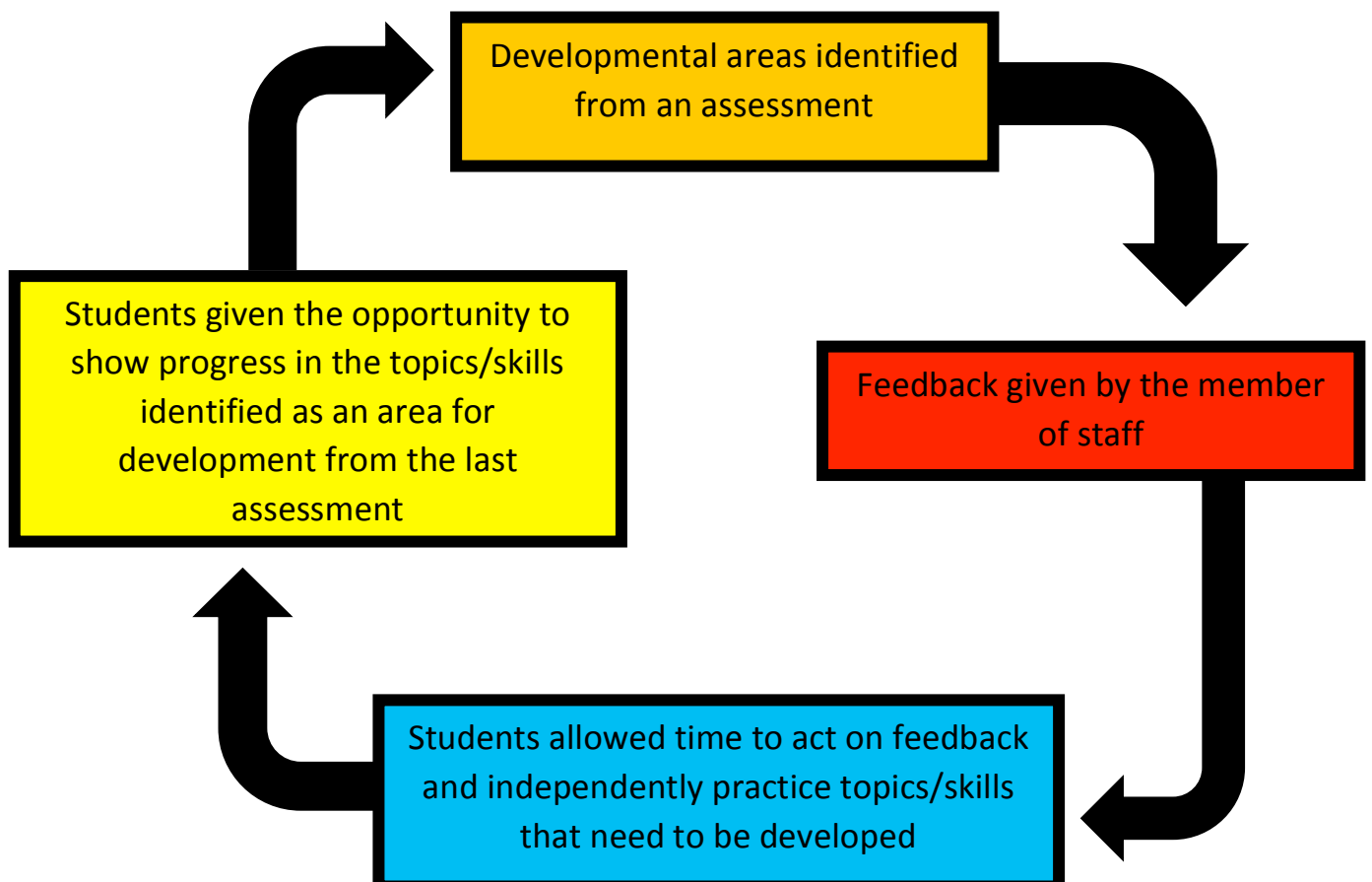




Arts & Media School
ISLINGTON

Assessment and Reporting Policy

Arts and Media School Islington promises each parent that their child will receive quality teaching and a vibrant educational experience, every child is known, valued and challenged, enabling each child to fulfil his/her potential as an academic scholar and a talented individual. ***Every Child a Scholar.***



