



## Assessment and Reporting Policy

### Rationale:

At Corpus Christi we believe that assessment and reporting is an essential part of the teaching and learning process. Accurate and comprehensive assessment of school and student performance aids in establishing open communication, guides student learning, assists in establishing future direction, and helps to identify areas of exemplary performance as well as those in need of support and assistance

### Aims

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

### Implementation

The staff of Corpus Christi will:

- use ongoing assessment to guide instruction and identify future teaching
- administer standardised assessment tests to Year 1- Year 6 students at the commencement of the new school year. (eg SA Spelling, Waddington Reading and Spelling, Torch, and Early Years' Data)
- record the results of standardised testing on the Student Progress tracking online.
- Inform parents of assessment and reporting procedures through the school newsletter and grade information nights at the commencement of the new school year.
- include multiple forms of assessment strategies in teaching programs to provide information about student achievement in all key learning areas. Assessment may include observation, anecdotal records, running records, performance observation, work samples, tests and NAPLAN testing
- use the NAPLAN diagnostic information for students, parents and teachers about student achievements to support teaching and learning programs in order to improve learning outcomes
- use the data collected from work samples to make judgements about, and report on student achievement in relation to outcomes.
- encourage the students to self-assess against clearly stated criteria
- involve the Learning Support teachers to assist in modifying work samples of students included in the Learning support program.
- be responsible for reporting on student achievement to the students themselves, to parents/caregivers, other teachers and to the Catholic

Education Office, Parramatta and the Board of Studies through the Annual School Report

- develop and report against individual plans for all students included on the Learning Support Program.
- adhere to the Commonwealth Legislation (2006) to report student achievement in 'plain English'
- provide parents/caregivers with two written reports each year that describe what the student can do, identifying areas where assistance may be required and comment on the student's social development and attitude to learning
- use the mandatory five point scale of achievement (E-A) when grading students work in Years 1-6 as outlined by the Board of Studies.
- include comparative information on the Year 5 and Year 6 reports indicating the students achievement in all Key Learning Areas and, if requested provide this information to the parents in Years 1-4
- follow up the Semester One report by inviting parent/carers to an interview and the opportunity to discuss student progress, targeted assessment tasks and direct learning for the remainder of the year. (This interview may include the student).
- ensure that parents/carers receive the Semester Two report at least 7 days prior to the close of the school year.
  
- develop a manageable system of keeping records that will document student learning.

**The Corpus Christi Catholic Primary School Assessment and Reporting Policy was last reviewed in September, 2009**

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