HOW TO USE
THE PLANNER

- **PLEASE MAKE SURE YOUR PLANNER IS IN SCHOOL EVERY DAY AND KEEP IT UP TO DATE.**

- All daily entries should be written so that parents/carers and teachers, as well as you can understand them.

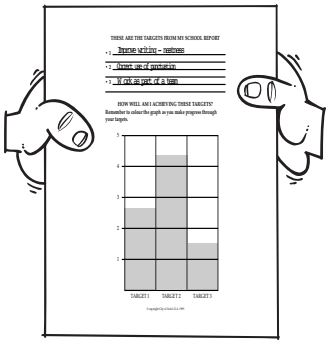
- Try to keep your planner in good condition.

- Ask your parent/carer to sign the diary at the end of each week and make comments if they would like to.

- If you have any problems with your planner, please ask your teacher or parent/carer to help you.

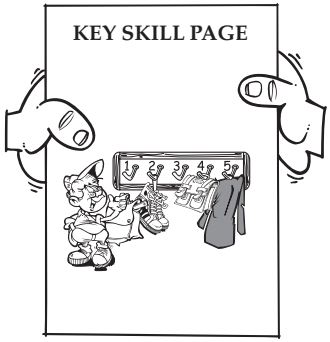
- **TALK TO PEOPLE ABOUT WHAT YOU HAVE WRITTEN.**

THIS PLANNER WILL HELP YOU

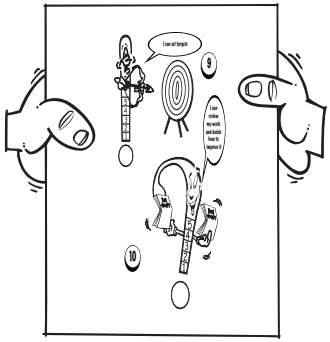


◆ Assess your learning

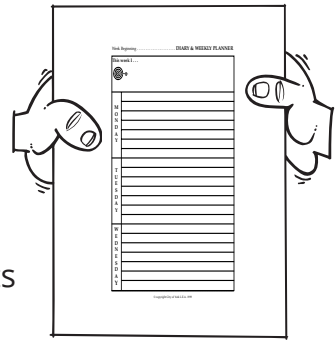
◆ Review your progress



◆ Set short term targets



◆ Identify strengths and areas for improvement



◆ Record your achievements

Please discuss these at home.

THIS PLANNER WILL HELP YOUR PARENTS/CARERS & TEACHERS

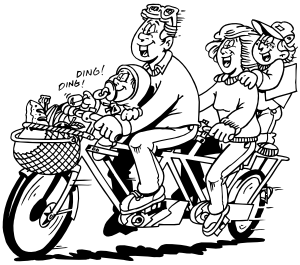
- See how you are making progress
- Give you support and encouragement
- Help you review and plan your work

