
STATUTORY INSTRUMENTS

2005 No. 1437

The Education (Pupil Information) (England) Regulations 2005

Head teacher's annual report to parents and adult pupils

6.—(1) This regulation applies to the head teacher of any school maintained by a local education authority.

(2) Subject to paragraphs (3) and (6), prior to the end of the summer term of every school year, the head teacher shall—

- (a) prepare a head teacher's report in respect of every registered pupil at the school, containing the information referred to in paragraph (4);
- (b) provide a copy of each such report to the person specified in paragraph (7)(a) or (b), as the case may be, free of charge; and
- (c) make arrangements to enable the recipient of the report to discuss its content with the pupil's teacher, if he so wishes.

(3) Paragraph (2) does not apply in relation to any pupil who is to be provided with a school leaver's report pursuant to regulation 8.

(4) Subject to paragraph (5), the head teacher's report shall include the information specified in Schedule 1.

(5) Where the head teacher has asked the external marking agency to review the result of any NC test taken by the pupil but still awaits the outcome of that review, he shall include the original result of the test in his report but indicate that it is provisional.

(6) The head teacher may provide the information referred to in paragraph (4) in the form of more than one report, provided that, subject to regulation 7, all such information is provided before the end of the summer term.

(7) The persons referred to in paragraph (2)(b) are—

- (a) in the case of any pupil who is aged 18 or over at the time the head teacher's report is due to be provided and who is not proposing to leave school by the end of the school year to which the report relates, the pupil himself and, if the head teacher considers there to be special circumstances which make it appropriate, the parent of that pupil;
- (b) in any other case, the parent of the pupil to whom the report relates.

(8) The period to which a head teacher's report relates shall begin with the later of—

- (a) the pupil's date of admission to the school; or
- (b) the day after the date on which the last report was made pursuant to this regulation (or, as the case may be, made available pursuant to regulation 6 of the regulations revoked by these Regulations).