# KS3/4 Reports: Head of Year / Form Tutor

This guide aims to explain KS3/4 report views and functionality that may be useful for Heads of Year or Form Tutors. This makes the assumption of Filters, On Track and Focus Groups being set up, however If you're not able to view any of the features within this guide, please get in touch with a Sisra Administrator at your school.

For further information on the KS3/4 reports, feel free to take a look at our Help Centre articles via HELP > Analysing KS3/4 Reports.

### KS3/4 - How to access the reports

https://sisraanalytics.support.junipereducation.org/hc/en-gb/articles/4721764316829-KS3-4-<u>How-to-access-the-reports</u>

# Accessing the Reports

Go to REPORTS > KS3/4 tab > select cohort (A1) > select data set (A2). Click 'Take me to the Reports' (A3) > 'Students' (A4).



2. At any time within a report, you can view the Key Characteristics of a group, print, or export to Excel (A5). You can also filter students by Above/On/Below Track, using the options on the right (A6).



3. Use the blue navigation bar (A7) to switch to a different area, report or level.

Headlines 🔻	Grades x	AtL	r A8/P8 ▼ Basics ▼ EBacc ▼ VA ▼ Student Detail ▼ 🗚7
Grades Area - Tc	Overview	5	
Sort : Name	Totals		Filters     E Qualifications     E Classes     Students     NA

Throughout this guide you may find column headers that may appear differently or not at all in your reports, depending on how these have been setup by an admin at your school. These are:

**\*EAP columns**: EAP columns headers can be renamed to reflect the type of grades associated to these calculations. If this has been renamed by a Sisra admin at your school, the text will be highlighted blue.

# Performance against Expectations

1. Go to the Grades Area – Totals Report – Students Level to view total grades or points for each student in the cohort.



Grad	le T	To	tal	s

	Name	Total Grades	Total Points	Average Grade	Average Points	Avg Attitude Avg Behaviour Avg Organisation	Avg Benchmark Diff (Sub)	On/Above Track	Above Track	On Track	Below Track	Inc In Track	Subject Progress Index 🐱	SPI Chart	Positive SPI	In A8 Basket
1	Adams; William (005001) Disad	9	41.00		4.56	В В 2.9	0.6	5	4	1	4	9	1.08		6	8

2. Form Tutors: Click the Filters tab at the top (B1) > 'Add Filters' (B2) > tick your form group, to filter the report to only include students in your form group.

			<b>B1</b>					
	Dataset	Options	1 Filters 👌	Measures	Residual Excl.	AtL		
B2	Add/Re	emove Filters	Regi 11CS	stration Group				

3. Sort by 'Below Track' (B3) (ordered 9-1 for descending) to view students with the highest number of qualifications below track to achieve their expected grades.

Sort	: Below Trac 🗸	Count :	8			Sub :		Breakdown	:	~	GAP N/A						
	B3		Total Grades	Total Points	Average Grade	Average Points	Avg Attitude Avg Behaviour Avg Organisation	Avg Benchmark Diff (Sub)	On/Above Track	Above Track	On Track	Below Track	Inc In Track	Subject Progress Index 🐱	SPI Chart	Positive SPI	In A8 Basket 🐱
1	Driver; Minnie	(005057)	11	53.00	5-	4.82	в в 2.3	-2.2	2	2	0	9	11	-1.46		1	10
2	Hanks; Tom	(005081)	11	64.00	6-	5.82	с в 2.7	-2.6	2	1	1	9	11	-0.46		4	9
	?	Wh	io has	the mos	st qua	alificat	tions b	elow t	rack?	What	are	the re	asons	s for th	is?		

