# Semester 1 student reports

Example letter to parents and carers

Dear parents and carers,

I am writing to provide an update on changes for the Semester 1 student reports at <School Name>.

The Department of Education and Training has adjusted the expectations of Student Reports for Semester 1 in recognition of the transition to remote and flexible learning during Term 2.

While our school has continued to deliver its teaching and learning program and monitor the achievement and progress of each student, there have been some unprecedented changes to our usual program.

At <School Name>, we know it is vital to involve students and their parents/carers in learning. This process includes providing reports on student learning.

<School Name> will provide a written report for the parent/carer of each student enrolled at the school for Semester 1. The reports will include information on student achievement for each curriculum area taught, however, there are some changes from our usual Semester 1 reports.

Student reports for Semester 1 2020 will include:

* a description of the areas of the Victorian Curriculum F-10 taught
* comments regarding student learning achievement, based on the Victorian Curriculum F-10 for the subject areas taught
* a comment on how the student has adjusted to the remote and flexible learning environment.

<School Name> will not be including teacher judgements and a five-point scale due to the unprecedented changes to our program due to COVID-19. We will report on progress at the end of the year. <adapt with below if your school has decided to include teacher judgements and a five-point scale>

We have chosen to also include teacher judgements and a five-point scale per normal practice. <remove if irrelevant to your school>

If you have queries regarding your child’s report, parents/carers may contact <contact person/position > by <insert communication platform e.g. email> to arrange an appropriate time to discuss this further. <adapt as required to reflect the processes that are in place at your school>

Thank you for your continued support during remote and flexible learning.

<Principal signature>