIONS

Additional Learning Needs	Individual requirements for additional support, modifications, or accommodation within a school setting on a permanent or temporary basis in response to a specific context. This applies to any support required by students of determination and those who have special educational needs and/or additional barriers to learning, access, or interaction in that specific context (e.g., dyslexic, hearing or visually impaired, twice exceptional, or gifted and/or talented). For example, a student with restricted mobility may require lesson accommodations to participate in Physical Education and building accommodations to access facilities but may not require any accommodations in assessments. Equally, a student with hearing impairment may require adaptive and assistive technology to access content in class and may also require physical accommodation (e.g., sit in the front of the class to be able to lip read) to access learning.
Student Performance Reports	Refers to any reports or report cards such as school reports, end of year reports or student report cards, which communicate information about the student’s holistic progress and achievement.

POLICY

STUDENT PERFORMANCE REPORTS

1.1 Term-Wise Reporting to Parents: School 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: School shall include the following information in the formal student performance report:
 - a) Grade
 - b) Attendance.
 - c) Academic progress.
 - d) 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.
 - e) Learning goals/recommendations for improvement.
 - f) Participation and achievements in extracurricular activities.
 - g) Behavioral records, including details of misconduct.
 - h) Student self-reflection (age appropriate).
 - i) Purpose and methods of assessment.
 - j) A qualitative evaluation of student progress and performance within a curriculum subject or class.
 - k) Others at the school's discretion.
2. Grade-Level Templates: School 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.).
3. Reports for Students with Additional Learning Needs: School shall prepare and deliver additional performance reports for students with additional learning needs, if required, in line with the ADEK Inclusion Policy.

1.2 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.

1.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.

2.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, 3-way meetings, parent applications, feedback collection via parent focus groups).

Compliance

2.1 This policy shall be effective as of the start of the Academic Year 2024/25 (Fall term). Abu Dhabi Indian School (ADIS) is expected to be fully compliant with this policy by the start of the Academic Year 2025/26 (Fall term).

