Assessment

Related Policies

Attendance
Attendance – Senior Classes
Appeals – Senior Assessment
Teacher Role Descriptions and Responsibilities
Drafts – Student Assessment
Plagiarism - Seniors

Rationale/Purpose

This policy describes the principles and expectations for assessing student achievement.

Definitions

Continuous Assessment
This means that instead of achievement being measured only by a single examination, other items such as research, practical work, written and oral class work are considered as important contributions to the measurement of student outcomes.

Policy

Assessment
Merici has a policy of continuous assessment throughout each semester. The relative importance of each task type varies from subject to subject. Most subjects work around having a maximum of four pieces of assessment per semester or three pieces of assessment in a term unit. Cross marking, moderation and discussions with Studies Coordinators and other teachers are standard procedures to ensure that teachers maintain common assessment standards.

With regards to assessment tasks, teachers are expected to give the following information to students through the use of an assessment task cover sheet:

- Task type
- Date handed out
- Weighting for the unit
- Date due in
- Resources suggested for task
- Number of lessons allocated to task during school time
- Number of hours in addition to class time expected to complete task

Academic Awards Ceremonies
These are held twice yearly and recognise students who have achieved Academic Excellence or who have demonstrated Outstanding Effort. In addition, students who achieve a grade point average of 4.75 and above will receive a Certificate of High Distinction. Students who achieve a
grade point of average of 4.5 - 4.74 will receive Certificates of Distinction.

Procedures

Assessment
To even out the assessment demands we have an ‘odds and evens’ system in Years 7-10 where at most four subjects can have assessments due in one week. This does not preclude, however, the other subjects having assessment that may be handed out and due in a different week.

All students receive an Assessment Outline for each subject within the first three weeks of a semester (or term unit in Year 7). The outline details the course being studied, the teacher, the unit objectives and the assessment tasks.

The teacher may alter this outline only after consultation with the classes involved and the relevant Studies Coordinator. A copy of the Unit Outline is also found on the student’s Moodle page, set up by the teacher. The Moodle page also contains other relevant information such as copies of the assessment items for that unit.

In the case of Senior students, Assessment Outlines contain information with regards to Penalties, Extension of Time, Moderation, Calculation of Unit Scores and Appeals. Further information on these processes is contained in the Senior Courses Handbook and the Senior Assessment Handbook.

Academic Awards
The grade point averages are derived from semester grades where five points are awarded for an A grade, four points for a B grade and so on. For example, a junior student in 8 subjects with 5 As, 2 Bs and 1 C would have 36 points and a 4.5 grade point average. Parents of students receiving awards are invited to the ceremonies.

References
CEO Assessment policy:
Archdiocese of Canberra and Goulburn, 2000, Treasures New and Old
Department of Education and Training, ACT, 2007, Every Chance to Learn

Forms
Nil

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