

KOTARA HIGH SCHOOL

We Aim High

YEAR 7

Assessment Policy Subject Assessment Schedules



2021

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Section 1: Assessment Information

Assessment is the broad name for the collection and evaluation of evidence of a student's learning. It is integral to teaching and learning and has multiple purposes. Assessment can enhance student engagement and motivation, particularly when it incorporates interaction with teachers, other students and a range of resources.

Assessment:

- provides opportunities for teachers to gather evidence about student achievement in relation to syllabus outcomes
- enables students to demonstrate what they know and can do
- clarifies student's understanding of concepts and promotes deeper understanding
- provides evidence that current understanding and skills are suitable basis for future learning

Each assessment task should:

- be based on syllabus outcomes
- be a valid instrument for what they are designed to assess
- include criteria to clarify for students what aspect of learning are being assessed
- enable students to demonstrate their learning in a range of task types
- be reliable, measure what the task intends to assess, and provide accurate information on each student's achievement
- be free from bias and provide evidence that accurately represents a student's knowledge, understanding and skills
- enable students and teachers to use feedback effectively and reflect on the learning process
- be inclusive of and accessible for all students
- be part of an ongoing process where progress is monitored over time

Students at Kotara High School will undertake formal assessment of their performance in all subject areas throughout the school year. The tasks will all vary in nature and are detailed within the assessment schedules in Section 3 of this policy.

Student progress and achievement will be reported formally and distributed at the end of Semester 1 and Semester 2 and informally at the Parent/Teacher evenings throughout the year. Parents are encouraged to contact their child's class teachers to discuss aspects of their progress in particular subjects, or Year Advisers if they would like to organise feedback on current progress.

Submission of Assessment Tasks

Tasks completed at home must be submitted directly to the teacher either before 9am or during the designated period time on the assessment task notification. In the event of the teacher being unavailable, assessment tasks must be submitted to the Head Teacher or Deputy Principal.

In the case of all written assessment tasks completed at home, students are required to keep a good copy of the submitted task. A digital back-up copy or a photocopy is acceptable. The copy must be produced on request and it will provide a student with security against loss of or damage to the submitted copy. Loss of a task, either electronic or physical, will not generally be accepted as a valid reason for late submission.

Electronic Submission of Assessment Tasks

Students are not to assume that they may submit assessment tasks by email or by other digital media. However, the classroom teacher or Head Teacher may allow students to submit electronically. Head Teachers may also require students to hand in a printed copy of the task. **Any such instructions will be made clear on the assessment task notification.**

When electronic submission does occur, the following rules will apply:

- 1) The school will not be responsible for unreadable, unusable or virus infected files or media.
- 2) The school will only accept assessment tasks which are written in applications to which school staff have ready access, and in a format which can be read by most school computers.
- 3) The assessment task should be readily identifiable.
- 4) An assessment task is not considered submitted if conditions (1), (2) and (3) are not satisfied.
- 5) The school will not be responsible for not receiving emails. If submitting work by email, students must request that the teacher let them know that he/she has received their work. Teachers will acknowledge receipt as soon as possible. Only receipts generated by the school's email system will be considered valid. If a student does not receive a receipt within a reasonable time, it will mean that the teacher did not receive the work.

Procedures for illness, late or non-submission and dishonesty

Student's responsibilities when absent:

If there is an unforeseen illness or misadventure on the day which has presented the submission of the assessment task, the student will complete an illness/misadventure form on the first day back at school. The student must submit the task on his/her return to school and will be informed of the result of the illness/misadventure form once it has been processed by the Head Teacher. The illness/misadventure form must be accompanied by a written explanation from a parent/carer or medical professional.

If a student knows about an absence prior to the due date then he/she needs to have already applied for an extension/alternate date with their classroom teacher and/or Head Teacher. If it has been granted, the task is able to be submitted on the new due date without penalty.

