

Assessment and Reporting Policy

Formulated by: College Executive

This policy is to be read in conjunction with the *Ave Maria College Learning Organisation Policy (2012)*, the *Ave Maria College Learning and Teaching Policy (2012)*, the requirements of the *Victorian Curriculum and Assessment Authority (VCAA)*, the *Principles of Learning and Teaching P-12 (PoLT)* documents; as well as Federal and State Government directives as mandated.

Mission Statement

The *Assessment and Reporting Policy* seeks to support learning and “guide each young woman to develop as a whole person, striving for excellence in all her endeavours”. The *Assessment and Reporting Policy* guides assessment which encourages students to become “critical thinkers and life-long learners, contributing to the wider community”.

Intentions

The *Assessment and Reporting Policy* will:

1. Encourage the pursuit of academic excellence.
2. Provide opportunities for students to be challenged and to develop deep levels of thinking and application.
3. Provide opportunities for students to use these skills of thinking and application to achieve personal success.
4. Ensure assessment practices are an integral part of teaching and learning, used for formative, evaluative and reflective purposes.

Outcome of these intentions

The College will:

1. Require students to set learning goals and to reflect upon their learning.
2. Provide students with a comprehensive overview of each unit of work, and its assessment, at the commencement of the unit.
3. Develop and promulgate common standards and assessment practices, and require teachers to adhere to these common standards and assessment practices.
4. Implement a variety of assessment strategies to enable students to demonstrate their learning.
5. Ensure compliance with Federal and State Government requirements on matters of assessment and reporting.
6. Ensure compliance with the assessment and reporting requirements of the *Victorian Certificate of Education (VCE)*, *Vocational Education and Training (VET) Certificates*, the *Victorian Certificate of Applied Learning (VCAL)*, the Australian Curriculum and AusVELs, as well as CEOM directives.
7. Provide parents/guardians with regular feedback about their daughter’s progress.
8. Invite students to attend progress report meetings with their parents.
9. Maintain clear, accurate and current records of student assessment and progress.

Ratified Board of Governance

Date 1998, reviewed 2006, 2009, Aug 2012