

Traffic Light Letters

Traffic light letters are designed to help students and their parents to track students' progress towards their target levels.

Each half term students will complete an assessed task which will be marked and levelled according to national curriculum/exam criteria. This result is shown as the 'working at grade' on the letter. Teachers will also indicate the final level they expect students to achieve at the end of the course, and this is also shown on the letter. The "traffic light" system shows the progress of the students towards their individual target grade, which has been set using previous attainment data.

During the first half of the autumn term, students, with their teachers, also set themselves personal target levels for each subject, which may be different from the target above. This level will be recorded in the students' planners and on the front of their exercise books.

The college encourages students to set demanding targets which they aim to achieve by the end of the year and so we would not expect all students to be hitting their targets yet and would expect some volatility over the year. The main purpose of the traffic light system is to encourage students to discuss their progress with their teachers, with a view to finding out the areas which need to be focused on to ensure that the target level is reached.

The system allows us to measure each student's expected final grade against the target grade. They have been traffic-lighted, or colour coded, to help students and their parents to identify trends. A green expected final grade indicates that a student is expected to achieve at or above their target level, yellow or amber shows one level below target levels, and red highlights two levels below their target level. Teachers will record an action point for any student with a red traffic light in their subject.

If you have any general queries about the system or your child's progress please do not hesitate to contact their tutor in the first instance. If you wish to speak about your child's progress in a specific subject, please email their teacher directly. Email addresses for individual members of staff can be found on the college's website, www.ncol.uk.com, under key staff in the 'Contact Us' menu, or phone reception who will pass a message to the individual teacher.

An example of what the traffic light letter will look like:

STUDENT NAME AND REGISTRATION GROUP
Year [Year] - "Traffic Lights" system – Half Term Date to Date

SUBJECT	TARGET	EFFORT	WORKING AT GRADE	FINAL EXPECTED GRADE
Art	6C	Good	5A	6C
Citizenship	6A	Good	6C	6A
English	5A	Good	5A	6B
French	5B	Excellent	4A	5B
Geography	6C	Good	5B	6C
German	5B	Excellent	4C	5B
History	6B	Excellent	6C	6B
Maths	5A	Excellent	4A	5C
Music	6B	Excellent	5B	6C
PE	6C	Good	5B	5B
RE	6B	Excellent	5A	6B
Science	6C	Excellent	6A	6A
Technology	6B	Excellent	6C	6B

Action Points for red traffic lights

Maths	Make sure that you show all your working out and check it through to make sure you haven't missed a step.
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