All Saints’ College

Assessment Policy & Schedule
Preliminary Course 2016
Note to Students

An assessment planner is included. This shows all assessment items available at the time of publication. Sheets for each course, showing the tasks and the week in which they are due will be provided by your class teacher. You should also receive a sheet for each task giving the due date and providing other details at least two weeks before the due date or the date on which the task occurs (other than Final examinations).

An effort has been made to limit the number of tasks and to spread the due dates. However, there are still pressure periods. Students should plan to start tasks early and to complete them progressively to avoid last minute rushes. Often, getting started is the hardest part. If you are having difficulty in completing an Assessment seek advice early. If you feel that you have been unfairly treated with regard to assessment, or require advice on assessment, please see your teacher, the relevant Head of Department or myself.

In order to have studied a course satisfactorily, each candidate is expected to perform all the tasks, which form part of the assessment program. Students are encouraged to submit all assessment tasks even if they are late, as these can be included as work completed for the purposes of determining whether a candidate has fulfilled the requirements of the course. Students must hand up assessment tasks at the start of the day on the due date unless otherwise directed by the teacher. Failure to submit an assessment task by the due date and time, without valid reason, will result in a zero mark for that task. Students who miss in-class tasks without valid reason will also receive a zero mark.

Valid reasons for failing to submit or be present for a task include illness, accident or other misadventure. Non-medical reasons for missing an assessment task should be referred to the Head of Senior School and will only be supported if independent evidence is provided. Students who miss a task through illness or other misadventure may have the option of sitting an alternate task with the approval of the class teacher and relevant Head of Department or to receive an estimate but not both. This choice is to be made before attempting any alternate task.

Any foreseeable problem with regard to completing or being present for an assessment task should be made known to the class teacher as early as possible. Students should endeavour to make medical appointments outside of timetabled lessons wherever possible. Students who have been absent from school should find out if they missed any assessment notifications while finding out details of work that they have missed.

A student found to have been involved in malpractice, including cheating, collusion or plagiarism, in any assessment task may receive zero marks for part or the entire task. Other disciplinary action may also be taken by the College.

Stewart Ross
Head of Senior School
November 2015
<table>
<thead>
<tr>
<th>Term</th>
<th>Week</th>
<th>Term 4 2015</th>
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* Agriculture Term 1-3 On-going Practical Assessment worth 10% * English Studies Term 1-3 On-going collected twice per term – 30%
* Chemistry ongoing practical 30% Finalised Term 3 Week 6 15% * Drama Task 5 - assessed in week 4 & 10 * EES Ongoing Practical Portfolio
* Music 1 (35)Term 3 Week 5 will go through from Week 5 to Week 9
# PRELIMINARY ASSESSMENT TASK SCHEDULE

## Agriculture – Assessment Tasks

<table>
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### PRELIMINARY ASSESSMENT TASK SCHEDULE

#### Design & Technology – Assessment Tasks

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PRELIMINARY ASSESSMENT TASK SCHEDULE

Mathematics 2 unit – Assessment Tasks

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Mathematics General – Assessment Tasks

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Mathematics Extension – Assessment Tasks

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Modern History – Assessment Tasks

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• NB The two classes rotate with teachers and tasks

Music Course 1 – Assessment Tasks

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## PRELIMINARY ASSESSMENT TASK SCHEDULE

### PD, Health, PE – Assessment Tasks

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### Physics – Assessment Tasks

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### Visual Arts – Assessment Tasks

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