



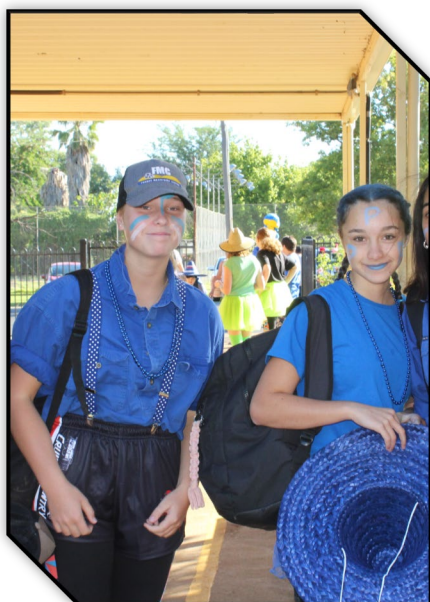
Together we inspire
Together we learn
Together we achieve



7/8

Assessment Schedule

2021



The satisfactory completion of assessments is considered an important part of a student's learning at Yeoval Central School. Included in the successful completion of all courses is the submission of assessment tasks.

The purpose of this assessment schedule is to provide a guide for formal assessment tasks. These tasks explicitly link to the outcomes being taught in classes.

Due Date

All assessments are due by the time/day specified by the course teacher. They must be handed to the teacher personally or submitted electronically as instructed by the teacher. The task is to be submitted with the **'Assessment Notification Sheet'** originally given to the student for marking purposes. Extensions will only be granted under extenuating circumstances, when the student has completed the **'Application for Extension'** form **prior** to the due date.

Acknowledgement of Assessment

Students will be required to write their name and sign the **'Acknowledgement of Assessment'** form for each assessment task they receive in each subject area. This information records the date students were given the assessment task, the purpose of the task and due date.

Honesty in Assessment

Students will be awarded marks based on the quality of the work produced by the student only. All work that has been written, created or developed by others must be acknowledged by referencing. This includes but is not limited to information from the internet, books, journals and other electronic sources.

Malpractice is any activity that allows you to gain an unfair advantage over other students. It includes, but is not limited to:

- copying someone else's work in part or in whole, and presenting it as your own
- using material directly from books, journals, CDs or the internet without reference to the source
- building on the ideas of another person without reference to the source
- buying, stealing or borrowing another person's work and presenting it as your own
- submitting work that another person, such as a parent, coach or subject expert, has contributed to substantially
- using words, ideas, designs or the work of others in practical and performance tasks without appropriate acknowledgement
- paying or asking someone to write or prepare material
- breaching school examination rules
- cheating in an examination
- using non-approved aids during an assessment task
- making up false explanations to explain work not handed in by the due date
- assisting another student to engage in malpractice

Should malpractice be suspected, students will be required to demonstrate that all unacknowledged work is entirely their own. Students who are involved in malpractice will have zero marks given for that section, a warning letter will be generated and the task will need to be resubmitted.

Failure to Submit Assessment Tasks

Students who fail to submit tasks by the given date and time will **incur** a mark of zero unless they provide a medical certificate and/or complete an '**Assessment Appeal**' form due to misadventure. Students on completion will receive feedback and awarded grades based on the outcomes demonstrated by the student.

Students must make backup copies of all electronic tasks and keep notes/drafts in the case of a technical problem, so that these can be submitted for marking.

Technical issues will not be accepted as an excuse to submit a task late.

Absence on the day of an Assessment Task

If a student is absent the day an assessment task is due, the following procedures should be followed:

Students are required to have a **medical certificate** for the day that the task is due. Students are required to submit the task on their immediate return to school. If the task was an in-class assessment, the student is to make alternative arrangements with their teacher.

Teacher Feedback

Teacher feedback will be provided to students about:

- How their knowledge, understanding and skills are developing in relation to the syllabus outcomes and content being addressed
- How to improve their learning
- The nature of the assessment activity and the context of the learning influences the type of feedback provided to students. Feedback may take a variety of forms, including digital and other modes. It may be formal or informal, and should encourage teacher–student dialogue about learning. It may include:
 - Oral feedback from the teacher, student and their peers, such as collaborative activities and conferencing
 - Written feedback from the teacher and/or peers, based on the criteria for assessing learning.
- Feedback will be provided on all tasks within a two-week period.

