

inschool.ednet.ns.ca



Nova Scotia Student Information System

Nova Scotia Public Education System

IPP Reporting Requirements – Grades P-12

User Guide

TINET

Revision Date:
February 3, 2026

OVERVIEW AND KEY REMINDERS

This document outlines provincial requirements for reporting on **IPP Reports** and **Provincial Report Cards**.

1. Student must be enrolled in PowerSchool with appropriate IPP courses (mandatory for Academic & Enrichment Annual Individual Outcomes - AIOs).
2. Student cannot be enrolled in PowerSchool in both IPP courses and their corresponding non IPP courses (for example, a student cannot be enrolled in both English 10 (ENG10) and English 10 IPP (ENG10IP)). This must be addressed prior to creating the IPP Report.
3. When a student is enrolled in an IPP course, teachers teach, assess, and report on the Annual (AIO) and Specific (SIO) Individual Outcomes developed by the Student Planning Team. Students may participate in other course activities but are only assessed on their IPP outcomes.
4. The Individual Program Plan should be reviewed prior to each reporting period.
5. When preparing the IPP Report each reporting term, teachers must use the evidence already entered in **“Ongoing Evidence of Learning”** under each SIO in the IPP document to help guide the **Comments on Outcomes** for each AIO. Since one AIO may have several SIOs attached to it, teachers should review the collected evidence across all related SIOs to accurately describe the student’s progress and achievement for that AIO.
6. “Next Steps” entries are optional but recommended where instructional planning continues into the next reporting term.
7. “N/A” should only be used when an SIO was not addressed for that reporting period.
8. Do not enter a comment for IPP courses because it will be redundant: on the provincial report card, the “See IPP Report” checkbox will be checked for IPP courses (as shown below).

ENGLISH LANGUAGE ARTS 4 IPP		
Teacher: Teem, Aaron	Grade	Comments
<input checked="" type="checkbox"/> See IPP Report		

SCIENCE 8 IPP <input checked="" type="checkbox"/> See IPP Report	
Reporting Period	Grade
Term 1	

9. For courses where a percentage grade is entered in PowerTeacher Pro, a grade must be entered every reporting period, and a final grade at end of course.

Courses completed in:

- Q1** require a percentage grade in both **Q1 and F1**
- S1** require a percentage grade in both **S1 and F1**
- Q3** require a percentage grade in both **Q3 and F1**
- S2** require a percentage grade in both **Y1 and F1**

ENGLISH LANGUAGE ARTS 9 IPP <input checked="" type="checkbox"/> See IPP Report	
Reporting Period	Grade
Term 1	82
Term 2	85
Term 3	84
Term 4	85
Final	85

REPORTING REQUIREMENTS FOR IPP REPORTS AND REPORT CARDS

Grade Level	P-6		7-8		9 (3 Term)		9-12 (4 Term)	
Reporting Period	T1 & T2	T3	Course is in progress	End of course	Course is in progress	End of course	Course is in progress	End of course
IPP Report (TIENET)								
Verify correct Reporting Period at top of document	✓	✓	✓	✓	✓	✓	✓	✓
Under each AIO, select Student Progress (SIO) for each corresponding SIO on a scale of 1-4 (refer to Reporting Legend near top of document)	✓	✓	✓	✓	✓	✓	✓	✓
Enter Comments on Outcomes (on progress or achievement) for each AIO	✓	✓	✓	✓	✓	✓	✓	✓
Enter Next Steps (optional) at bottom of document	✓	✓	✓	✓	✓	✓	✓	✓
Enter an A-D or N/A final grade for each AIO in Student Achievement on AIO (end of course only)	X	✓	n/a	n/a	n/a	n/a	n/a	n/a
Enter percentage or N/A final grade for each AIO in Student Achievement on AIO (end of course only) section	n/a	n/a	X	✓	X	✓	X	✓
Provincial Report Card (PowerTeacher Pro)								
Complete Learner Profile	✓	✓	✓	✓	✓	✓	✓	✓
Enter a grade for IPP courses	X	X	X	X	X	X	✓	✓
Enter a comment for IPP courses (see #7 on page 2)	X	X	X	X	X	X	X	X
Enter a final grade for IPP courses (see #8 on page 2)	X	X	X	X	X	X	X	✓