Parent Held Education Record

Parents and schools in partnership

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This k	ook l	belon	gs to			

Parent Held Education Record

Parents and schools in partnership

Issued by				
Name	•••••	••••••	•••••••	••••••
Address		••••		
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Telephone	•••••	••••	••••••	••••••
Date		••••		

[Please contact the above for a new book]

For Parents

About your child

Full Name
Preferred Name
Date of Birth
Contact Telephone Number
A school may ask some of the following information for their records:
Religion
Ethnic Group
First Language
Is there any health information that you would like the school to know e.g. Does your child have glasses? Is your child asthmatic? Does your child
have a special diet?

Guidance for Parents

What are the advantages for your child?

- This book records what your child has learned in school.
- Teachers are able to set new targets without wasting time doing tests in each school.
- Your child should make better progress because new targets are being set.
- Your child will be rewarded for hard work or progress.
- Everyone will be able to see the progress made.
- It will show that you are actively seeking and supporting education for your child.

What do you need to do?

- Keep this book in the folder with some recent school work.
- Give this book to the class teacher when your child starts a new school.
- Remind your child to take this book to the teacher every morning.
- Remind your child to bring this book home every day.
- Tell the teacher as soon as you can when you are moving on.

Guidelines For Teachers

This Education Record Book is parent held and should go home with the pupil every day. It will facilitate continuity of education for pupils who change schools frequently. This record Book will make the most of each pupil's achievements by setting weekly targets and recording progress.

- Please complete your school page daily.
- Add to the assessment pages when appropriate.

Advantages for the teacher

- It gives a quick and easy guide for beginning to address this pupil's needs.
- It demonstrates pupil progression.
- It may be photocopied for school records.
- It helps with differentiation.
- It saves time spent of unnecessary assessment.
- It helps to give teacher and pupil a sense of achievement.

How to use this book

If you are the issuing school please ensure that you undertake appropriate assessments and record the results. If not, please refer to the record of assessment and the previous school's entry.

Set a target that is:

Short term the pupil may only be in your class for a few days;

Manageable just a few targeets in each area, disussed with the child;

Achievable promoting success in a short time;

Relevant appropriate to the pupil's ability, remember you may be

meeting a gifted pupil or one with learning difficulties;

Time-limited keep under review.

Then:

- When the target is met, record it;
- Reward the pupil using the reward pages at the back of this book in addition to your usual reward system;
- Record any comments that may provide useful guidance to subsequent schools;
- Enclose one or two dated examples of pupil's work in the folder;
- Please complete daily.

For the Pupil

About me

My name is:	•	••••••	•••••••	••••••	•••••
You can put	a photo, draw	, a picture o	r write about	yourself her	e.
These peopl	e are in my fa	mily.			

My favourite food is:
My favourite TV programme is:
My favourite pop group is:
My favourite game is:
I am good at:
I like:
I don't like:
I would like to:

Initial Assessment

School								
Contact								
Telephone								
Date Age	Year Group							
LITERACY								
Dominant Hand	Right/Left							
NUMERACY								
OTHER								

Record of additional assessments

School
Contact
Telephone
Date Age Year Group
Statutory/Other
SEN Code of Practice
School
Contact
Telephone
Date Age Year Group
Statutory/Other
SEN Code of Practice

Record of additional assessments

School
Contact
Telephone
Date
Statutory/Other
SEN Code of Practice
School
Telephone
Date Age
Statutory/Other
SEN Code of Practice

Record of additional assessments

School
Contact
Telephone
Date Age Year Group
Statutory/Other
SEN Code of Practice
School
Telephone
Date
Statutory/Other
SEN Code of Practice

To be completed by the teacher

School address	••••	•••••	•••••	•••••	•••••	•••••	•••••	••••	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •
Refer to previous pages The guidelines on page additional information.	to identi s 6–7 an	fy ac	hieve	ments	and s	set t	arge	ts f	or the cur	rent week.
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Attendance record										
Literacy										
Targets						Ac	:hieve	ed	Needs revision	Not yet mastered
Examples of books r	ead:									

Targets	Achieved	Needs revision	Not yet mastered

Other achievements

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If any formal assessments have been made this week, please update the record of assessments on pages 10–13.