Appeals to the Assessment Process

If a student believes they have been unfairly **treated** in the assessment process, there is an avenue for appeal. All appeals should be made to the Head Teacher by completing the '**Assessment Appeal**' form. The head teacher and the principal will then review the process and make amendments where required.

ASSESSMENT NOTIFICATION SHEET

Name:

Due date:

Course:

Unit:

Task Title:

Weighting:

Outcomes to be assessed:

Description of the Task:

Return requirements:

ASSESSMENT ACKNOWLEDGEMENT

TEACHERS: Please complete sections A, B, C and D of this form in its entirety and return to Head Teacher.

A	SUBJECT:		YEAR:	SUBJECT TEACHER:	
	RECEIVED DATE			DUE DATE	
B	Please tick <input type="checkbox"/> Received Assessment Task with marking criteria			Please tick <input type="checkbox"/> Assessment Task received within allowed timeframe	
C	Student Name	Student Signature	Student Name	Student Signature	
	1.		11.		
	2.		12.		
	3.		13.		
	4.		14.		
	5.		15.		
	6.		16.		
	7.		17.		
	8.		18.		
	9.		19.		
	10.		20.		
D	NAME OF TEACHER		TEACHER SIGNATURE		DATE



APPLICATION FOR EXTENSION

Name:

Year:

Date:

Subject:

Teacher:

Assessment Task Number (as per Assessment schedule):

Assessment Task Title:

Assessment Weighting:

Your mark:

Your rank:

I apply for an extension based on the following factors which may affect my performance in this Assessment Task. (**Documentary evidence must be provided**, except in exceptional circumstances).

In applying for this special consideration, I assure the Principal that I am not seeking unfair advantage over other students in this course.

STUDENTS SIGNATURE:

PARENT/CAREGIVER'S SIGNATURE:

Recommendation of Teacher:

SIGNATURE OF TEACHER:

.....

APPLICATION FOR EXTENSION

Recommendation of Head Teacher:

HEAD TEACHER:

YEAR ADVISOR:

PRINCIPAL:

DATE:

ASSESSMENT APPEAL

Name:

Year:

Date:

Subject:

Teacher:

Assessment Task Number (*as per Assessment schedule*):

Assessment Task Title:

Assessment Weighting:

Your mark:

Your rank:

I wish to appeal on the following grounds: (Please staple any documentary evidence to this form, including Assessment Task Coversheet, your submitted task, marking guidelines.)

I have read the Assessment Policy Booklet and ensure that the grounds for appeal are consistent with that policy.

SIGNATURE:

PARENT/CAREGIVER'S SIGNATURE:

.....

Assessment Appeal – Head Teacher Recommendation

HEAD TEACHER:

YEAR ADVISOR:

PRINCIPAL :

DATE:

CHANGE OF ASSESSMENT TASK

Course Teacher:		
Assessment Task: (Details)	Subject:	
	Year Group:	
	Original Due Date:	
	New Due Date:	
Outline of Reason/s for the change of ASSESSMENT:		
<u>Course Teacher Process Checklist</u> Please tick ✓ when completed		
<input type="checkbox"/> Have you spoken to the Head Teacher, Secondary Studies? <input type="checkbox"/> Has your Head Teacher, Secondary Studies approved the change of ASSESSMENT? <input type="checkbox"/> Upon approval from the Head Teacher, Secondary Studies you agree to immediately contact all students to notify them of the change of ASSESSMENT task. <input type="checkbox"/> You have notified SASS team to make changes in the newsletter.		
Date: _____ Approved: Y / N Signatures: _____ <div style="display: flex; justify-content: space-around;"> Course Teacher Head Teacher, Secondary Studies Principal </div>		

FYI

Topic Outline:

Group	A											B										
Week	1	2	3	4	5	6	7	8	9	10	11	1	2	3	4	5	6	7	8	9	10	11
Term 1	E/S	Project 1								Exhibition		Essential Skills							Project 1	Exhibition		
Term 2	Essential Skills						Project 2	Exhibition	Project 3	Project 2							Exhibition	E/S				
Term 3	Project 3							Exhibition	E/S			Essential Skills				Project 3	Exhibition	Project 4				
Term 4	E/S		Project 4			Exhibition	Essential Skills/ Mini Project					Project 4				Exhibition	Essential Skills/ Mini Project					

Teacher: Miss G Loud, Mrs D Blatch, Mrs J Quigley, Mr K Horley

Please note the exhibitions will not always be an on-site exhibition. They may be virtual.

