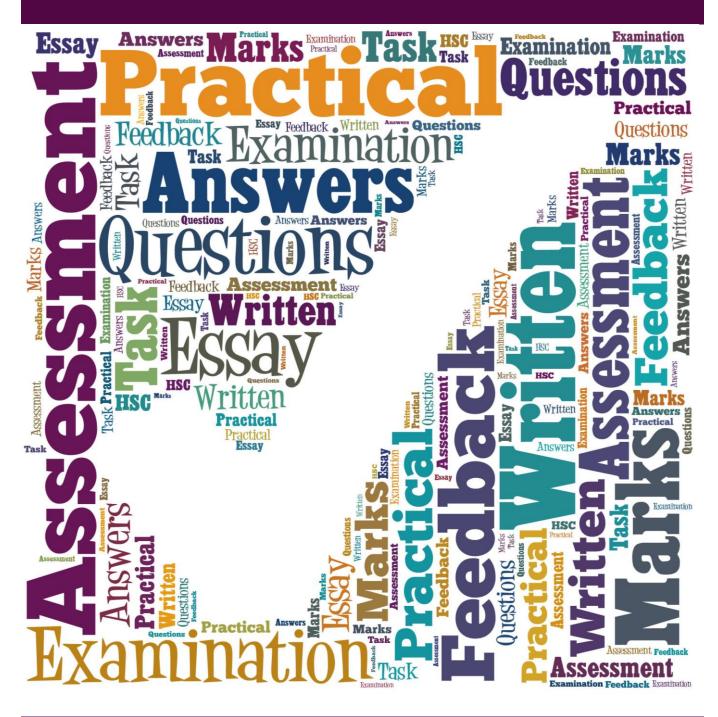
Grafton High School 2024 Year 9 Assessment Booklet





GRAFTON HIGH SCHOOL STUDENT ACADEMIC INTEGRITY POLICY

- Act responsibly with honesty and integrity, ensuring your work is your own.
- Suitably acknowledge all sources utilised to complete your work including but not limited to the use of artificial intelligence tools, internet, and other resources.
- Seek permission to use the work of others where required.
- Take reasonable steps to ensure that other students are unable to copy or misuse your work.

If a student's work is not upheld to the standards set by this policy, the student may be penalised marks accordingly or even receive a mark of zero for the task. Students may then be required to re-complete the task properly in order to meet course requirements.

GRAFTON HIGH SCHOOL – YEAR 9 ASSESSMENT PROCEDURES

1. How will I be notified of impending assessment tasks?

- You will receive written notice of every assessment task at least two weeks before the due date. Notice will be
 given in a standardised format across all subjects. It will include information regarding task number, task weight,
 outcomes, due date and time, assessment criteria, marking scheme and clearly outlined expectations.
- If you are absent on the day the class is notified of an assessment task, it is your responsibility to inform your teacher immediately on your return to school. They will then issue you with the task, which you will be expected to complete by the original due date.

2. When should an assessment task be submitted?

- Take-home tasks must be submitted on or before the due date stated on the assessment notification.
- In-class tasks must be completed at the time and date stated on the assessment notification.
- Students must attend all timetabled classes and will not be granted leave of absence to prepare for other assessment tasks in these times.

3. What do I do if I know I am going to be absent for an assessment task?

- Either hand in the task before the absence or negotiate alternative arrangements with your teacher and/or Head Teacher of the faculty.
- If the absence is for school business (such as an excursion or representative sport) this must be communicated to your teacher and the task is to be submitted the following day or next lesson.

4. What happens if my assessment task is late?

- You will lose 10% of your marks per day to a maximum of 30%. i.e after 2 days late you can only receive a maximum of 80% of your mark. After 3 days, unless there are extenuating circumstances a zero mark will be awarded.
- For an opportunity to receive a full allocation of marks, when submitted, a task must be accompanied by a letter from a parent or carer explaining the reason for the lateness of the task.
- You will still be required to complete the task so that you satisfy mandatory Stage 5 course requirements.
- Students using computers to prepare and present an assessment task must accept responsibility for the loss of any data or the non-completion of tasks due to computer related problems. Save your work regularly and always keep a backup or use Google Docs etc that auto save with internet connection!

5. What happens if a student is on suspension at the time a task is due?

- The student must make arrangements to submit the task by the due date.
- If the task occurs in class, then the parent/carer of the student will need to seek permission from the Deputy Principal or Principal for the student to attend school to sit the task. Where a student is not permitted to attend school, the Deputy Principal or Principal will ensure alternate arrangements are made for completion of the task.

6. What if I am absent on the day an assessment task is scheduled?

- On the day you return to school, you must report to the class teacher and/or Head Teacher to organise an alternative date for the task.
- Supporting evidence (such as a medical certificate or a letter from a parent or carer explaining the absence) should be provided.
- An alternate assessment task may be issued for you to complete or an estimated result may be given at the discretion of the subject Head Teacher.

7. What about assessment work that is not handed in?

- If you fail to complete an assessment task and have not been granted special consideration, a zero may be recorded for it.
- Parents will be notified in writing by the Head Teacher, using a Stage 5 N-Warning letter. You will still have to complete the task for zero marks.
- If you do not make a genuine attempt at all set assessment tasks then you may be deemed not to have studied the course satisfactorily.