Acceptable reasons for failing to present/undertake a formal assessment task are unforeseen events which occur immediately before or on the day and prevent a student from performing a task on or by the scheduled time. Such events include significant illness, accidents or misadventures and must be supported by a written explanation from a parent/carer or some formal documentation for other absences. Exceptions will not be given for trivial reasons, outlined in the NSW DoE Attendance Policy.

Late submissions

The following procedures relate to all students:

Assessment tasks not submitted by the due date with no approved explanation in Years 7, 8 and 9 will cause the following deduction of marks to occur:

One day late: A deduction of 25% of their total mark

Two days late: A deduction of 50% of their total mark

Three days late: A mark of zero will be awarded

A Head Teacher may accept late submissions of assessments without penalty if the student is absent from school with an acceptable reason on the submission date.

If circumstances prevent the administering of a substitute task the Head Teacher may give approval for an estimate mark to be given. An estimate is based on the marks the student is awarded in all other assessment tasks for that course. Final marks will be calculated at the completion of all assessment tasks.

Failure to submit assessment tasks totalling 50% or more of the final course assessment will require the Principal to certify that the course has not been studied satisfactorily. This can have implications regarding the student's eligibility for a Record of School Achievement (ROSA).

Alleged Malpractice in Assessment Tasks or Examinations

Behaving dishonestly to gain unfair advantage in assessments is malpractice or cheating.

Malpractice includes:

- Copying part or all of someone else's work and presenting it as your own
- Using material directly from books, journals, CDs, or the internet without giving its source
- Building on someone else's ideas without giving their source
- Buying, stealing or borrowing someone else's work and presenting it as your own
- Submitting work that someone else, like a parent, tutor, or subject expert, substantially contributed to
- Using someone else's words, ideas, designs or works in projects and performance tasks without giving their source
- Paying someone to write or prepare material
- Breaching school exam rules
- Cheating in an exam
- Using non-approved aids in an assessment task
- Giving false reasons for not handing in work by the due date
- Helping another student to engage in malpractice

Allegations of plagiarism or other forms of malpractice will be reported to the Deputy Principal and Principal who will investigate the matter and, if proven, a zero will be awarded for the section that has been plagiarized.

Special Provisions

A student may be granted special provisions if they have:

