



St Mungo's High School

**A Guide to
Senior Phase
Reports**

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Tracking Dates for S4 Session 2021-22

Tracking period	Teachers Complete Report	Administration and quality assurance checks	Report emailed to Parent/Carer
Tracking 1	Fri 22 nd Oct	Mon 25 th – Wed 27 th Oct	Thur 28 th October
Tracking 2	Fri 21 st Jan	Mon 24 th – Wed 26 th Jan	Thur 27 th January
Tracking 3	Fri 4 th March	Mon 7 th – Wed 9 th Mar	Thur 10 th March

Tracking Dates for S5/6 Session 2021-22

Tracking period	Teachers Complete Report	Administration and quality assurance checks	Report emailed to Parent/Carer
Tracking 1	Fri 24 th Sept	Mon 25 th – Wed 27 th Sept	Thur 28 th September
Tracking 2	Fri 5 th Nov	Mon 8 th – Wed 10 th Nov	Thur 11 th November
Tracking 3	Fri 14 th Jan	Mon 17 th – Wed 19 th Jan	Thur 20 th January
Tracking 4	Fri 11 th March	Mon 14 th – Wed 16 th Mar	Thur 17 th March

What is a tracking report?

Tracking reports are designed to give parents an overview of how their child is progressing at school. Each tracking report will give a **summary** of your child's progress in each subject, including, Aspirational Grade, Working Grade and Progress. Where a pupil has been marked as '**borderline**' or '**off track**' in a subject, teachers will also provide an advice comment.

Tracking reports will also include your child's **SQA Level**. Levels are set at the beginning of the year and are devised based on previous learning and demonstrated ability in previous courses.

Levels are checked and amended within each tracking period to ensure the best possibility of success for each pupil. Where we would recommend a change to your child's level within a subject, the Pastoral Head or Year Head will contact you.

Senior Phase Courses

Within the Senior phase, pupils will embark on National 3, National 4, National 5, Higher, Advanced Higher or SCQF courses. Below is a table explaining the methods of grading for each course.

National 3	Pass or Fail	Internally assessed subject to SQA verification
National 4	Pass or Fail	Internally assessed subject to SQA verification
National 5	A, B, C, D, below D (No award)	Assessed by SQA
Higher	A, B, C, D, below D (No award)	Assessed by SQA
Advanced Higher	A, B, C, D, below D (No award)	Assessed by SQA
Other Courses		
SCQF Courses at Level 5/6 (e.g. NPA)	Pass or Fail	Internally assessed subject to SQA verification
College Courses (e.g. HNC, Foundation Apprenticeship)	Pass or Fail	Internally assessed subject to SQA verification

Grading and level – understanding the report

On the Report	Explanation
SQA Level	<ul style="list-style-type: none"> SQA levels are based on previous learning in Broad General Education (BGE) or a previous SQA course, e.g., if a pupil has passed National 4 and continues with the subject, their SQA level would be National 5.
Aspirational Grade (A, B, C or pass*)	<ul style="list-style-type: none"> Aspirational grades are discussed between teacher and pupil and reflect what the pupil would like to achieve at the end of the year, with consideration given to their capabilities. Aspirational Grades can be updated in each tracking period.
Working Grade (A, B, C, D, less than D, on track to pass*, not on track to pass* (N4, SCQF courses)	<ul style="list-style-type: none"> The Working Grade will reflect the level the pupil is currently working at within each tracking period. Working Grades will be updated in each tracking period and will reflect pupil progress and/or the gathered assessment evidence. At the beginning of the session, Working Grades can be based on course coverage e.g. the working grade could be set at a 'C' as there has not been enough coverage of the course at the time of the first report. This will be updated in subsequent tracking reports.
Progress	<ul style="list-style-type: none"> Progress will indicate whether the pupil is: 'on track', 'borderline' or 'off track'
Comment	<ul style="list-style-type: none"> Where a pupil is marked 'borderline' or 'off track', a comment will be provided focusing on how the pupil can improve.

Subject reports

Your child will study a range of subjects from S4 – S6.

- In S4, pupils **would normally** undertake 7 subjects.
- In S5/5 pupils **would normally** undertake 5 subjects
- In all years pupils will continue with CORE subjects such as RE, PE and PSE.

For each subject, there will be an indication of the following:

Level of study, SQA Aspiration Grade, Working Grade, Progress and Comment.

Level	SQA Aspirational Grade	Working Grade	Progress	Comment
National 3	Pass	Either 'On track to pass', or 'not yet on track to pass'	Either On track, Borderline, Off track	Included where a pupil is borderline or off track
National 4	Pass	Either 'On track to pass', or 'not yet on track to pass'	Either On track, Borderline, Off track	Included where a pupil is borderline or off track
National 5	Either A, B, C or Pass	Either A, B, C, D, or less than D	Either On track, Borderline, Off track	Included where a pupil is borderline or off track
Higher	Either A, B, C or Pass	Either A, B, C, D, or less than D	Either On track, Borderline, Off track	Included where a pupil is borderline or off track
Advanced Higher	Either A, B, C or Pass	Either A, B, C, D, or less than D	Either On track, Borderline, Off track	Included where a pupil is borderline or off track
SCQF	Pass	Either On track to pass, or not yet on track to pass	Either On track, Borderline, Off track	Included where a pupil is borderline or off track

Example report

English at National 5

Progress : Hall is on track for achieving his aspirational grade.

