Assessment Policy

Policy date:	September 2024	
Date of next review:	Summer Term 2024-25	
Owner(s):	GRS	
Approval body:	Head Master	
Intended audience:	Pupils, parents and staff	
ISI Regulatory Paragraph No:	N/A (IB)	
Location (tick as appropriate):	Website	✓
	Parent Portal	✓
	Staff Portal	✓
	Inspection folder	

This policy is applicable across the whole school including those pupils in the Early Years Foundation Stage (EYFS).

Principles

Assessment plays an important role in learning, enabling pupils, teachers and parents to understand a child's progress so that strengths and weaknesses can be identified, and appropriate action taken to ensure that they can then exceed their immediate academic performance and become even more successful learners. Constructive feedback (cf. Feedback & Marking Policy) is a critical component of the assessment process allowing ongoing dialogue between teachers, parents and pupils, providing learners with the motivation, support and skills to improve and progress. The process of assessment can also contribute to the evaluation of the effectiveness of teaching and learning (cf. Teaching & Learning Policy).

Format

Pupils in all year groups should be set regular activities, tasks and assignments which enable a range of assessment opportunities that should be appropriately marked in accordance with the Feedback & Marking Policy. Assessment can be: formative, providing information about the effectiveness of teaching and learning and helping pupils to think critically about how they are learning and identifying areas for improvement; summative, providing an indication of the level of a pupil's attainment at a particular point in time; and, diagnostic, helping to identify any barriers to learning and progress.

Schedule

The assessment schedule across the whole school is planned on an annual basis as shown in the Assessment Mapping document (see below); this provides an overview of the timing and type of assessment for each year group over the academic year. Standardised assessments (e.g. GL, MidYis, Yellis and ALIS tests) provide baseline data for comparison with nationally standardised norms that can be used to measure pupil progress and provide predicted grades when relevant, which can then be used to inform pupils, staff and parents of expected outcomes. In Years 1 to 8, these assessments cover attainment in Maths and English as well as potential ability through Cognitive Ability Tests (CAT). In Year 9 pupils take the University of Durham (CEM) MidYIS assessment from which target grades are generated at the start of Year 10. Pupils joining the school during or post Year 9 take CEM Yellis assessments. Likewise, Lower Sixth pupils take the CEM ALIS tests from which target grades are created. The style of other assessments and the exact date on which these are taken by pupils in any given term are determined at section, department and teacher level.

Recording

Data from assessments are recorded in appropriate tracking documents and processed in order to measure progress and identify whether a pupil is in line with, exceeding or falling short of expected progress. This data is then available to inform subject teachers, Heads of Departments, pastoral staff, the SMT and the SLT of pupil progress; this should then, subsequently, inform teaching and intervention strategies as appropriate and necessary for individual pupils. All teaching staff are expected to keep a simple clear record of marks achieved by pupils throughout the year. The format of the record is decided at department and teacher level and can be handwritten or digital, and kept securely in line with the school's information security and data protection arrangements.

Reporting

Written reports, grade cards and parents' meetings are arranged at regular intervals throughout the academic year (outlined in the Reporting and Assessment Schedule document, see below and found on the Portal) to provide opportunities for feedback to pupils and parents on pupil progress and learning.

(Please see next pages for appendices.)

