

## Primary Assessment, Target Setting and Reporting Policy

Last Reviewed Date: 14 June 2026

Reviewed by: Deputy Head of Primary - Academics

Next Review Date: 14 June 2027

### 1. Aims

This policy is underpinned by the NISL Flourishing Framework, which provides the shared foundation for character development, wellbeing, belonging and excellence across the school community. Through high expectations, positive relationships and a commitment to inclusion and safeguarding, we seek to create a safe, respectful and purposeful environment in which every pupil and member of staff can flourish

At Newton International School Lagoon (NISL), assessment, target setting and reporting are part of our commitment to helping every pupil flourish academically, socially and personally. Assessment enables staff to know pupils well, identify strengths and needs early, provide appropriate support and challenge, and ensure all pupils are supported to achieve their potential.

- Raise standards across the curriculum.
- Inform teaching and learning.
- Identify strengths, barriers and next steps.
- Support wellbeing, inclusion and belonging.
- Inform deployment of support and intervention.
- Strengthen partnerships with parents.
- Promote pupil reflection, responsibility and ownership of learning.
- Support effective transition between classes and phases.

### 2. Key Principles

- Assessment is purposeful, proportionate and improves learning.
- Pupils should feel known, supported, challenged and valued.
- Assessment information informs teaching, intervention and planning.
- Wellbeing remains central to learning.
- Self-assessment and reflection are encouraged.
- Parents are partners in learning.
- Assessment data should be considered alongside attendance, behaviour, wellbeing and safeguarding information.
- This policy is a working document reviewed regularly.

### **3. Overview of Summative Assessment**

Teachers record key assessments at the end of each term. Assessments are based on curriculum expectations and are shared with parents through consultations and reports. Assessment outcomes inform future targets for pupils, classes, subjects and whole-school improvement priorities.

### **4. Use of Assessment Information**

Assessment information is used to:

- Inform future targets.
- Identify pupils requiring support or challenge.
- Guide intervention and resource allocation.
- Inform school improvement planning.
- Support parental engagement.
- Monitor progress over time.

Teachers review outcomes through regular data meetings and pupil progress discussions.

#### **4A. Early Identification and Graduated Support**

Assessment contributes to a graduated approach to support.

Universal Support – Quality First Teaching, formative assessment and feedback.

Early Identification – Monitoring emerging concerns in attainment, engagement, attendance or wellbeing.

Targeted Support – Intervention groups, parental consultation, mentoring or SEND support.

Intensive Support – Individual plans, specialist support, safeguarding involvement or external agency support where required.

The purpose is to identify need early and enable every pupil to flourish.

### **5. Monitoring the Effectiveness of Assessment**

Senior and middle leaders analyse assessment information to:

- Identify trends.
- Review curriculum effectiveness.
- Inform CPD priorities.
- Evaluate interventions.
- Support strategic planning.

Assessment information contributes to appraisal, improvement planning and resource allocation.

## **6. Opportunities for Assessment**

Summative Assessment provides a snapshot of attainment through tests, tasks and assessments.

Formative Assessment is ongoing and informs planning, feedback and next steps. It includes questioning, observation, discussion, self-assessment, peer assessment and review of work.

Moderation activities take place regularly to ensure consistency and accuracy.

## **7. Tracking, Recording and Reporting Student Progress**

EYFS assessment is recorded through observation-based systems and shared with parents.

KS1 and KS2 assessment information is recorded on SIMS and reviewed regularly. Formative and summative assessment information is used to determine attainment, progress and next steps.

Assessment information supports transition between classes and phases.

## **8. Target Setting**

Targets emphasise sustained progress over time.

Academic targets should be:

- Ambitious and realistic.
- Based on assessment evidence.
- Reviewed regularly.
- Shared with pupils and parents where appropriate.

Personal targets should promote resilience, responsibility, independence, self-regulation and positive learning behaviours.

Teachers meet annually to hand over information regarding attainment, progress, strengths, barriers and support needs.

## **9. Students with Special Educational Needs and Additional Needs**

Assessment is used to identify, monitor and review the progress of pupils with SEND and additional learning needs.

Assessment may contribute to:

- Early identification.
- Provision planning.
- Intervention review.
- Monitoring personalised outcomes.
- Communication with parents.

Support may include classroom adaptation, Teaching Assistant support, intervention groups, SEND provision, individual plans and specialist assessment arrangements.

## **10. Reporting to Parents**

Formal parent consultations are held twice annually and reports are issued each term.

Reporting should provide clear information about:

- Attainment and progress.
- Effort and behaviour for learning.
- Attendance and punctuality.
- Strengths and next steps.
- Targets and support strategies.

Reporting is viewed as a partnership process that strengthens learning, wellbeing and home-school collaboration.

