

Year 9

Assessment Policy

2022

This document includes:

- **What are Assessment Tasks?**
- **What are the rules surrounding Assessment Tasks?**
- **What are N Determinations?**
- **Disability Provisions**
- **Faculty Assessment Schedules**
- **Assessment Calendar**
- **Illness and Misadventure appeal form**



Gloucester High School

Year 9 Assessment Policy

What are Assessment Tasks?

Assessment Tasks are used to measure total student achievement at the end of a course in Year 9. They cover core syllabus content and outcomes, but do not include information about student attitudes, behaviour and conduct. Student assessment marks are gathered during Year 9 through a variety of Assessment Tasks, and are used to allocate grades based on performance descriptors, which are then recorded on each student's Record of School Achievement (ROSA). The descriptors appear below.

A	-	Excellent Achievement
B	-	High Achievement
C	-	Substantial Achievement
D	-	Satisfactory Achievement
E	-	Elementary Achievement

Mathematics Grades vary from those above as they contain other, intermediate levels of performance.

What are the Rules surrounding Assessment Tasks?

- Students must be notified by the teacher that an Assessment Task is approaching. Written notification of the task must be given to students two weeks before the task date. This notification should include:
 - A clear outline of what the task expects the student to complete. This may take the form of Marking Criteria or a Rubric;
 - The percentage weighting of the task;
 - The date on which the task is due (in the case of assignments) or the task is to be conducted (in the case of tests, performances, etc)
- Assessment Tasks must be completed on or by the due date. If a student is sick or away on the due date, an explanatory note from home, Illness-Misadventure appeal form **and** a Doctor's Certificate or other documentation (if appropriate) must be sent to the teacher as soon as possible. Phone contact with the school would also be appreciated.
- Students who have missed a task will need to complete it, or an alternative task,

immediately upon their return to school (see teacher before school). Where the assessment task is an examination, and the student is unable to return to school the following day to complete the examination, an estimate based on other evidence will be awarded.

- Unexplained lateness of a task will incur a zero mark
- Non-serious attempts at Assessment Tasks may incur a zero mark for that task
- Malpractice (such as cheating, plagiarism, or use of the work of others) will incur a zero mark for that task.

What are N Determinations?

N Determination in a subject means that a student has not satisfactorily met the requirements of that subject. N Determinations in core subjects (English, Mathematics, Science, History, Geography and PD/H/PE) will put into jeopardy a student's continuation into Years 11 and 12. An N Determination will take place if a student fails to:

- Follow the course developed by the Board of Studies;
- Apply themselves with diligence and sustained effort to set tasks and experiences; or
- Achieve some or all of the course outcomes
- Submit or attempt Assessment Tasks to a total greater than 50% weighting

Students who have not met these requirements will be issued with an N Determination Warning Letter, advising them of the steps needed to "redeem" the situation, and the time period in which to do so. Failure to redeem an Assessment Task means that that task's weighting does not contribute to a student's final Assessment mark, and will contribute to the possibility of an N Determination for that subject.

Subject Assessment Schedules

In the pages following, you will find the Assessment Schedules for each subject. These schedules outline the type of task, the weighting for each task and the due date for the task (ie the date assignments are due to be handed in, or when tests or practical examinations are to be conducted).

As formal Assessment Tasks are important indicators of student achievement, it is critical that significant time at home be allocated to their completion or preparation. A well-organised study plan is essential, and needs to be supported by hard work and commitment!

Mrs Trudi Edman
Principal

March 2022

ASSESSMENT - DISABILITY PROVISIONS

[Students with disability](#)/individual learning needs work towards syllabus outcomes identified through the [collaborative curriculum planning process](#). They can be given a range of opportunities to demonstrate achievement of these outcomes.

Class teachers can ensure that assessment activities are accessible to students with disability. This is a requirement under the *Disability Standards for Education 2005*. Some students with disability need adjustments to assessment activities to enable access to the task. They also need an equitable opportunity to demonstrate what they know and can do. In some cases alternative assessment strategies may be needed.

Decisions are made by Classroom teacher in consultation with the Learning Support Team to offer [adjustments](#) to students with disability in school-based assessment tasks, including examinations.

Adjustments enable a student with disability to access syllabus outcomes and content on the same basis as their peers. They are intended to provide equitable opportunities for students with disability rather than give an advantage. The types of adjustments made will vary according to the needs of the individual student.

Evidence (documentation can be provided by, but is not limited to, a Doctor, a Psychologist, an Occupational Therapist or a Speech Pathologist) of the individual student need **MUST** be provided to the Learning and Support Coordinator to support all Disability Provisions applications.

Teachers/Learning Support Coordinator/Year Adviser may talk with the parent/carer to identify possible adjustments for the student and decide on and **approve any adjustments** for school-based assessment tasks that will allow the student to demonstrate what they know.

