



ABUDHABI INDIAN SCHOOL

STUDENT'S ASSESSMENT POLICY

STUDENT'S ASSESSMENT POLICY	
Name of Policy	: Student's Assessment Policy
Article No	: 51 & 52
Purpose of Policy	: To guideline the procedures for the assessment and Retention of students in all the Classes.
Approval for this Policy given by	: Hon. Chairman(BOG)
Responsibility for its update	: Principal
Policy applies to	: To all the students studying in Abu Dhabi Indian School
Date of Approval	: 10-10-2013
Proposed Date of Review	: 01-01-2019

STUDENT'S ASSESSMENT POLICY FOR ABUDHABI INDIAN SCHOOL

INTRODUCTION

At Abu Dhabi Indian School, we believe that assessment provides the basis of informed teaching, helping pupils to overcome difficulties and ensuring that teaching builds upon what has been learned. It is also the means by which pupils understand what they have achieved and what they need to work on.

Formative assessment creates a positive learning environment where children can see the steps necessary for their own success. It enables teachers to set appropriate work at the level necessary for the children's continuing progress.

Summative assessment is important for accurate information regarding a child's attainment and progress. It informs whole school target setting and prediction of a cohort's future attainment.

AIMS AND OBJECTIVES

The aims and objectives of this policy are:

- To raise the standards of achievement throughout the school
- To maintain accurate records of the progress and attainment of individual children and cohorts
- To ensure consistency in assessing achievement and identifying achievable and challenging targets for each child
- To enable the active involvement of pupils in their own learning
- To enable teachers and other professionals to use assessment judgements to plan work that accurately reflects the needs of individual pupils

- To provide regular information for parents that enables them to support their child's learning
- To provide the information that allows school leaders and governors to make judgements about the effectiveness of the school and to evaluate the school's performance against its own previous attainment over time and against national standards.

TYPES OF ASSESSMENT:

At Abu Dhabi Indian School, in Cycle 1, Cycle 2 & Cycle 3, we use a combination of formative and summative assessment as outlined below:

FORMATIVE ASSESSMENT (ASSESSMENT FOR LEARNING – AFL)

Formative assessment is a powerful way of raising pupils' achievement. It is based on the principle that pupils will improve most if they understand the aim of their learning, where they are in relation to this aim and how they can achieve the aim.

Formative assessments are used to:

- identify children's strengths and gaps in their skills/knowledge
- identify next steps for learning
- inform future planning
- enable appropriate strategies to be employed
- facilitate the setting of appropriate targets for the class, group, and individual
- track the child's rate of progress
- facilitate an evaluation of the effectiveness of teaching and learning
- inform future teaching and learning strategies
- Identify individuals and groups for specific intervention support.

SUMMATIVE ASSESSMENT - ASSESSMENT OF LEARNING (AOL)

Summative assessment (Assessment of Learning) is important for informing both parents and teachers of a child's attainment and progress. This will also inform whole school target setting and prediction of a cohort's future attainment

Summative assessments:

- identify attainment through one-off standardised tests at any given point in time
- record performance in a specific area on a specific date
- provide age standardised information
- provide end of key stage test data against which the school will be judged
- ensure statutory assessments at the end of Final Examination are met
- Provide information about cohort areas of strength and weakness to build from in the future.

PLANNING FOR ASSESSMENT

- The Central Board of Secondary Education (CBSE) learning goals are used to guide our teaching. These documents provide us with the framework to ensure breadth and balance in our curriculum. We use the assessment guidance in these documents to help us identify each child's level of attainment.
- Lessons are planned with clear learning objectives, based upon the teacher's detailed knowledge of each child. We strive to ensure all tasks set are appropriate to each child's level of ability. The format of our lesson plans ensures that our lessons are planned in detail, taking into account the needs of all pupils.
- Teachers use focused marking to assess children's progress in relation to the planned learning objectives and set next steps to show where the child is in relation to this aim

and how they can achieve the aim. Teachers use this information when planning for subsequent lessons.

SPECIAL BOOKS: These are scrap books with exemplar pieces of work mainly done independently by the children. These are completed with the children. They provide key evidence in support of the profile points, which provides a record of attainment for each child.

FOCUS ACTIVITY: During focus activities teaching staff write comments on the child's work, often identifying the level of support needed or if the work was done independently. Next steps are also identified. Children are encouraged to comment on their work and next steps are also discussed with the children in child friendly terms.

