

The IB Diploma Programme Assessment Policy

All IB diploma students will be regularly assessed according to the IB assessment criteria within each subject and will be informed on an ongoing basis of their progress in each subject. St. Olav vgs believes regular and consistent assessment is necessary to support students in their learning and progress to achieving the required learning goals. At St. Olav vgs, we believe that students should be involved in the assessment of their work. This is done through continual oral and/or written feedback on completed work - oral and written - and during the process of producing major pieces of work. Written feedback and grades are shared and recorded on the digital platform, *Itslearning*. Grades are given at the end of each semester via *SkoleArena* and reflect student attainment and final assessments as used at each stage.

St. Olav vgs aims to ensure:

- Assessment for IB Diploma students at St. Olav vgs aims for fair, accurate and transparent application of DP standards such as grade descriptors, subject/task specific mark schemes
- Students are involved in the grading process through use and discussion of assessment tools in so far as this is relevant to the task at hand
- Students have access to Course Guidelines, Grading Rubrics and Assessment Methods in each subject via *Itslearning*
- Quarterly plans of work and scheduled assessments are made available to students for all subjects and published on subject pages on *Itslearning*
- Grades are recorded and made available to students on an ongoing basis using the school's digital tool, *Itslearning* while semester grades are reported via *SkoleArena*
- Notification of availability of grades is given through information on the school website
- Through a system of tutorials, students know their level of attainment at each stage of their course(s) and what action is necessary to continue to develop their knowledge
- Teachers and Personal Tutors have necessary information to be able to put in place individual learning plans where required
- Subject teachers collaborate on course content and assessment wherever possible and/or relevant in each subject area
- Parents of students under 18 years of age are informed of student progress, attendance and performance
- Parents are informed of IB Diploma requirements and assessment procedures and have access to the IB Calendar of Deadlines via the school website. This will show dates for mini-mocks, mock examinations and formal IB examinations plus deadlines for internally and externally assessed work
- Assessment in each subject covers a suitable range of tasks and instruments in accordance with DP subject requirements.
- Personal tutors meet with each student in their group at the start of each school year and then each semester to discuss progress in their individual subjects, their CAS programme and the Diploma as a whole
- Implementation of a regular tutorial system requiring all DP students to have a minimum of four tutorials in subjects of their choice each semester. They may request further tutorials as necessary
- Scheduled weekly study blocks where students are free from organised classes in order to meet in study groups with or without their subject teacher(s)

Two main types of assessment are used:

1. Summative Assessment (Assessment of Learning):

Final grades (summative assessment) are used to give students an understanding of their current level of attainment as well as an appreciation of their strengths / weaknesses within a subject and individual areas for improvement. As such, this process:

- Comprises relevant mandatory DP assessments such as formal written and oral exams including mini-mocks and mocks, end-of-unit tests, formal presentations and Internal Assessments such as projects, explorations, portfolios
- Measures students attainment against stated objectives using DP standards and practices
- Forms the basis for reported grades
- Consists of final assessment of DP written examinations, Internal Assessments and where relevant oral examinations

2. Formative Assessment (Assessment for Learning):

Continuous, ongoing formative assessment is a corner stone of and critical to students' continued learning. It is vital that students are actively engaged in this process to fully develop an understanding of their own role in becoming an active learner. As such, this process:

- Is continual and gives teachers and students evidence of student progress
- Provides feedback to students during their learning as a means to advise students on how to improve performance
- Allows teachers to target teaching and make adjustments as necessary
- Is collaborative and may include a range of teacher, self and peer assessments, written and oral, in small groups or individually
- Includes a range of tasks such as: quizzes, oral presentations and discussions, group work, drafts of final Internal Assessment work, Practical and Laboratory work, shorter written exercises/tasks and so forth

Where students are under the age of 18 years, parents may request a meeting to discuss their child's progress. It is encouraged that the initial point of contact is the personal tutor then the IBDP Coordinator. Students are welcome to attend such meetings.