NOTE: Project 4- 7 Weeks with 3 weeks cross over.

Languages Other Than English (LOTE) – Wiradjuri

Topic Outline:

Week	1	2	3	4	5	6	7	8	9	10	1	2	3	4	5	6	7	8	9	10	11
Sem 1	Country										Community										
Sem 2	Sharing										Connecting										

Assessments:

Task Name	Due Date	Weighting
Listening Task	Term 2 Week 2	50%
Speaking Task	Term 4 Week 2	50%

Teacher: Miss N Freeth

Music

Topic Outline:

Week	1	2	3	4	5	6	7	8	9	10	1	2	3	4	5	6	7	8	9	10	11
Sem 1	Basic Elements of Music										World Music										
Sem 2	Music's Classic Hits										Music of Australia										

Assessments:

Task Name	Due Date	Weighting
Aural Test and Listening Skills	Term 1 Week 6	20%
Research Task	Term 2 Week 6	30%
Group Performance	Term 3 Week 9	25%
Individual Performance	Term 4 Week 4	25%

Teacher: Mrs H Johnson

Physical Education

Topic Outline:

Week	1	2	3	4	5	6	7	8	9	10	1	2	3	4	5	6	7	8	9	10	11
Sem 1	Aquatics							Athletics					Football Codes								
Sem 2	Basketball					Netball					T/Softball					Aquatics					

Assessments:

Task Name	Due Date	Weighting
Practical 1	Term 2 Week 5	50%
Practical 2	Term 4 Week 5	50%

Teacher: Miss J Goulding

Technology Mandatory – Year 7

Topic Outline:

Week	1	2	3	4	5	6	7	8	9	10	1	2	3	4	5	6	7	8	9	10	11
Sem 1	Engineered Systems										Materials – Technology - Timber										
Sem 2	Digital Technologies										Food and Agriculture										

Assessments:

Task Name	Due Date	Weighting
Practical Project 1	Term 1 Week 10	25%
Practical Project 2	Term 2 Week 5	25%
Digital Technology	Term 3 Week 7	25%
Food and Agriculture	Term 4 Week 6	25%

Teacher: Mr J Sanders / Miss N Freeth

Technology Mandatory - Year 8

Topic Outline:

Week	1	2	3	4	5	6	7	8	9	10	1	2	3	4	5	6	7	8	9	10	11
Sem 1	Digital Technologies										Food and Agriculture										
Sem 2	Materials – Technology - Metal										Engineered Systems										

Assessments:

Task Name	Due Date	Weighting
Digital Technology	Term 1 Week 10	25%
Food and Agriculture	Term 2 Week 6	25%
Practical Project 1	Term 3 Week 10	25%
Practical Project 2	Term 4 Week 6	25%

Teacher: Miss N Freeth / Mr J Sanders



Assessment Schedule Years 7/8 subjects 2020

Term	Subject	Week
1	Music – Aural Test and Listening Skills	6
	Technology Mandatory (Year 7) – Project 1	10
	Technology Mandatory (Year 8) – Digital Technology	10
Term	Subject	Week
2	LOTE (Wiradjuri) – Listening Task	2
	Physical Education – Practical	5
	Technology Mandatory (Year 7) – Practical Project 2	5
	Music – Research Task	6
	Technology Mandatory (Year 8) – Food and Agriculture	6
Term	Subject	Week
3	Technology Mandatory (Year 7) – Digital Technology	7
	Music – Group Performance	9
	Technology Mandatory (Year 8) – Practical Project 1	10
Term	Subject	Week
4	LOTE (Wiradjuri) – Speaking Task	2
	Music – Individual Performance	4
	Physical Education – Practical 2	5
	Technology Mandatory (Year 8) – Practical Project 2	5
	Technology Mandatory (Year 7) – Food and Agriculture	6