

# Overport Primary School

# ASSESSMENT & REPORTING

## POLICY

### Rationale:

Assessment and reporting provides information about what students know and can do. This process is used to make recommendations for future learning.

### Aims:

- To report school and student performance accurately and comprehensively.
- To improve student learning by accurately determining areas of future need, as well as areas of current exemplary performance.

### Implementation:

- Teachers will use assessment as an ongoing process of gathering, analysing and reflecting on student progress. This will be used to make informed and consistent judgments to improve future student learning.
- A broad range of assessment tools, both formal and informal, will be used. These include, but are not limited to, teacher created tests, anecdotal records, work samples, common assessment tasks and teacher judgment.
- Teachers will record common assessment tasks on SMaRT. This data will assist in the transition of students to the next year and assist in tracking student progress.
- Each year our school will provide parents with two written reports on student achievement, indicating progress against the Australian curriculum. Where necessary, translations into other languages will be provided.
- Teachers will moderate across levels and within levels to ensure there is consistency in assessing students.
- We will provide two formal parent/teacher meetings per year – an introductory interview early in term one and one interview after the mid-year report. Where necessary, interpreters will be provided.
- Our school will progressively develop educational Individual Learning Improvement Plans for students at risk or those working above the expected level in consultation with parents and, where appropriate, with other support services.
- We will participate in the NAPLAN (National Assessment Program – Literacy and Numeracy), so as to gain information for staff, parents and students on students' progress in relation to the Australian curriculum.
- The school will provide all required performance data to DEECD and the community by means of an annual report.
- Students for whom English is an Additional Language will have their progress in English reported to the developmental stages of the EAL Companion to Australian Curriculum where required.
- Information will be provided regularly to school council by the Education Sub Committee.

### Evaluation:

- This policy will be reviewed as part of the school's three-year review cycle, or at any time that DEECD policy changes influence reporting practices in schools.

This policy was last ratified by School Council in ...

**August 2013**