

An exemplar individual pupil record

Appendix 2

Teachers need to keep systematic records of learner performance as evidence of learner progress. The following is an example of an individual pupil record. Part 1 of this record form is taken from the 'English Language Syllabus for Primary Schools 1997' p. 161 with slight adaptation. The Target Description is worked out based on the Dimension Targets for Key Stage 1. Teachers can make further adaptation to this form at their own discretion.

Name: _____ **Class:** P2C (Term 1)

Part 1

	Target Description	Skills Descriptors Learner's performance in the Target could include the following:	PERFORMANCE (✓ = generally able to, √ = partially able to, x = not yet able to)				
			Entry	Date	Date	Comments	
K N O W L E D G E	Learners are able to provide and use simple information in short spoken and written texts supported by visual means and based on immediate and familiar experiences.	Listening					
		* understanding and responding to questions that require short, simple answers					
		* understanding and responding to simple instructions and commands					
		*					
		*					
		Speaking					
		* giving short phrases to answer simple questions about familiar experiences					
		*					
		*					
		Reading					
		* understanding short written directions and instructions (of one word or phrase) in the classroom context					
		*					
		*					
		Writing					
* supplying appropriate words in given contexts (e.g. captions or labels)							
* writing sentences independently based on models							

	Listening					
	* following a simple narrative told by the teacher with the help of pictures and other means					

The learner

	Date	Date	Date	Date	Date	Overall Comments
1. shows interest in the language.						
2. has confidence in using English.						
3. takes initiative to raise questions/make remarks in English.						
4. is keen to participate in pair/group work activities.						
5. is able to work independently.						
6. is able to share information with others.						
7. is able to complete a task within the given time.						
8. is able to make choices.						
9.						
10.						
11.						
12.						