Learning Skills and Work Habits

M = Meeting P = Progressing N = Needs Improvement I = Insufficient Evidence

Engagement (& initiative)	Responsibility (& self-regulation)
• Attends regularly • Arrives on time • Actively participates • Follows instructions • Work independently • Uses class time well • Completes work on time • Is able to talk about own strengths, needs and interests and can set goals	• Takes ownership for behaviour • Follows class and school rules • Stays on task • Shows respect and a positive attitude towards others • Is truthful and trustworthy • Owns up to mistakes and learns from them • Seeks ways to meet their own goals • Shows perseverance • Helps others to follow school and class rules
Communication	**Collaboration**
• Uses spoken and written communication to explain ideas • Speaks clearly and with expression • Uses body language when communicating • Actively listens and responds to others appropriately • Stays calm even when there is a disagreement • Is able to talk out a problem to find a solution • Shows respect for the ideas and opinion of others	• Takes an active role in group work • Shows friendliness to others • Shares ideas with others and listens to their ideas • Encourages others to respect everyone • Shows confidence • Shares resources with others • Shows encouragement to others • Works with others to make decisions

✂ ***(Please complete, sign, and detach the form below, and return it to the school office.)*** ✂

Student:	Grade:	Birthdate:

Student's Comments

- **My best work is:**

- **My goal for improvement is:**

Student's Signature: ✍ _____

Parent's/Guardian's Response

☐ I have received this report card. ☐ I would like to discuss this report card. Please contact me.

Parent's/Guardian's Name (*please print*):	Signature: ✍	Date:
Telephone (*day*):	Telephone (*evening*):	