ASSESSMENT AND RECORDING AT EACH CYCLE:

- Teachers use assessment for learning (AFL) to provide on-going assessment, through the use of focused marking and/or observations of children's work against learning objectives and success criteria. This information is then used to assess progress towards meeting learning targets and to identify and set next step targets for each child.
- Teachers use tracking graphs for each child on an on-going basis to record progress and to identify next steps for learning in reading, writing and Mathematics.
- Assessment Folders contain a record of the progress made by children throughout the year.

ASSESSMENT SCHEDULE FOR GRADES 1 – 12

GRADE 1 & 2 SCHOOL EXAMINATIONS ASSESSMENT STRUCTURE

All the students will be assessed regularly throughout the academic year only through

- **FOUR PERIODIC TESTS (CYCLE TESTS)**
- **FINAL EXAMINATION IN MARCH, 2018**
- **Regularity in tests/ exams is mandatory for all the students.**

CALCULATION OF INTERNAL ASSESSMENT MARKS

WEIGHTAGE FOR EACH CYCLE TEST

30 marks (written test)
+
5 marks (Notebook submission)
+
5 marks (Subject Enrichment Activity)

CALCULATION OF INTERNAL ASSESSMENT MARKS (40 MARKS)

Periodic Tests (Cycle Tests) (30 Marks each)	Notebook Submission (5 Marks)	Subject Enrichment Activity (5 Marks)
Four periodic written Tests (Cycle Tests) each of 30 marks which totals (30 x 4 = 120 marks). The average of the four Cycle tests will be taken which equals 30 marks.	Four Note Book Submissions of 5 marks each which totals (5 x 4 = 20 marks). The average of the four will be taken which equals 5 marks.	Four Enrichment Activities of 5 marks each which totals (5 x 4 = 20 marks). The average of the four will be taken which equals 5 marks.

FINAL EXAMINATION WEIGHTAGE OF MARKS

TOTAL MARKS (100)

**FINAL EXAMINATION
(60 MARKS)**

**PERIODIC TESTS
(CYCLE TESTS)
(30 MARKS)**

**NOTE BOOK
SUBMISSION
(5 MARKS)**

**SUBJECT ENRICHMENT
ACTIVITY
(5 MARKS)**

**THE DURATION OF THE FINAL EXAMINATION WILL BE FOR 2 HOURS
AND THE ENTIRE SYLLABUS WILL BE TESTED**

GRADE 3-5

SCHOOL EXAMINATIONS ASSESSMENT STRUCTURE

All the students will be assessed regularly throughout the academic year only through

- Four Periodic Tests (Cycle Tests)
- Final Examination In March, 2018
- Regularity in tests/ exams is mandatory for all the students.

INTERNAL ASSESSMENT STRUCTURE FOR THE SCHOOL TESTS
(40 MARKS)

Periodic Test (30 Marks)	Notebook Submission (5 Marks)	Subject Enrichment Activity (5 Marks)
Four periodic written Tests (Cycle Tests)	This will cover: 1. Regularity to School and Assignment Completion 2. Neatness & upkeep of Note Book	ENGLISH Speaking and Listening Skills HINDI Speaking and Listening Skills EVS for Grades 3 & 4 Subject Activities based on Real Life Applications MATHEMATICS Subject Activities based on Real Life Applications

		SCIENCE & SOCIAL SCIENCE FOR GR. 5 Subject Activities based on Real Life Applications and Project Work
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CALCULATION OF INTERNAL ASSESSMENT MARKS

WEIGHTAGE FOR EACH CYCLE TEST

30 marks (written test)

+

5 marks (Notebook submission)

