

Monthly Assessment Policy

Rationale

At Leicester Community Academy we believe that all students should be encouraged to develop qualities and skills which will assist them in their education, make their stay at Leicester Community Academy productive and prepare them for future life. Islam stresses the importance of good manners and character and the Leicester Community Academy ethos seeks to reflect this.

We also believe that students who display exemplary conduct should not go unrewarded. To this end, Leicester Community Academy has in place a policy of distributing rewards based on a star system. Students achieving 65% or above in every subject will be eligible for a Merit Certificate and a school star. Students achieving 80% or above in every subject will be eligible for a Distinction Certificate and a school star. The student with the highest average mark will be given a student of the month certificate and a prize.

Monthly Assessment System: An Overview

The Monthly Assessment System is the framework for grading students on a range of qualities and skills and serves as the basis of rewarding academic stars. Every student is assessed against fixed criteria. Students receive a mark in three areas:

1. Class work
2. Homework
3. Effort and attitude to work

All areas are marked out of 10; the total of all three marks is given as a percentage.

Every teacher will carry out an assessment of his/her students for each subject taught. Students therefore receive a percentage mark for each subject studied. Students achieving 65% or above in every subject will be eligible for a Merit Certificate and a school star

Students achieving 80% or above in every subject will be eligible for a Distinction Certificate as well as a school star.

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The student with the highest average mark will be given a student of the month certificate and a prize.

Assessment Criteria

Standard of Class Work – To assess students on two grounds:

- Academic performance in relation to the national curriculum level expected for a particular age group.
- Consistency.

Where no national curriculum levels exist students should be assessed in relation to the average level expected for a particular age group. As well as assessing whether a student is performing at, above or below average; special attention should also be given to consistency.

USE THE MARKING CRITERIA GIVEN IN ANNEX A TO ALLOCATE MARKS TO STUDENTS

Homework – To assess students on two grounds:

- Handing in homework in on time.
- Handing in homework completed to an appropriate level.

Students should be regularly reminded of the importance of homework and organising their time to avoid leaving it to the last minute. Students should be encouraged to approach staff if they do not understand something well in advance of hand in day. Students should be told that excuses such as “I forgot” or “I didn’t understand” are not acceptable. Students should be made aware that deadlines are to be strictly adhered to; failure to do so may result in detention. In order to achieve a high mark, students will need to display consistency in **both areas**.

USE THE MARKING CRITERIA GIVEN IN ANNEX A TO ALLOCATE MARKS TO STUDENTS

Effort and Attitude to Work – To assess students on three grounds:

- Positive/ Negative attitude.

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- Effort according to level of ability.
- Making good use of time.

All students should be encouraged to make effort whatever their level of ability. Weaker students should be encouraged to work harder than average. Bright (and weak) students who make little effort should be made aware that this will not be tolerated. In order to achieve a high mark, students will need to display consistency in all three areas.

USE THE MARKING CRITERIA GIVEN IN ANNEX A TO ALLOCATE MARKS TO STUDENTS

If a student has been given detention for a homework or class work issue then 5% from that subject total will be deducted each time.

If a student has been given a behaviour detention then 10% from that subject total will be deducted each time.

Teachers should note that detention is to be given for relatively serious behaviour complaints which warrant further action by the school. Teachers must keep a record of any detentions they give to ensure they do not award those students a higher mark than they deserve for that month.

Teachers should try to base their marking on some form of written record, as it is often difficult to remember every student's performance over the whole month. The exact form will be left to the discretion of the teachers. For example, spending a few minutes every day filling in a simple tally chart can be an effective means to record the number of times a student displays bad conduct/ comes inadequately prepared for lessons over the month. The following is a guide to what may be an appropriate basis for assessment:

- Using students' exercise books to determine standard and presentation of work.
- Using homework record sheets to determine whether homework had been completed on time or not and whether or not to a satisfactory level.

ANNEX A

Mark	Standard of Class Work	Homework	Effort and Attitude to Work
10 9	Standard of Class work is consistently of a high standard.	Always completes homework on time and to consistently high (exemplary) level.	Always approaches work with a positive attitude and always makes effort consistent with level of ability. Never wastes time.
8 7	Standard of Class work is usually above average.	Completes homework on time and to reasonably good (above average) level most of the time.	Usually approaches work with a positive attitude and usually makes effort consistent with level of ability. Hardly ever wastes time.
6 5	Standard of Class work is usually satisfactory.	Completes homework on time and to a satisfactory level most of the time.	Frequently approaches work with a positive attitude and makes effort consistent with level of ability. Minimal time wasting. Overall performance satisfactory.
4 3	Standard of Class work is often unsatisfactory.	Often fails to complete homework on time or completes to unsatisfactory level.	Often fails to approach work with a positive attitude or make effort; wastes time. Overall performance unsatisfactory.
2 1	Standard of Class work is consistently below average.	Usually fails to complete homework on time or to appropriate level	Attitude to work poor. Makes little or no effort / Wastes a lot of time.

Reviewed: September 2016

Next Review: September 2017