4. Select a filter in the Breakdown dropdown (B4) to add an additional column to the report.



5. Go to Grades Area – Totals Report – Filters Level to view on track performance for each filter group.

Headlines 🔻 Grades 🔻	AtL 🔻	A8/P8 •	Bas	ics 🔻	EBacc	•	VA	•	Stuc	lent Det	ail 🔻									
Grades Area - Totals Report - F	ilters																			
Sort : N/A 2	nt : 📑 🗸	N/A :			ub :		GAP N/A													
OF A : O	N/A :															All 20	Data Co 19 Colla	llaboratio ab - Exai	on figures ms - Win	from dow 3
Grade Totals																				
										(sub)	?	?	?	?		ex dex				2
				s		ade	ints		ation	aark Diff	rack	ų		ų	ų	gress In			_	ų
			ter Value	tal Grade	tal Points	erage Gr	erage Po	g Attitud	g Organi	g Benchn	/Above 1	ove Trac	Track	low Trac	c In Trac	bject Pro		I Chart	sitive SP	A8 Baske
Name			÷.	Tot	Ę	Av	AV	Av.	A.	Av	ő	Ab	uo	Be	Inc	Sul		R.	Po	Ę
Armed Forces		Not Armed	Forces	276	1345.25		4.87	С	2.5	-0.3	<u>143</u>	<u>103</u>	<u>40</u>	<u>133</u>	276	-0.15		1	121	238
Attendance Group		1. Belo	w 85%	7	24.00		3.43		2.3	1.8	7	4	3	0	7	0.87			7	7

# **Current Performance**

1. Go to Grades Area – Overview Report – Students Level and select 'All A8 Quals' in the Grade Type dropdown (C1) to view the grades achieved by each student.

Dataset	1 Options 3 Filters 3 Measure	s Residual Excl.	AtL	All 👌		
Faculty	Qualification Grade Ty All A8 Qu	als V C1	SE/Non-GCSE	KS2 Core Not Available	Y11 Spring Grade	? Availa
Headlines 🔻 Grades Area -	Grades  AtL  A8/P8  B	sics 🔻 EBacc 💌 V4	A 🔻 Studer	nt Detail 🔻		
Sort : Name	Count : 👬 🔧 Standard : 🖸	Sub :	Breakdown :	GAP N/A		
	N/A : N/A :					All Data Collaboration figures from 2019 Collab - Exams - Window 3

All A8 Quals (Att8 Points)



2. Sort by 'Average Points' (C2). Click 9-1 (C3) to switch between ascending and descending order.



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3. Select a filter in the 'Breakdown' dropdown (C4) to add an additional column to the report.

Sor	t : Average P	Count :	Standard :	$\sim$		Su ?	ıb : <b>(</b>		E	Breakdo	wn : [	Disad	vanta	~	C4	)						
	Name		Disadvantage d	9	8	7	6	5	4	3	2	1	<1	U	x	Other	Total Grades	Average Points	Subject Progress Index 🗾	SPI Chart	Positive SPI	In A8 Basket 😡
1	Tunstall; Kate	(005193)	Non Disadvantaged	0	2	2	7	0	0	0	0	0	0	0	0	0	11	6.55	-0.09	[	5	11

4. Remove the filter selected in the 'Breakdown' dropdown to return to the previous report.

# Investigating Attainment 8 / Progress 8

1. Go to A8/P8 Area – P8 Overview Report – Students Level to view overall Attainment 8 and Progress 8 figures for each student and identify if intervention is needed.



2. Sort by 'A8 Pts' (D1) to view if any high performing students are achieving a negative Progress 8 score.

Sort	: A8 Pts 🗸	N/A :				Break	down :	GAP N/A				
	D1		KS2 Prior	A8 Pts	Average A8 Grade	A8 Est	Eng P8	Mat P8	EBacc P8	Open P8	8	Tot Slots Filled
1	Mills; Mike	(005129)	5.5	69.00	6.90	65.28	0.395	0.340	0.100	0.650	0.372	10
2	Fonda; Bridget	(005065)	5.6	66.00	6.60	69.67	0.045	-1.135	-1.067	0.573	-0.367	10
	Po an	y student	s have a	a negativo	e Progres	ss 8 scor th	re in an el iis?	ement? If	so, can yo	ou find the	reason fo	or

- 3. Sort by 'Tot Slots Filled' (D2) and click 9-1 (D3) to change to ascending order, to view if any students are
- 3. Sort by 'Tot Slots Filled' (D2) and click 9-1 (D3) to change to ascending order, to view if any s not filling all Attainment 8 slots.