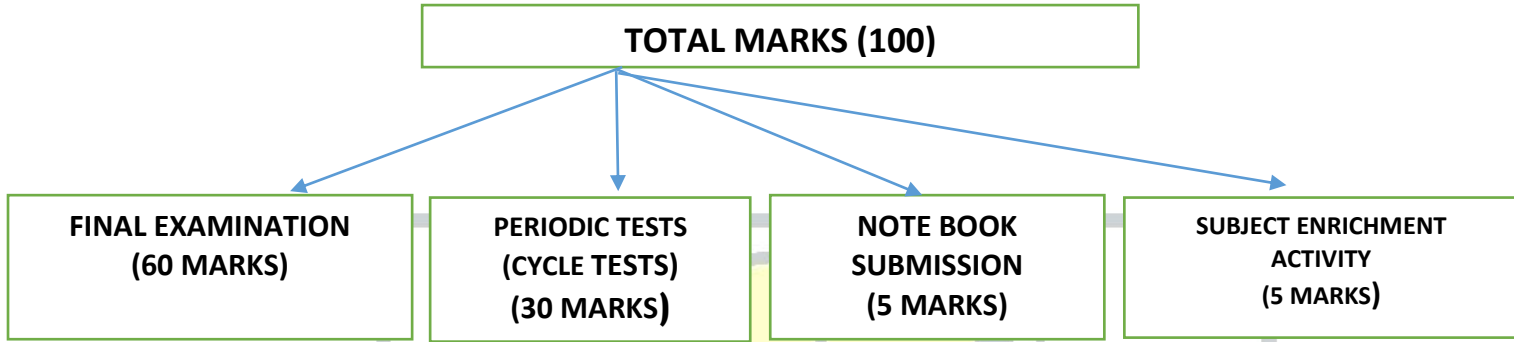
+

5 marks (Subject Enrichment Activity)

CALCULATION OF INTERNAL ASSESSMENT MARKS (40 MARKS)

Periodic Tests (Cycle Tests) (30 Marks each)	Notebook Submission (5 Marks)	Subject Enrichment Activity (5 Marks)
Four periodic written Tests (Cycle Tests) each of 30 marks which totals (30 x 4 = 120 marks). The average of the four Cycle tests will be taken which equals 30 marks.	Four Note Book Submissions of 5 marks each which totals (5 x 4 = 20 marks). The average of the four will be taken which equals 5 marks.	Four Enrichment Activities of 5 marks each which totals (5 x 4 = 20 marks). The average of the four will be taken which equals 5 marks.

FINAL EXAMINATION WEIGHTAGE OF MARKS



THE DURATION OF THE FINAL EXAMINATION WILL BE FOR 2 HOURS AND THE ENTIRE SYLLABUS WILL BE TESTED

GRADE (6-8)

SCHOLASTIC AREA

The assessment structure and examination for classes VI to VIII comprises of two terms i.e.

Term-1 and 2

Subjects	TERM-1 (100 marks) (1st half of the session) 20 marks Periodic Assessment + 80 marks for Half Yearly Exam		TERM-2 (100 marks) (2nd half of the session) 20 marks Periodic Assessment + 80 marks for Yearly Exam	
Language -1 Language -2 Language -3 Mathematics Science Social Science Any other subjects	PA 20 marks Periodic Test 10 marks with syllabus covered till announcement of test dates by school Note Book Submission 5 marks at term end • Sub Enrichment 5 marks at term end	Half Yearly Exam • Written exam for 80 marks with syllabus covered till announcement of Half Yearly exam dates by school	PA 20 marks • Periodic Test 10 marks with syllabus covered till announcement of test dates by school • Note Book submission 5 marks at term end • Sub Enrichment 5 marks at term end	Yearly Exam Written exam for 80 marks with syllabus coverage as below: Class VI: 10% of 1st term covering significant topics + entire syllabus of 2nd term Class VII: 20% of 1st term covering significant topics + entire syllabus of 2nd term Class VIII: 30% of 1st term covering significant topics + entire syllabus of 2nd term

SCHOOL TESTS & EXAMINATIONS ASSESSMENT STRUCTURE AS PER THE DIRECTIVES OF CBSE

- Three Periodic Tests (Cycle Tests)
- Half Yearly Examination
- Final Examination In March, 2018

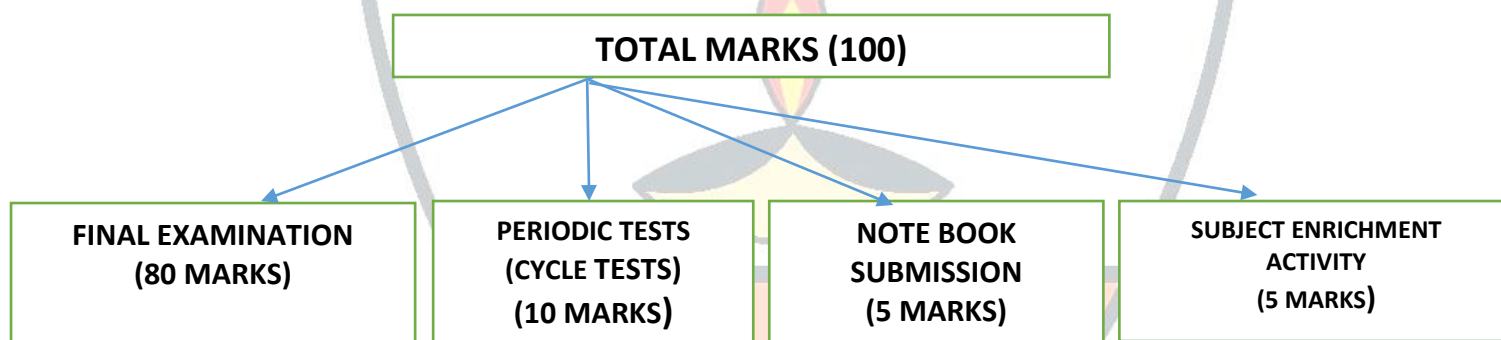
INTERNAL ASSESSMENT STRUCTURE FOR THE SCHOOL TESTS (20 MARKS)

