

IMPORTANT NOTES: K-7 STUDENT PROGRESS TEMPLATE – 2019-20

- The Student Progress Template for use in 2019-20 is available and posted on the Surrey Schools CSL site (www.surreyschools.ca/CSL) under RESOURCES.
- The 2019-20 template remains unchanged from previous versions and includes enhancements that should save you time. [This video may be used as a guide to help you better understand them enhancements.](#)
- The 2019-20 version will continue to allow you to work on a single file that includes all students and all three terms. [This video may be used as a guide for completing this version of the Student Progress Template.](#)
- Once available, clicking template links on the CSL site will download files to the DOWNLOADS FOLDER or DESKTOP of your computer. **Please ensure you open files with Adobe from those locations and not within your web browser.**
- Teachers may use letter grades (Grades 4-7) or proficiency scales. Teachers choosing to use proficiency scales should now begin to use the proficiency language above and this is now the language the Ministry of Education is using. If parents request letter grades, they will be provided.
- If a student moves part-way through the term, the [Student Transfer Form](#) may be used. The form should be completed, a copy given to the parents, and to the office for filing.
- Finally, remember that reporting is one part of the CSL “window”. As you reflect on your work, consider how your work reflects the other aspects of the window: capturing learning, opening doors, and conferencing. [Learn more about our vision for CSL.](#)



