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# Macleans College - POLICIES & DIRECTIVES

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SECTION NO: **800**

POLICY NO: **802**

ISSUE DATE: 10/02/16

TITLE: **ASSESSMENT**

ISSUE NO: 5

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## Student Assessment

### **RATIONALE:**

The Macleans College Board of Trustees accepts that valid assessment procedures are essential tools in evaluating student learning outcomes, in line with the charter commitment, "where every student is educated to achieve his or her full potential as a whole person", and in the effectiveness of teaching programmes.

### **PURPOSES:**

- 1 To ensure assessment procedures are fair, valid and consistent.
- 2 To ensure that procedures will enhance the learning outcomes of all students.
- 3 To establish existing knowledge and prior experience that a student brings to a learning task.
- 4 To engender the development of teaching programmes that assure excellence.
- 5 To ensure that the requirements of the National Educational Guidelines (NEGS), the national curriculum statements and where applicable national and international qualifications and school designed courses are met.
- 6 To monitor the school's standards of achievement in relation to national performance.
- 7 To provide information to assist reporting that is appropriate to the students, parents and the community.
- 8 To establish procedures to ensure all external moderation requirements are met.
- 9 To provide a basis for measuring value added to student learning through the school's teaching programmes and classroom delivery.

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## **GUIDELINES:**

- 1 Assessment is the responsibility of Heads of Faculties (HOFs) and Heads of Departments (HODs) and the Principal's Nominee.
- 2 Staff, and in particular HOFs, may investigate and report on issues of assessment and reporting to the Curriculum Assessment Group.
- 3 The teacher in charge of professional development will report to staff on training programmes on assessment issues.
- 4 Assessment practices will be determined, co-ordinated and monitored annually by the Curriculum Assessment Group.
- 5 Student assessment records will be secured on site.
- 6 Edpotential has been developed by Macleans College and Victoria University to track and analyse student results from a number of internal and external tests and examinations.
- 7 Edpotential will enable the Macleans Teaching and Learning Teams to scrutinise the performance of individuals and groups of all types so that decisions and changes can be made to teaching and learning programmes.
- 8 The above practices will aid the sound reporting of student progress and achievement.

## **COMMITMENT:**

The Macleans College Board of Trustees will encourage valid assessment procedures as an essential tool in evaluating student learning outcomes and the effectiveness of teaching programmes.