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STATUTORY RULES OF NORTHERN IRELAND

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**2009 No. 231**

**The Education (Pupil Reporting)  
Regulations (Northern Ireland) 2009**

**Citation and commencement**

1. These Regulations may be cited as the Education (Pupil Reporting) Regulations (Northern Ireland) 2009 and shall come into operation on 1st October 2009.

**Interpretation**

2. In these Regulations—

“parent” in relation to a child or young person, includes any person—

- (a) who is not a parent of his but has parental responsibility for him; or
- (b) who has care of him;

“the 2006 Order” means the Education (Northern Ireland) Order 2006;

“sixth form” means the period of full-time secondary education coming immediately after the end of key stage 4; and

“summative record of achievement” means the information specified in regulation 9.

**Revocation**

3. Regulations 5 to 8 of the Education (Pupil Records and Reporting) (Transitional) Regulations (Northern Ireland) 2007(1) are revoked.

**Application**

4.—(1) Subject to paragraph (2), these Regulations apply to all grant-aided schools.

(2) These Regulations shall not apply to nursery schools, or in respect of pupils in primary schools or special schools who have not attained the lower limit of compulsory school age.

**General duties of the principal – annual reporting**

5.—(1) The principal of each grant-aided school shall make available to the parents of each pupil registered at the school the information relating to that pupil’s educational and other achievements specified in regulation 6.

(2) The information referred to in paragraph (1) shall:—

- (a) be made available in each school year and in the manner specified in regulation 10;
- (b) be signed by the principal; and
- (c) provide the name of the school.

6.—(1) Subject to paragraphs (2) to (4), the information required by regulation 5(1) to be made available in relation to a pupil in:

- (a) foundation stage is specified in Part 1 of Schedule 1;
- (b) key stages 1 and 2 is specified in Part 2 of that Schedule;
- (c) key stage 3 is specified in Part 3 of that Schedule;
- (d) key stage 4 is specified in Part 4 of that Schedule; and
- (e) sixth form is specified in Part 5 of that Schedule.

(2) Where a pupil has been exempted from any part of the curriculum or assessment arrangements in that school year, the information provided pursuant to paragraph (1) shall include a statement to that effect.

(3) In Irish-speaking schools, the information referred to in paragraph (1) may be provided in English or in Irish.

(4) The information required by this regulation shall include any qualification, award or certificate gained by the pupil, including any credit awarded towards a qualification where the pupil did not obtain the full qualification, that the school, any other school (including an independent school), any institution of further education, or any other person or body approved by the Department and appearing to the Board of Governors to be qualified and equipped to provide that education, has prepared him for in the school year to which the information relates, whether in connection with his studies or otherwise.

#### **Additional information in respect of pupils in the final years of key stages 1, 2 and 3**

7. In addition to the requirements set out in regulations 5 and 6, the principal of each grant-aided school shall make available to the parents of each pupil registered at the school who is in the final year of key stage 1, 2 or 3 the information specified in Schedule 2.

8. In the case of each pupil registered at the school who is in the final year of key stage 1, 2 or 3 it shall be the duty of the principal to send notification to NICCEA, in such form and by such date as it may require, of the results of assessments in relation to any cross-curricular skills in which the pupil was assessed in that school year with reference to levels of progression specified by an order made by the Department under Article 8(3) of the 2006 Order.

#### **Summative record of achievement for pupils in the final years of key stage 2, key stage 4 and sixth form**

9.—(1) In addition to the requirements set out in regulations 5, 6 and 7, the principal of each grant-aided school shall make available a summative record of achievement at the end of key stages 2 and 4, and sixth form.

(2) The summative record of achievement shall be made available to the parent of a pupil in the final year of key stage 2, or to the pupil or his parent where the pupil is in the final year of key stage 4 or sixth form.

(3) The summative record of achievement shall include:—

- (a) any qualification, award or certificate gained by the pupil, including any credit awarded towards a qualification where the pupil did not obtain the full qualification, that the school, any other school (including an independent school), any institution of further education, or any other person or body approved by the Department and appearing to the Board of Governors to be qualified and equipped to provide that education, has prepared him for, whether in connection with his studies or otherwise, and detail the name, highest result achieved and the year the qualification, award or certificate was achieved;

- (b) brief particulars of any school societies, clubs or activities in which the pupil was involved in the course of his attendance at the school or at any other school (including an independent school), whether in connection with his studies or otherwise; and
- (c) particulars of any position of responsibility held by the pupil in the school or in any other school (including an independent school) attended by him or in any societies, clubs or activities mentioned in sub-paragraph (b).

**Time and manner of provision of information to parents**

10.—(1) Subject to paragraph (2) the principal shall send the information required by regulations 5(1), 7 and 9 (whether by post or otherwise) to the pupil's parent not later than 30<sup>th</sup> June in the school year to which the information relates.

(2) Where the principal receives information after 30<sup>th</sup> June in any school year consisting of results of public examinations taken by, or assessments in respect of, a pupil at the school during the school year, he shall send that information (whether by post or otherwise) to the pupil's parent as soon as reasonably practicable.

Sealed with the Official Seal of the Department of Education on 12<sup>th</sup> June 2009.



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