8. What happens in the case where a teacher is concerned about cheating or malpractice in an assessment task?

- In such cases, the teacher will immediately bring this to the attention of the student(s) involved and make a report to the Head Teacher.
- If malpractice is identified, the student may be penalised marks accordingly or even receive a mark of zero for the task. Students may then be required to re-complete the task properly in order to meet course requirements.

9. Are non-assessable tasks important?

- Yes! You must satisfy all the requirements of a syllabus this includes all in-class and homework tasks set by your teachers.
- Failure to complete non-assessable tasks may mean that the NSW Education Standards Authority (NESA) requirements for completing a Stage 5 course are not satisfied.

10. Must I attend school regularly?

- Yes! You are expected to be present on each school day unless you are ill. It is not possible for any student to successfully complete the outcomes of the courses if they do not attend school regularly.
- If a student's attendance is unsatisfactory in a particular course, the class teacher in consultation with the faculty Head Teacher will issue an N-Warning letter.

11. What do I do if I am dissatisfied with an assessment procedure or disagree with an assessment mark?

- In the first instance, you should discuss the situation with your classroom teacher.
- You may refer the matter to a School Review Panel (comprising the Year Adviser, Head Teacher Teaching and Learning and a Deputy Principal) as soon as possible after the assessment task.
- The panel will make a decision and the result will be reported to you.
- In the event that a student is not satisfied with their final assessment rank, an appeal to the Board of Studies is then possible.
- Any decisions regarding whether or not a task was satisfactorily completed, the subsequent marks awarded to students and any requirements to re-submit work are at the discretion of the Head Teacher of the subject concerned in the first instance. Any appeal of this decision is to be presented to the School Review Panel.

12. What do I do if I feel that a course has not been taught as per the requirements of the syllabus?

- In the first instance, you should discuss the situation with your classroom teacher.
- Should the classroom teacher be unable to satisfy your queries, you must talk with the KLA Head Teacher and the Deputy Principal or Principal.

13. What happens when the date of the task has been changed?

- If a task's due date is to be changed this must be agreed upon by all students in consultation with the course teacher and approved by the Head Teacher for that course
- Students will be issued with a copy of the task with the new due date and must sign the Assessment Task Variation form shown on the right. This form

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ASSESSMENT SCHEDULES FOR KEY LEARNING AREAS (KLA)

KLA: ENGLISH C			Course: English		
Task #	When	Area(s) to be assess	ed	Task Format	Weighting
1	Term 1 Week 8	Representations of Life Experience		Writing Task	30%
2	Term 2 Week 4	Here For the Drama		Short Answer Responses	25%
3	Term 3 Week 7	Poetic Purpose: Voices of Dissent		Visual Representation & Reflection	30%
4	Term 4 Week 3	Exploring the Speculative.		Discursive Response	15%
Total					100%

KLA: HSIE - Semester 1		Course: History			
Task #	When	Area(s) to be assessed		Task Format	Weighting
1	Term 1 Week 9	Making a Nation		Source-based Exam	40%
2	Term 2 Week 5	World War I		Research Task	60%
Total					100%

KLA: HSIE - Semester 2		Course: Geography			
Task #	When	Area(s) to be assessed		Task Format	Weighting
1	Term 3 Week 7	Sustainable Biomes		Research Task	60%
2	Term 4 Week 5	Changing Places		Broadsheet Exam	40%
Total					100%

KLA: MA	KLA: MATHEMATICS Course: Mathematics Lambda & Theta						
Task#	When	Areas to be assessed In any task students may be assessed on general mathematical concepts from prior learning.	Task Format	Weighting			
1	Term 1 Week 10	Trigonometry and Algebraic Techniques	Mathematics Portfolio	20%			
2	Term 2 Week 3	Trigonometry, Algebraic Techniques, Area & Volume and Equations	Semester 1 Examination	30%			
3	Term 3 Week 8	Indices, Numbers of any Magnitude and Financial Mathematics	Rich Task	20%			
4	Term 4 Week 3	Financial Mathematics, Data Analysis, Linear Relationships and Probability	Semester 2 Examination	30%			
Total				100%			

KLA: SCIENCE Con		Course: Science			
Task #	When	Area(s) to be asses	sed	Task Format	Weighting
1	Term 1 Week 8	Evolution Depth Study		Student chosen format	25%
2	Term 2 Week 6	Semester 1 Test - Defending Ourselves and Universe		In class test	25%
3	Term 3 Week 3	Practical Task - Forces		In class practical test and report	25%
4	Term 4 Week 4	Yearly Exam		Formal Examination	25%
Total					100%

KLA: PDHPE		Course: PDHPE			
Task #	When	Area(s) to be asse	ssed	Task Format	Weighting
1	Ongoing Terms 1-4	Movement Skill and Performance Outcomes		Practical Evaluation	60%
2	Term 2 Week 2	Essential Resiliency Skills		Research and Presentation	20%
3	Term 3 Week 9	Respectful Relationships – Filr	n Study	Extended response	20%
Total					100%