Parent's comme	ents:	

To be completed by the teacher

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The guidelines on pages 6–7 additional information.	and the	reco	rd of ass	sessr	men	its o	n p	ages 10–	13 provide
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Literacy									
Targets					Ac	hieve	d	Needs revision	Not yet mastered
Examples of books read:									

Targets	Achieved	Needs revision	Not yet mastered

Omer	achievements	

If any formal assessments have been made this week, please update the record of assessments on pages 10–13.

Parent's comments:	

To be completed by the teacher

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Targets						Δ	Achieve	d	Needs revision	Not yet mastered
Examples of books rea	d:									

Targets	Achieved	Needs revision	Not yet mastered

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If any formal assessments have been made this week, please update the record of assessments on pages 10–13.

Parent's comments:	

To be completed by the teacher

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Examples of books read:			

Targets	Achieved	Needs revision	Not yet mastered

Other achievements

If any formal assessments have been made this week, please update the record of assessments on pages 10–13.

Parent's comments:		

To be completed by the teacher

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Examples of books read:			
Examples of books redu:			

Targets	Achieved	Needs revision	Not yet mastered

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Parent's comments:		

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Examples of books read:			

Targets	Achieved	Needs revision	Not yet mastered

Other achievements	Ot	her	ach	iev	em	ents
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Examples of books read:			

Targets	Achieved	Needs revision	Not yet mastered

Other achievements

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Examples of books read:			

Targets	Achieved	Needs revision	Not yet mastered

Other achievements

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Parent's comments:		

To be completed by the teacher

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Literacy			
Targets	Achieved	Needs revision	Not yet mastered
Examples of books read:			

Targets	Achieved	Needs revision	Not yet mastered

Other achievements

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To be completed by the teacher

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Examples of books read:			
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Targets	Achieved	Needs revision	Not yet mastered

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Parent's comments:		

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Literacy				
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Examples of books read:				

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If any formal assessments have been made this week, please update the record of assessments on pages 10–13.

Parent's comments:		

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To be completed by the teacher

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Examples of books read:			

Targets	Achieved	Needs revision	Not yet mastered

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Parent's comments:		

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Targets	Achieved	Needs revision	Not yet mastered
Examples of books read:			

Targets	Achieved	Needs revision	Not yet mastered

If any formal assessments have been made this week, please update the record of assessments on pages 10–13.

Parent's comments:		

To be completed by the teacher

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Targets	Achieved	Needs revision	Not yet mastered
Examples of books read:			

Targets	Achieved	Needs revision	Not yet mastered

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If any formal assessments have been made this week, please update the record of assessments on pages 10–13.

Parent's comments:		

To be completed by the teacher

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Targets	Achieved	Needs revision	Not yet mastered
Examples of books read:			

Other achievements

Targets	Achieve	d Needs revision	Not yet mastered

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To be completed by the teacher

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If any formal assessments have been made this week, please update the record of assessments on pages 10–13.

Parent's comments:		

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Examples of books read:				

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If any formal assessments have been made this week, please update the record of assessments on pages 10–13.

Parent's comments:		

To be completed by the teacher

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Examples of books read:			

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Other achievements	Ot	her	ach	iev	em	ents
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If any formal assessments have been made this week, please update the record of assessments on pages 10–13.

