



GERALDTON
GRAMMAR SCHOOL

Achieve · Inspire · Motivate

Assessment Policy (Middle School)

VISION STATEMENT

GERALDTON GRAMMAR SCHOOL WILL PROVIDE OUTSTANDING EDUCATION AND A STRONG SENSE OF COMMUNITY, CULTIVATING PEOPLE OF INTEGRITY, INDEPENDENCE OF MIND AND A LOVE OF LEARNING.

Introduction	This statement outlines the Geraldton Grammar School policy on assessment in the Middle School
Scope and application	Policy applies to all employees of Geraldton Grammar School but mainly the policy makers – members of the senior management team
Related legislation and guidelines	
Related Policies	Homework Policy
Evaluation	Annual

Date	Action (issue, reissue, amendment, replacement of pages, etc)	Initials
21/09/10	Revised	NDN
25/03/13	Crest	SPN
29/09/15	Revised and amended	DAS
02/08/16	Revised – no amendments	DAS

MIDDLE SCHOOL ASSESSMENT POLICY

Assessment plays an important part in teaching and learning at Geraldton Grammar School.
At Geraldton Grammar School:

- Assessment will be an integral part of lesson planning.
- Lesson plans will show how the teaching will differ based on the assessment information collected.
- Teachers will use assessment strategies that reveal how students' think.
- Teachers will set up assessments to identify students' understanding including misconceptions and/or misunderstandings.
- Teachers will differentiate assessments.

Assessments may also be used to determine placement in enrichment and support programs, to provide a guide to the effectiveness of the learning/teaching program or to rank students.

Geraldton Grammar School teachers will:

- Communicate due dates to students in class allowing them to enter these dates in their diaries
- Place assessments in SEQTA programs at due dates and make visible as appropriate
- Complete assessment marking and return in a timely fashion (at least within two weeks)
- Make visible to parents students marks through parent-coneqt
- Moderate assessments

Students have a responsibility to make their best effort to complete assessment tasks on time and to sit them when set. Students who are absent when work is due should undertake to submit the required work on their return to school. Students who fail to hand in an assessment item by the due date, and have failed to negotiate an extension beforehand, or who fail to keep to negotiated extensions could be subject to the following penalties:

Days late	Penalties	Possible deductions to marks
1	Note in diary	10%
2	Break times maybe used to complete the required assessment.	20%
3		30%
4		40%
5		Zero marks or "Not demonstrated"

PLAGIARISM

Assignments or other work which are not the student's own work but which are presented as such will not be accepted. Where plagiarism is established, it will be deemed that the task has not been submitted and no mark will be recorded until such time as the required assessment is handed in.