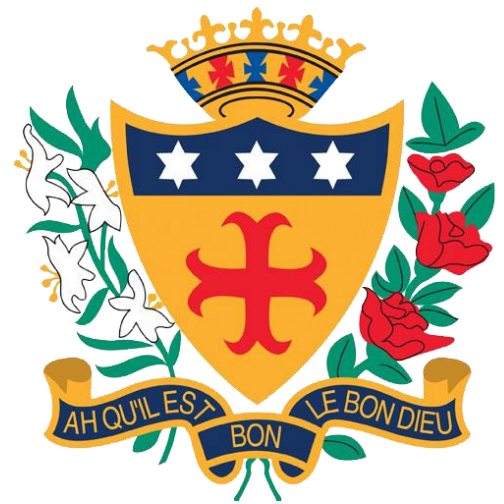


Notre Dame Catholic College

180 Great Homer St,
Liverpool L5 5AF



Academic Assessments Policy

Opening Hearts, Minds and Doors

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Academic Assessments Policy

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Why do we have this Policy?

In accordance with our School Mission Statement, we believe that by implementing a whole school Academic Assessment system, we are involving pupils in their own learning and self-review, thus increasing achievement and motivation. The information and data also allow the school to tackle underperformance at an early stage in order to ensure that as many pupils as possible achieve their academic potential.

PURPOSES:

- ❖ To encourage pupils to realise the values of their achievements and to strive for excellence in every sphere of academic, pastoral, social, moral, physical and spiritual activity.
- ❖ To ensure that all pupils leave Notre Dame Catholic College with a comprehensive document, reflecting all their achievements.
- ❖ To ensure parents understand how the school measures progress for their child;
- ❖ To keep parents and pupils aware, at timely intervals, of their progress in all subjects.
- ❖ To allow the school to track and monitor pupil progress and, where necessary, apply early interventions to address lower than expected progress.

HOW DOES THE SCHOOL RESPOND?

- ❖ For Year 10-13 students, targets are set at the start of the school year. These are then shared with pupils and parents along with a clear explanation as to how they have been set and what they mean. Parental issues are directed towards the Assistant Heads of Year in the first instance
- ❖ Assessment sheets are completed and distributed to parents twice a year. These assessment sheets include target grades (Year 10-13), operating grades (Year 10-13), operating percentages (Year 7-9) year group averages (Year 7- 9), and a grade for attitude to learning and homework. Pupil attendance, punctuality and behaviour record are also included.
- ❖ For Year 7, at the start of the year, parent guidance is also supplied from the progress tests in English, Maths and Science.

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- ❖ Pupils are tracked by each department and, where a pupil is off target, the cause is identified by the subject teacher and intervention put in place.
- ❖ Pastoral staff and SLT use the data to support the identification of issues, trends and themes to address.
- ❖ In July pupils in Years 7, 8, 9, 10 and 12 will receive their summative report. This is a more comprehensive report which includes comments on effort and statements on academic progress and future targets.
- ❖ 6th Form pupils receive their assessment sheets at the same times as those in Years 7-11 but these contain opportunities for more detailed summative comments throughout the school year.

MONITORING AND EVALUATION

Mrs Thomas is the Academic Assessment lead responsible for monitoring and reviewing the process. Owing to the ongoing nature of Academic Assessments, it is a necessity that the implementation of the policy is evaluated annually by:

- ❖ Feedback from subject teachers, Heads of Department and Pastoral staff;
- ❖ discussion with pupils and parents;

Appropriate recommendations will be made to the Governing Body as policy and practice evolves.

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