



Monitoring and Assessment Policy

Approved by University Academy Holbeach Governing Body

November 2014

Review Date:

November 2015

At the University Academy Holbeach:

Teachers use appropriate assessment approaches that:

- Allow for different learning styles and ensure that pupils are given the chance and encouragement to demonstrate their competence and attainment through appropriate means
- Are familiar to the pupils and for which they have been adequately prepared
- Use materials which are free from discrimination or stereotyping of any form
- Provide clear and unambiguous feedback to pupils to further aid learning

Teachers set targets for learning that:

- Build on pupils' knowledge, experiences, interests and strengths to improve areas of weakness and demonstrate progression over time
- Are attainable and yet challenging and help pupils to develop their self-esteem and confidence in their ability to learn

Assessment must be built into the scheme of work and is to be seen as a necessary part of it.

The following must be taken into account when assessment is being considered:

- Pupils should understand the process and purpose of the assessment.
- The assessment strategy should be appropriate to the curriculum objectives.
- Assessment should be an on-going process and be an integral part of teaching and learning.
- Assessment should provide for all levels of achievement within the groups being taught.
- Assessment should concentrate on the positive aspects of pupils' abilities, attainments and qualities.
- Pupils should be given the opportunity to reflect on the work they do and pass judgements on themselves and thus take some responsibility for their own learning through the setting of targets for future learning.

Implementation of the Policy

Departments will decide on what methods they use to achieve the above; but it is important that a variety and range of methods are adopted. These will include; tests and tasks, both written and verbal as well as observation.

As a minimum, end of term/end of module assessments should be conducted and recorded centrally within the department as well as end of term and end of year assessments. This will allow intra-departmental analysis and afford the ability to record assessments on the college's PAP assessment and reporting package in order for an annual report for parents or as information to any other interested party.

The assessments made within departments should inform the process of tracking pupil performance that operates at University Academy Holbeach at both KS3, KS4 and 5. This will allow judgements to be made with regard to pupil progress.

Pupil self-assessment should be introduced in all subjects and should include target setting.

A consistent method of recording assessments should be adopted across whole departments.

The National Curriculum requires departments to give Teacher Assessments at the end of Key Stage 3 (Maths, English and Science will additionally have SAT's). Samples of work assessed and annotated to exemplify attainment at each level should be collected. These samples should also be used as exemplars of attainment at various levels for teachers and pupils, within subjects for reference.