



PORT HACKING HIGH SCHOOL

**YEAR 7
ASSESSMENT
POLICY
2020**

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OVERVIEW

A student will be considered to have satisfactorily completed a course if there is sufficient evidence that the student has:

- a) **followed** the course developed by each faculty; and
- b) **applied** themselves with diligence and sustained effort to the set tasks and experiences provided in the course by the school; and
- c) **achieved** some or all of the course outcomes

STAGE 4 GRADING

Students are awarded a grade (A to E) for each of the courses they have studied in year 7 and 8. The grades are based on the course performance descriptors for each course. The grades allocated to each student are determined by the student's performance on the assessment tasks set throughout the course. The nature and timing of these tasks is detailed for each of the subjects later in this booklet.

SCHOOL ASSESSMENT TASKS

School-based assessment tasks are linked to standards because the tasks focus on outcomes, they are valid instruments for what they are designed to assess, and where appropriate, the marking guidelines are related to the wording of the outcomes and the performance standards.

Each task enables teachers to collect information about the students' achievement in relation to one or several outcomes, to award marks in accordance with marking guidelines, and to provide constructive feedback to students on their performances highlighting their strengths and where they could make improvements.

COURSE ASSESSMENT SCHEDULE

The course assessment schedule is set out in the assessment booklet. It contains information about the set tasks in each component of your course. The course assessment schedule also informs you of approximately when the various assessment tasks will take place, and tells you the weighting of each task.

The date of each assessment task will be provided by the classroom teacher at **least two weeks prior to the task.**

SCHOOL ASSESSMENT POLICY

It is essential that students ensure they are present for and complete all assessment tasks. **If a student is absent on the day of an assessment task, he or she must contact the school to explain the absence, and then provide the classroom teacher with a letter from a parent/guardian explaining the reason for the absence on the first day of their return,** regardless of whether or not a lesson in that subject is timetabled on that day.

- Holidays/travel are NOT considered a valid excuse for missing an assessment task/exam OR for requesting an alternate date for the task/exam.
- Technological malfunctions are not automatically considered a valid excuse. (See next page)

Late Handing in of Tasks/Assignments due to absence

The student must contact the teacher on the first day of attendance after the missed submission date, regardless of whether or not a lesson in that subject is timetabled on that day. If the late handing in of a task, or request for an extension of time to submit that task, is not explained by a letter from a parent/guardian, **a zero mark** will be recorded for that task.

Where there is no valid reason for non-completion of an assessment task, a zero mark must be recorded for that task.

Malpractice and Plagiarism

A zero mark will be recorded for tasks where malpractice or plagiarism is involved. Malpractice is defined as failing to comply with the Rules of Conduct set out by the School (see below). Plagiarism is “when you pretend that you have written or created a piece of work that someone else originated.” Candidates who do not comply with these rules or who engage in malpractice in assessment tests or examinations, or in the preparation of assessments, will receive no marks for that task. Students will be required to re-attempt the assessment task in order to satisfy course outcomes.

Rules of Conduct

- a) Where a task takes the form of a test or examination, the teacher's instructions must be followed at all times.

Candidates must:

- NOT speak to any person other than the teacher during the examination.
- NOT behave in any way likely to disturb the work of any other student or upset the conduct of the examination.
- NOT bring mobile phones into the exam room. All mobile phones are to be turned off and left in students' bags. Mobile phones are not to be in students' pockets.
- NOT wear a watch of any kind.

Nor may any books, notes, paper or equipment other than that specifically permitted by the teacher be taken into the room where the exam is taking place.

- b) All tasks must be the work of the student submitting them. All sources used in preparation of a task must be acknowledged. Teachers will use their professional judgement to decide what is the student's own work.
- c) Any attempt at malpractice or plagiarism will result in a zero mark.

Technology Problems:

Problems with computers crashing and printers not working may be a reason to apply for an extension. However it will not be automatic that a student has an extension granted due to a technology malfunction. A student will be required to show evidence of their work in order to be considered an extension. This evidence may be in the form of a:

- draft printout of the task
- handwritten draft version of the task
- USB handed to the teacher containing an electronic version of the task
- OR the student may email the completed assessment to the teacher

A student:

- must keep a back-up copy of tasks in progress. The school recommends this be done through the use of the DoE portal email. Students can email their work (as they progress through it) to their own email address, thereby having it accessible to show their teacher on request
- will be awarded a zero mark if they are unable to show evidence of the task in draft form
- must not expect to be granted an extension if they leave the printing of the task until the night before it is due, and then find that they experience technology problems
- must be able to supply independent evidence of computer malfunction (eg letter from a computer company)