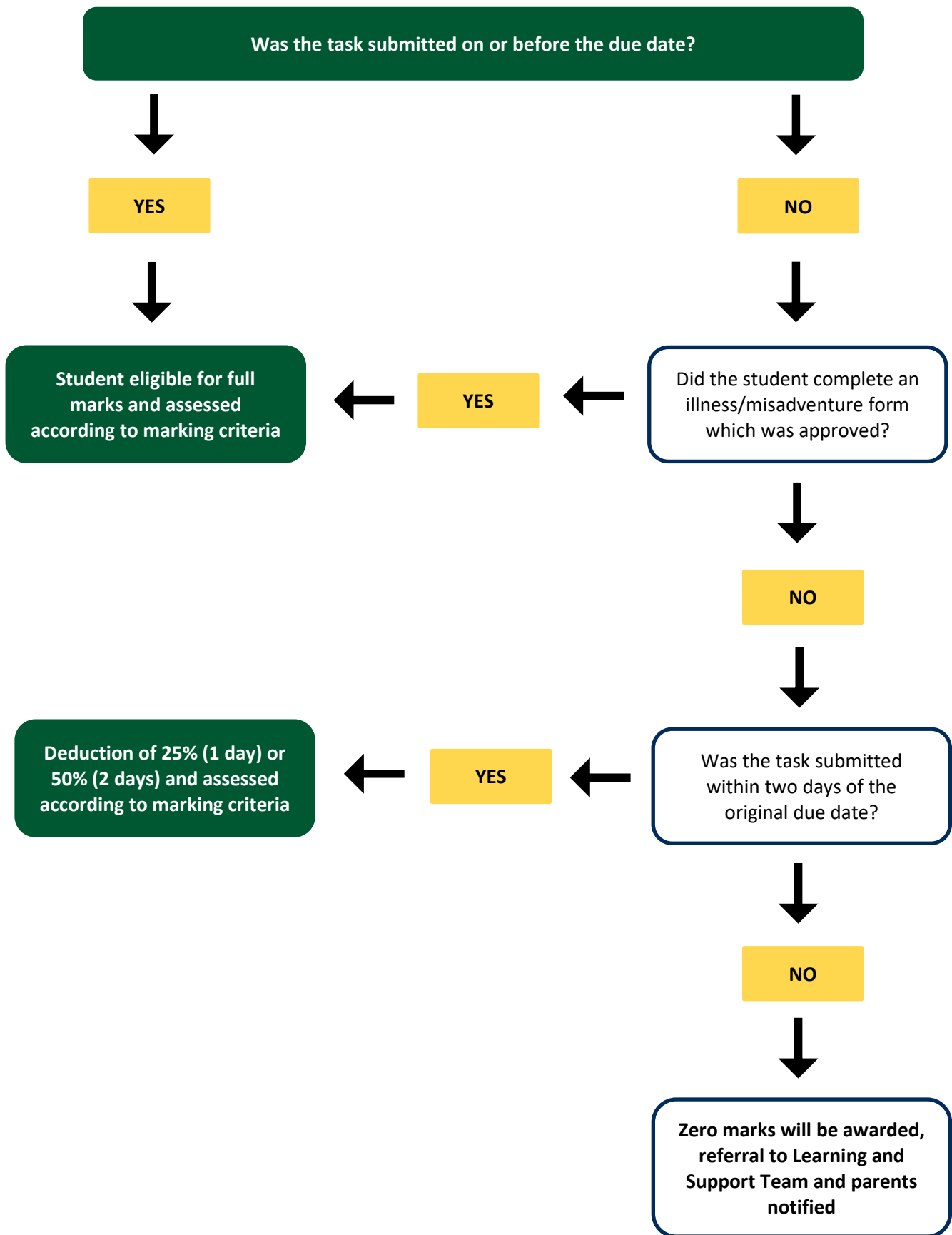
- Visual or auditory difficulties;
- Learning difficulties;
- Fine motor difficulties;
- Illnesses such as diabetes;
- Ongoing injuries that will impact on your ability to complete an assessment task;
- Psychological difficulties.

(Parents/guardians are responsible for providing all documentation to support a special provisions application or consideration).

Successful applicants will be granted provisions that are appropriate as determined by the school. These may include such things as provision of a writer or reader, separate supervision, extra time, rest breaks, permission to use a computer for writing (in exceptional circumstances), large print examination papers or examinations printed on coloured paper.

In circumstances where a student has a temporary condition, such as an injury, which may affect school assessments or examinations but is not relevant for consideration by NSW Education Standards Authority (NESA), then the student may apply to the Deputy Principal for the temporary approval for appropriate disability provisions. Medical or other appropriate evidence will be required.

Flowchart – Procedures for submitting assessments at Kotara High School (Years 7-9)



Section 2: Assessment Task Illness/Misadventure Form



**Kotara High School
Illness/Misadventure Form**

Student Section

Student Name: _____ Year: _____ Subject: _____

Task: _____ Date of Task: _____

Reason: (attach any documentary evidence to support your request)

I hereby request (a) extension of time (b) estimate (circle)

Student signature: _____ Date: _____

Parent signature: _____ Date: _____

Classroom Teacher Section

I have noted the above request and recommend the following action:

Teacher signature: _____ Date: _____

Head Teacher Section

I have noted the above request and recommend the following action:

Head Teacher signature: _____ Date: _____

Deputy Principal/Principal Section

Based on the above recommendations I have granted the student:

- Estimate based on all other assessment tasks.
- Extension of time granted until _____
- Zero mark to be given.
- Show as non-attempt. 'N' Award Warning to be issued
- Other

