



ACCOUNTABILITY (ASSESSMENT) AND REPORTING POLICY

PURPOSE

The main purpose of assessment and reporting is to inform and improve student learning.

Assessment and Reporting aims to develop a sense of partnership in learning between the parents, teachers, students and DET.

POLICY

Assessment should:

- Allow students to confirm what they have learned
- Follow the whole school assessment schedule
- Inform teaching
- Provide a basis for program evaluation and continued curriculum improvement
- Include a variety of approaches and strategies so there is equal access for all students
- Be moderated between teachers, PLCs and DET

The Reporting Program will be aimed at meeting the requirements of all in the education partnership:

- Students
- Parents
- Teachers
- DET

Formal/Informal Reporting to parents should include:

Term 1

- Update ILPS at the end of Term 1 to be handed out in Term 2 Wk 1
- Portfolios

Term 2

- Parent Teacher Interviews (Grades P – 6) - Wk 1 with new ILP
- Education Week activities and Open Days
- Dot reports be accessed on Compass
- Portfolios
- Update ILPs

Term 3

- Parent / Teacher Interviews (Grades Prep – 6) - Week 1 with new ILP
- Portfolios

Term 4

- Learning Celebration—Wk 1
- End of year dot Reports and update ILP
- Portfolios

This set schedule is further supported by:

- Our 'Open Door' policy – meaning that interviews can be arranged on request at any time throughout the year.
- Student Support Group Meetings, which regularly meet to assess and direct student learning
- The School Annual General Meeting which explains student achievement in curriculum areas
- The Newsletter, which may display examples of student work
- School website <http://www.delacombeps.vic.edu.au/>
- School's Facebook page

FURTHER INFORMATION AND RESOURCES

- Policy and Advisory Library: [Assessment of Student Achievement and Progress F-10](#)
- Policy and Advisory Library: [Workplace Learning](#)
- VCAA: [Revised F-10 Curriculum Planning and Reporting Guidelines](#)
- VRQA: [Minimum standards and other requirements for schools](#)

REVIEW CYCLE AND COMMUNICATION

This policy will be communicated by being published on the school's website and a copy will be available from the school during office hours.

This policy was last updated in November 2021 and is scheduled for review in 2024.