<ul style="list-style-type: none"> • Periodic Test 	<ul style="list-style-type: none"> • Notebook Submission 	<ul style="list-style-type: none"> • Subject Enrichment Activity
<ul style="list-style-type: none"> • Two periodic Tests (Cycle Tests) in Term I & one periodic Test (Cycle Test) in Term II • 	<ul style="list-style-type: none"> • This will cover: <ul style="list-style-type: none"> • 1. Regularity to School And Assignment Completion • 2. Neatness & upkeep of Note Book • 	<ul style="list-style-type: none"> • ENGLISH <ul style="list-style-type: none"> • Speaking and Listening Skills • HINDI/FRENCH/ CBSE ARABIC <ul style="list-style-type: none"> • Speaking and Listening Skills • MATHEMATICS <ul style="list-style-type: none"> • Subject Activities based on Real Life Applications • SCIENCE <ul style="list-style-type: none"> • Subject Activities based on Real Life Applications, and Project Work • SOCIAL SCIENCE <ul style="list-style-type: none"> • Subject Activities based on Real Life Applications, Map Work and Project Work

CALCULATION OF INTERNAL ASSESSMENT MARKS (20 MARKS)

Periodic Tests (Cycle Tests) (30 Marks each)	Notebook Submission (5 Marks)	Subject Enrichment Activity (5 Marks)
Two periodic written Tests (Cycle Tests) each of 30 marks which totals (30 x 2 = 60 marks) will be converted to 10 marks in Term I and the Third Cycle Test of 30 marks will be converted to 10 marks for Term II.	Note Book Submission of 5 marks is taken for Term I and Term II.	Subject Enrichment Activities of 5 marks is taken for Term I and Term II.

FINAL WEIGHTAGE FOR TERM I & TERM II



GRADING SCALE FOR SCHOLASTIC AREAS (CLASS VI-VIII)

(School will award grades as per the following grading scale)

MARKS RANGE	GRADE
91-100	A1
81-90	A2
71-80	B1
61-70	B2
51-60	C1
41-50	C2

33-40	D
32 & below	E (Needs improvement)

GRADE 9

SCHOOL EXAMINATIONS – INTERNAL ASSESSMENT STRUCTURE AS PER CBSE DIRECTIVES

The Students Will Be Assessed Regularly Through:

- Two Periodic Tests (Cycle Tests)
- Two Pre-Board Examinations

Followed By Final Examination

INTERNAL ASSESSMENT STRUCTURE FOR PERIODIC TESTS AND EXAMINATIONS (20 MARKS)

Periodic Test (10 Marks)	Notebook Submission (5 Marks)	Subject Enrichment Activity (5 Marks)
Two periodic written Tests (Cycle Tests) and I Pre-Board Examination	This will cover: 1. Regularity to School and Assignment Completion 2. Neatness & upkeep of Note Book	ENGLISH Speaking and Listening Skills HINDI/FRENCH/ CBSE ARABIC Speaking and Listening Skills SCIENCE Practical Lab Work MATHEMATICS Math Lab Practical's SOCIAL SCIENCE Map Work and Project Work

INTERNAL ASSESSMENT MARKS FOR THE FINAL EXAMINATION

WEIGHTAGE OF FIRST CYCLE TEST:

30 MARKS (WRITTEN) + 5 MARKS (NOTE BOOK SUBMISSION) + 5 MARKS
(SUBJECT ENRICHMENT ACTIVITY)

WEIGHTAGE OF SECOND CYCLE TEST:

30 MARKS (WRITTEN) + 5 MARKS (NOTE BOOK SUBMISSION) + 5 MARKS
(SUBJECT ENRICHMENT ACTIVITY)

WEIGHTAGE OF I PRE-BOARD EXAMINATION:

