

9th July 2010

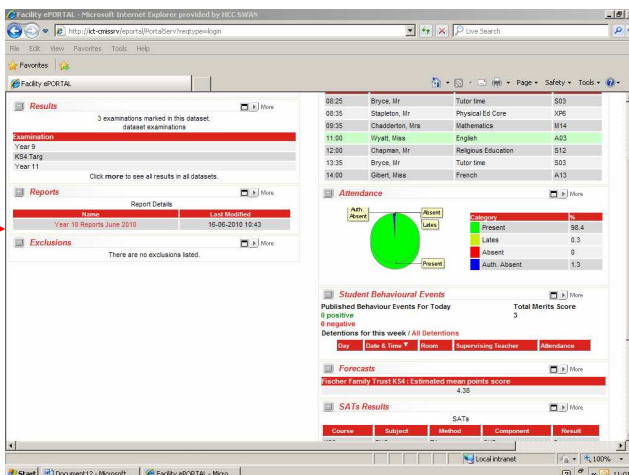
Dear Parent/ Carer

To access your child's annual report, you will need to log in to the eportal system using the unique username and password you were given earlier this year. Eportal can be accessed at <http://www.swanmore-school.co.uk/eportal.html>.

When you have logged in, you will see a section on the left hand side of the screen called 'Reports'. To the right of the heading click on the word 'More'.

If you then click on to 'Year 7 Full Report July 2010' this will create a PDF of your child's annual report. You will find your child's Tutor report and all other subject reports in alphabetical order.

This report can be saved and printed as normal.



On each subject report you will notice the end of Key Stage 3 target (end of year 9 target) and the end of year 7 target. We have also given overall grades for Attitude to Learning which refers to pupil focus and commitment to learning as defined below:

Excellent	Exceptionally focussed, independent and conscientious
Good	Usually focussed and conscientious
Satisfactory	Only just adequate focus and commitment to work
Unsatisfactory	Lacks focus and commitment to work
X	Pupil was absent too often for reasonable assessment to be made

If there is a homework concern or personal organisation concern this will be stated.

You will also notice at the top of your child's Eportal profile a target analysis. This will show current levels in comparison to the end of year 7 target this allows parents and pupils to know at a glance where attainment is on target or requiring greater focus.

As with any new system you will be aware that it can take time to refine the quality assurance procedures so we would ask for your patience at this time. We have had some technical difficulties producing the Drama reports but these will follow before the end of the term. Nevertheless please do alert us if you have any queries regarding your child's report or any difficulties accessing eportal by contacting sandra.cox@swanmore-sec.hants.sch.uk

Please do not hesitate to contact either the individual subject teacher or subject leader if you have any immediate concerns.

We thank you for your continuing support.

Yours sincerely

A. Arbuthnot (Miss)
Deputy Headteacher