4. Select a data set (e.g. Targets) in the 'Compare' dropdown (D4) in the Dataset tab (D5).

5 1	Dataset 👌	Options	1 Filters 👌	Measures	Residu	al Excl.	AtL	All 👌				
	Main Focus	Y11 Spring	~ [	View	Project	] Track						A
_	Compare	KS4 Targets	~ D	4 View								- 0
	Name		KS2 Prior	A8 Pts	Average A8 Grade	A8 Est	Eng P 8	Mat P 8	EB acc P 8	Open P8	8	Tot Slots Fille d
1	Adams; Willia	am (00500	11) 4.3	43.00 <b>†</b>	4.30 <b>†</b>	34.20	2.100 🕈	-0.130	0.307	1.310 🕈	0.880 🕇	9
	KS4 Target Difference	s > >		40.00 3.00	4.00 0.30	34.20 0.00	1.100	-0.130	0.307	0.977	0.580	9 0

5. Sort by 'A8 Pts (Diff)' (D6) and click 9-1 (D7) to switch between ascending and descending order, to find students working furthest or closest from their Targets.

Sort	: A8 Pts (Dif 👻 🤋	D7				Breakd	own :	GAP N/A				
	DG		KS2 Prior	A8 Pts	Average A8 Grade	A8 Est	Eng P8	Mat P8	EB acc P 8	Open P8	8	Tot Slots Filled
1	Lewis; Juliette	(005113)	5.8	62.00 🕈	6.20 🕇	79.19	-1.790 🕇	-1.075 🕇	-2.107 🕇	-1.713 🕇	-1.719 🕇	10
	KS4 Targets >			53.00	5.30	79.19	-2.790	-2.075	-2.773	-2.713	-2.619	10
	Difference >			9.00	0.90	0.00	1.000	1.000	0.666	1.000	0.900	0
2	James; William ATT	(005097)	5.1	58.00 🕇	5.80 <b>†</b>	52.05	0.450 <b>†</b>	-0.075	1.297 🕇	0.437 <b>†</b>	0.595 🕇	10
	KS4 Targets >			50.00	5.00	52.05	-0.550	-0.075	-0.037	-0.230	-0.205	10
	Difference >			8.00	0.80	0.00	1.000	0.000	1.334	0.667	0.800	0
3	Maines; Natalie	(005121)	4.5	44.00 <b>†</b>	4.40 <b>†</b>	37.68	0.775 🕇	3.470 <b>†</b>	-2.063 🖡	1.340 🕈	0.632 🕇	9
	KS4 Targets >			37.00	3.70	37.68	-0.225	1.470	-1.397	0.340	-0.068	9
	Difference >			7.00	0.70	0.00	1.000	2.000	-0.666	1.000	0.700	0

# Basics 9-5 / 9-4

1. Go to **Basics Area** – **Contribution Report** – **Students Level** to view individual student performance towards Basics 9-5 and 9-4.

	Headlines 🔻	Grades	•	AtL	•	A8/P8	•	Basics	•	EBacc 🔻	VA	•	Student Deta	il 🔻						
Ba	sics Area - Co	ontributio	n Repo	ort - S	tuden	ts														
s	ort : Name	~ <b>≜</b> ↓									Breakdo	own :	~	GAP N/A						
Co	ontribution																			
	asis cs 9-5 asis cs 7-5 asis c															Basics Threshold				
1	Adams; Will Disad	liam	(005	5001)	4.6	3	I	English La	nguage	6.00 1	Y	Y	3.94	Maths	3.00	N	N	N	N	3.00
	KS4 Targe	ets >			4.6	3	1	English La	nguage	5.00	Y	Y	3.94	Maths	3.00	N	N	N	N	3.00
	Difference	e >								1.00					0.00					0.00

2. Click 'Add Measures' (E1) in the Measures tab (E2). Exclude students achieving 9-5 or 9-4 Basics, and include students targeted to achieve this.

