

Title: Assessment Policy

	PREPARED BY		CHECKED BY		APPROVED BY	
Name	Executive Director		Mrs. Abou Rjeili		SMT	
Position	Executive Director		AD of Instructions		SMT	
Prepared	SY 2016-2017	Reviewed	SY 2019-2020	Valid until	SY 2020-2021	

Rational:

To monitor student achievement and progress to inform further planning and improve learning.

Aims:

1. To collect and gather information on student learning and achievement to help identifying and monitoring the progress and achievement of all students. This can be achieved using both summative and formative assessment methods.
2. To use achievement information for the development of goals and plans to improve the learning and achievement of all students and aspects of the curriculum which require attention.
3. To use data collected to target the needs of individuals or groups of students like gifted and talented, those with learning challenges, ethnics and gender.

Guidelines:

- 1.1 With reference to the school Quality Management Procedure document, all teachers are responsible for ensuring that assessment practices within the classroom are consistent across their grade level
- 1.2 Teacher practices should: Recognise prior learning, use effective assessment for learning strategies such as feedback, feed forward, target individual student needs e.g. personalised, differentiated.
- 1.3 Year leaders, elective leader and Arabic HOD are responsible for ensuring consistent assessment practices across their year level.
- 1.4 The School Management Team (SMT) is responsible for school wide gathering, monitoring and communicating the progress and achievement of individuals and groups of students.
- 2.1 The School Management Team is responsible for establishing strategic plans, learning goals and annual targets that use assessment information to improve teaching and learning.
- 2.2 Each teacher, with their leader support, is responsible for ensuring the implementation of an action plan to ensure gaps identified is covered and the school annual goals and targets are met
- 2.3 Professional development opportunities provided to teachers reflect and address concerns and issues raised by assessment information within their learning area.
- 3.1 School Principal; with the senior management team will collect and analyse data to inform achievement of current goals and set the new ones to meet needs identified and to improve teaching and learning at SIS.
- 3.2 Each classroom teacher is responsible for using assessment information to monitor progress, provide feedback and feed forward to their students, to inform teaching practice and modify teaching programs as required.

Approved by: Principal - SMT