Deputy Principal/Principal signature: _____ Date: _____

Section 3: Year 7 Assessment Calendar

KHS YEAR 7 ASSESSMENT CALENDAR 2021				
WEEK	TERM 1, 2021	TERM 2, 2021	TERM 3, 2021	TERM 4, 2021
1	NO TASKS	NO TASKS		
2				SCIENCE MUSIC
3		MUSIC SCIENCE VISUAL ARTS	MUSIC	HSIE MATHEMATICS PDHPE TECHNOLOGY MANDATORY
4		TECHNOLOGY MANDATORY	MATHEMATICS	ENGLISH VISUAL ARTS
5				NO TASKS
6		HSIE MATHEMATICS PDHPE	TECHNOLOGY MANDATORY	
7				
8			HSIE	
9	HSIE MATHEMATICS PDHPE	ENGLISH MUSIC	ENGLISH SCIENCE	
10	ENGLISH SCIENCE TECHNOLOGY MANDATORY		PDHPE	
11				

KHS YEAR 7 ASSESSMENT PLANNER 2021

	TERM 1, 2021	TERM 2, 2021	TERM 3, 2021	TERM 4, 2021
WK1				
WK2				
WK3				
WK4				
WK5				
WK6				
WK7				
WK8				
WK9				
WK10				
WK11				

ENGLISH

YEAR 7 - 2021

OVERVIEW OF COURSE CONTENT:

This course extends from our 2019 Stage 3 program as students focus on how powerful, distinctive voices are created with effective compositional choices. Through studying autobiographical and biographical texts, students will expand their knowledge of how point of view influences interpretations of texts. Term Two focuses on deepening an ethical framework through the contextual lens of children in war. Students will consider the representation and perspective of perpetrator, bystander, resistor and victim and how the responder is positioned. Powerful examples of altruism, ethical decision making, and great courage will be explored. In Term Three, students will focus on using critical literacy skills to explore consumer culture and the world of advertising. Developing deep understanding of specific persuasive devices commonly used in print, television and online advertising will be targeted. Students will explore the obvious and ambiguous messages behind advertising. In Term Four, students will enhance their understanding of text structure, vocabulary choices and punctuation to create more cohesive creative texts. They will investigate how effective writers hook and hold reader interest applying these techniques to their own writing. Deep knowledge of how style may be distinguished through the details and nuances of language will also be a focus.

SEMESTER ONE

DATE		TASK	OUTCOMES	WEIGHTING
TERM	WEEK			
1	10	Comprehension and Reflection	5C, 6C, 7D	25%
2	9	Visual Representation and Reflection	5C, 8D, 9C	25%

SEMESTER TWO

DATE		TASK	OUTCOMES	WEIGHTING
TERM	WEEK			
3	9	Advertising Presentation and Reflection	2A, 3B, 7D	25%
4	4	Creative Writing and Reflection	1A, 3B, 4B	25%

HSIE

YEAR 7 - 2021

OVERVIEW OF COURSE CONTENT:

Year 7 HSIE gives students the opportunity to study both Geography and History on a semester basis.

Geography is the study of places and the relationships between people and environments. It enables students to become active, responsible and informed citizens able to evaluate the opinions of others and express their own ideas and arguments.

History is a disciplined process of inquiry into the past that helps to explain how people, events and forces from the past have shaped our world.

It provides the skills for students to answer questions 'How do we know?'

Students will study:

- Landscapes and Landforms
- Place and Liveability
- Investigating the Ancient Past
- The Mediterranean World – Ancient Egypt/Greece
- The Asian World – Ancient China

SEMESTER ONE

DATE		TASK	OUTCOMES	WEIGHTING
TERM	WEEK			
1	9	Mapping Task	GE4-1 4-2 4-7 4-8	25
2	6	End of Course Examination	GE4-1 4-5 4-6 4-7 4-8	25

SEMESTER TWO

DATE		TASK	OUTCOMES	WEIGHTING
TERM	WEEK			
3	8	Research Task	HT4-1 4-6 4-8 4-10	25
4	3	Source Based Examination	HT4-2 4-5 4-6 4-9	25