Some students may require:

- adjustments to the assessment process
- adjustments to the assessment activities
- alternative formats for responses

Please refer to the following website for further information.

<https://www.educationstandards.nsw.edu.au/wps/portal/nesa/k-10/diversity-in-learning/special-education/assessment-and-reporting>

Parents/carers are to advise the school if they feel their child is eligible for Disability Provisions and would like to discuss their child's individual needs.

Mrs Margo Cameron
Learning and Support Coordinator

Year 9

Schedule of Assessment Tasks

2022

COMPULSORY SUBJECTS

ENGLISH (Common Tasks Only)

TASK	TOPIC	FORMAT	DUE	WEIGHT
1	Speaking	Persuasive speech	T1 W10	20%
2	Reading & Writing	Half-Yearly Examination: Reading (15%) Writing (15%)	T2 W7	30%
3	Portfolio	Portfolio task	T3 W8	20%
4	Reading & Writing	Yearly Examination: Reading (15%) Writing (15%)	T4 W6	30%
TOTAL				100%

MATHEMATICS

TASK	TOPIC	FORMAT	DUE	WEIGHT
1	Ongoing Assessment	Topic Tests, Bookwork, Assignment	T1 W9	20%
2	All Year 9 Work covered	Half-Yearly Examination (Semester 1)	T2 W7	30%
3	Ongoing Assessment	Topic Tests, Bookwork, Assignment	T3 W5	20%
4	All Year 9 Work covered	Yearly Examination (Semester 2)	T4 W6	30%
TOTAL				100%

SCIENCE

TASK	TOPIC	FORMAT	DUE	WEIGHT
1	Waves	Research Task	T1 W10	20%
2	Scientific Skills	Practical Task	T2 W7	20%
3	Scientific Investigations	Practical Task 2	T3 W8	30%
4	Yearly Examination	Formal Examination	T4 W6	30%
TOTAL				100%

GEOGRAPHY

TASK	TOPIC	FORMAT	DUE	WEIGHT
1	Skills taught from Years 7 - 9	Skills Test	T1 W7	25%
2	Sustainable Biomes	Half Yearly Examination	T2 W7	25%
3	Changing Places	Research Task	T3 W8	25%
4	All Topics	Course Examination	T4 W6	25%
TOTAL				100%

HISTORY (Common Tasks Only)

TASK	TOPIC	FORMAT	DUE	WEIGHT
1	Movement of People	Source Analysis	T1 W11	25%
2	WWI	Half-yearly examination	T2 W7	25%
3	WWII	Empathy Task	T3 W9	25%
4	Australians at War	Yearly Examination	T4 W6	25%
TOTAL				100%

PD/HEALTH/PE

TASK	TOPIC	FORMAT	DUE	WEIGHT
1	Let's talk about Sex	Topic Test	T1 W10/11	15%
2	The Health of Young People	Health Service Analysis Assignment	T2 W5	15%
3	A Happier Me	Resilience Assignment	T3 W6	10%
4	Show some initiative	Team Challenge and Peer Evaluation	T4 W4	10%
5	Movement skills	Ongoing Assessment	T1 – T4	50%
TOTAL				100%

ELECTIVE SUBJECTS

AGRICULTURE

TASK	TOPIC	FORMAT	DUE	WEIGHT
1	Practical	Sheep, poultry, corn, introduction to Ag, vegetable production	ongoing	10%
2	Task 1	Research task and practicals or alternate assessment task(Sydney Royal ppt)	T1 W9	20%
3	Year 9 Half Yearly Assessment	Examination of all program outcomes covered and practical assessment	T2 W7	15%
4	Task 3	Research Task	T3 W8	20%
5	Yearly Assessment	Examination & Practical Assessment of Course Outcomes	T4 W6	35%
TOTAL				100%

DRAMA

Task	TOPIC	FORMAT	DUE	WEIGHT
1	Verbatim Theatre	Research Task and Practical Performance	T1 W9	20%
2	Short Film	Research, Storyboard, Script, Short Film	T2 W7	30%
3	Non-realistic Theatre	Playbuilt Performance	T3 W8	30%
4	Physical Theatre	Class Performance & Logbook	T4 W7	20%
TOTAL				

FOOD TECHNOLOGY

TASK	TOPIC	FORMAT	DUE	WEIGHT
1	Food Selection and Health	Research Task/Practical	T2 W4	20%
2	All to date	Half-Yearly Examination (Written, Practical)	T2 W7	15% Exam 15% Practical
3	Food in Australia – E- folio/Presentation	E-folio/Presentation	T3 W10	20%
4	All to date	Yearly Examination (Written, Practical)	T4 W3 PRAC T4 W6 THEORY	15% Exam 15% Practical
TOTAL				100%

