

# Year 9 Assessment Handbook 2020



**WINDSOR**  
HIGH SCHOOL

# **Assessment Policy**

## **1.1 NOTIFICATION OF ASSESSMENT TASKS**

With the exception of the Half Yearly Examinations and Yearly Examinations, students must be notified in writing of the actual date of all major assessment tasks at least 14 calendar days before the task in the form of a handout or by email.

Students will need to sign the registration form for this task held by their teacher.

## **1.2 ABSENCE WHEN A TASK IS NOTIFIED**

Whenever you are absent from school, it is your responsibility to ensure that you know what work has been missed and to catch up on that work. The same conditions apply if you are absent when an Assessment Task is notified. You are not entitled to any automatic extension of time for the task. However, if you have a prolonged absence, you may submit to the Assessment Review Panel an *Application for Consideration / Extension*

## **1.3 SUBMISSION OF TASKS**

All tasks are to be submitted by the start of the first timetabled lesson in the relevant subject due on that day. If you are absent due to a valid reason, you must email your assignment to the school at [windsor-h.school@det.nsw.edu.au/](mailto:windsor-h.school@det.nsw.edu.au) by 3.15pm on the due date. Ensure that you add the course and your teacher's name to the email.

All tasks submitted after this time will be deemed late.

You must sign the task registration sheet held by your teacher when submitting your task. If emailing your assignment add a request for 'received' email.

## **1.4 EXTENSIONS TO DUE DATES**

An extension to the due date of an assignment may be approved, by the Assessment Review Panel, in cases of severe illness, prior knowledge of absence on due date or other exceptional circumstances. Approval for an extension must be sought well in advance of the due date.

For an extension you must complete an *Application for Consideration/Extension* (Green Form). This is available from the front office. You must return the completed form with attached evidence to the office. After consideration by the Assessment Review Panel, you will receive a ruling as to the outcome of your application.

## **1.5 ZERO MARKS**

When a student does not attempt a task or submits a non-genuine attempt at a task:

- a **ZERO** mark will be awarded for the task
- the task will be recorded as a non-attempt or non-genuine attempt
- parents/ guardians will be informed by letter
- the task will still need to be completed

## 1.6 WARNINGS

If, at any time, it appears that a student is at risk of being found unsatisfactory in attendance, application or achievement of outcomes in any course, the Principal will:

- a) advise the student of the problem, in writing, allowing sufficient time for the problem to be corrected;
- b) advise the parent/guardian in writing;
- c) retain copies of relevant documentation-

### **On the first warning letter:**

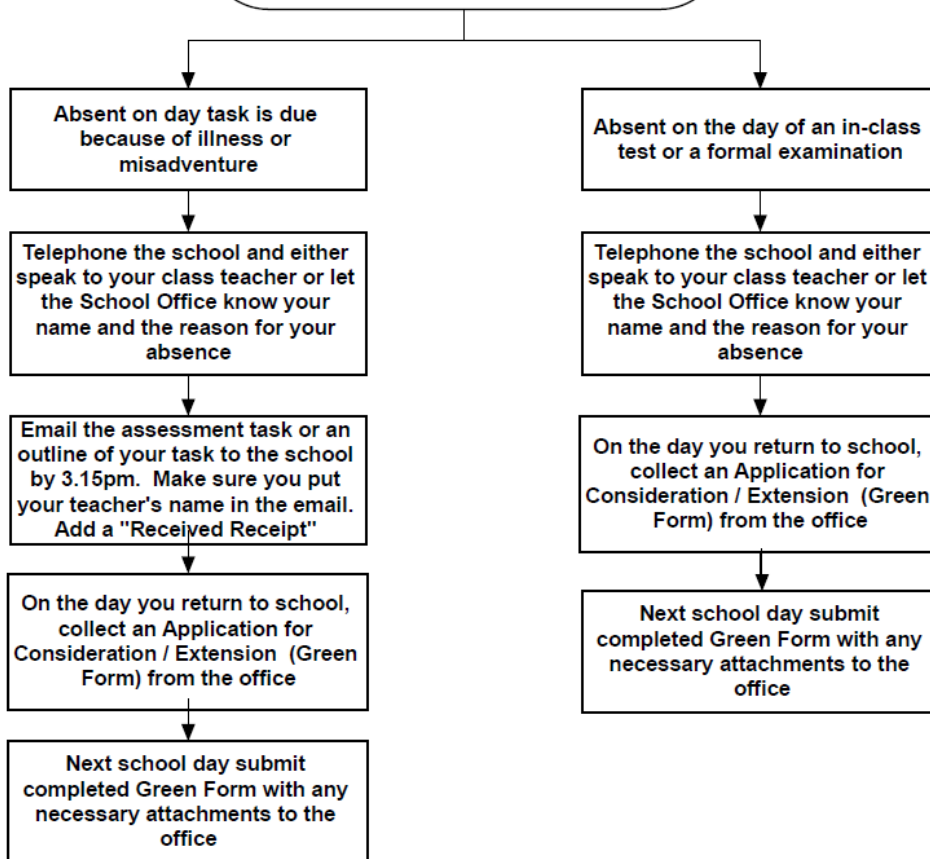
The student will report to the head teacher of the faculty at lunchtime for a meeting to set up a work schedule to complete the task.

