

Melrose Primary School

Personal Learning Plans

Updated September 2021

At Melrose Primary School our main approach to reporting is through Personal Learning Plans (PLP). The minimum requirement for sharing PLPs with parent/carers is at the end of a block/4 times a year. PLP reporting is part of learning and teaching and should be an integral process rather than just an end of block task. PLPs can be sent home at any point during the year for an individual/group of learners to share success.

The PLP will include targets and evidence. Targets should be put into PLPs when appropriate for individuals, groups and/or whole class during the block of learning (this replaces our old system of sending home PLPs with targets at the beginning of a block).

Progress in the core areas must be evidenced. The PLP should include teacher feedback, pupil feedback and parent/carer comments. Feedback slips for pupils and parent/carers are on the RM staff drive/PLPs/Comment boxes.

Reference should be made the guidance from the Melrose Primary School Reporting paper:

- Personal Learning Planning (PLP)
 - Teaching and learning overview each term which includes ways parents/carers can help
 - Targets
 - Evidence
 - Pupil evaluation of and dialogue about learning
 - Teacher feedback on progress and next steps in learning
 - each term literacy, numeracy, health and wellbeing
 - throughout the year other curricular areas
 - Pupil feedback on learning
 - Parent/carer feedback on learning
 - Pupil as a learner annual (March) report written by the class teacher (see Appendix 2)
 - Pupil achievements
 - Vision, values and aims, evidence of values - respectful, receptive, resilient, responsible, reflective (5Rs)

Dates PLPs to parents/carers

Monday 4th October 2021

Monday 13th December 2021

Friday 25th March 2022 – Pupil as a learner report

Monday 13th June 2022

This session some Second Level classes will be using Showbie for reporting/PLPs. This will run as a small test of change which will be evaluated at the end of the year.