

St Mary's College Assessment and Reporting Procedures



MELBOURNE
ARCHDIOCESE
CATHOLIC SCHOOLS




St Mary's College
Seymour

St Mary's College, Seymour, is a school which operates with the consent of the Catholic Archbishop of Melbourne and is owned, operated and governed by Melbourne Archdiocese Catholic Schools Ltd (MACS).

This section sets out the steps that are taken at St Mary's College, Seymour, to adhere to the Assessment and Reporting Policy.

St Mary's College Assessment and Reporting Procedures

	School procedures
1. Methods used to assess student learning progress and achievement	
1.1 Formative assessment	<i>Ongoing</i> <i>Class task – by lesson, topic, unit.</i>
1.2 Summative assessment	<i>Topic tests</i> <i>Unit tasks</i> <i>OAT's</i> <i>Exams</i>
1.3 Students with additional learning needs	<i>PLP with identified adjustments</i>
2. Process for developing assessment tasks	<i>Victorian Curriculum F-10 achievement standards</i> <i>Victorian Certificate of Education Unit outcomes</i> <i>Professional Learning Teams</i> <ul style="list-style-type: none"> • <i>Moderation</i> • <i>Data analysis</i> • <i>Reflection and review</i> <i>Year/Domain planning</i>

	
3. Cycle of review and assessment practices	
3.1 Student data	<p><i>Standardised assessment</i></p> <p><i>Teacher moderated assessment</i></p>
3.2 Identification of data	<p><i>Data analysis</i></p> <p><i>MACS regional support</i></p> <p><i>Standardised assessment platforms</i></p> <p><i>Whole school</i></p> <p><i>Year group</i></p> <p><i>Domain</i></p> <p><i>PLP</i></p> <p><i>NCCD</i></p>
3.3 Collection of data (cycle, methods, storage)	<p><u>Cycle and Method</u></p> <p><i>Term – Curriculum area, InitialLit, PLP</i></p> <p><i>Semester – PAT, DIBELS, MACQLIT</i></p> <p><i>Annual – NAPLAN</i></p> <p><u>Storage</u></p> <p><i>SIMON</i></p> <p><i>Google Drive</i></p> <p><i>JacPlus</i></p> <p><i>Mathletics</i></p> <p><i>Essential Assessment</i></p>
3.4 Analysis of data	<i>Ongoing</i>
3.5 Interpretation of data	<i>Ongoing</i>

3.6 Use of data to inform teaching and assessment practices	<i>Ongoing</i>
4. Reporting practices	
4.1 Formative assessment	<i>On completion</i> <i>SIMON platform</i> <i>Assessment Schedule</i>
4.2 Summative assessment	<i>On completion</i> <i>SIMON platform</i> <i>Assessment schedule</i>
4.3 Written reports	<i>Semester 1 and 2</i>
4.4 Student/teacher/parent conferences	<i>Semester 1 and 2</i>
4.5 Students with additional learning needs	<i>PSG cycle</i>
5. Students with additional learning needs	
5.1 Personalised Learning Plans	<i>Termly update</i>
5.2 NCCD data	<i>Annual</i>
6. Participation in national testing programs such as NAPLAN, PISA	<i>NAPLAN</i> <i>PAT M & R</i> <i>Global ACER Challenge</i> <i>Australian Maths Competition</i> <i>PAT Sci</i>
7. Senior secondary assessment and reporting policies, procedures and practices	<i>VCE General Maths Unit 1 and 2 outcome achievement</i> <i>VASS</i> <i>VCAA</i>