## **11. Analysis of Results and Data**

Assessment data is analysed termly and annually to identify strengths, areas for development and priorities for improvement.

Pupil Progress Meetings are held regularly to review attainment, progress and intervention impact.

Assessment data should not be considered in isolation. Staff should also consider attendance, behaviour, wellbeing and safeguarding information when developing a holistic understanding of each pupil. Where concerns arise, appropriate pastoral, SEND or safeguarding support should be considered.

## Appendix 1: School-Wide Targets and Grading

Developing (D) – Working towards expected standards.

Capable (C) – Working at expected standards.

Proficient (C+) – Secure understanding of expected standards.

Well-Developed (WD) – Above expected standards.

Mastery (M) – Consistently demonstrating depth and mastery.

End-of-year calculations remain unchanged from current school procedures.

- To raise standards across the curriculum at NISL
- To inform teachers' teaching in order to meet the needs of all children
- To provide information about attainment and progress
- To evaluate the effectiveness of teaching and learning
- To inform the school's decisions about the deployment of Teaching Assistants and other resources
- To provide information about children who move on from NISL
- To inform parents and children about their performance

### 1. This policy is underpinned by the following key principles:

- Wellbeing - 'At NIS-Lagoon we have Growing Minds, Happy Hearts, Together We Thrive
- To give assessments and targets purpose and direction, as outlined in the CIS Code of Ethics.
- There will be a reason for each assessment
- The information from each assessment will be used to inform teaching and will be communicated to the relevant people
- To empower pupils to become compassionate global citizens through inclusive learning, intercultural dialogue and active engagement with global issues (global citizenship)
- Assessment will show strengths and areas for development and teaching will be adjusted accordingly
- There will be a clear link between planning and assessment
- The children will understand why and what they are being assessed for and will have feedback from each assessment
- Self-assessment by the children will be included whether oral or written, formal or informal
- Teacher targets will be realistic and include challenge
- The Assessment, Target Setting and Reporting Policy will be regarded as a working document and as such, staff will regularly assess and monitor its effectiveness

## 2. Overview of summative assessment

Each teacher records key assessments for each subject at the end of each term. This information is shared with parents through meetings and termly reports. These assessments are made against the assessment criteria set from statements outlined in the National Curriculum against the relevant band.

### 3. This information is:

- Used to inform future targets for the child, the class, teachers, subject areas and the whole school.
- Reviewed by SMT and MMT who agree upon consequent future action.
- Teachers will apply interventions for pupils who have not made the expected progress in collaboration with their line managers and SMT through 6 weekly Data Performance Management meetings. Focus groups are identified, that are fluid, and parents are informed of this in order to support students from home.

## 4. Monitoring the Effectiveness of Assessment

The SMT will meet to look at the results of these assessments in order to:

- Look at the consequent whole school position and identify trends
- Discuss future CPD needs
- Discuss future subject resourcing needs
- Reconsider allocation of Teaching Assistants if necessary
- Assess the progress and impact of what has been implemented already and agree consequent future actions which may include prioritising future:
  - Observation of staff
  - Work scrutiny
  - Focus group themes for Whole School Action Plan input
  - Setting of whole school curriculum targets if there is a need

The information that is gathered at the end of the academic year plays a large role in setting targets for the following academic year and informing the appraisal process.

## 5. Opportunities for Assessment

**Summative Assessment:** This is used to gain a snapshot of a child’s knowledge, usually using tests or focussed tasks. Students’ progress in these assessments is tracked throughout their time at NISL.

# Newton International School Lagoon Campus



*“An international community of learners striving for excellence and celebrating success”*

---

**Formative Assessment:** This is our ongoing assessment of students’ knowledge and understanding that continually informs planning. A broader picture can be built up than with summative assessment. The purpose of this is to judge how well the pupils are progressing and to assess the standards within the school and the school’s effectiveness. Combining this with DR ICE teaching strategies should also allow teachers to assess the impact of learning in the classroom. This information is then used to plan the next steps in students’ learning and the school’s development.

**Facilitating Assessment:** A week at the end of each term is set aside for summative assessments in each curriculum area. Formative assessment is conducted in lesson time during the term. There is a regular cycle of moderation.

## 6. Tracking, Recording and Reporting Student Progress:

**EYFS:** Ongoing assessment in EYFS is undertaken using 2Simple – an online learning journal and comprises an electronic profile for each child which is completed using teacher assessment, mainly observation. The profile forms the basis for discussions with parents at consultations and the annual report.

**KS1 and KS2:** Summative assessments are recorded on SIMs and this information is analysed and discussed with class teachers. Summative and Formative assessments allow staff to give the child a grade that is shared with parents on the end of term reports and at parent consultation meetings. Formative assessments are recorded in mark books and are used to set pupil individual targets and inform planning.

## 7. Target Setting

Academic targets are set in key stages. There is an emphasis on progress over time – e.g. over two years or a key stage rather than just one year.

**Personal Targets:** are aimed at building children’s resilience and independence from the youngest age to meet expectations of key school values for all children as they progress through the school. This is aimed to enable students to leave the school ready and enabled for the next stage of learning. This is to support the wellbeing of pupils and give their learning purpose and direction, as part of the CIS Code of Ethics.

At the end of the academic year, teachers will meet to hand over information about the class or cohort of pupils they are passing on. The summative assessment grades and teacher assessment will inform the next teacher so they can set a realistic target for each student for the coming year against the levels of mastery criteria in the different subject areas. All of this information can be located on SIMs and follows the child throughout their academic career.

# Newton International School Lagoon Campus



*“An international community of learners striving for excellence and celebrating success”*

---

## 8. Students with Special Educational Needs

Formative and summative assessment is used to identify and monitor children with Special Educational Needs. These students' attainment will be monitored closely and according to individual needs they may require:

- Additional time or interventions with Teaching Assistant or Teacher
- Support or Shadow Teacher
- Special Educational Needs Department.

## 9. Reporting to Parents

Formal Parent Consultations are held twice a year in the middle of the first and start of the second term. The issuance of end of term reports occurs in every term. Teachers also ensure that they can meet with parents at other times when necessary. Parents will have an opportunity to look at their child's work in any arranged parent meeting.

The basis for discussions is the student's academic progress, including assessment results, targets, attendance, punctuality and behaviour. Parents or Teachers may request consultations at other times.

At the end of Term 3, parents receive a subject report for their child that comments on their child's progress in each curriculum area, behaviour and effort. Targets are also set for English and Mathematics. At the end of Term 1 and Term 2, parents receive a short report showing the grade for their child's effort and attainment in each subject area and a general teacher comment.

## 10. Analysis of Results and Data

Analysis of assessment data is undertaken termly and in more detail at the end of the academic year to identify areas of concern and development. This allows the school to analyse key stage and subject strengths and weaknesses which is reflected in the Whole School Action plans.

Team leaders hold Pupil Progress Meetings each term with staff where progress of classes are discussed and concerns for individual pupils are highlighted and interventions put into place. Class Teachers identify areas of strength and development in each subject area and focus group children are identified and updated every half term. Planning reflects additional support provided to focus groups through annotations.

Interventions are set up for small groups within year groups and focus is given to needs within the year group for those students who require support and those who require further challenge.

Parents are informed of student progress regularly and are encouraged to meet with class teachers to discuss a support plan to maximise progress.

# Newton International School Lagoon Campus



*“An international community of learners striving for excellence and celebrating success”*

## Appendix 1: School-wide Targets & Grading

The DfE announced that there would no longer be National Curriculum levels, and that schools would have to set up their own way of assessing pupils. This was to take end of year expectations for each year group and to split this into three categories as follows:

- Emerging (Low) – Yet to be secure in the end of year expectations  
At Newton Lagoon we have broken this down to:
  - **Developing - Working towards the required level (Grade D)** this is for the children who are achieving results below those on track.
- Expected (Secure)– Secure in the majority of the end of year expectations  
At Newton Lagoon we use the vocabulary:
  - **Capable - working at the required level (Grade C )**
  - **Proficient - demonstrating a good understanding at the required level (Grade C )**
- Exceeding (High) – Secure in almost all or all of end of year expectations and is able to use and apply their knowledge and skills confidently.  
At Newton Lagoon we have broken this down to:
  - **Well-developed- above the required level (Grade WD)**
  - **Mastery in this level (Grade M)** this is for the children who are consistently achieving mastery in all assessments.

Under the old levels system, children who were exceeding might have moved into the next level. The DfE now wants children who are in the exceeding bracket to add more depth and breadth to their knowledge, and to have more opportunities to develop their using and applying skills. They are calling this phase of learning “Mastery and Depth.” Only exceptional children will move into working towards the end of year expectations from the year above. Similarly, children who are unlikely to be emerging at the end of the year may work towards the expectations from the year below.

### **End of Year Grades Calculation**

Primary grades will be calculated using weighting from each term throughout the year. This allows a more fair judgement of the student’s whole year academically.

From Y1-6 *\*(subject to change)*

*Term 1 – 30% mid-term result + 70% end of term result*

*Term 2 – 30% mid-term result + 70% end of term result*

*Term 3 – 20% T1 result + 20% T2 result + 60% end of T3 exam result*

This calculation will form the overall End of Term 3 grades.