

BGE Tracking guide

Attendance	Current attendance in school since August
<u>Working Level</u>	Working Level – This is a teacher led decision based on professional judgement, current attainment, and data supported pupil discussions. This value is entered at 3 different tracking periods throughout the year. <i>Current level of study: 2.1-5.1. There are 3 stages in each level.</i>
<u>Target Level</u>	Target Level – This is a teacher led decision, based on professional judgement, prior attainment, and data supported pupil discussions. The Target Level will not change once set as doing so limits our ability to identify successful strategies or areas of development for the learner. <i>2.1-5.1. There are 3 stages in each level.</i>
<u>Achieved Level</u>	Achieved Level will be entered once at the end of the year This is a teacher led decision based on professional judgement and pupil data. The achieved level is the level that the pupil has achieved at the end of the year. <i>2.1-5.1. There are 3 stages in each level.</i>
Progress	Progress – This is a teacher led decision based on professional judgement, current attainment and data supported pupil discussions. The value entered in this box is a decision on if the pupil is “on track” or “off track” to achieve the target level by the end of the year. 1 - Exceeding Expectations, 2 - Meeting Expectations, 3 - No Meeting Expectations,
Behaviour	1-Outstanding, 2-Good, 3-Satisfactory, 4- Inconsistent, 5- Major concern
Effort	1-Outstanding, 2-Good, 3-Satisfactory, 4- Inconsistent, 5- Major concern
Progress	1-Outstanding, 2-Good, 3-Satisfactory, 4- Inconsistent, 5- Major concern
Concern	No concern, quality of work concern, engagement concern, attendance concern
Time keeping	Always on time, usually on time, often late, always late, does not attend
iPad	Always brings, usually brings, often forgets, always forgets, known issue

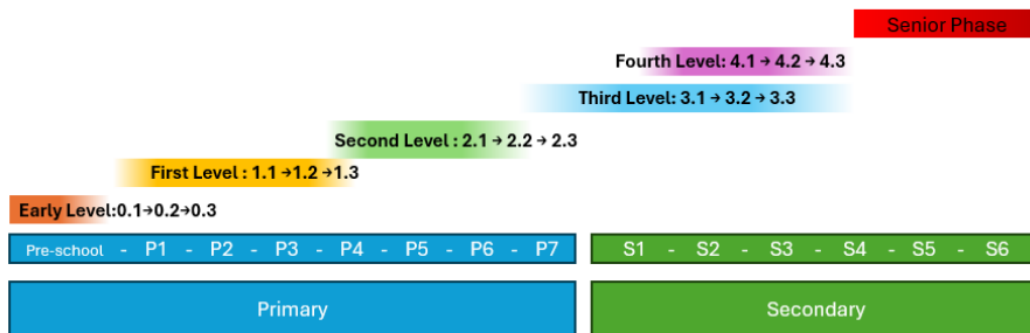
How to read a report?

There are several key areas that will help you identify how well your child is progressing across all their subjects. The school deems attendance below 95% as a concern and will likely impact on final levels and grades. If your child is progressing well, it is likely they will be on track, exceeding or meeting expectations, achieving outstanding or good for their behaviour, effort and homework, have no concerns and arriving on time for classes.

Everything highlighted in red means cause for concern. If this is the case, please initially discuss concerns with your child and alert the school if you wish to discuss anything further.

Levels explained for age and stage

Learner's progress through levels of attainment



Example:

Subject	Set	S3 Target Level	S3 T1 Working Level	S3 T1 Progress	S3 T1 Effort	S3 T1 Behaviour	S3 T1 Homework	S3 T1 Concern	S3 T1 Time Keeping	S3 T1 ipad
Art and Design	ARSSH1	4.3	4.1	Meeting	Outstanding	Outstanding	Good	No Concern	Always on time	Always brings
Biology	BISSE1	4.3	4.2	Exceeding	Outstanding	Outstanding	Outstanding	No Concern	Always on time	Always brings
Chemistry	CHSSD1	4.3	4.2	Exceeding	Outstanding	Outstanding	Satisfactory	No Concern	Always on time	Always brings
Drama	DRSSG1	4.3	4.1	Meeting	Outstanding	Outstanding	Good	No Concern	Always on time	Always brings
English	ENGST1	4.3	4.1	Meeting	Outstanding	Outstanding	Good	No Concern	Always on time	Not needed
French	FRSST3	4.1	4.1	Meeting	Good	Good	Good	No Concern	Always on time	Always brings
Graphic Communication	GCSSF1	4.2	4.1	Meeting	Outstanding	Outstanding	Good	No Concern	Always on time	Always brings
Mathematics	MATST2	4.3	4.1	Meeting	Good	Good	Good	No Concern	Always on time	Always brings
Music	MUSS11	4.3	3.3	Exceeding	Outstanding	Outstanding	Good	No Concern	Always on time	Always brings
PE Core	T1	3.3	3.1	Meeting	Good	Good		No Concern	Always on time	Always brings

Key reporting dates and Parents' evenings

Year	1	2	3	4	5
S1	October Tracking 1 9/10/24	December Tracking 2 11/12/24	March Tracking 3 12/3/25	March Parents Night 3/4/25	May Tracking 4 21/5/25
S2	November Tracking 1 27/11/25	January Parents Night 9/1/25	March Tracking 2 26/03/25		
S3	October Tracking 1 23/10/24	December Tracking 2 18/12/24	January Parents Night 28/1/25	May Tracking 3 7/5/25	
S4	September Tracking 1 25/09/24	November Tracking 2 13/11/24	Parents Night 27/11/24 Parents Night 12/3/25	February Full reports 26/2/25	March/April SQA estimates
S5/6	September Tracking 1 25/09/24	November Tracking 2 13/11/24	Parents Night 27/11/24 Parents Night 12/3/25	February Full reports 26/2/25	March/April SQA estimates

How to support learning as a parent/carer?

Please see attached our [Learning Together](#) resource padlet created to support parents. In addition, we will be hosting a parents' evening called '**Helping you to help them**' on the 23rd October 6-7pm to look at practical examples of how you can support your child. [Sign up here](#)

If you would like further clarification on any of the information above, please contact the school office admin@forrester.edin.sch.uk and they will direct to the correct staff member.

Yours Sincerely

J MacPhie

John MacPhie
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