

Students

Reporting to Parents

The CREC Council encourages regular and effective two-way communication between parent and teacher through frequent and varied reporting methods. Parent-teacher conferences, letters and informal notes, telephone calls to parents, and school visitation should be used regularly, among other means, to inform parents of student successes and student needs and to inform teachers of parent concerns about, suggestions for, and perceptions of their children which may help the teachers in their work with particular children.

1. **Report Card.** Written reports on student progress will be issued. Reporting dates shall be determined annually and placed on the school calendar. Parents will be advised as early as possible of a student's potential failure in a course or grade and the possibility of the student repeating the grade or course.

Report cards should reflect the educational growth of the student, the student's ability, attitudes, interests, effort, conduct or citizenship, and achievement and in relationship to standards for his/her age and grade. The principal/program director and teachers are responsible for determining the factors that are considered in a student's grade. Teachers also will report on student progress at regularly scheduled parent conferences.

Unless a specific request to the contrary has been obtained from a parent/guardian, report cards are to be given only to the student and not to a sibling or friend.

2. **Warning Notices.** Student progress reports to parents/guardians should be sent as needed between marking periods. Parental acknowledgment of these communications should be encouraged.

If parents are separated or divorced, both have equal rights to be informed of their child's school progress unless there is an order from the court to the contrary. Non-custodial parents shall receive written reports and conference notifications upon a request to the school principal.

Legal Reference: Connecticut General Statutes

10-15b Access of parent or guardian to student's records.

46b-56 Access to records of minor children by non-custodial parent.

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CAPITOL REGION EDUCATION COUNCIL

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Hartford, Connecticut