

**Our Lady of Mercy College**

**Beaumont,**

**Dublin 9**



**Assessment Policy**

**Approved by the Board of Management December 2021  
Next Review in 2024**

## **Assessment Policy**

### **1. Mission Statement:**

The core value of Our Lady of Mercy College, Beaumont is respect for all and the nurturing of individual potential academically, spiritually and culturally as a member of the school and wider community and in the spirit of the Mercy Ethos.

### **2. Scope of Policy:**

This policy applies to all students, their parents, staff and Board of Management.

### **3. Rationale:**

Students are encouraged to aim for excellence in all they do. We in Our Lady of Mercy College Beaumont are committed to excellence and to continually improving the quality of teaching and learning. (*CEIST core value*)

### **4. Definition:**

The term "Assessment" refers generally to the gathering and interpretation of information related to a student's learning abilities, learning attainments, learning strengths and learning needs.

### **5. Why Assess?**

Assessment is part of good teaching and learning and takes place for the following reasons:

- to monitor a student's progress and to provide the teacher with information to make decisions about what and how the student is learning. This information allows the teacher to identify the next steps in progressing the student's learning and adapt her/his teaching strategies and/or learning activities as appropriate.
- to provide the students and parents with information regarding progress.
- to establish baseline data in relation to a student's attainments in certain subjects
- to identify students for levels in Irish, English and Maths in Junior Cycle and Senior Cycle.
- to assess a student's eligibility for additional support and services and to inform consultations with the National Educational Psychological Service (NEPS) psychologist where necessary.
- to assist in the identification of students who may need to be referred to an outside professional or agency for assessment or direct intervention.
- to identify potential candidates for the Extension Programme.

### **6. Legislation:**

The Education Act (1998) requires schools to regularly evaluate students and periodically report the results of the evaluation to students and their parents. In fulfilling this requirement, schools develop assessment procedures, which provide an accurate account of a student's progress and achievement.

### **7. Formative Assessment:**

(i) Definition:

Formative assessment involves a range of strategies designed to give students, teachers and parents' feedback about students' understanding of elements of their learning in courses.

(ii) Our Lady of Mercy College, Beaumont has adopted Assessment for Learning (AFL) approaches to formative assessment. Its purpose is to use the whole process of assessment to help learners improve their learning. It is formative because its intention is to form, shape or guide the next steps in learning. It is about 'learning to learn.' We recognise, however, that not all aspects of this approach are of benefit in all curriculum areas and the discretion of the teacher is advised to adapt the theory to suit the particular demands of the subject. Some examples are:

- Oral feedback in person.
- Oral feedback through Google classroom- Mote
- Comment only marking
- Homework—Peer Assessment
- Setting homework at the beginning of the class
- Allocate time at the end of the class for homework
- Keywords explained related to exam terminology in all subject areas
- Self- assessment- target setting, self correction/peer assessment.
- Indicating learning outcomes at the beginning of class
- Homework using student exemplars to illustrate standards and to explore how an answer could be improved upon. Regular procedures for recording homework and reviewing student progress.
- Revision of previous days work through various assessment means such as:
  - Questioning
  - Mini-whiteboards
  - Traffic lights
  - Starter activities

*Teachers include assessment and reporting in the planning of units of work.*

(iii) In line with the demands of the syllabus in each curriculum area, teachers set regular homework and comment on the merits of work and make suggestions for improvement. Grades/marks may be given.

(iv) Assessment work may be differentiated to suit the needs and abilities of the individual i.e. the less able or the exceptionally able. Differentiated learning is promoted by using a variety of strategies including a mixture of lower and higher order questions directed to either individuals or the whole class.

## **8. Summative Assessment:**

### **(i) Definition:**

Summative Assessment refers to the assessment of learning and aims to provide a summary of the achievements of the learner.

(ii) Class tests may be given by teachers to test the students' learning at the end of a particular topic. All years have examinations in December. Mock examinations are held for third and sixth years in February and they sit the Certificate Examinations in June. First, second, fourth and fifth years have examinations at the end of May.

(iii) The mode of assessment may include but are not limited to: written examinations, practicals, aurals and/or oral work. Transition Year assessments may involve the following: External certification, portfolio, oral presentation, multimedia, self/peer evaluation and performance.

(iv) Examinations generally follow a similar format to the Junior and Leaving Certificate Examinations and a marking scheme is clearly identified.

(v) Reports are sent out to Parents/Guardians of all students following December exams. Reports are sent out in March for third and sixth years following the mock exams and in June for first, second, fourth & fifth years following the summer exams.

The report template is computerised and allows teachers to distinguish levels. A mark and grade are awarded and a comment is included.. All reports are signed off by the Year Head and the Principal and a general comment may be made on progress to date.

In Transition Year each subject has its own verbal and written assessments. Students produce a portfolio of work which is assessed by the TY Team and the TY Tutors. This forms part of the end of year assessment. Students are awarded an overall pass, merit or distinction at the end of the year. Twice a year teachers are asked to assess the performance of TY students using a credit based system, a Pass Merit or Distinction grade is awarded.

#### **9. Assessment Tests:**

First Year Students sit an Assessment Test prior to entry or early in the first term. This standardised test reflects the verbal and numerical ability of the students.

The SET (Special Education Teaching) Team reviews the results and students with particular needs are identified. A programme of support is devised by the SET Team depending on timetable and availability of learning support staff. SSP's (Student Support Plans) are drawn up in conjunction with parents and school management as appropriate (see Special Needs Policy). Where a further concern arises the student is referred to the Student Support Team.

#### **10. Psychometric Tests:**

A range of Psychometric Tests may be administered to students. These tests are used to measure a students personality, characteristic or aptitudes. These help to support students when they may discuss their career plans with the Guidance Counsellor.

#### **11. Related Policies**

- (i) Code of Behaviour
- (ii) Pastoral Care Policy
- (iii) Guidance & Counselling Policy
- (iv) Special Needs Policy
- (v) Internet & Website Usage Policy
- (vi) Homework Policy & Good Practice Guidelines
- (vii) Exceptionally Able Student Policy
- (viii) Remote Learning Policy

#### **12. Monitoring and Evaluating**

The effectiveness of this assessment policy needs to be monitored and evaluated. It is envisaged that the progress of each student is monitored and the staff need to evaluate the quality of the learning and the appropriate recognition of the same. The system can also be

evaluated through staff appraisal at staff meetings. The key criterion should be the extent to which the policy is contributing to the progress students make at school and their attitude to learning. Where serious underachievement / persistent failure or continuous substandard work is submitted, taking into account the students ability. This will be brought to the attention of year heads teams and parents.

### **13. Role of Parents**

#### **Parents are required to:**

- a) Support of Our Lady of Mercy Policies
- b) Encourage students adherence to set of deadlines for work
- c) Help motivate their children in all aspects of school life and learning.
- d) Have an active role in the review of their child's performance.

### **14. Review of policy**

Review takes place every three years as Board of Management policy.

Approved by BOM on 9th December 2021

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Gerard Lambe, Chairperson, Board of Management