INDUSTRIAL TECHNOLOGY METAL - Automotive

TASK	TOPIC	FORMAT	DUE	WEIGHT
1	Metal Project 1	Practical exercise – Sheet metal project	T2 W6	10%
2	Metal Project 2	Practical exercise – Angle bracket	T2 W6	10%
3	All to date	Practical Examination	T2 W7	10%
4	Automotive Industry	Research assignment- Vehicle	T3 W10	15%
5	Auto Project 1	Practical exercise - 2 stroke	T4 W6	30%
6	All to date	Yearly Examination	T4 W6	25%
TOTAL				100%

INDUSTRIAL TECHNOLOGY - Timber

TASK	TOPIC	FORMAT	DUE	WEIGHT
1	Timber Project 1	Practical Project	T1 W10	15%
2	Assessment 1	Half Yearly Practical Examination	T2 W3	15%
3	Timber Project 2	Practical Project - turned item	T2 W10	15%
4	Timber Project 3	Practical Project plus design folio	T3 W9	25%
5	Assessment 2	Research Assessment	T4 W3	10%
6	Assessment 3	Yearly Examination - in class	T4 W6	20%
Total				100%

IST

TASK	TOPIC	FORMAT	DUE	WEIGHT
1	Hardware & Software	How to guide	T1 W9	20%
2	Topics to Date	Half Yearly Exam	T2 W6	20%
3	Digital Media	Digital Portfolio	T3 W5	30%
4	Software Design	Application Development	T4 W4	10
5	All topics	Yearly Examination	T4 W6	20%
TOTAL				100%

MUSIC

TASK	TOPIC	FORMAT	DUE	WEIGHT
1	Composition	Presentation of a composition and a process diary	T1 W11	20%
2	All to date	Half yearly Examination (One Performance and Aural Exam)	T2 W7	25%
3	Musicology	Presentation of a viva voce and a process diary that outlines research undertaken	T3 W9	25%
4	All to date	Yearly Examination (Two Performances & Aural Exam)	T4 W6/7	30%
TOTAL				100%

PHYSICAL ACTIVITY AND SPORTS STUDIES

TASK	TOPIC	FORMAT	DUE	WEIGHT
1	Body Systems	Assignment	T1 W11	10%
2	Body Systems	Half Yearly Examination	T2 W7	10%
3	Fitness	Fitness Assignment	T3 W10	15%
4	All topics	Yearly Examination	T4 W6	15%
5	Practical Assessment	Ongoing Assessment of Practical Work	T1-T4	50%
TOTAL				100%

VISUAL ARTS

TASK	TOPIC	FORMAT	DUE	WEIGHT
1	Critical and Historical Study	Artist Research - Multimodal Presentation	T1 W6	20%
2	Culture and Belonging	Ceramic Vessel with Surface Design	T2 W4	20%
3	Critical & Historical Studies	Half Yearly Exam	T2 W7	10%
4	Landscape and the Built Environment	Printmaking and Mixed Media Body of Work with Related Artist Study	T4 W4	30%
5	Critical & Historical Studies	Yearly Examination	T4 W6	20%
TOTAL				100%

FEE SCHEDULE 2022

JUNIOR CONTRIBUTION		Online Payment Reference	
Years 9 & 10	Whole year	910CN	\$48.00
By Four Instalments	Per term		\$12.00
ELECTIVE SUBJECTS - Years 9 & 10			
Agriculture	9/10	910AG	\$50.00
Drama	9/10	910DR	\$15.00
Food Technology (\$30 per term)	9/10	910FT	\$120.00
Information Software Technology	9/10	910IT	\$40.00
Industrial Technology - Metal	9/10	910MT	\$60.00
iSTEM	9/10	910ST	\$40.00
Music	9/10	910MU	\$40.00
Photographic/Digital Media	9/10	910PH	\$50.00
Industrial Technology - Timber	9/10	910TM	\$60.00
Visual Arts	9/10	910VA	\$35.00

YEAR 9 ASSESSMENT CALENDAR 2022

Term 1

Week 1	
Week 2	
Week 3	
Week 4	
Week 5	
Week 6	Visual Arts
Week 7	Geography;
Week 8	Drama;
Week 9	Mathematics; iSTEM; Agriculture
Week 10	English; Timber; Science; PDHPE
Week 11	Music; Drama; PASS; History; PDHPE

Term 2

Week 1	Beef Week Thurs-Sun
Week 2	
Week 3	NAPLAN; Timber
Week 4	Food Technology; Photography; Visual Arts
Week 5	Drama; PDHPE; Metal
Week 6	Assessment Free Week
Week 7	HALF YEARLY ASSESSMENT (EXAMINATION) WEEK: Metals; Mathematics; Geography; English; History; Agriculture; Food Technology; Music; PASS; Photography; Science; Visual Arts; iSTEM
Week 8	
Week 9	
Week 10	Drama; Timber; Photography

