

St Benedict's High School

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Head Teacher: Alan Taylor BSc. (Hons)

Date : 11/12/25



Dear Parent/Carer

The purpose of this report is to provide you with tracking grades indicating how well your child is performing in their National Qualification subjects.

The report states the grades and levels at which your child is currently working at – this is shown as the **Working Grade** on the report. To maintain or improve on these grades, pupils will need to apply themselves fully both in class and at home. The **Target Grade** demonstrates the grade which the class teacher thinks your child is capable of if they work to their full potential.

This report also contains ratings for **behaviour**, **effort** and **homework**. These ratings are accompanied by the terms **Excellent**, **Good**, **Inconsistent** and **Needs Improvement**.

There is also information on your child's attendance. Please note attendance is recorded as 2 openings per day – morning attendance and afternoon attendance.

An explanation of the codes used for Working Grades is given below:

National 5

GRADE	SQA Grade
1	A
3	B
5	C
7	D
8*	No award

*This grade would indicate that the candidate is unlikely to achieve a course award at this level. An alternative course pathway may be considered.

National 3 or 4

A National 3 or 4 is awarded on a pass/fail basis, however we have used the following sliding scale to report on the quality of work being produced by pupils.

GRADE	SQA Grade	Quality
1	PASS	Excellent
3	PASS	Good
5	PASS	Satisfactory
7 -9	No Award	Needs Improvement

Teachers and pupils have been discussing these reports, setting targets, and identifying any areas for improvement. Pupils will have an opportunity to demonstrate their knowledge and skills across the remainder of the term.

Please use this tracking report to discuss progress with your child and plan next steps. There will be further report as well as a parent/carer evening (dates are below) as we progress through the year.

I have outlined some key dates below for the year ahead.

S4 Parent's Evening	Thursday 11 th December
Tracking Report	Friday 12 th December
Mentor Meeting	Friday 12 th December
Christmas concert	Wednesday 17 th December
Prelims	Wednesday 7 th January – Wednesday 21 st January
Parent Council Meeting	Monday 2 nd February 6pm (new parents/carers welcome)
Full Report	Friday 27 th February
Mentor Meeting	Friday 6 th March
Parent Council Meeting	Monday 16 th March 6pm (new parents/carers welcome)
Easter School	Dates TBC during Easter Holidays
SQA exam diet	Wednesday 22 nd April – Tuesday 2 nd June
Parent Council Meeting	Monday 27 th April 6pm (new parents/carers welcome)
Parent Council Meeting	Monday 8 th June 6pm (new parents/carers welcome)

The standard of uniform remains high, and I appreciate your support in this matter. Attendance and timekeeping are key to success, so please support your child to school to maintain high attendance.

Yours sincerely

Bernadette McFadden

Bernadette McFadden
Depute Head Teacher