

How to ... Track Groups of Children

Notes: Group Tracking enables you to edit and view individual or a group of children's tracking information against the curriculum.

1. Select **Observations** from the navigation bar at the top of the screen, then click **Group Tracking** from the left-hand tool bar.

2. From the drop-down list, choose the curriculum you want to work with.

3. Click **Add Children** to add the children you want to assess.

Once inside the Pupil Picker, you can click **?** in the top right-hand corner if you are unsure about how to use the Pupil Picker.

4. Select a date, or scroll forward and back in time using the buttons.

Alternatively, you may have set up date ranges – for example baseline, topic titles, terms etc...

Date
 Date Range

...selecting the required date range from the dropdown list.

	Grid Colouring	Prime	Specific
Adams, Nancy	59m	Rec S	Rec D
Alamilla, Sofia	62m	Rec D	Rec D
Banks, Chloe	60m	Rec D	Rec D

5. The grid shows the selected children and the areas of learning with the latest achievement according to the selected date.

If you are recording **Age Band** assessments (for example, Reception Emerging) those codes will be displayed for each pupil and area of learning.

Adams, Nancy 59m Rec E Rec S Rec D 0-3 S

If you are using **Point In Time Assessment (PITA)**, those will be displayed for each pupil and area of learning

Adams, Nancy 59m B WB Ex E

You maybe using both, in which case, both judgement codes will be displayed for each pupil and area of learning.

Abraham, Jane 16m 0-11 S 0-11 S 0-11 S 30-50 S
B Ex WB B

Tiny Tracker (1)

		Prime	Physical Development	Library	Specific	Expressive Arts and Design
		Communication and Language	Personal, Social and Emotional Development		Maths	Understanding the World
Adams, Nancy	59m	Rec S	Rec D	0-3 S	Rec D	Rec D
Alamilla, Sofia	62m	Rec D	Rec D	0-3 S		Rec D
Banks, Chloe	60m	Rec D	Rec D	0-3 S	Rec E	Rec D

6a. **Customising the Grid**

When using Age Band assessments, to customise the colour code:

Select **Assessment Marks** to align the colours according to their code (e.g. E, D or S)

Cohort ARE will give colours denoting relative attainment of the school cohort year.

Chronological ARE uses the exactage of the child in months.

Tiny Tracker (1)

		Prime	Physical Development	Library	Specific	Expressive Arts and Design
		Communication and Language	Personal, Social and Emotional Development		Maths	Understanding the World
Adams, Nancy	59m	Rec E	Rec S	Rec D	0-3 S	Rec D
Alamilla, Sofia	62m		Rec D	Rec D	0-3 S	
Banks, Chloe	60m		Rec D	Rec D	0-3 S	Rec E

6b. When use Age Bands or PITA, clicking on one of the codes will turn the colour coding off for that judgement.

This can be repeated for each judgment and can make it easier to pin-point assessments that are 'At Expected', for example.

Tiny Tracker (1)

		Prime	Physical Development	Library	Specific	Expressive Arts and Design
		Communication and Language	Personal, Social and Emotional Development		Maths	Understanding the World
Adams, Nancy	59m	Rec E	Rec S	Rec D	0-3 S	Rec D
Alamilla, Sofia	62m	Rec D	Rec D	0-3 S		Rec D
Banks, Chloe	60m	Rec D	Rec D	0-3 S	Rec E	Rec D

Tiny Tracker (2)

		Prime	Physical Development	Library	Specific	Expressive Arts and Design
		Communication and Language	Personal, Social and Emotional Development		Maths	Understanding the World
Adams, Nancy	59m	B	WB	Ex	Ex	Ex
Alamilla, Sofia	62m	E	Ex	Ex		
Banks, Chloe	60m	Ex	Ex	Ex	Ex	Ex

7. Recording Assessments and Observations

Start by choosing whether you are going to record a summative assessment or an observation.

Record Assessment Record Observation


For Assessments, you should also select the audience.

Manager Approval Parents & Staff Staff Only

The screenshot shows the Tiny Tracker interface for a class named 'final Tiny Tracker (1)'. At the top, there are navigation tabs: Observations, Forms, Reports, Settings, Parent Passport, and Help. Below these, there are filters for 'Subject' (final Tiny Tracker (1) from Educator) and 'Date' (19-May-2021). A red box highlights the 'Record Observation' button in the top right corner. The main area is a grid with columns for 'Prime' (Communication and Language, Personal, Social and Emotional Development, Physical Development) and 'Specific' (Literacy, Maths, Understanding the World, Expressive Arts and Design). Rows list pupils: Adams, Nancy; Alamilla, Sofia; Banks, Chloe. The grid cells contain assessment marks like 'Rec D', 'Ex', and '3-4 S'. A legend on the left shows 'PITA Marking' (R, B, E, Ex) and 'Assessment Marking' (E, D, S).

8. Now click on the cell for the pupil an area of learning you want to record. It doesn't matter if it is blank or already filled in – the new judgement will be recorded against the date shown at the top of the screen.

You will have the option to add more children to the assessment/ observation in the pop-up window.

You can follow the help sheet  in the observation window to help you record your information.

The screenshot shows the 'Add Observation' pop-up window. At the top, there is a 'Select All' button and a list of pupils: Adams, Nancy; Alamilla, Sofia; Banks, Chloe; Carlisle, Scott; Carlton, Eleanor; Chase, Fred; Cichy, Viktor; Clarke, Emma; Collins, Connie; Domain, Hubert; Edwards, David; Elliott, Michael. Below the list, there is an 'Information' tab and a text field for 'Observation Title'. At the bottom, there are buttons for 'SAVE AS NEW OBSERVATION' and 'CANCEL'. A red box highlights a help icon in the top right corner.