Parent's comments:		

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additional information.							
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Literacy							
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Examples of books read:							

Targets	Achieved	Needs revision	Not yet mastered

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To be completed by the teacher

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The guidelines on pages 6–7 and the record of assessments on pages 10–13 provide additional information.								
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Literacy								
Targets	Achieved	Needs revision	Not yet mastered					
Examples of books read:								

Targets	Achieved	Needs revision	Not yet mastered

Other achievements

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Parent's comments:		

To be completed by the teacher

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Attendance record			
Literacy			
Targets	Achieved	Needs revision	Not yet mastered
Examples of books read:			

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Week commencing	•••••	••••••	•••••
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Examples of books read:			

Targets	Achieved	Needs revision	Not yet mastered

Otl	her	ach	ieve	ment	ts

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Examples of books read:			

Targets	Achieved	Needs revision	Not yet mastered

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Literacy					
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Examples of books read:					

Targets	Achieved	Needs revision	Not yet mastered

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Literacy			
Targets	Achieved	Needs revision	Not yet mastered
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To be completed by the teacher

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Attendance record				
Literacy				
Targets	Achieved	Needs revision	Not yet mastered	
Examples of books read:				

Targets	Achieved	Needs revision	Not yet mastered

Other	ach	ievem	ents
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If any formal assessments have been made this week, please update the record of assessments on pages 10–13.

Parent's comments:		

To be completed by the teacher

School address	••••	• • • • • • •	•••••	•••••	•••••	•••••	•••••	••••	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •
Refer to previous pages The guidelines on page additional information.	to identi s 6–7 an	ify ac	hieve	ments a	and s	set ta	arge	ts f	or the cur	rent week.
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Examples of books r	ead:									l

Targets	Achieved	Needs revision	Not yet mastered

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If any formal assessments have been made this week, please update the record of assessments on pages 10–13.

Parent's comments:		

To be completed by the teacher

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Week commencing	••••••	•••••	•••••
Attendance record			
Literacy			
Targets	Achieved	Needs revision	Not yet mastered
Examples of books read:			

Targets	Achieved	Needs revision	Not yet mastered

Other	ach	ievem	ents
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Parent's comments:		

To be completed by the teacher

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Targets	Achieved	Needs revision	Not yet mastered
Examples of books read:			

Targets	Achieved	Needs revision	Not yet mastered

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Parent's comments:		

To be completed by the teacher

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Attendance record			
Literacy			
Targets	Achieved	Needs revision	Not yet mastered
Examples of books read:			

Other achievements

Targets	Achieved	Needs revision	Not yet mastered

If any formal assessments have been made this week, please update the record of assessments on pages 10–13.

Parent's comments:		

To be completed by the teacher

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Targets	Achieved	Needs revision	Not yet mastered
Examples of books read:			

Targets	Achieved	Needs revision	Not yet mastered

Other achievements	Ot	her	ach	iev	em	ents
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If any formal assessments have been made this week, please update the record of assessments on pages 10–13.

Parent's comments:		

To be completed by the teacher

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Week commencing	•••••	•••••	
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Literacy			
Targets	Achieved	Needs revision	Not yet mastered
Examples of books read:			

Targets	Achieved	Needs revision	Not yet mastered

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Parent's comments:		

To be completed by the teacher

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Examples of books read:			

Targets	Achieved	Needs revision	Not yet mastered

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If any formal assessments have been made this week, please update the record of assessments on pages 10–13.

Parent's com	ments:		

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Literacy			
Targets	Achieved	Needs revision	Not yet mastered
Examples of books read:			

Targets	Achieved	Needs revision	Not yet mastered

Other ac	chievements
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If any formal assessments have been made this week, please update the record of assessments on pages 10–13.

Parent's comments:		

To be completed by the teacher

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Week commencing	•••••	•••••	•••••
Attendance record			
Literacy			
Targets	Achieved	Needs revision	Not yet mastered
Examples of books read:			

Targets	Achieved	Needs revision	Not yet mastered

Other achievements

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Parent's comments:		

To be completed by the teacher

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Examples of books read:			

Targets	Achieved	Needs revision	Not yet mastered

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If any formal assessments have been made this week, please update the record of assessments on pages 10–13.

Parent's comments:		

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Targets	Achieved	Needs revision	Not yet mastered
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Parent's comments:		

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Examples of books read:			

Targets	Achieved	Needs revision	Not yet mastered

Other achievements

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Parent's comments:		

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with the co-operation of the Commission of the European Union.

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department for children, schools and families

National Association of Teachers of Travellers + Other Professionals