SUBJECT INFORMATION

CREATIVE AND PERFORMING ARTS

MUSIC

	TASK 1	TASK 2	TASK 3	TASK 4
	Term 1 Week 8	Term 2 Week 5	Term 3 Week 4	Term 4 Week 3
Unit/Topic	Experiencing Music	Concepts of Music	Performance Skills	The Blues
Type of Task	Composition	Listening	Performance	Performance and Composition
Outcomes Assessed	4.4, 4.5, 4.6	4.7, 4.8, 4.9, 4.10	4.1, 4.2, 4.3	4.1, 4.2, 4.3, 4.4, 4.5, 4.6
Form	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input checked="" type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input checked="" type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination
Task Weighting 100%	15%	30%	20%	35

VISUAL ARTS

	TASK 1	TASK 2	TASK 3	TASK 4
	Term 1 Week 10	Term 2 Week 6	Term 3 Week 6	Term 4 Week 4
Unit/Topic	Pop Art	Functional Objects	Still Life	Expressive Landscape
Type of Task	In class analysis	3D Clay work and VAPD	Art work and Research task	Landscape painting and VAPD
Outcomes Assessed	4.7, 4.8, 4.9, 4.10	4.1, 4.3, 4.4, 4.5	4.1, 4.4, 4.7, 4.8, 4.9, 4.10	4.1, 4.2, 4.4, 4.6
Form	<input type="checkbox"/> Take home <input type="checkbox"/> In class <input checked="" type="checkbox"/> Examination	<input checked="" type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination
Task Weighting 100%	10%	30%	30%	30%

ENGLISH

	TASK 1	TASK 2	TASK 3	TASK 4	TASK 5
	Term 1 Week 9	Term 2 Week 2	Term 3 Week 10	Term 4 Week 2	Terms 1-4 Various weeks
Unit/Topic	Visual Literacy Picture books	Journal Reading & Writing	Thematic Study Relationships with Nature	Journal Reading & Writing	All Units
Type of Task	Written extended response	Polished journal piece	Multimodal Text	Polished journal piece	Class Tasks
Outcomes Assessed	EN4-1A, EN4-3B, EN4-9E	EN4-1A, EN4-3B, EN4-4B, EN4-5C	EN4-2A, EN4-5C, EN4-7D, EN4-8D	EN4-1A, EN4-3B, EN4-4B, EN4-5C	EN4-1A, EN4-2A, EN4-3B, EN4-4B
Form	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input checked="" type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input checked="" type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination
Task Weighting 100%	15%	10%	15%	10%	50%

HSIE

GEOGRAPHY – SEMESTER

	TASK 1	TASK 2	TASK 3	TASK 4
	Term 1 Weeks 3 & 7	Term 1 Weeks 3 & 7	Term 2 Weeks 2 & 6	Term 2 Weeks 2 & 6
Unit/Topic	Skills Test	Research Task Landscapes and Landforms	Bookwork	Yearly Examination – Water in the World
Type of Task	In class	Hand in	In Class	Examination
Outcomes Assessed	GE4-7	GE4-4, GE4-5, GE4-7 GE4-8	GE4-1, GE4-8	GE4-1, GE4-2, GE- 3, GE4-7
Form	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input checked="" type="checkbox"/> Take home <input type="checkbox"/> In class <input type="checkbox"/> Examination	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input type="checkbox"/> Take home <input type="checkbox"/> In class <input checked="" type="checkbox"/> Examination
Task Weighting 100%	20%	30%	10%	40%

HISTORY – SEMESTER 2

	TASK 1	TASK 2	TASK 3	TASK 4
	Term 3 Weeks 3 & 8	Term 3 Weeks 3 & 8	Term 4 Weeks 2 & 4	Term 4 Weeks 2 & 4
Unit/Topic	Investigating the Ancient Past	Ancient China	Bookmark	Yearly examination
Type of Task	In class skills test	Hand in research task	In Class	Examination
Outcomes Assessed	HT4-2, HT4-5, HT4-9	HT4-1, HT4-6, HT4-8	HT4-10	HT4-3, HT4-4, HT4-7, HT4-9
Form	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input checked="" type="checkbox"/> Take home <input type="checkbox"/> In class <input type="checkbox"/> Examination	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input type="checkbox"/> Take home <input type="checkbox"/> In class <input checked="" type="checkbox"/> Examination
Task Weighting 100%	20%	30%	10%	40%

