

## **ASSESSMENT POLICY**

### Purposes

1. To assess students' effort and performance and to reflect students' learning outcome
2. To identify the strengths and weaknesses of students in learning
3. To provide feedback and suggestions for students on how to improve their performance
4. To review and adjust the learning expectations on students, curriculum design and content, teaching strategies and learning activities so that they can better suit the needs and abilities of students

### Guidelines

#### I. Formative Assessment

1. Formative assessment is carried out in daily classroom learning and teaching throughout the school year. It is a process in which teachers seek to identify and diagnose student learning problems, and provide quality feedback for students on how to improve their work. The data obtained from formative assessment serves as the basis for the design of teaching and learning materials both for enhancement and remedial purposes.
2. Learning is a continuous process. Quizzes, dictations, projects, group discussions, oral presentation, reading tasks and learning journals are means of formative assessment in the learning process.

#### II. Summative Assessment

1. Examinations are of summative nature and they are conducted 3 times a year. They serve to review the effectiveness of curriculum implementation as well as the quality of learning and teaching. Schedule of examinations are as follows:
  - i. First Examination (P.2-P.6 in November)
  - ii. Second Examination (P.2-P.6 in March)
  - iii. Final Examination (P.1-P.6 in June)
2. The results of Final Examination for P.5 students as well as First Examination and Second Examination for P.6 students are submitted to the Education Bureau for the purpose of Secondary School Places Allocation System.