



Reporting requirements:

Grades 8 & 9:

- Term Column: Enter the proficiency based on evidence of learning in your course.

Grades 10-12:

- Term Column: Enter a percentage based on evidence of learning for the term.

Comments for 8-12:

Strength-based comments that describe:

- What the student is **able to do**
- What the student is **working towards**
- Strategies to **support** student growth

Students with an IEP:

All students have a right to personalized reporting. Those who are supported by an IEP will have individualized goals and strategies to differentiate learning. The classroom teacher will report based on how the student is able to access the course curriculum with the support of their **adaptations**.

Students in **modified** course codes will only receive a letter grade if they are assessed using curricular learning standards. When a student is being assessed on individualized goals only, a letter grade is not appropriate. **In this case leave the mark blank** and provide strength-based comments about the student's goals.

Reporting an "IE" (formerly "I"):

In grades 8 & 9, when there is insufficient information to adequately assess a student's progress on the proficiency scale, an "IE" (insufficient evidence) can be reported on the mid-term report. Comments should clearly explain why the scale is inapplicable and include a plan for the learner to grow their understanding.

In grades 10-12, if there is insufficient information to soundly report a letter grade, an "IE" can be reported on the mid-term report.

Any time an "IE" is reported, it must be accompanied by a plan for growth and a timeline. Refer to [Student 8-12 Reporting Guidelines](#)(p 20).

Reporting for ELL:

All ELL students have an Annual Instructional Plan (AIP), which you can view in their ELL yellow file (ask your ELL on site specialist). Most ELL students can meet outcomes with adaptations and will be assigned a letter grade or competency on their report card. For those ELL students who do not meet learning standards **due to language proficiency**, teachers should provide written comments that describe what the student can do, areas that require further development, and ways to support learning. **In this case, an "IE" may be appropriate.**

Please reference [Ministry ELL Policy Guidelines](#) (p 13). The ELL specialist will report on the student's language proficiency based on AIP goals.

*For ideas on writing comments, visit:
[NLPS Student 8-12 Reporting Guidelines](#)*

Proficiency	%/Letter Grade	Leave the Mark Blank
For all grade 8/9 courses	For only grade 10-12 courses	Only for students on a modified course