MATHEMATICS

	TASK 1	TASK 2	TASK 3	TASK 4
	Term 1 Week 7	Term 2 Week 6	Term 3 Week 4	Term 4 Week 3
Unit/Topic	<ul style="list-style-type: none"> Integers Divisibility, Indices and Factors 	<ul style="list-style-type: none"> Fractions and Percentages Data 	<ul style="list-style-type: none"> Algebra and Equations Length, Area and Volume 	<ul style="list-style-type: none"> Decimals Geometry Probability
Type of Task	In class written test	In class written test	In class written test	In class written test
Outcomes Assessed	MA4-1WM, MA4-2WM, MA4-3WM, MA4-4NA, MA4-9NA	MA4-1WM, MA4-2WM, MA4-3WM, MA4-5NA, MA4-19SP	MA4-1WM, MA4-2WM, MA4-3WM, MA4-8NA, MA4-10NA MA4-12MG, MA4-13MG, MA4-14MG	MA4-1WM, MA4-2WM, MA4-3WM, MA4-5NA, MA4-18MG, MA4-21SP
Form	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination
Task Weighting 100%	25%	25%	25%	25%

PERSONAL DEVELOPMENT HEALTH AND PHYSICAL EDUCATION

	TASK 1	TASK 2	TASK 3	TASK 4
	Term 1 Week 7	Term 2 Week 5	Term 3 Week 8	Term 4 Week 4
Unit/Topic	Here 's the key to changes in me	Fundamental Movement Skills	The complete health package	Coordination Skills
Type of Task	Research	Practical Application	Topic Test	Practical Application
Outcomes Assessed	PD4-1, PD 4-2	PD4-4, PD4-8,	PD4-2, PD4-6, PD 4-7	PD 4-5, PD4-11
Form	<input checked="" type="checkbox"/> Take home <input type="checkbox"/> In class <input type="checkbox"/> Examination	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination
Task Weighting 100%	20%	25%	30%	25%

SCIENCE

	TASK 1	TASK 2	TASK 3	TASK 4
	Term 1 Week 9	Term 2 Week 5	Term 3 Week 5	Term 4 Week 3
Unit/Topic	Being a Scientist	I Like to Move it!	Physical and Chemical Change	Rock your body
Type of Task	Skills Test	Practical Investigation	Topic Test	Knowledge and Skills Test
Outcomes Assessed	SC4-4WS; SC4-5WS; SC4-6WS; SC4-7WS; SC4-8WS	SC4-5WS; SC4-6WS; SC4-7WS; SC4-9WS; SC4-11PW	SC4-4WS; SC4-5WS; SC4-6WS; SC4-7WS; SC4-8WS SC4-9WS; SC4-14LW; SC4-16CW; SC4-17CW	All outcomes may be assessed
Form	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input checked="" type="checkbox"/> Take home <input type="checkbox"/> In class <input type="checkbox"/> Examination
Task Weighting 100%	25%	25%	25%	25%

TECHNOLOGY

Students will complete a different TAS Rotation each term, each semester. They will cover TAS- Home Economics or TAS- IA in either semester. Students will be marked separately for each unit of work in both areas of study.

An example of a pattern of study is:

Term 1 Agriculture & Food Technologies

Term 2 Materials textiles

Term 3 Materials technologies 1

Term 4 Digital Technologies

HOME ECONOMICS

Semester 1 OR 2		
	TASK 1	TASK 2
	Semester 1 Term 1 Week 8 Semester 2 Term 3 Week 8	Semester 1 Term 2 Week 6 Semester 2 Term 4 Week 4
Unit/Topic	Creative Cushions Materials Technologies OR Aussie Eggs Food and Agricultural Technologies	Creative Cushions Materials Technologies OR Aussie Eggs Food and Agricultural Technologies
Type of Task	Research Task and Practical mark	Folio Activity and Practical Progress mark
Outcomes Assessed	TE4 - 1DP, TE4 - 10TS	TE4 - 1DP, TE4 - 2DP, TE4 - 3DP, TE4 - 5AG
Form	<input checked="" type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination
Task Weighting 50%	Research Task – 10% Practical Mark – 15% Total 25%	Folio Activity– 10% Practical Progress – 15% Total 25%

INDUSTRIAL ARTS

	SEMESTER 1 OR 2	
	TASK 1	TASK 2
	Semester 1 Term 1 Week 8 Semester 2 Term 3 Week 8	Semester 1 Term 2 Week 6 Semester 2 Term 4 Week 4
Unit/Topic	Digital Technologies OR Materials Technologies 1	Digital Technologies OR Materials Technologies 1
Type of Task	Practical/Workbook OR Practical/Folio	Practical/Workbook OR Practical/Folio
Outcome Assessed	TE4-1DP, TE4-2DP, TE4-3DP, TE4-4DP	TE4-1DP, TE4-2DP, TE4-3DP, TE4-4DP
Form	<input checked="" type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination	<input checked="" type="checkbox"/> Take home <input checked="" type="checkbox"/> In class <input type="checkbox"/> Examination
Semester Task Weighting 50%	25%	25%