



# Hayesfield Girls' School

*Achieving Ambitions*

## **Assessment Policy**

“The student is at the heart of the assessment and recording process. All our efforts should be directed towards improving the quality of students’ learning and improving our own effectiveness as teachers.”

### **The Principles**

1. A range of assessment techniques should be employed and a variety of types of evidence gathered.
2. Parents and guardians should receive sufficient, timely information on a student’s progress to enable them to monitor the progress of the individual student and his or her performance relative to accepted standards and national expectations. The information should help parents and guardians support the learning of the student.
3. Assessment should highlight strengths and weaknesses. Students should be expected to correct mistakes.
4. Assessment should be designed to encourage students to aim for higher standards and plan the next stage of learning.
5. Assessment should be designed to enable the performance of the School, Faculty, Department and the Pastoral structure to be evaluated objectively. This will include ‘value-added’ measures. Progress will also be compared with ‘benchmark’ national data and agreed school targets.
6. Assessment should assist in providing continuity and progression of the students.
7. Assessment should be efficient and it should be of forms that fit naturally with Curriculum Planning and Classroom Management.
8. It is expected that teachers will spend more time in everyday assessment indicating how work might be improved, better understood etc., rather than in the application of exact marking schemes.

### **Roles and Responsibilities**

1. Teachers and students should be clear about which knowledge and skills students should acquire, and which aspects of student performance are being measured, and why.
2. Teachers should make use of the various purposes of assessment – formative, summative, diagnostic and evaluative.
3. Students should be involved in both the setting of learning objectives and assessing their achievements.
4. The Teaching and Learning Group is responsible for the Assessment Policy

### **Monitoring and Evaluation of Policy**

1. The way in which students are assessed, is monitored by the Teaching and Learning Group.
2. The performance of students is monitored by regular individual student Snapshot Reviews and Reports, which are sent to parents.
3. An annual analysis of examination results is presented to the Governing Body by the Headteacher,