1	Dataset 👌	Options	1	Filters	3	Measures	5 E2 Jual Excl. AtL All S
E1	Add/Remo	ve Measures			Datase	t Compare	Achieving 9:5 in English and Mathe

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3. Go Headlines Area - Charts Report - Whole Cohort Level to view a visual representation of this.



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Are there any areas where the cohort is exceeding target?

4. Click the Reset arrow (E3) on the Measures and Dataset tabs to remove the filters applied.

1 Dataset 👌 E3 ons	1 Filte	rs 👌 🚺	Measures	SE3 dual Excl. AtL All S
Add/Remove Measures		Datase	t Compare	
		NOT	×	Achieving 9-5 in English and Maths

## **EBacc**

 Go to EBacc Area – Strong Pass Report – Students Level to view individual student performance towards the EBacc.

Hea	adlines 🔻 🛛 🔾	Grades 🔻	AtL	•	A8/P8	•	Basics	•	EBacc	•	VA	•	Student Deta	il 🔻					
EBacc	Area - Stron	g Pass F	Report - S	Students															
Sort :	Name 🗸	₽↓									Breakdown	:	~	GAP N/A					
Over	/iew																		
																?	<u>؟</u>	s	

	Name	EBacc Eng	EBacc Mat	EBacc Sci	EBa cc Hum	EB a cc La ng	EBa cc Entere d	EB acc Slots Fille d	EBacc Average Points	EBacc Standard Pass	EBacc Strong Pass
1	Adams; William (005001) Disad	6	3	55			N	4	3.17	-	-

 Click 'Add Measures' (F1) in the Measures tab (F2). Include students entered for the EBacc, but exclude students achieving the strong EBacc.

Dataset	Options	Filters 2 Measures 3 F3 Jual Excl. AtL All 3	
Add/Rer	nove Measures	Datas F2	
		Entered for EBacc	
		Achieving EBacc Strong	
	FI		
		Show More	

3. Click the Reset arrow (F3) on the Measures tab to remove the filters applied.

How many students are entered for the EBacc but not achieving it? Is there a particular EBacc element these students are underperforming in?

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# Group Analysis

1. Go to Headlines Area – Filters Report – Whole Cohort Level to view Headline performance measures achieved by each filter group.



#### Headlines

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Name	Filter value	Stu Count 🟅	KS2 Prior	9-7 E/M	9-5 E/M	9-4 E/M	EBacc Strong	EB acc Standard 🔒	EB acc APS	¥8	Eng A8	Mat A8	Eng P8	Mat P8	EB acc PB	open P8	Total P8	Positive P8 Score 🗤
Armed Forces	Armed Forces	3	4.80	0	2	2	0	1	<u>3.61</u>	45.33	8.67	<u>9.33</u>	<u>-0.53</u>	0.41	<u>0.39</u>	<u>-0.02</u>	<u>0.09</u>	2
Armed Forces	Not Armed Forces	207	4.87	Z	<u>78</u>	<u>146</u>	44	88	4.18	47.89	10.10	8.99	<u>-0.16</u>	-0.28	<u>-0.13</u>	0.05	<u>-0.11</u>	<u>97</u>

2. Select a column in the Sort dropdown (G1) to sort this in descending order.

Sort : Total P8 🗸	Count : 📑 %																	
GI	value	ount	Prior	? W/3	M	? W/:	c Strong	c Standard 🗤	c APS	2	2	2	2	2	2 C P8	2 84	28	ive P8 Score 🗤
Zam	Fite	Stu (	K S2	9-71	9-51	9-4	EBac	EBac	EBac	A8	Eng	Mat	Eng	Mat	EBac	Oper	Tota	P osit
Ethnic Code	White and any other background	1	3.30	0	0	1	0	0	3.50	42.00	8.00	10.00	<u>1.25</u>	<u>3.14</u>	<u>2.04</u>	<u>1.33</u>	<u>1.89</u>	1
Ethnic Code	White and Black African	2	4.30	0	0	1	0	1	<u>4.00</u>	48.00	12.00	6.00	<u>1.95</u>	<u>-0.26</u>	<u>1.76</u>	<u>1.16</u>	<u>1.22</u>	2
													*********					

Which groups are underperforming in Headline performance measures? Can any intervention be done?

# **Individual Student Report**

1. Go to Student Detail Area – Headlines Report – Students Level and select a student from the 'Student' dropdown (H1) to view how an individual student has performed towards Headline measures.

Dataset 1 O	ptions 👌 Filters	Measures	Residual Excl.	AtL	0						
Student Adams; William -	00500' V H1										
Headlines 🔻 Grade	es 🔻 AtL 💌 At	8/P8 🔻 Basics 💌	EBacc 🔻 VA	▼ Student Deta	il 🔻						
Student Detail Area -	Headlines Report - Stud	ents									
Sort : N/A											
The Attainment 8 estimates used in this dataset are not the estimates that will be used in the official Progress 8 calculations for this cohort. Therefore any Progress 8 figures produced should be used for internal analyses only and must be treated with great caution. (Click here to view the estimates in use).											
• The Value Added earline analyses only and	stimates used in this datase must be treated with great c	t are not the estimates that aution. ( <u>Click here to view</u>	t will be used in the offic the estimates in use).	ial VA calculations for t	his cohort. Therefore any VA figu	res produced should be used	l for internal				
Adams; William - 005	001										
Student Filters											
Armed Forces	Not Armed Forces	Attendance Group	3.90% - 95%	Disadvantaged	Disadvantaged Disad	EAL	Not EAL				

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2. The Student Filters section at the top of the report displays individual filter values (contextual information) imported for this student.

Student Filters

Armed Forces	Not Armed Forces	Attendance Group	3.90% - 95%	Disadvantaged	Disadvantaged Disad	EAL	Not EAL
Ethnic Code	White English	FSM Ever 6	No	Gender	Male	Gifted Talented	No
KS1 - 2 Progress?	Yes	KS2 Banding	Middle	Looked After	No	Registration Group	11CS
SEN	None	SEN Provision	No Provision	Student Status	On Roll	Term of Birth	Spring

3. Go to Student Detail Area – Overview Report – Students Level to view information on filters, overall performance, and individual qualifications for a student.

	Headlines 🔻 Grade	s 🔻 AtL 💌 At	B/P8  Basics	EBacc 🔻 VA	<ul> <li>Student Detail</li> </ul>	<b>•</b>						
9	Student Detail Area - C	Overview Report - Stud	ents									
			N/A : 1 Sub :	Breakdo								
		) 🚫 N/A :						All Data Collaboratio 2019 Collab - Exa	on figures from ms - Window 3			
ļ	Adams; William - 0050	01										
	Student Filters											
	Armed Forces	Not Armed Forces	Attendance Group	3.90% - 95%	Disadvantaged	Disadvantaged Disad	EAL		Not EAL			

4. The Overall section shows how many qualifications the student is above/on/below track to achieve their expected grades.

### Overall

On Or Above	Above	On Track	Below						
5 (63%)	4 (50%)	1 (13%)	3 (38%)		% Above	% On	% Below		Ξ
				Y11 Spring —	50		13	38	
				Q	20	40	60	80	100