MATHEMATICS

YEAR 7 - 2021

OVERVIEW OF COURSE CONTENT:

This course continues the development of knowledge and skills established in Stage 3. The three main strands of study are: Number and Algebra (NA) Measurement and Geometry (MG) Statistics and Probability (SP) Each strand is further divided into topic areas which are programmed for 2 - 5 weeks duration. The Working Mathematically (WM) components Communicating, Problem Solving, Reasoning, Understanding and Fluency are important processes which have been embedded into each topic. Students are required to bring a pen, 5mm grid exercise book, laptop/tablet, ruler, protractor, set of compasses and calculator to each lesson. The recommended calculator is the Casio fx-82AU Plus and is available to purchase from the school canteen for \$24. Access to a laptop computer is also recommended. Homework expectations are typically 2 hours per week.

SEMESTER ONE

DATE		TASK	OUTCOMES	WEIGHTING
TERM	WEEK			
1	9	Term 1 Summary Sheet Examination	MA4-4NA MA4-9NA MA-18MG	20%
2	6	Semester 1 Examination - Test on all content and skills covered	MA4-4NA MA4-9NA MA-18MG MA4-21SP	30%

SEMESTER TWO

DATE		TASK	OUTCOMES	WEIGHTING
TERM	WEEK			
3	4	PBL Assignment - Take home task requiring students to plan a travel itinerary	MA4-2WM	20%
4	3	Semester 2 Examination - Test on all content and skills covered since the Semester 1 Examination	MA4-5NA MA4-15MG MA4-8NA MA4-10NA	30%

MUSIC

YEAR 7 - 2021

OVERVIEW OF COURSE CONTENT:

The objective of the music course in year 7 is to provide the students with the opportunity to acquire the knowledge, understanding and skills necessary for active engagement and enjoyment in performance, composition and listening skills. Students will be exposed to a wide variety of music from different cultures (including Australian), styles and from different time periods.

In Semester One the music course focuses on rhythm and percussion, the orchestra and the use of technology in composition utilising online notation. In practical, students gain experience on the guitar, keyboard and ukulele. Students will also delve into the first part of their journey into pop/rock music, starting with the blues and rock music.

In Semester Two, our focus shifts to an exploration of instruments, sound sources, performances techniques and instrumental ensembles. An emphasis is now placed on composition, which allows students many opportunities to experiment and work collaboratively with their peers, as well as expanding their musical knowledge and listening. to conclude the year, after all assessment are complete, students will move into the second part of the journey into pop/rock music, which focuses on more modern repertoire.

SEMESTER ONE

DATE		TASK	OUTCOMES	WEIGHTING
TERM	WEEK			
2	3	Arrangement & Performance	4.3, 4.4, 4.5, 4.6, 4.9	40%
3	3	Performance	4.1, 4.2, 4.3	30%

SEMESTER TWO

DATE		TASK	OUTCOMES	WEIGHTING
TERM	WEEK			
4	2	Listening Examination	4.7, 4.8, 4.9, 4.10	30%

PDHPE

YEAR 7 - 2021

OVERVIEW OF COURSE CONTENT:

Year 7 PDHPE provides students with the opportunity to enhance and develop resilience and connectedness and learn to interact respectfully with others. Through PDHPE students develop the skills to research, apply, appraise and critically analyse health and movement concepts in order to maintain and improve their health, safety, wellbeing and participation in physical activity. Through PDHPE, students develop self-management, interpersonal and movement skills to help them become empowered, self-confident and socially responsible citizens. Students learn in movement, about movement and through movement and are given opportunities to apply and adapt their skills across multiple contexts, including: Fundamental Movement Skills, Gymnastics, Dance, Fitness and Game Sense Activities.