Aims

- To raise achievement of all students
- To reduce workload for staff
- To improve information flow to parents/carers

This will be achieved by:

- Regular feedback given by each subject teacher in accordance with the school marking policy
- Termly informative and factual reports sent home to parents/carers
- A full detailed Annual written report sent home to parents/carers
- Consultation Evenings for parents/carers to meet teachers at a time suitable to them

Roles and Responsibilities

Students will:

- Respond to all types of feedback, both in books and assessments, in order to act on next steps to improve
- Refer to their targets in their planners and regularly determine how they are progressing against these targets
- Strive to meet their challenging targets by completing classwork, homework and assessments to the best of their ability and redraft where appropriate
- Attend extra support classes if required

All Staff will:

- Act as advisors for students and to support them in setting and reviewing challenging targets
- Assess students work so they know how to improve their knowledge, skills and understanding
- Use student contextual data to set targets with appropriate challenge to demonstrate high expectations

In addition, teaching staff will:

- Keep accurate records of student attainment and progress
- Complete data reports on time as directed by SLT
- Monitor the progress of students at all times and identify students with cause of concern at the earliest opportunity
- Use student contextual data to support all students to achieve by differentiating tasks and outcomes and by challenging underachievement
- Meet with parents/carers regularly and by phoning home if necessary

Subject leaders and 2i/c where appropriate will:

- Monitor staff within the department and ensure assessments are completed on time, regularly and moderated
- Ensure books are assessed in line with the subject marking policy
- Ensure staff have accurate records of student progress against agreed criteria

Data Management staff will:

- Maintain the information management and assessment system to ensure that progress reports can take place as planned
- Collate assessment data and assemble it appropriately to facilitate staff and parent/carers comprehension
- Provide information for staff to analyse performance and take steps to provide appropriate interventions.

SLT staff will:

- Provide a clear understanding of the Assessment and Reporting Systems to All Stakeholders
- Support staff in how to use the assessment system through relevant training
- Monitor the quality and completion of progress reports
- Implement, monitor, review and revise the policy with governors as appropriate

Parent/Carers will:

- Access assessment information either online and/or through communication sent home to understand their child's attendance, progress, effort and behaviour
- Attend meetings arranged by AMSI staff to support their child's progress, effort and behaviour

Please note:

- All Student targets will be calculated from their baseline data. This data is made up of their KS2 English score, their KS2 Maths score and a combined averaged score of both for all other subjects
- The Year 11 2016/17 cohort will have a numerical target for both English and Maths of 9-1, 9 being the highest grade possible. All other subjects will use this grading system for GCSE courses for the Year 11 2017/18 cohort and beyond.
- The Year 7 2016/17 cohort will have targets based on the new non-levelled data/descriptors, which will be published for the first time in Summer 2016.

Assessment System Arrangements

Autumn Term

Initial Data Entry – Year 11

Data Entry – All Years

Mock Exams – KS4 All subjects, KS3 Core subjects

Full Report – Year 10

Parent Evening- Year 10

Spring Term

Predicted Grades – Year 11

Full Report – Year 11

Parent Evening – Year 11

Full Report – Year 8

Parent Evening – Year 8

Option Evening – Year 9

Data Entry – All Years

Full Report – Year 9

Parent Evening – Year 9

Summer Term

GCSE Exams – All subjects Year 11

End of Year Exams – All subjects, All years

Data Entry – Year 11

Full Report – Year 7

Parent Evening – Year 7

Data Entry – Years 7 to 10

Updated September 2016