Ryde School Assessment Mapping 2024 - 2025

2024-25	Autumn Term (September – December)	Spring Term (January – March)	Summer Term (April – June)
Nursery	Tapestry EYFS (ongoing); Age 2 Progress Checks (Sept, Oct, Nov, Dec)	Tapestry EYFS; Age 2 Progress Checks (Jan, Mar)	Tapestry EYFS; Age 2 Progress Checks (Apr, May, Jun); Letter to UN Pupils
Reception	Reception Baseline Assessments; RWI Initial Phonics Assessment; Writing Baseline Assessment; RWI Phonics Assessment (Nov); Writing Assessment (Nov); Short Report - Prime Areas of Learning (Dec)	RWI Phonics Assessment (Jan); White Rose - Pathways Checks; RWI Phonics Assessment (Mar); Writing Assessment (Mar); White Rose - Explore 3D Shapes Module	RWI Phonics Assessment (Apr); Letter Report & Reporting Grid; RWI Phonics Assessment (Jun); Writing Assessment (Jun); EYFS Data Submitted to LEA
Year 1	RWI Phonic Assessment; Baseline Writing Assessment; RWI Phonic Assessment (Nov); Baseline Writing Assessment (Nov); Short Report & Reporting Grid (Dec); White Rose - Termly Review (Dec)	RWI Phonic Assessment (Jan); Baseline Writing Assessment (Jan); Short Report & Reporting Grid (Mar); RWI Phonic Assessment (Mar); Baseline Writing Assessment (Mar); White Rose - Termly Review	RWI Phonic Assessment (Apr); Baseline Writing Assessment; Progress, NVR & VR Tests (Jun); Letter Report & Reporting Grid; RWI Phonic Assessment (Jun); White Rose - Termly Review; Baseline Writing Assessment (Jun)
Year 2	Dyslexia Screening; Baseline Writing Assessment; RWI Initial Assessment; RWI Phonic Assessment (Nov); Baseline Writing Assessment (Nov); Short Report & Reporting Grid (Dec); White Rose - Termly Review (Dec)	RWI Phonic Assessment (Jan); Baseline Writing Assessment (Jan); Short Report & Reporting Grid (Mar); RWI Phonic Assessment (Mar); Baseline Writing Assessment (Mar); White Rose - Termly Review	RWI Phonic Assessment (Apr); Baseline Writing Assessment; Progress & CAT4 Tests (Jun); Letter Report & Reporting Grid; RWI Phonic Assessment (Jun); White Rose - Termly Review; Baseline Writing Assessment
Year 3	Dyslexia Screening; Baseline Writing Assessment; AR Testing; Grade & Comment Card (Nov); Personal Writing Assessment; AR Testing; White Rose - Termly Review	AR Testing; Grade & Comment Card (Mar); AR Testing; White Rose - Termly Review	AR Testing; Full Report (Jun); GL Tests; Imaginative Writing Assessment; AR Testing; White Rose - Termly Review
Year 4	Dyslexia Screening; Baseline Writing Assessment; AR Testing; Grade & Comment Card; Personal Writing Assessment; AR Testing; White Rose - Termly Review	AR Testing; Grade & Comment Card; Functional Writing Assessment; AR Testing; White Rose - Termly Review	AR Testing; Full Report; GL Tests; Imaginative Writing Assessment; AR Testing; White Rose - Termly Review
Year 5	Dyslexia Screening; Baseline Writing Assessment; AR Testing; Grade & Comment Card; Personal Writing Assessment; AR Testing; White Rose - Termly Review	AR Testing; Grade & Tutor Comment Card; Functional Writing Assessment; AR Testing; White Rose - Termly Review	AR Testing; Full Report; GL Tests; Imaginative Writing Assessment; AR Testing; White Rose - Termly Review (x2)
Year 6	Dyslexia Screening; Baseline Writing Assessment; AR Testing; Grade & Comment Card; Personal Writing Assessment; AR Testing; White Rose - Termly Review	AR Testing; Grade & Tutor Comment Card; Progress Tests; Functional Writing Assessment; AR Testing; White Rose - Termly Review	AR Testing; Full Report; GL & CAT4 Tests; Imaginative Writing Assessment; AR Testing; White Rose - Termly Review
Year 7	Dyslexia Screening; Subject assessment (Oct); Subject assessment (Nov); Grade Card (Dec)	Subject assessment (Jan); Subject assessment (Mar)	Grade Card (Apr); Subject assessment (May); Internal Exams; Exam Results Card; Progress & CAT4 Tests; Full Report
Year 8	Dyslexia Screening; Grade Card (Oct); Subject assessment; Scholarship Assessments (Nov); Subject assessment (Nov)	Grade Card (Feb); Subject assessment; Subject assessment (Mar)	Grade Card (Apr); Subject assessment (May); Internal Exams; Exam Results Card; Progress Tests; Full Report
Year 9	MidYis Testing; Dyslexia Screening; Grade Card (Oct); Subject assessment; Subject assessment (Nov)	Grade Card (Feb); Subject assessment; Subject assessment	Grade Card; Subject assessment; Internal Exams; Exam Results Card; Full Report
Year 10	Yellis Testing; Grade Card (Oct); Subject assessment; Subject assessment; Grade Card (Dec)	Full Report (Jan); Subject assessment (Mar)	Internal Exams (Apr); Exam Results Card; Grade & Tutor Comment Card; Subject assessment
Year 11	Yellis Testing; Dyslexia Screening; Subject assessment; Grade Card (Oct); Exam Prep Card; Practice Papers (Nov); Exam Results Cards with Student Reflections; Predicted Grades; Scholarship Assessments	Grade Card (Feb); Subject assessment; Full Report (Subject Teachers Only) (Mar); Subject assessment	End of Year Leavers' Letter (Tutor Comments Only); External Exams
Year 12	ALIS Testing; Dyslexia Screening; Grade Card (Oct); Subject assessment; Grade Card (Dec)	Full Report (Jan); Subject assessment; Predicted Grades (Mar); Subject assessment	Subject assessment; Internal Exams; Exam Results & Tutor Comment Card
Year 13	Subject assessment; Grade Card (Oct); Predicted Grades; Subject assessment (Nov); Grade Card (Dec); Exam Prep Card	Practice Papers (Jan); Exam Results Cards with Student Reflections; Full Report (Subject Teachers Only); Subject assessment; 1st IB IA Deadline; 2nd IB IA Deadline	End of Year Leavers' Letter (Tutor Comments Only); 3rd IB IA Deadline; External Exams

