



Student Academic Tracking and Monitoring

It is the school's policy that all students be given the necessary support to realise their full academic potential.

Students are supported and tracked in the following ways:

Individual Subject Areas

Subject teachers work with their students to:

- set realistic academic targets each term
- monitor their progress in meeting the set targets
- help them to identify areas of strength and weakness
- help them to analyse and strengthen these areas of strength / weakness
- put into place strategies of support
- take remedial / interventive action where necessary
- keep HTs informed and CCO in the loop

Subject teachers feed back to HTs and CCOs if there are problems on a 'need-to-know' basis and to enable a comprehensive picture to be drawn up. House staff will support and reinforce departmental strategies.

House Tutors / (Housemasters & House mistresses)

House Tutors keep an eye on the overall academic performance of each of their charges by:

- checking the student handbooks to ascertain that targets have been set in each subject
- discussing their individual academic performance with their students
- checking mid-term and end-of-term grades
- keeping HsM updated re any problems with academic subjects / performance*
- highlighting to CCO any major problems e.g. failing / struggling / underperforming / not being sufficiently challenged in several areas

Curriculum Coordinators

The CCO oversees the students' overall academic performance in consultation with the HTs and takes specific action in cases where the student requires intervention in several subject areas.

* HTs / HsMs take interventive action where necessary bearing in mind that such strategies should be followed by the subject teacher / department in the first place.

This will necessarily take the form of full academic monitoring, liaison with VP(A), liaison with HOFs, subject teachers and parents. In the case of G&T students, the CCO will also liaise with HOFs and VP(A).

Once a case becomes the responsibility of the CCO, it is the CCO who will initiate all actions and intervention.

The CCO will work with and keep House staff and HOFs informed and updated.