

**COBRAM PRIMARY SCHOOL**

**P.O. Box 261 COBRAM VIC 3644**

**William Street Cobram**

**Telephone 0358721374 Fax 0358711732**

**Email:** [**cobram.ps@edumail.vic.gov.au**](mailto:cobram.ps@edumail.vic.gov.au)

**Website:** [**www.cobramps.vic.edu.au**](http://www.cobramps.vic.edu.au)



COBRAM PRIMARY SCHOOL

Assessment and Reporting Policy

**RATIONALE**

The assessment and reporting program consists of:

* assessment schedule literacy and numeracy.
* written reports twice year.
* SPA data updated.
* assessment folder on t drive that is updated each term.
* two formal/parent teacher interviews.
* cold write tracker used for writing.

# AIM

* To determine what progress each child is making.
* To report to parents so they have a clear understanding of their child’s progress at school.
* To keep a record of children’s progression in all learning domains.
* To make reasoned judgements on Ausvels for every child.
* To gather information for DET, Annual Reports and Implementation Plans

# GUIDELINES FOR IMPLEMENTATION

1. The reporting package for Cobram Primary School: assessment schedule, reports and interviews.
2. Our reports are competed on a reporting package – all learning domains are reported on and these progression points mapped on SPA data.
3. Ondemand testing in both literacy and numeracy will be completed in March and November. This will be uploaded onto SPA data.
4. Individual learning plans will be developed for all children who are 12 months or more below or above their current year level.
5. Parent/teacher interviews will be held twice per year. First within the first term and secondly term 3 once midyear reports have been received.
6. Writing there will be 6 cold writes per year these will be corrected and results placed on the cold write tracker saved on t drive.
7. SLDs (student learning diaries) will be sent home with reports. These will be a reflection of work completed in classrooms over the semester.

This policy will be reviewed annually by School Council to confirm/enhance controls.

………………………………………………………………

John Bovalina – School Council President

|  |
| --- |
| EVALUATION: Annually  Ratified by School Council: 20 June 2016 |