30 MARKS (WRITTEN) + 5 MARKS (NOTE BOOK SUBMISSION) + 5 MARKS
(SUBJECT ENRICHMENT ACTIVITY)

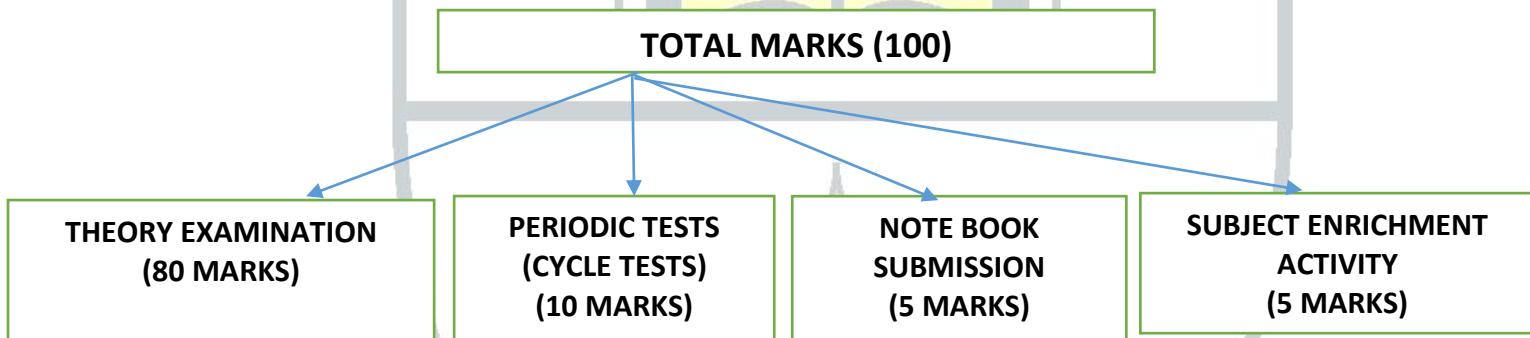
BEST OF TWO WILL BE SELECTED (DETAILS FOLLOWS)

WEIGHTAGE OF INTERNAL ASSESSMENT MARKS FOR FINAL EXAMINATION (20 MARKS)

Periodic Tests (Cycle Tests) + I Pre-Board Examination (10 Marks)	Notebook Submission (5 Marks)	Subject Enrichment Activity (5 Marks)
Two periodic written Tests (Cycle Tests) and I Pre-Board Examination combined together, the best of the two will be selected which totals	Two Note Book Submissions from Periodic Tests (Cycle Tests) and one from I Pre-Board Examination combined together, the best	Two Enrichment Activities from Periodic Tests (Cycle Tests) and one from I Pre- Board Examination combined together, the best

(30 + 30 = 60 marks), will be converted to <u>10 marks</u>	of the two will be selected which totals (5 + 5 = 10 marks), will be converted to <u>5 marks</u>	of the two will be selected which totals (5 + 5 = 10 marks), will be converted to <u>5 marks</u>
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FINAL WEIGHTAGE FOR TERM I & TERM II



Passing in Written Examination and Internal Assessment separately is mandatory.

- Written Exam: Minimum pass mark is 26.4
- Internal Assessment: Minimum pass mark is 6.6

GRADE 10

SCHOOL EXAMINATIONS – CBSE BOARD INTERNAL ASSESSMENT STRUCTURE

The Students Will Be Assessed Regularly Through:

- Two Periodic Tests (Cycle Tests)
- Two Pre-Board Examinations

Followed By Board Examination

CBSE INTERNAL ASSESSMENT STRUCTURE FOR PERIODIC TESTS AND EXAMINATIONS (20 MARKS)

Periodic Test (10 Marks)	Notebook Submission (5 Marks)	Subject Enrichment Activity (5 Marks)
Two periodic written Tests (Cycle Tests) and I Pre-Board Examination	This will cover: Regularity to School and Assignment Completion Neatness & upkeep of Note Book	<u>ENGLISH</u> Speaking and Listening Skills <u>HINDI/FRENCH/ CBSE</u> <u>ARABIC</u> Speaking and Listening Skills <u>SCIENCE</u> Practical Lab Work <u>MATHEMATICS</u> Math Lab Practical's <u>SOCIAL SCIENCE</u> Map Work and Project Work