### **On the second warning letter:**

All or any of the following consequences will take place:

- a) The student will be removed from the playground and be supervised in a classroom to work on their task each day until completed.
- b) Parents and student will attend an interview with the Principal or the Assessment Review Panel.
- c) The student will be N-determined in that subject and may not continue to Year 10

## ASSESSMENT PROCEDURES TO FOLLOW WHEN:





WINDSOR HIGH SCHOOL

Consideration of Misadventure for Senior Assessment Task

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This form is to be completed and submitted to the Assessment Review Panel via the Front Office if you wish to apply

- (i) for an extension of time on an assessment task/assignment, or
(ii) for special consideration because a task has not been submitted/done on the due date

STUDENT NAME: YEAR SUBJECT/COURSE:

ASSESSMENT TASK TITLE:

DATE TASK DUE: TEACHER NAME:

ACTION REQUIRED (circle one) (i) extension of time until

OR

(ii) special consideration

REASON FOR APPLICATION:

MEDICAL CERTIFICATE ATTACHED: YES/NO/NOT APPLICABLE

STUDENT'S SIGNATURE: DATE:

PARENT'S SIGNATURE:

ADDITIONAL COMMENTS sought by Panel:

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STUDENT'S RECEIPT OF APPLICATION FOR CONSIDERATION/EXTENSION ON SENIOR ASSESSMENT TASK

Reference Number:

STUDENT NAME: SUBJECT/COURSE:

HEAD TEACHER: CLASS TEACHER:

ASSESSMENT REVIEW PANEL: SIGNATURE: DATE:



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## YEAR 9 ASSESSMENT SCHEDULE 2020

Two reports will be sent out this year. The following information provides an indication of what the grades on the reports represent, the type of tasks that students will complete and approximately when these tasks will take place.

SEMESTER ONE			SEMESTER TWO		
HALF YEARLY REPORT: JULY			YEARLY REPORT: DECEMBER		
Week	Description of Task	%	Week	Description of Task	%
Wk 5, T1 Wk 11, T1 Wk 6, T2 Ongoing	<b>ENGLISH</b> Conflict Speech Extended Response Creative Writing Reading Journal	30 25 25 20	Wk 2, T3 Wk 10, T3 Wk 4, T4 Ongoing	<b>ENGLISH</b> Documentary & Peer Assessment Extended Response Yearly Examination Reading Journal	25 25 30 20
Wk 1-10, T1&T2 Wk 9, T1 Wk 6, T2	<b>MATHEMATICS</b> Working Mathematically Topic Tasks Assignment Half Yearly Examination	30 30 40	Wk 1-10, T3&T4 Wk 7, T3 Wk 5, T4	<b>MATHEMATICS</b> Working Mathematically Topic Tasks In-class Test Yearly Examination	30 30 40
Wk 1-10, T1&T2 Wk 6, T1 Wk 6, T2	<b>SCIENCE</b> Working Scientifically Topic Tasks Assignment 1 Half Yearly Exam	30 30 40	Wk 1-10, T3&T4 Wk 6, T3 Wk 6, T4	<b>SCIENCE</b> Working Scientifically Topic Tasks Research Project Yearly Examination	30 30 40
Wk 8, T1 Wk 4, T2 Wk 5/6, T2 Wk 1-10, T1 &2	<b>HSIE - Geography</b> Geography of Food Assignment Sustainability Task Half Yearly Exam Homework / Bookwork	25 25 30 20	Wk 6, T3 Wk 10, T3 Wk 4, T4 Wk 5, T4 Wk 1-10, T3&4	<b>HSIE - History</b> Slavery Empathy Task Source Task Gallipoli Task Half Yearly Examination Homework/Bookwork	25 20 20 25 10
Wk 7, T1 Wk 4, T2 Wk 1-10, T1&2	<b>PDHPE</b> Health Intervention Assignment Health Campaign Assignment Practical	25 25 50	Wk 7, T3 Wk 4, T4 Wk 1-10, T3&4	<b>PDHPE</b> Accessing Health Services Assignment Examination Practical	25 25 50
Wk 7, T1 Wk 4, T2 Wk 1-10, T1&2	<b>PASS</b> Technolgy in Sport Assignment Coaching Presentation Practical	25 25 50	Wk 7, T3 Wk 4, T4 Wk 1-10, T3&4	<b>PASS</b> Drugs in Sport Assignment Examination Practical	25 25 50
Wk 9, T1 Wk 5, T2 Wk 5, T2	<b>MUSIC</b> Task 1 Composition Task 2 Performance Skills Task 3 Listening Test	30 40 30	Wk 9, T3 Wk 5, T4 Wk 5, T4	<b>MUSIC</b> Task 1 Composition Task 2 Performance Skills Task 3 Listening Test	30 40 30
Wk 7, T1  Wk 3, T2 Wk 6, T2	<b>VISUAL ARTS</b> Design and Research Portfolio Critical & Historical Case Study / Test Artmaking Documentation & Body of Work	20  40 40	Wk 7, T3  Wk 3, T4 Wk 6, T4	<b>VISUAL ARTS</b> Design and Research Portfolio Critical & Historical Case Study /Test Artmaking Documentation & Body of Work	20  40 40
Wk 4, T1 Wk 6, T1  Wk 9, T1 Wk 6,T2	<b>PHOTOGRAPHY AND DIGITAL MEDIA</b> Analysis and written response In class test on Photoshop terminology and techniques Critical study and historical study Photgraphic Bodies of work and process diary	15 15  10 60	Wk 2, T3 Wk 6, T3  Wk 9, T3 Wk 6, T4	<b>PHOTOGRAPHY AND DIGITAL MEDIA</b> Analysis and written response In class test on Darkroom terminology and techniques Critical study and historical study Photgraphic Bodies of work and process diary	15 15  10 60

