

## STUDENT ASSESSMENT PLANNERS

This week all students should have received their assessment planners for term 1 and 2. They have been asked to keep the planners in their diaries, however, if they lose them, new ones are available at the front counter, or can be downloaded from the website.

In order to keep all of our families up to date, I thought it would be useful to explain the planners to you.

We use a colour coded system:

- If an item is in green, it means that is the day the task sheet is handed to students. You should be able to ask your students to see individual tasks once the hand out date is passed.
- If an item is in purple, it means that this is the day the written draft is due. If a draft due date is given, the draft is not optional – students are required to hand the draft in on this day.
- If an item appears in blue, it means that this is the final due date for this piece of assessment. Students will be required to provide documentary evidence of their absence from school on the due date of assessment.
- If an item is in pink, it means that it is a class test/exam. These are pieces of assessment that students don't see in advance. Again, documentary evidence will need to be supplied if students are absent on the day of a test or exam.

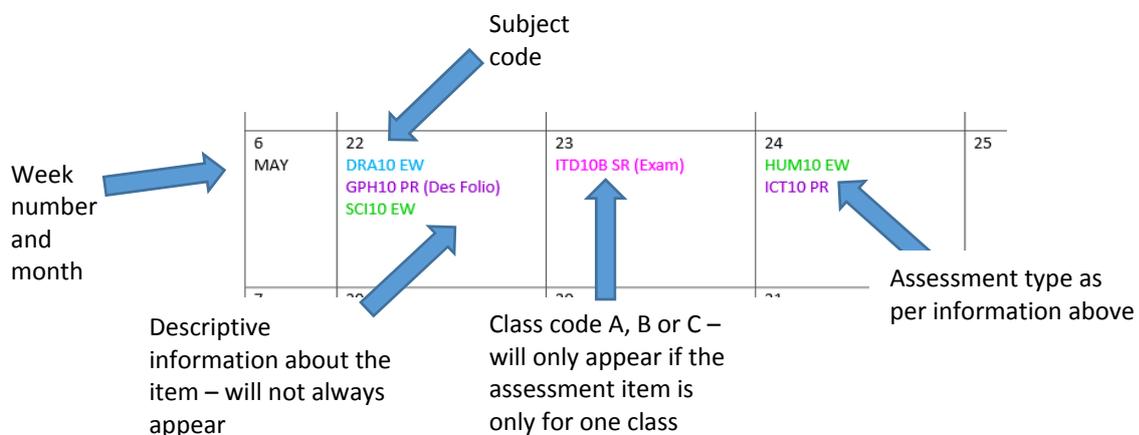
In addition to the colour coding, we are using abbreviations to describe the types of assessment. While this could make it more difficult to understand, it does allow us to fit a lot of information on to one page. The assessment types we use are:

- EW – Extended Written – this refers to any long written piece of work. The length of the work will vary depending on the student's age and is different in each subject, however usually EW pieces refer to a substantial task. Different genres will occur in different subjects and may include such things as essays, reports, EEI (Extended Experimental Investigation), or scripts.
- SR – Short Response – this refers to any task looking for shorter type answers. These might be paragraph length, or even include such things as true/false or multiple choice questions.
- PR – Product – is any item that the student needs to produce – it could include a poster, a PowerPoint, a meal, an item made in a workshop or even an artefact created for history.
- PF – Performance – is anything that students have to perform – for example a play in drama, a speech or multimodal presentation, demonstration of a sport.

If assessment dates need to be changed at any time, you will receive an email from the relevant Head of Department regarding this. The school policy for assessment is laid out on pages 17 and 18 of the student diary and application for extension forms are available on pages 15 and 16.

Any questions should be directed in the first instance to class teachers.

Here's what a week might look like:



Lindy Craddy  
Deputy Principal