CALCULATION OF INTERNAL ASSESSMENT MARKS TO BE SENT TO THE BOARD

Weightage of First Cycle Test:

30 marks (written) + 5 marks (Note Book Submission) + 5 marks (Subject
Enrichment Activity)

Weightage of Second Cycle Test:

30 marks (written) + 5 marks (Note Book Submission) + 5 marks (Subject
Enrichment Activity)

Weightage of I Pre-Board Examination:

30 marks (written) + 5 marks (Note Book Submission) + 5 marks (Subject Enrichment Activity)

BEST OF TWO WILL BE SELECTED (DETAILS FOLLOWS)

WEIGHTAGE OF INTERNAL ASSESSMENT MARKS TO BE SENT TO CBSE (20 MARKS)

Periodic Tests (Cycle Tests) + I Pre-Board Examination (10 Marks)	Notebook Submission (5 Marks)	Subject Enrichment Activity (5 Marks)
Two periodic written Tests (Cycle Tests) and I Pre-Board Examination combined together, the best of the two will be selected which totals (30 + 30 = 60 marks), will be converted to <u>10 marks</u>	Two Note Book Submissions from Periodic Tests (Cycle Tests) and one from I Pre-Board Examination combined together, the best of the two will be selected which totals (5 + 5 = 10 marks), will be converted to <u>5 marks</u>	Two Enrichment Activities from Periodic Tests (Cycle Tests) and one from I Pre-Board Examination combined together, the best of the two will be selected which totals (5 + 5 = 10 marks), will be converted to <u>5 marks</u>

FINAL EXAMINATION

TOTAL MARKS (100)



Passing in Witten Examination and Internal Assessment separately is mandatory.

- Written Exam: Minimum pass mark is 26.4
- Internal Assessment: Minimum pass mark is 6.6

GRADE 11

SCHOOL EXAMINATIONS ASSESSMENT STRUCTURE

The students will be assessed regularly through:

- CYCLE TESTS
- I PRE-BOARD EXAMINATION
- II PRE-BOARD EXAMINATION
- FINAL EXAMINATION AS PER THE CBSE PATTERN
- A student requires a minimum 33% marks to pass in each test.
- It is mandatory for a student to pass separately in Theory and Practical Exams.
- Regularity in tests/ exams is compulsory for all the students.

WEIGHTAGE OF MARKS

- For Cycle Tests I & II: 25 Marks Each
- I Pre-Board Examination: 100/90/80/70 Converted To 50 Marks
- II Pre-Board Examination: 100 Marks (Includes Practicals)
- Final Examination: 100 Marks (**Includes Practicals**)

FINAL EXAMINATION

TOTAL MARKS (100)

**WRITTEN EXAMINATION
(THEORY) (100/90/80/70) MARKS**

**PRACTICALS
(30/20/10) MARKS**

1. Passing Marks Is 33%
2. Passing in Written Examination (Theory) and Practical Examination Separately Is Mandatory.
3. Passing Marks For Ministry Arabic And Islamic Education Is 50%

GRADE 12

SCHOOL EXAMINATIONS ASSESSMENT STRUCTURE

1. The students will be assessed regularly through:
2. Cycle Tests
3. Fortnightly Tests
4. Two Pre-Board Examinations
5. Final Cbse Board Examination
6. A student requires a minimum 33% marks to pass in each test.
7. It is mandatory for a student to pass separately in Theory and Practical Exams.
8. Regularity in tests/ exams is compulsory for all the students.

INTERNAL ASSESSMENT STRUCTURE FOR THE CYCLE TESTS (40 MARKS)

Periodic Test (25 Marks)	Notebook Submission (5 Marks)	Subject Enrichment Activity (5 Marks)
Two periodic written Tests (Cycle Tests)	This will cover: Regularity to School and Assignment Completion Neatness & upkeep of Note Book	Speaking and listening skills for English, Practical Lab work for Physics, Chemistry, Biology, Computer Science & I.P. and Project Work for Business Studies, Accountancy, Economics & Sociology and Assignments for Mathematics.

FOR CBSE BOARD EXAMINATION

TOTAL MARKS (100)

**WRITTEN EXAMINATION
(THEORY) (100/90/80/70) MARKS**

**PRACTICALS
(30/20/10) MARKS**

1. Passing Marks Is 33%
2. Passing In Written Examination (Theory) And Practical Examination Separately Is Mandatory.
3. Passing Marks For Ministry Arabic And Islamic Education Is 60%

