



Help for non-English speakers

If you need help to understand the information in this policy, please contact the school on (03)9772 3471.

Purpose:

To assess and report school and student performance accurately and comprehensively against the Victorian Curriculum achievement standards.

To improve student learning by accurately determining current performance, as well as areas of future need and development.

Objective:

To explain to Bonbeach Primary School parents/carers and staff the processes in place to ensure accurate and comprehensive assessment and reporting of school and student performance against state-wide standards.

Policy:

Accurate and comprehensive assessment and reporting of school and student performance against state-wide standards, 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.

Bonbeach Primary School is responsible for accurately assessing student achievement against the achievement standards detailed within the Victorian Curriculum and reporting to the students themselves, to parents, other teachers and schools, to School Council, and to the Department of Education.

Assessment

Assessment requires a mix of summative assessment of learning to determine and report what the student has learned; formative assessment to guide future learning; and ongoing assessment to focus teacher feedback alongside student self-assessment and reflection. Fundamentally, assessment will be used primarily to guide future lessons and learning, rather than simply a prelude to reporting achievement.

The school will establish a whole-school assessment schedule for teachers which will include a variety of assessment strategies, including online assessment tools, providing multiple sources of information about student achievement. These may include tests and assignments, projects, portfolios, performance observations, rubrics, discussions and involvement in national standardised testing processes such as NAPLAN and school entry assessment tests.

The school will develop a system of keeping records that will provide a rich mixture of observations, results, reflections and discussions.

Staff will participate in moderation professional development involving assessment maps and annotated work samples so that staff can apply consistent judgements of student progress against the Victorian Curriculum achievement standards across the school.

Bonbeach Primary School will participate in the National Assessment Program – Literacy and Numeracy (NAPLAN) so as to gain information for staff, parents and students on student progress in relation to national minimum standards. Item analysis of NAPLAN results will focus both individual and cohort future learning.

Reporting

Teachers will use the data they collect to make judgements about, and report on, student achievement in the Victorian Curriculum.

Each year, our school will provide parents with two written Student Reports indicating their child's academic progress against the Victorian Curriculum F-10 standards. Where necessary, translations into other languages will be provided.

Student Reports will be generated using Department of Education and Training approved software. These will include assessments against state-wide academic standards, an indication of strengths and areas requiring additional assistance, areas beyond the Victorian Curriculum F-10 (including attitude, participation, extra-curricular activities, social skills), and a student self-assessment.

Bonbeach Primary School will provide at least two opportunities per year for formal parent/teacher interviews. Where necessary, interpreters will be provided.

Should parents wish to discuss their child's progress outside of the parent teacher interview periods, they are encouraged to contact their child's teacher.

The school will provide all required performance data to the Department of Education and Training, and the community by means of an annual report.

We will progressively develop Individual Learning Plans for students who are working 12 months (or more) below the expected standard and, 18 months (or more) above the expected level. This will occur in consultation with parents and, where appropriate, with others with specific expertise.

The school will assess the achievements of students with disabilities and impairments in the context of the Victorian Curriculum. A Student Support Group will help develop individual student profiles containing learning goals in each key learning area for each student. Progress towards learning goals will be assessed, reviewed and reported by the Student Support Group.

Students for whom English is an additional language will have their progress in English reported against the English as an Additional Language achievement standards as detailed in the Victorian Curriculum.

Staff at Bonbeach Primary School will be encouraged to attend relevant Professional Development opportunities that will align with the current School Strategic Plan, Annual Implementation Plan, and be of benefit for the students, as well as personally.

Communication

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website
- Included in staff induction processes and staff training

- Hard copy available from school administration upon request

Further Information and Resources

- [Department of Education and Training Assessment Policy](#)
- [Department of Education and Reporting Policy](#)
- Bonbeach Primary School Curriculum Framework

Review Cycle and Approval

Policy last reviewed	August 2021
Approved by	Principal and School Council
Next scheduled review date	August 2024