

HIGHVIEW COLLEGE ASSESSMENT AND REPORTING POLICY



Person Responsible – Director of Professional Practice

Rationale

Highview College must ensure that there is ongoing assessment, monitoring and recording of each student's performance and provide each student and parent with access to accurate information about student performance.

Highview College provides on-line, continuous, progressive reporting.

Aims

To implement ongoing assessment of student performance. These assessment practices should include:

- formative and summative assessments
- common assessment tasks
- cross marking
- rubrics which indicate the skills being assessed
- clear and goal-related feedback
- advice on ways to improve

Implementation

Teachers should 'report' on SEQTA at least three times a term.

Reports

Reports are compiled as coursework is completed and skills are demonstrated.

At the end of each term a summary of result will be compiled as a means of summarising progress.

In Years 7-11 these will be represented in a 10 point scale A+ - E.

In Year 12 progress will be indicated by the five point scale VLA – VHA.

Parent/Student/Teacher meetings

Parent/Student/Teacher meetings will be held twice a year, at the end of Terms 1 and 3.

Policy developed by J Christie – 2010

Updated by Melinda Scash – 2016