SEMESTER ONE

DATE		TASK	OUTCOMES	WEIGHTING
TERM	WEEK			
1	9	1. Case Studies Analysis	PD4-1, PD4-9	25%
2	6	2. Ongoing Movement Performance & Participation Observation	PD4-4, PD4-11	20%

SEMESTER TWO

DATE		TASK	OUTCOMES	WEIGHTING
TERM	WEEK			
3	10	3. The Journey of a Year 7 Student	PD4-2, PD4-3, PD4-7, PD4-10	30%
3	10	4. Part A: Group Creative Dance Performance	PD4-11	15%
4	3	4. Part B: Ongoing Movement Performance & Participation Observation	PD4-4, PD4-5	10%

SCIENCE

YEAR 7 - 2021

OVERVIEW OF COURSE CONTENT:

Students use scientific inquiry by actively engaging in, using and applying the processes of working scientifically to develop their knowledge about Science. They identify questions and problems that they can test or research scientifically. Students select and use appropriate strategies, understanding and skills to generate creative plausible solutions to identified problems.

Each unit of work will be completed during a term:

Term 1 – Introduction to Science (2 weeks), Changes (8 weeks)

Term 2 – To Zoo or Not to Zoo?

Term 3 – Water, Water Everywhere

Term 4 – Changing Earth

SEMESTER ONE

DATE		TASK	OUTCOMES	WEIGHTING
TERM	WEEK			
1	10	Semester 1 Examination	Knowledge and understanding: 16CW, 11PW Skills (some or all of): 4WS, 5WS, 6WS, 7WS, 8WS, 9WS	25% (20% knowledge, 5% skills)
2	3	Semester 1 Skills in Working Scientifically Task	Knowledge and understanding: 16CW, 11PW Skills (some or all of): 4WS, 5WS, 6WS, 7WS, 8WS, 9WS	25%

SEMESTER TWO

DATE		TASK	OUTCOMES	WEIGHTING
TERM	WEEK			
3	9	Semester 2 Examination	Knowledge and understanding: 14/15LW, 16CW, 13ES Skills (some or all of): 4WS, 5WS, 6WS, 7WS, 8WS, 9WS	25% (20% knowledge, 5% skills)
4	2	Semester 2 Skills in Working Scientifically Task	Skills: 6WS and/or some of 4WS, 5WS, 7WS, 9WS	25%

TECHNOLOGY MANDATORY

YEAR 7 - 2021

OVERVIEW OF COURSE CONTENT:

Technology Mandatory engages students in design and production activities as they develop solutions to identified needs and opportunities. Through the practical application of knowledge and understanding they learn about Agriculture and Food Technologies, Digital Technologies, Engineered Systems and Material Technologies

SEMESTER ONE

DATE		TASK	OUTCOMES	WEIGHTING
TERM	WEEK			
1	10	Practical application	Refer to assessment task sheet	Mandatory
2	4	Folio progress	Refer to assessment task sheet	Mandatory

SEMESTER TWO

DATE		TASK	OUTCOMES	WEIGHTING
TERM	WEEK			
3	6	ALARM - Research	TE4-10TS explains how people in technology related professions contribute to society now and into the future	Mandatory
4	3	Practical and Folio progress	Refer to assessment task sheet	Mandatory

VISUAL ARTS

YEAR 7 - 2021

OVERVIEW OF COURSE CONTENT:

In Year 7 students are introduced to Visual Arts through the topic “Me, Oz and Art”, a study of Australian artworks, artists and art movements.

Students will create artworks that are an interpretation of their relationship to place in their artmaking. Throughout the year, students will explore a variety of materials and techniques in drawing, painting, sculpture, photomedia and printmaking.

SEMESTER ONE

DATE		TASK	OUTCOMES	WEIGHTING
TERM	WEEK			
2	3	Critical/Historical	4.7, 4.8, 4.9, 4.10	10%
		Artmaking	4.1, 4.2, 4.3, 4.4, 4.5, 4.6	40%

SEMESTER TWO

DATE		TASK	OUTCOMES	WEIGHTING
TERM	WEEK			
4	4	Critical/Historical	4.7, 4.8, 4.9, 4.10	10%
		Artmaking	4.1, 4.2, 4.3, 4.4, 4.5, 4.6	40%