SQA Aspirational Grade : A

Comment :

Working Grade : B

Hall should now focus on his revision of 'Macbeth' quotations, essay planning and writing. He should also ensure he revises key question types for the RUAE exam paper.

English at National 4

Progress : Hall is borderline for achieving his aspirational grade.

SQA Aspirational Grade : PASS

Comment :

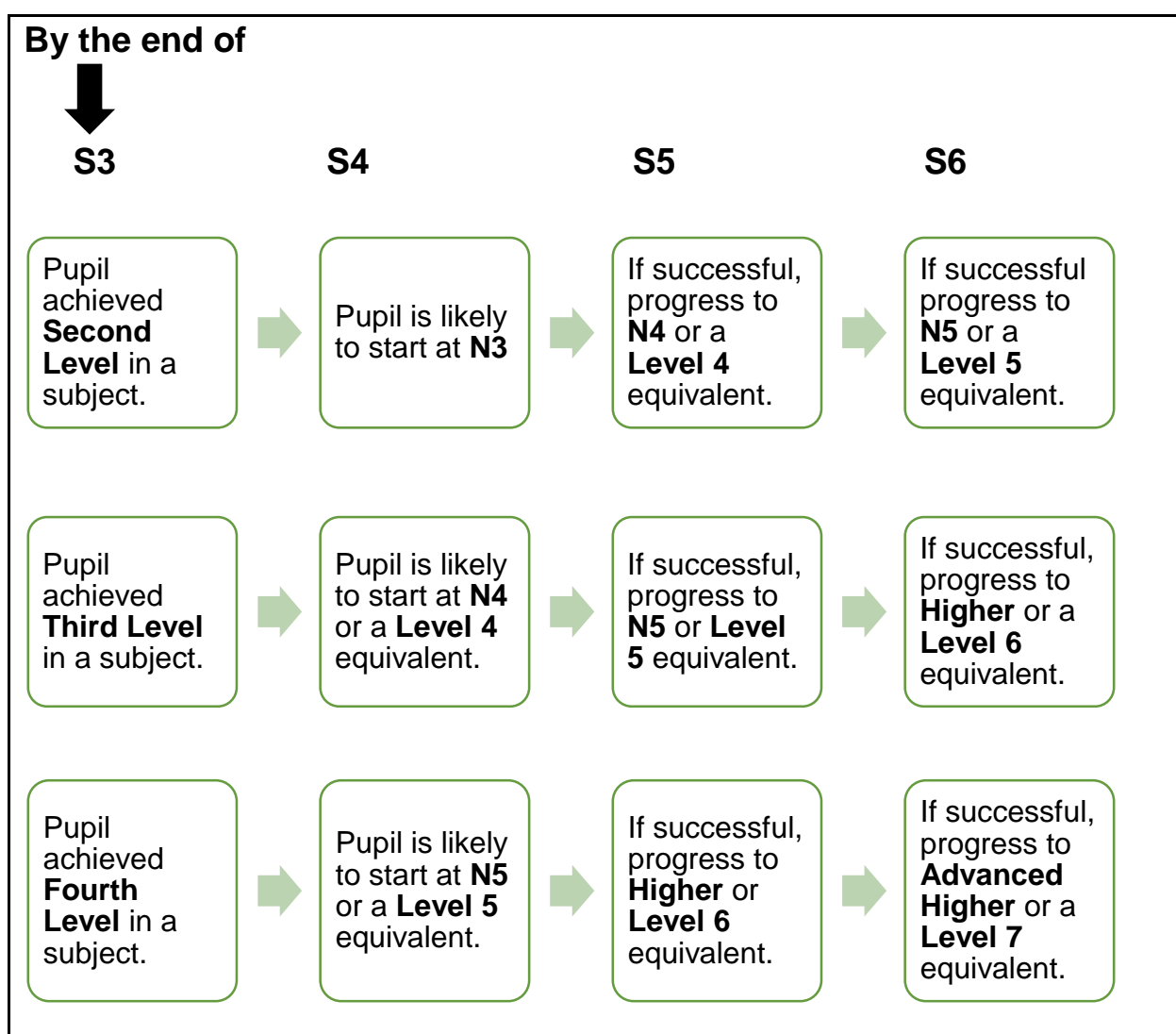
Working Grade : Off track to Pass

Hall can work well when he is focused. To improve, he must make sure he follows teacher advice and completes all the work set. He should ensure he uses teams to access revision notes and homework tasks.

Pathways in Senior Phase

At the end of S3, your child will move into S4 and to the Senior Phase Curriculum, which is determined by exams set by the Scottish Qualifications Authority (SQA).

Below is a general indication of the progression pathway from CFE to Senior Phase and within Senior Phase. **It is important to remember that pupil progress and levels may vary across subjects.** In S2, S4 and S5, all pupils will have a Pathways interview to help make subject choices.



Contact Us

Thank you for reading our guide to Senior Phase reports and we hope you have found it useful. Should you have any further queries, please contact your child's Pastoral Teacher.

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