



Assessment and Reporting Policy

It is the policy of this school to assess pupils' progress in curricular areas on a continuous basis. Continuous Assessment includes the following

- Teacher observation
- Teacher designed tasks and tests
- Pupil projects and portfolios
- Self-Assessment by pupils
- Pupil Profiles
- Samples of pupils work
- Record Keeping
- Annual Report

This continuous assessment will form the basis of Parent / Teacher consultations.

Standardised Tests will be administered on a regular basis and discussed with parents at parent-teacher meetings. At present these are:

- Junior Infants: the Belfield Infant Assessment Profiles administered in January;
- Senior Infants: Middle Infant Screening Test in February, Drumcondra Early Literacy and Numeracy in June;
- Other Classes: Drumcondra and/or Micra-T / Sigma-T Tests in June.

The results of these tests are used for differentiation of pupils in classes as per school policy.

It is the policy of the school to issue written reports to parents at the end of each academic year. The results of pupil assessments will form the basis of these reports. Written reports (template on Aladdin) are:

- Clear, concise and factual
- Signed by the Principal and a copy of the report entered into the pupil file
- Signed by the class teacher and dated

Assessment of Pupils for Supplementary Teaching

Tests are organised by the Learning Support Teacher in conjunction with the class teachers as per Learning Support Policy. Tests used:

- Standardised Tests
- Diagnostic Tests
- Ability Tests (Verbal and Non-Verbal)

Screening Tests and Standardised Tests are administered on a class basis. Pupils who score at or below the 10th percentile or pupils about whom teachers have concerns are referred to the Learning Support Teacher for assessment using diagnostic/ability tests.

Tests are administered to pupils transferring from another school.

Confidentiality and Reporting to Outside Agencies on Individual Pupils

All assessment results are confidential and retained securely in school. Any requests for a report on an individual child must come with the approval/request of the parent(s). A copy of the request is kept on file and the reason why the report was sought. The Principal will have the discretion to bring any sensitive reports or requests to the Board of management for their attention, advice or direction.

Ratified by Board of Management on _____

Date

Signed _____

Chairperson, Board of Management