Pupil

Primary Planner

Parent/ Carer

Teacher



ADDRESSES AND TELEPHONE NUMBERS

MY IMPORTANT DATES

AUTUMN TERM

MY IMPORTANT DATES

SPRING TERM

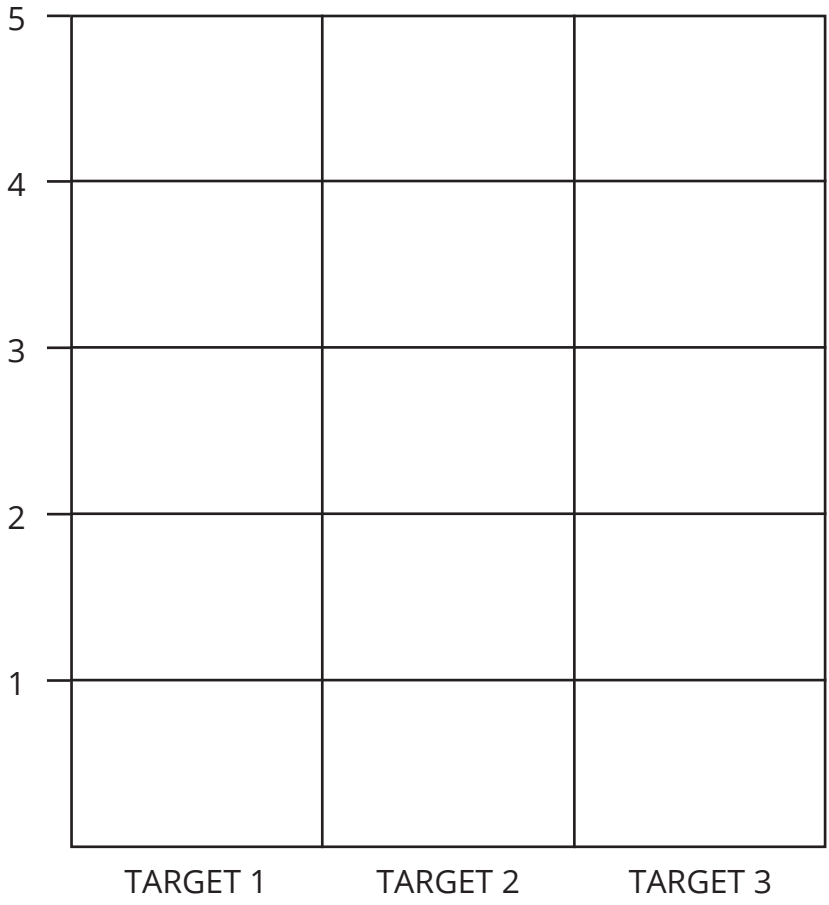
MY IMPORTANT DATES

SUMMER TERM

THESE ARE THE TARGETS FROM MY SCHOOL REPORT

- **1**
- **2**
- **3**

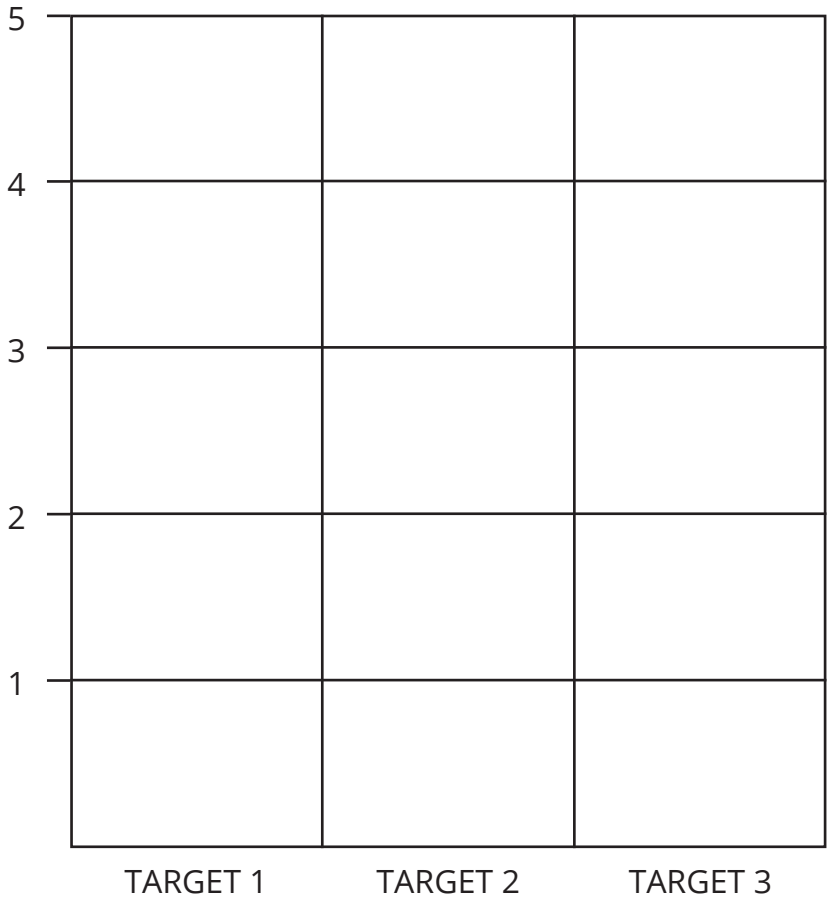
HOW WELL AM I ACHIEVING THESE TARGETS?
Remember to colour the graph as you make progress through your targets.



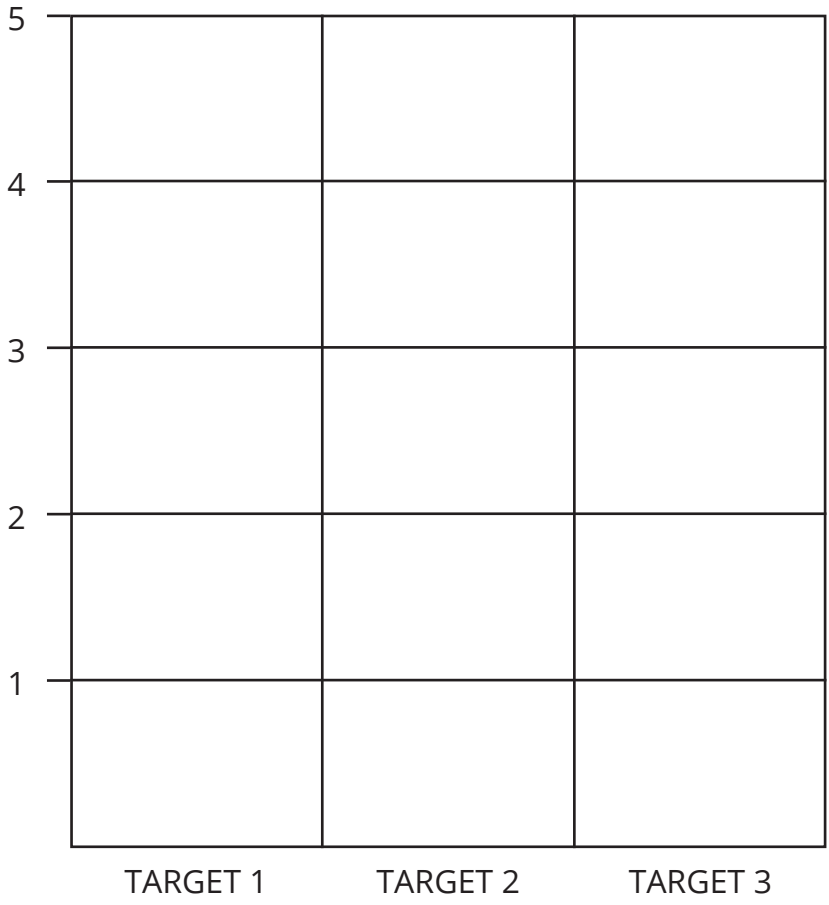
THESE ARE THE TARGETS FROM MY SCHOOL REPORT

- **1**
- **2**
- **3**

HOW WELL AM I ACHIEVING THESE TARGETS?
Remember to colour the graph as you make progress through your targets.



THESE ARE THE TARGETS FROM MY SCHOOL REPORT

- **1**
- **2**
- **3**

HOW WELL AM I ACHIEVING THESE TARGETS?
Remember to colour the graph as you make progress through your targets.