

Assessment Policy

Rationale:

Assessment is an integral part of teaching and learning and should be consistent with the priorities identified for teaching and learning by Western Springs College and in relation to the National Curriculum Framework.

The school has an obligation (NEGs and NAGs) to ensure that there is school-wide consistency in internal assessment, that assessment practices are fair, valid and transparent, and that students' "best achievement" is fully acknowledged.

The National Curriculum Framework provides clear learning outcomes against which a student's progress will be measured. Course planning, however, should be pedagogically not assessment-led with the goal always being to optimise learning.

Staff and students have specific roles and responsibilities to meet NZQA requirements for internal assessment for qualifications on the National Qualifications Framework.

Purpose:

1. To ensure that assessment is valid, reliable, fair and consistent for all students in all subjects.
2. To provide all learners with optimum opportunities in both internal and external assessments to develop their full potential academic abilities, including (but not limited to) achieving to the highest possible level in national qualifications.
3. Assessment will
 - enable teachers, parents and students to review academic progress of students and to plan for the improvement of teaching and learning in order to best facilitate such progress;
 - provide a structure for reporting to parents/caregivers about students' learning and academic progress;
 - provide information for the ongoing review of curriculum delivery in all subject areas;
 - provide data for the profiling of individual student achievement and the identification of learning strengths and learning barriers;

- assist in the development of strategies to cater for students at risk of not achieving and to meet the needs of gifted and talented students.

Guidelines:

1. Each department will follow the WSC Assessment Policy guidelines, the procedures outlined in the WSC NCEA Assessment Handbook, and the directions provided in each department scheme,
2. A variety of sound formative and summative assessment methods will be used according to students' needs and the nature of the learning being assessed.
3. The ease or difficulty with which a skill can be assessed should not be seen as reflecting the importance of that skill and the validity of teaching and learning it.
4. Assessments will be based on clearly stated learning outcomes derived from the relevant National Curriculum Statement/s.
5. A rigorous moderation system will ensure student work is evaluated consistently and using best practices.
6. Assessment will be used to generate student achievement and learning profiles which will be used to provide guidance regarding course selection and career paths.
7. Students will be given a range of assessment opportunities to present their best achievement.
8. Assessment data will be used by the learning centre and other staff to tailor specific programmes to assist students to fully realise their potential abilities.
9. Procedures relating to special assessment conditions will be clearly communicated to students, families and teachers.
10. Time management and other relevant skills will be taught both formally and informally in order to ensure that students are able to demonstrate their potential ability in assessment tasks.
11. Students will be expected to meet deadlines and to follow guidelines, if late work is to be accepted.
12. The requirements relating to authenticity of student work must be communicated and enforced carefully.
13. Heads of department will report annually on the effectiveness of chosen assessment methods and student achievement data with respect to their subject area(s) in the annual department report.
14. Reports / records of learning will be issued at regular intervals throughout the year, and used to track student progress.

Related Documents

- WSC NCEA Assessment Handbook, Course Books and Course Outlines
- WSC Curriculum Policy
- WSC Department Schemes
- National Qualification Framework and NZQA guidelines

Ratified by Board: _____ signed for BOT
_____ date