Week structure

- Autumn Term: September (Weeks 1–5), October (Weeks 6–7), Half Term (8/9), November (Weeks 10–13), December (Weeks 14–15)
- Spring Term: January (Weeks 1–5), February (Weeks 6–7), Half Term, February (Week 8), March (Weeks 9–13)
- Summer Term: April (Weeks 1–3), May (Weeks 4–5), Half Term (Week 6), June (Weeks 7–11)

REPORTING AND ASSESSMENT SCHEDULE 2024 - 2025 (showing reporting lead times)

Date (Mon)	Wk	Year 7	Year 8	Year 9	Year 10	Year 11	Lower Sixth	Upper Sixth
AUTUMN TERM								
2-Sep-24	1	Tutor/Parents' Meetings (Induction Day)		Tutor/Parents' Meetings (Induction Day)			Tutor/Parents' Meetings (Induction Day)	
9-Sep-24	2							
16-Sep-24	3							
23-Sep-24	4	Parents' Acquaint Evening (Live)	Grade Card (ATL Only)	Grade Card (ATL Only)	Grade Card (ATL Only)		Grade Card (ATL Only)	
30-Sep-24	5					Grade Card		Grade Card
7-Oct-24	6					Exam Preparation Card		Parents' Meetings with Tutors
14-Oct-24	7					Sixth Form Information Evening		
21-Oct-24	8	**HALF TERM**						
28-Oct-24	9	**HALF TERM**						
4-Nov-24	10					Practice Papers	Parents' Meetings with Tutors	
11-Nov-24	11		Parents' Evening (Virtual)			Practice Papers		
18-Nov-24	12		Scholarship Assessments			Scholarship Assessments		
25-Nov-24	13					Exam Results Card With Student Reflection		Grade Card
2-Dec-24	14					Parents' Evening		
9-Dec-24	15	Grade Card			Grade Card		Grade Card	Exam Preparation Card
SPRING TERM								
6-Jan-25	1			Parents' Evening & GCSE Options Presentation				
13-Jan-25	2							Practice Papers
20-Jan-25	3							Practice Papers
27-Jan-25	4							
3-Feb-25	5		Grade Card		Full Report	Grade Card		Exam Results Card With Student Reflection / Parents' Evening
10-Feb-25	6						Full Report	
17-Feb-25	7	**HALF TERM**						
24-Feb-24	8							
3-Mar-25	9	Parents' Evening						
10-Mar-24	10			Grade Card				
17-Mar-25	11							
24-Mar-25	12					Full Report (Subject Teachers Only)		Full Report (Subject Teachers Only)
31-Mar-25	13						Parents' Evening/UCAS Presentation (Tuesday)	
SUMMER TERM								
21-Apr-25	1				Exams			
28-Apr-25	2				Exams			
05-May-25	3	Grade Card	Grade Card	Grade Card				IB External Exams
12-May-25	4				Exam Results Card	End of Year Leavers' Letter (Tutor Comments Only) Printed to hand out before Study Leave		End of Year Leavers' Letter (Tutor Comments Only) Printed to hand out on Founders' Day / IB External Exams
19-May-25	5				Parents' Evening & Sixth Form Preview	Study Leave Begins External Exams		Study Leave Begins External Exams - A Levels
26-May-25	6	**HALF TERM**						
2-Jun-25	7	End of Year Exams	End of Year Exams	End of Year Exams		External Exams		External Exams - A Levels
9-Jun-25	8					External Exams		External Exams - A Levels
16-Jun-25	9	Exam Results	Exam Results	Exam Results		External Exams	Exams	External Exams - A Levels
23-Jun-25	10				Grade & HOS Comment Card			External Exams - A Levels
30-Jun-25	11	Full Report	Full Report	Full Report			Exam Results & Tutor Comment Card	External Exams - A Levels