Term 3

Week 1	
Week 2	
Week 3	
Week 4	
Week 5	Mathematics; iSTEM
Week 6	Drama; PDHPE
Week 7	
Week 8	English; Geography; Agriculture; Science
Week 9	Music; Timber; History;
Week 10	Drama; PASS; Food Technology; Metal

Term 4

Week 1	
Week 2	
Week 3	Timber; Food Technology
Week 4	PDHPE; Metal; Photography; Visual Arts; iSTEM
Week 5	Assessment Free Period
Week 6	YEARLY ASSESSMENT (EXAMINATION) WEEK: Metals; Mathematics; Science; Geography; English; History; Agriculture; Food Technology; Timber; Music; PASS; iSTEM; Photography; Visual Arts
Week 7	Music
Week 8	Drama
Week 9	
Week 10	
Week 11	

ILLNESS-MISADVENTURE APPEAL FORM

PROCEDURES FOR ILLNESS-MISADVENTURE

An illness-misadventure form is used when an assessment task is:

- not submitted on time
- submitted incomplete
- due and student is absent the day prior
- during extra-ordinary circumstances

Where a student experiences a misadventure, she/he should obtain an Illness-Misadventure Appeal form from within the Assessment Schedule Booklet, school office or from [Gloucester High School website](#). This must be done on the same day where possible or the next day of attendance including the submission of the task and/or negotiation with Class Teacher and Head Teacher when the examination or practical task will be undertaken after the misadventure.

Completing the Illness/Misadventure Appeal

PART A: This section is to be completed by the student. Reasons for the Illness-Misadventure appeal must be documented in this section.

PART B: Relevant documentation (e.g. doctor's certificate, statutory declaration, other) must be attached. This section is signed by the student and parent/carer. Please note that the doctor's certificate must state the condition that will affect their performance in completing the task.

It is the student's responsibility to complete the Illness-Misadventure Appeal and return it to the Head Teacher within **three school days** of the due date of the task. Late appeals may be considered but only in the event of exceptional circumstances. Students cannot submit an appeal on the basis of:

- difficulties in preparation or loss of preparation time / technology fault
- alleged deficiencies in teaching
- long-term illness such as glandular fever unless they are suffering a flare-up of the condition during the examination or assessment period
- misreading the examination timetable
- misreading assessment task or examination instructions
- other commitments such as holidays, participation in entertainment, work or sporting events, or attendance at examinations conducted by other institutions or organisations. Special consideration for changes to the scheduled date must be made in writing, addressed to the Principal and well in advance of the event.
- illness once the assessment paper is opened during the reading time, or after the examination commences.

PART C: Recommendations for the appeal are then completed by the Head Teacher (within policy guidelines). The Head Teacher may:

- i) recommend to uphold the appeal
- ii) recommend to dismiss the appeal
- iii) recommend to impose a penalty.

The appeal is then presented at the Appeals committee for final approval.

PART D: The Appeals Committee shall be convened by the Deputy Principal.

The committee will:

- i) uphold the appeal
 - ii) dismiss the appeal
 - iii) impose a penalty.
- The committee should communicate the outcome of the appeal to the student. This could include an extension of time, a substitute task or an estimated mark.
 - All documents related to the appeal should be placed in the student's file.



ILLNESS-MISADVENTURE APPEAL

ROSA / Preliminary HSC/ HSC Assessment (Circle one)

PART A – TO BE COMPLETED BY THE STUDENT (Please return to the appropriate Head Teacher)

Name of Candidate:

Teacher:

Subject:

Course:

Assessment Task:

Due Date:

Reasons for failure to meet requirements: (Please outline your reasons)

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PART B – DOCUMENTATION (Please attach evidence)

- | | | |
|---|-----|----|
| 1 Medical Certificate (Clearly stating how the illness would affect the student's performance in the relevant exam or task) | YES | NO |
| 2. Other Documentation (Independent Evidence of Misadventure and/or Statutory Declaration) | YES | NO |

Student Signature: Parent/Carer Signature: Date:

SUBMIT THIS FORM TO THE HEAD TEACHER WITHIN 3 DAYS OF THE ILLNESS-MISADVENTURE

PART C – TO BE COMPLETED BY THE HEAD TEACHER after consultation with Classroom Teacher

- ☐ Recommend to uphold the appeal
- ☐ Recommend to dismiss the appeal
- ☐ Other (explain)

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Head Teacher :

Date:

PART D – TO BE COMPLETED BY THE APPEAL COMMITTEE

Scheduled Meeting Date:/...../.....

Venue:

- ☐ Uphold the appeal
- ☐ Dismiss the appeal

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Deputy Principal:

Date:

Principal:

Date:

Year Adviser:

Date:

INDEPENDENT EVIDENCE OF MISADVENTURE