**Senior Tracking Reports: Reference Sheet**

**Effort and Behaviour**

Effort and Behaviour are graded against the following headings

**1 Excellent; 2 Good; 3 Inconsistent; 4 Causing Concern.**

More detailed criteria for each heading is given on the school website in the Curriculum Section – Tracking & Reporting.

**Working Grade**

The working grade indicates how well the learner is coping with the demands of the course. It will partly be based on day-to-day performance in class and summative assessment data but will also factor in how the learner is likely to perform with course content still to be covered.

It is worth noting that the working grade is a snapshot of pupil progress. In most cases it should be maintained or improved on as the year progresses.

A brief description of each working grade along with information on how this translates to a potential final award is given in the table below:

|  |  |  |  |
| --- | --- | --- | --- |
| **Working Grade** | **Description** | **N5/Higher/AH**  **final award** | **N4/NPA/FA final award\*** |
| **1**  **2** | Coping well with almost all aspects of the course. | A | Pass |
| **3**  **4** | Coping well with most aspects of the course. | B | Pass |
| **5**  **6** | Coping well with many aspects of the course but finding others more challenging. | C | Pass |
| **7** | Almost on track to pass but requires further consolidation. | D | Fail |
| **8**  **9** | Will need significant consolidation in order to reach the standard required to pass. | No Award | Fail |

**\*** N4, NPAs and FAs are graded on a pass/fail basis. However, for the purposes of reporting, the working grades of 1-9 have been applied to give a better indication of how well the learner is coping with the demands of the course.