Elective Subjects

KLA: PDI	KLA: PDHPE Course: Child Studies (Week B)				
Task #	When	Area(s) to be assessed		Task Format	Weighting
1	Term 1 Week 9	Preparing for a Baby on a Budget		Research Task	25%
2	Term 2 Week 10	Planning a Baby Shower		Research and Presentation	25%
3	Term 3 Week 10	Caring for a Newborn (Egg Baby)		Practical/Written	25%
4	Term 4 Week 4	Play Folio		Research Task	25%
Total					100%

KLA: HSIE Course: Commerce (Week A)					
Task #	When	Area(s) to be assessed		Task Format	Weighting
1	Term 1 Week 8	Consumer and Financial Decisions		Examination	30%
2	Term 2 Week 9	Promoting and Selling		Research and Presentation	40%
3	Term 3 Week 10	Law, Society and Political Involvement		Research/Written	30%
Total					100%

KLA: CAPA Course: Drama ((Week A)			
Task #	When	Area(s) to be a	ssessed	Task Format	Weighting
1	Term 1 Week 10	Improvisation & Monologue		Written Task/ Performance	30%
2	Term 2 Week 9	Playbuilding & Group Work		Group Performance / Logbook	30%
3	Term 3 Week 9	Ancient Greek Theatre		Performance/ Logbook	20%
4	Term 4 Week 3	Set & Costume Design		Multimodal Design	20%
Total					100%

KLA: TA	S		Course: Food Technology (Week A)		
Task #	When	Area(s) to	Area(s) to be assessed		Weighting
1	Term 2 Week 3	Food Selection and I	Food Selection and Health		35%
2	Term 3 Week 3	Food Trends	Food Trends		35%
3	Term 4 Week 3	Food for Specific Ne	Food for Specific Needs		30%
Total					100%

KLA: TAS	S	Course: Industrial	Course: Industrial Technology Timber (Week B)			
Task #	When	Area(s) to be assessed	Task Format	Weighting		
1	Term 1 Week 11	Industry case study or topic	Assignment	30%		
2	Term 2 Week 8	Major Project / Folio	Practical	35%		
3	Term 4 Week 2	Major Project/Folio	Practical	35%		
Total				100%		

KLA: Science			Course: Marine Studies (Week A)		
Task #	When	Area(s) to be assessed		Task Format	Weighting
1	Term 1 Week 6	Core 1: Water Safety - First Aid		Practical Task	20%
2	Term 2 Week 5	Marine Debris Research	Task	Research	30%
3	Term 3 Week 9/10	Dangerous Marine Creat	ures	Research Task: Depth Study	30%
4	Term 4 Week 3	PIP		Modelling Task	20%
Total					100%

KLA: CAPA	Course: Music (Week B)
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Task #	When	Area(s) to be assessed	Task Format	Weighting
1	Term 1 Week 11	Performance and Musicology	Practical Written	25%
2	Term 2 Week 6	Performance and Musicology	Practical Written	25%
3	Term 3 Week 10	Performance and Musicology	Practical Written	25%
4	Term 4 Week 4	Performance and Musicology	Practical Written	25%
Total				100%

KLA: PDHPE		Course: PASS (Week A)			
Task #	When	Area(s) to be assessed		Task Format	Weighting
1	Ongoing Terms 1-4	Movement Skill and Performance Outcomes		Practical evaluation	50%
2	Term 2 Ongoing	Sport Development Games Invention		Peer Assessment	15%
3	Term 3 Week 9	Sport Prep and Nutrition		Program Development	15%
4	Term 4 Week 3	Open Book Exam		Exam	20%
Total					100%

KLA: CAPA			Visual Arts (Week B)		
Task #	When	Area(s) to be assessed		Task Format	Weighting
1	Term 1 Week 7	Topic 1 Artwork Analysis		Open Book in Class Test	20%
2	Term 2 Week 4	Artmaking Portfolio - Common Subject Matter and Experiments for The Figure		Artworks and VAPD	30%
3	Term 3 Week 10	Topics 2 and 3 Artwork Analysis		Open Book in Class Test	20%
4	Term 4 Week 4	Artmaking Portfolio - The Figure, Structural Frame and Experiments for Cultural Idenity		Artworks and VAPD	30%
Total					100%

KLA: HSIE			Course: Work Education (Week B)		
Task #	When	Area(s) to be assessed		Task Format	Weighting
1	Term 1 Week 11	Preparing Futures: Resume/cover letter/mock interview		Research Task	25%
2	Term 2 Week 8	Managing Transitions		Topic Test	20%
3	Term 3 Week 7	Workplace Environments		Class Presentation	25%
4	Term 3 Week 10	Work Placement		Term 3 Placement	15%
5	Term 4 Week 6	Work Placement		Term 4 Placement	15%
Total					100%

Further Information:

Lisa Hill- Deputy Principal

Grafton High School Mary St Grafton NSW 2460

afton NSW 2460 Web: <u>www.grafton-h.school.nsw.edu.au</u>
Email: grafton-h.school.nsw.edu.au

Phone: 02 6642 3355