5. The Qualifications section shows the grades the student has achieved compared to their expected grades for that term.

Qualifications											н	2		
Qualification Name	Class	Eligibility	Type	Results Date	Grade	Points	Residual	Subject Progress Index SPI Chart	Behaviour Organisation	EAP Grade	EAP Diff (whole)	EAP Diff (sub)	KS2 Core	EAP Baseline
Art	11AAr2	*	GCSE (9-1)	10/08/2021	4+	4.00	-0.50	Colour coding	g 🔳	4=	0	1	4.28	4=
DT Textiles	11YTx2	*	GCSE (9-1)	10/08/2021	4=	4.00	-0.50	indicates			-1	-3	4.28	5=
English Language	11EEn4	*	GCSE (9-1)	10/08/2021	6+	6.00	1.50		A	5=	1	4	4.63	5=
English Literature	11EEn4	*	GCSE (9-1)	10/08/2021	6+	6.00	1.50	positive or	А	5=	1	4	4.63	5=
Maths	11MMa11	*	GCSE (9-1)	10/08/2021	3=	3.00	-1.50	negative	в	3=	0	0	3.94	3=
PE	11BSp1	*	GCSE (9-1)	10/08/2021	5-	5.00	0.50	difference.	C	4=	1	2	4.28	4=
RS	11B1Rs2	*	GCSE (9-1)	10/08/2021	3+	3.00	-1.50		- <b>B</b>	4=	-1	-2	4.28	4=
Science Combined	11B1Sc2	*	GCSE (9-1)	10/08/2021	5-	10.00	0.50	1.79	СС	5=	0	-1	4.28	5=

### 6. Use the \*EAP Diff columns (H2) to see how many grades are above/below expectation.

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Is there a qualification that is a cause for concern? What may the contributing to this? What action could be taken?

7. Once you have identified students for intervention, ask your Sisra Administrator to set up a Focus Group (and Default Group) to easily monitor these students.

# Performance Over Time

1. Click the Dataset tab at the top (I1) > 'Track' (I2) to view the student's performance across each assessment.

11	Dataset 1 Options 🕉	Filters	easures Residual E	xcl.	AtL	All S								
	Main Focus Y11 Spring	~ •	/iew Project	Track: G	rade	~					•			
	Compare View Project													
	Qualifications													
	Qualification Name	Class	Type	Y9 Summer Grade	Y 10 Autumn Grade	Y10 Spring Grade	Y10 Summer Grade	Y11 Autumn Grade	Y11 Spring Grade	KS2 Core	EAP Baseline			
	Art	11AAr2	GCSE (9-1)	D	6-	5+ ¥ 3+ ≯ 7+		colour c	nd arrow	S 4=				
	DT Textiles English Language	11YTx2 11EEn4	GCSE (9-1) GCSE (9-1)	M	2+			indicate an increase or decrease in performance.						
	English Literature	11EEn4	GCSE (9-1)	s	7-	7-	d							
	Maths	11MMa11	GCSE (9-1)	S	3-	3= 🌶					3=			
	PE	11BSp1	GCSE (9-1)	S	4=	5- 🏞	5-	5-	5-	4.28	4=			
	RS	11B1Rs2	GCSE (9-1)	S	2=	2=	2- 🍾	3- 🖊	3+ 🖍	4.28	4=			
	Science Combined	11B1Sc2	GCSE (9-1)	D	6-	5+ 💊	5- 💊	5= 🎽	5- 💊	4.28	5=			

2. Navigate to Grades Area – Totals Report – Students Level to view average points for each student across each assessment.

He	adlines 🔻	Grades	•	AtL	•	A8/P8	•	Basics	•	EBacc	•	VA	•	Student I	Detail 🔻					
Grades Area - Totals Report - Students																				
Sort :	Name	~ ≜↓							Sub :	•		Breakd	own :		GAP					
Grade Totals																				
	Name							Y9 Summer Avg Pts			Y10 Autumn Avg Pts			Y10 Spring Avg Pts			Y10 Summer Avg Pts		Y11 Autumn Avg Pts	YII Spring Avg Pts
1	Adams; Wi Disad	lliam	(0	05001)			3.0	0			4.63			4.63		4.75		4.	88 🖊	4.50 🖌
2	<u>Albarn; Da</u>	mon	(0	05002)			2.9	5			3.38			3.50 4	•	3.63		3.	63	3.63
Which student is showing a drop in performance since the previous assessment? What could be the reasons for this? What action will be taken?																				

3. Click Dataset tab > 'View' (I3) to return to the individual report.

Thanks for reading. If you have any questions, we recommend contacting your Sisra Administrator, or take a look at our articles in HELP.