



OUR REF : .....

TRN : 100259955100003

Date: Friday, 22nd September 2023

**To: Parents of Students from YEAR ONE to YEAR THIRTEEN**  
**RE: Assessments for the November 2023 Report**

Dear Parents,

**Greetings from St. Mary's.** Please read the information carefully with regard to your child's Assessments ahead of the November 2023 report.

This is what Assessments will look like.

**YEARS 11, 12 and 13 – Assessments for the November 2023 report**

**ASSESSMENT WINDOW: Ongoing until 3<sup>rd</sup> November 2023 – NO MORE THAN TWO ASSESSMENTS PER DAY**

**Internal Assessment marks 100% (Within set Deadlines)**

**YEARS 2 to 6 – Assessments for the November 2023 report**

**ASSESSMENT WINDOW: 10<sup>th</sup> until 31<sup>st</sup> October 2023- NO MORE THAN TWO ASSESSMENTS PER DAY**

**(Music, Art & Sport- Continuous AFL) YEAR 3 FRENCH – ORALS ONLY**

**SUMMATIVE-**

**ASSESSMENT**

ONE TEST

visibly evidenced.

20 marks

**20 MARKS**

**AFL**

Presentations/ Skits/

Oral Role play / Group

Work/ Pair work / LEARNING

LADDERS / PROJECT WORK/RESEARCH

**FORMATIVE FEEDBACK WITH STRENGTHS AND AREAS FOR IMPROVEMENT**

<b>YEARS 7 to 10 – Assessments for the November 2023 report</b>	
<b>ASSESSMENT WINDOW: 10<sup>th</sup> until 31<sup>st</sup> October 2023- NO MORE THAN TWO ASSESSMENTS PER DAY</b>	
<b>(Sports- Continuous AFL)</b>	
<b>SUMMATIVE- ASSESSMENT</b> ONE TEST <u>visibly evidenced.</u> 25 marks	<b>AFL</b> Presentations/ Skits/ Oral Role play / Group Work/ Pair work / LEARNING LADDERS / PROJECT WORK/RESEARCH
<b>25 MARKS</b>	<b>FORMATIVE FEEDBACK WITH STRENGTHS AND AREAS FOR IMPROVEMENT</b>

<b>YEAR 1 – Assessments for the November 2023 report</b>	
<b>ASSESSMENT WINDOW: September to November 2023 – Continuous AFL and Ongoing assessments as part of ongoing class work.</b>	
<b>AFL</b> PROJECT WORK/HW / IN-CLASS ASSESSMENTS PORTFOLIOS / RESEARCH/ Presentations/ Skits/ Oral Role play / Group Work/ Pair work / LEARNING LADDERS	
<b>FORMATIVE FEEDBACK WITH STRENGTHS AND AREAS FOR IMPROVEMENT</b>	

**All Assessments will be paper- based.** Corrected Assessments will be given to students in the second or third week of November and will only be given to students who have completed all First Term Fee Payments (20<sup>th</sup> September 2023 was the deadline for all First Term Fee Payments). We urge parents to respectfully make timely fee payments and respect the fee payment deadlines.

**Assessment Timetable** will be different for every class, but some subjects will be scheduled on the same day across a whole cohort or group of cohorts and will be posted in your child’s GC and via the class group email by next weekend by your child’s class teacher. For years 11, 12 and 13, their subject teachers have already begun class tests.

**ABSENTEES:** If your child is sick, please email the class teacher and inform him/ her if your child is going to or has missed an assessment/s. Some re-assessments might be scheduled over the weekend or on a regular school day, depending on the number of assessments missed and you will be informed of the day and time to bring your child in for the same.

**Assessments will not be credited for leave that is not justified.** This will impact children's academic progress and we urge parents not to schedule holidays during working days. Students must not have any unauthorised material during an assessment – notes, chits of paper with written notes, any written notes concealed in the desk or on the person. If any of these are found with a student during an assessment, they will be given a zero. Students must not resort to any form of malpractice during an assessment, they must not speak to any other students during an assessment. Any form of malpractice will lead to being given a zero for that particular assessment.

We would like our children to understand the importance of developing study habits that are consistent and productive and undertaken on a daily basis and not at the last minute.

Yours sincerely,



**Mr. Paul Asir Joseph  
(Principal)**

