



Bosworth  
Independent  
College

# Assessment, Homework, Target Setting and Reporting Policy

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Lead for Review	Assistant Principal Academic

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## Ethos

The main aim of assessment at Bosworth is to maximise the potential progress of all our students. Our assessment is regular, timely, meaningful and useful. Assessment information is recorded centrally on the MIS. Assessment information is then used by students, teachers, senior leadership and parents to ensure students maximise their progress.

## How and when assessment occurs

**Baseline tests** are conducted during induction week when student first come to Bosworth. These on-line tests are conducted through GL Education Group the CAT4 test, Cognitive Abilities Test Fourth Edition.

**Reports** are sent out to parents half termly from Personal Tutors provide contact information and also advice from the personal tutor on the Student's Progress. Twice a year students will also receive full subject reports commenting on their progress and advice on how to improve.

**Homework** will be set regularly; this could be simple reading or writing tasks. A more formal written homework should be set on average weekly, and then marked to exam board standard. This homework should include a percentage and grade that is relevant to the final exam. All written homework should include detailed positive comments to improve. Both students and teachers should reflect on this homework and then aim to make progress based on the grades and comments made.

**Assessments** are conducted in lessons by the class teacher each half term for all cohorts in all subjects except BTEC. These assessments are set and marked by the class teacher and used to monitor students' progress. The assessments are marked to the standards of the relevant exam board and include positive comments to improve. Moderation of the assessments should occur by the Head of Department where applicable. Information from the class assessments are entered by the teacher into the MIS so progress can be tracked.

When setting and marking homework and class assessments, teachers should keep in mind the student's special needs, as detailed in our SEN register.

**Mock exams** are conducted annually in the second week of the spring term for Year 13 11 and 1G these will form their half termly assessment. The mock exams are set and marked by the class teacher. The mock exams simulate external exams where possible and they also follow the rules set by the Joint Council of Qualifications. The mock exams are held in the examination rooms at Bosworth Hall and they are coordinated by the examinations officer.

**End of year exams** are conducted in the first half of the summer term for years 9, 10, 12, GCSE and Sixth Form preparation programmes.

**External exams** GCSEs and A Levels are conducted in the summer term according to the examinations timetables set by the awarding bodies.

**Biannually subject reports** are completed by classroom teachers using the MIS and are emailed to parents. Subject reports include assessments and mock examination results relevant to that term. A Current Flight Path Capture that is a working at grade and likely to be achieve at the end of the course.

Cohort	Assessment
Year 13 - A2 Year 11 - GCSE 1G - GCSE	<ul style="list-style-type: none"> <li>• Baseline tests</li> <li>• Half termly PT reports</li> <li>• homework</li> <li>• Assessments</li> <li>• Mock exams</li> <li>• External exams. IELTS is taken by overseas students in year 13 only.</li> <li>• UFP and BTEC Students - exams and coursework.</li> <li>• Termly subject reports autumn and spring.</li> <li>• Half termly Personal Tutor reports</li> <li>• Exit report in the summer term.</li> </ul>
Year 12 - AS Year 9 Year 10	<ul style="list-style-type: none"> <li>• Baseline tests</li> <li>• Half termly PT reports</li> <li>• homework</li> <li>• Assessments</li> <li>• BTEC Students - exams and coursework.</li> <li>• Termly subject reports autumn and summer</li> <li>• Half termly Personal Tutor reports</li> </ul>
6 <sup>th</sup> Form Preparation Programme	<ul style="list-style-type: none"> <li>• Baseline tests</li> </ul>

	<ul style="list-style-type: none"> <li>• Half termly PT reports</li> <li>• homework</li> <li>• Assessments</li> <li>• Mock exams (Maths and EFL)</li> <li>• External EFL exams; PET, KET or IGCSE English and GCSE Maths</li> <li>• Termly subject reports autumn and summer</li> <li>• Half termly Personal Tutor reports</li> </ul>
GCSE Preparation Programme	<ul style="list-style-type: none"> <li>• Baseline tests</li> <li>• Half termly PT reports</li> <li>• homework</li> <li>• Assessments</li> <li>• Termly subject reports autumn and summer</li> <li>• Half termly Personal Tutor reports</li> </ul>

### How assessment information is used

The **classroom teacher** sets a Current Flight Path Capture working at grade included on the half termly report. The full range of assessment that has been collected for a student is used to set these which are then compared with the target grade and challenge target grade set by the baseline test. The individual subjects' targets are also discussed with the student by the personal tutor. The targets are made available to parents via the half termly reporting process.

Classroom teachers monitor student progress closely using assessment data on an ongoing basis. This is done with the student's special needs, as either formally or informally recognised by the school, firmly in mind. As professional educationalists, informal assessment information should also form part of the teacher's assessment of student's progress.

**Personal Tutors** discuss the students' academic progress with them in their bi-weekly meetings.

**Head of Year** formally review assessment information on an ongoing basis. Any students who are significantly underperforming are identified and discussed with the Vice Principal; appropriate strategies are then put in place to help the students make progress.

**Head of Department** formally review assessment information with subject teachers. Any students who are significantly underperforming are identified and discussed within the department and appropriate strategies are then put in place to help the students make progress. This is overseen by the Assistant Principal – Academic.

**Other senior leadership** refer to assessment data, when meeting with students or parents, to assist them in helping the student to make appropriate progress.

**Parents** are given regular feedback on their student's progress via half termly reports and also at Parents' Evening, which is held in the second half of the Spring Term after mock exams.