Wk 5, T1 Wk 5, T2 Wk 6, T2 Wk 6, T2	<b>AGRICULTURE</b> Assignment 1 in-class Assignment 2 Topic Test Practical evaluation	20 20 20 40	Wk 5 T3 Wk 5 T4 Wk 6 T4 Wk 6 T4	<b>AGRICULTURE</b> Assignment 1 in-class Assignment 2 Topic Test Practical evaluation	20 20 20 40
Wk 3, T1 Wk 3, T2 Wk 9, T1 Wk 9, T1	<b>TIMBER TECHNOLOGY</b> Safety Test Safety Test Design Portfolio Practicals	5 5 10 20	Wk 3, T3 Wk 5, T4 Wk 5, T4	<b>TIMBER TECHNOLOGY</b> Timber technology assignment Design Portfolio Practicals	10 20 30
Wk 8, T1 Wk 3, T2 Wk 5, T2 Wk 5,T2	<b>FOOD TECHNOLOGY</b> Topic Test Assignment Book Work Practical	10 30 20 40	Wk 8, T3 Wk 3, T4 Wk 5, T4 Wk 5, T4	<b>FOOD TECHNOLOGY</b> Topic Test Assignment Book Work Practical	10 30 20 40
Wk 8, T1 Wk 3, T2 Wk 6, T2	<b>INFORMATION SOFTWARE TECHNOLOGY</b> Creating a hardware report Digital media Task 1 Digital media Task 2	10 25 25	Wk 6, T3 Wk 5, T4w	<b>INFORMATION SOFTWARE TECHNOLOGY</b> Digital Media Portfilio Robotics Project	20 20
Wk 5, T1 Wk 4, T2	<b>COMMERCE</b> Consumer Choice Research Task Half-Yearly Examination	20 30	Wk 8, T3 Wk 5, T4	<b>COMMERCE</b> Running a Business Research Task Yearly Examination	30 20
Wk 6, T1 Wk 8, T1 Wk 10, T1 Wk 5, T2  Wk 5 , T2 Wk 7, T2	<b>Dance</b> Ballet Technique Class Research Task – The History of Ballet Ballet d’Action Composition Task Oral Presenation & Newspaper report Popular Dance Technique Class Creating Popular Dance Composition	20 10 20 20  10 20	Wk 5, T3  Wk 5, T3 Wk 10, T3 Wk 10, T3 Wk 5, T4 Wk 5, T4	<b>Dance</b> Tribal Contempory Dance Technique Class Technique Class Reflection Sheets Tribal Dance Composition Tribal Dance Research Task Safe Dance Technique Class Safe Dance Appreciation Reflection Task	20  10 20 10 20 20
Wk 8, T1 Wk 8, T1 Wk 4, T2 Wk 4, T2 Wk 4, T2	<b>Drama</b> Group Devised Performance Logbook Scripted Performance Extended Response Logbook	40 10 10 30 10	Wk 6, T3 Wk 6, T3 Wk 4, T4 Wk 4, T4	<b>Drama</b> Commedia Dell’Arte Performance Research Portfolio Monologue Performance Logbook	35 15 40 10

# Your Assessment Calendar for 2020

	TERM 1	TERM 2	TERM 3	TERM 4
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				



