



MOUNT MACEDON PRIMARY SCHOOL ASSESSMENT AND REPORTING POLICY

Mount Macedon Primary School vision is to develop positive, independent, resilient and inquiring students who are ready for the future.



Help for non-English speakers

If you need help to understand the information in this policy please contact Mount Macedon Primary School on (03) 5426 1446.

PURPOSE

It is the policy of this school that the forms of assessment used should promote a positive attitude towards learning, encourage the pursuit of excellence and contribute to children's access to programs and to their success. The school's assessment practices will be ongoing and use multiple approaches and sources of evidence collected and analysed over the year.

PHILOSOPHY

Assessment is an ongoing practice at Mt. Macedon Primary School. The main objective of assessment is to provide feedback on the learning process. It is therefore central to all teaching and learning. Sound assessment requires multiple sources of evidence, collected over time that are planned and built into learning episodes. Teachers use a variety of formative and summative assessment tasks to assess and report on children's learning.

GUIDELINES

Effective assessment procedures at this school will:

- Encourage and support students to set, achieve and extend their goals.
- Compile and provide relevant and meaningful information about student performance for teachers, students and parents.
- Develop a cumulative record of student performances to help track student growth

Reviewed 2021 Next review 2023

- Support us to diagnose student strengths and weaknesses and support teachers to plan effectively to meet the needs of all students
- Provide opportunities for student self-assessment
- Involve both summative and formative assessment approaches
- Measure the development of each child against both the Victorian Curriculum and the Primary Years Program
- Cater for student diversity
- Provide families with meaningful reports about their child’s progress.

IMPLEMENTATION

- All assessment activities to be conducted according to Departmental guidelines and recommendations.
- Assessment will be timely and ongoing, using a range of strategies and practices
- Assessment tasks will reflect a range of activities that include the assessment as, for and of learning.
- All class teachers will follow the assessment schedule of the school that adheres to the type of assessment that is to be carried out and at what stage in the year. Further individual/class student assessment can and should be implemented
- Teachers will meet throughout the year to moderate student development and achievement.
- Parents will be given an individual student report in both June and December. Modified reports will be developed for those students who require one. School reports will be aligned with and assessed against the Victorian Curriculum and the Primary Years program
- Parent/ Teacher interviews will be conducted twice a year, once at the beginning with a ‘meet the teacher’ focus and the second during the end of semester reporting period. Additional parent/ teacher interviews will be made available to parents if required
- Individual Learning Improvement Plans will be developed for students determined to be either ‘at risk’ in their learning or in need of extension
- Copies of each half yearly report, and individual learning improvement plans where relevant, will be kept in the student’s classroom file
- A copy of all assessments completed by support staff such as guidance officers and speech therapists will be kept in both the student’s classroom file and an individual file kept in the principal’s office
- Students will have the opportunity to demonstrate consolidation of their learning through the annual PYP Exhibition.

EVALUATION

This policy will be reviewed with staff, student, parent and community input as part of the school’s three-year review cycle. An essential Agreement on Assessment and reporting will be reviewed annually

POLICY REVIEW AND APPROVAL

Policy last reviewed	21/06/2023
Approved by	Principal
Next scheduled review date	21/06/25