

Thursday 10th November

Dear Parents/Guardians,

In response to feedback, we have been revising how your child's academic progress is reported to you as parents and guardians. Our aim is to ensure that information is provided in a relevant and timely way, and that you are provided with a clear picture of how your child is progressing both academically and socially.

The initial step to improving the way we report at Chelsea Heights Primary School was to select a program that would deliver information in a user friendly, yet highly informative way. After much research, we selected 'Sentral' as our preferred program. You will recall that the reporting format in Semester 1, 2016 was quite different to what you would have received in past years. The feedback from the parent survey indicated that the new format was well received and liked by the majority of parents and guardians.

The next step in this process is to further utilise the Parent Portal component of the Sentral software for student reports. It has been very encouraging to observe that 80% of our families have already accessed this portal since it was first introduced in July for Parent Teacher Interviews. The Parent Portal also allows us to report to parents electronically, and this is how your child's progress will be communicated for the upcoming Semester 2 reports. This means that the school **will not** be printing hard copies of student reports. Delivering reports to you in this manner has many benefits, particularly that your child's report is available for you to access at any time (after they are published to the portal), information is kept safe and confidential as everyone has a unique login, and we are able to reduce our school's impact on the environment by reducing our paper usage.

If you are unable to access your child's report electronically, you may request a printed copy by submitting a request in writing to your child's teacher by **Friday 25th November**.

You will be provided with instructions to access your child's End of Year report in December and we will be able to assist you in accessing it through the Parent Portal if necessary. See over the page for instructions on how to access Mid-Year Reports which have been published on Sentral now for you to practise the process.

Thank you for your support,

Kim Milana
Reporting Coordinator

P.T.O.

VIEWING STUDENT ACADEMIC REPORTS

To practise viewing reports, Mid-Year Reports from June have been published on Sentral. Go to the CHPS website and find the Sentral links on the front page.

<http://www.chps.vic.edu.au/>

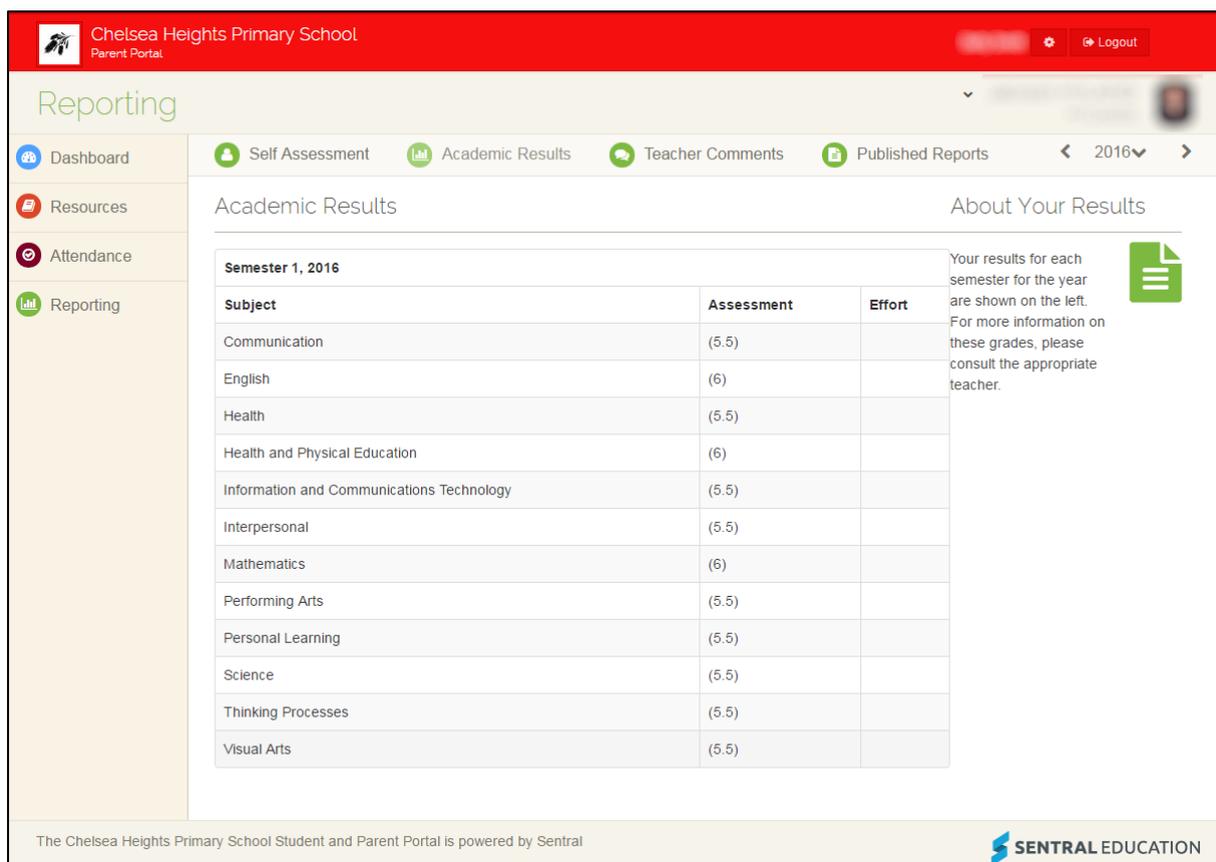
Once logged in, you will see your child/ren's photo on the screen.

Click on their photo and the screen below will appear.

Click on the green 'Reporting' button on the left to see your child's report.

Click the buttons along the top of the window to see:

- 1) Self Assessment
- 2) Academic Results
- 3) Teacher Comments
- 4) Published Reports where you can **download** / **print** the report.



Chelsea Heights Primary School
Parent Portal

Reporting

Dashboard Self Assessment Academic Results Teacher Comments Published Reports < 2016 >

Resources Attendance Reporting

Academic Results About Your Results

Semester 1, 2016

Subject	Assessment	Effort
Communication	(5.5)	
English	(6)	
Health	(5.5)	
Health and Physical Education	(6)	
Information and Communications Technology	(5.5)	
Interpersonal	(5.5)	
Mathematics	(6)	
Performing Arts	(5.5)	
Personal Learning	(5.5)	
Science	(5.5)	
Thinking Processes	(5.5)	
Visual Arts	(5.5)	

Your results for each semester for the year are shown on the left. For more information on these grades, please consult the appropriate teacher.

The Chelsea Heights Primary School Student and Parent Portal is powered by Sentral

SENTRAL EDUCATION

If you require any assistance or simply need your FAMILY KEY please call the school office 9772-4139.