



MARIAN SCHOOL BOARD OF TRUSTEES

ASSESSMENT AND EVALUATION POLICY

PURPOSE

A regular, efficient system of assessment and evaluation is required to ensure teaching programmes meet the needs of the students.

POLICY

1. To follow the objectives set out in the General Statement of Purpose contained in the Staff Manual.
2. Teachers will undertake diagnostic, formative and summative assessments.
3. Standardised assessment will be used when available.
4. Planning will include learning outcomes against which achievements of the learner can be measured.
5. Assessment data will be used for evaluating student's progress and for reviewing the effectiveness of the learning activity and programme in action.
6. Students will be encouraged to set, achieve and evaluate realistic personal goals.
7. Where identified by the Special Needs Co-ordinator Individual Education Plans (IEPs) will be developed for students with special needs.
8. Results of assessment will be recorded in:
 - Classroom Manager
 - Portfolios Year 1 – Year 6
 - Whakapapa Mahi Year 7 /8
 - Individual records – profiles (clear files)
 - Reports
 - Workplans / Assessment and Monitoring
9. Records will be readily available for discussion with other teachers and parents/caregivers.
10. Achievement expectation statements will be related to formal assessment tasks and reported to the Board of Trustees.

11. Assessment criteria used is

A = Above expectation

M = Met objective

S = Needs support

for

- Expectation statements
- Individual records ([profiles)
- Curriculum reports to Board of Trustees

REVIEW

This policy will be reviewed biennially.

APPROVED 14 November 2007

Board of Trustees Chairperson: