



HVHS Assessment Policy

Rationale: Deadlines are used to allow teachers to deliver curriculum and manage the assessment of learning. The ability to meet deadlines is a highly valued skill, both in employment and life in general. It is critical, however, to remember the primary purpose of assessment, which is to improve student learning and to determine the level of achievement. Students who pass in work after deadlines demonstrate poor learning skills, but attaching academic penalties for late work does not provide a measure of the level of achievement.

Students' Responsibilities for work completion:

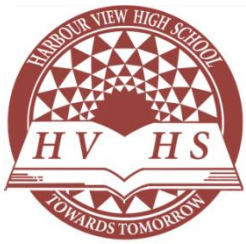
It is the responsibility of students to provide evidence of their learning within established timelines.

Tests missed will be written within two days of the student's return. Tests will not be re-written as evidence of learning can be shown at a later time.

Zeroes will be given if assignments are not handed in on the due date. Students are expected to meet assessment requirements and comply with measures put in place to help them meet with success.

Teacher responsibilities for monitoring student work completion:

- Subject teachers will make students aware of when assignments and tests are due. These dates will be announced on the board (a daily space) and/or using some form of communication to the student (in-class oral announcements, email, Team sites, etc.). The goal is to develop essential time management skills by encouraging each student to meet deadlines.
- *Major Assignments* are completed in stages, so that students are less likely to face an all-or-nothing situation at the deadline.



HVHS Assessment Flowchart

