



12 March 2019

Dear Parents/Guardians

Assessment

In building on Guilford Young College's use of electronic feedback the first formal report for students will be issued in Term Two. As discussed at the Parent Information Evening, access to the **Learning Areas** section of the Parent Access Module (PAM) enables all parents to monitor their son's or daughter's progress across each of their subjects. At this point in the year, there will be ratings for each subject in the Learning Areas. In addition to the achievement ratings recorded against these assessment tasks, feedback from class teachers will be documented, twice per term. Please note that some subjects may have more than two tasks visible on PAM as assessment requirements and timelines vary depending on the subject.

Students will have access to all task ratings through SIMON Markbook and Student Learning Areas.

The final award for each subject is derived using an algorithm as outlined in each Scope and Sequence document and Course Outline.

Assessment ratings for Tasmanian Certificate of Education (TCE) subjects, is as follows:

Key

- A: Is currently working well above the minimum standard required.
- B: Is currently working above the minimum standard required.
- C: Is currently working at the minimum standard required.
- t: Is not yet working at the minimum standard required.
- z: No work has been submitted for assessment.
- Percentage value: Some University of Tasmania (UTAS) courses use a percentage to indicate the level of achievement.

Students enrolled in Vocational Education and Training courses need to achieve competency in units that are at Industry standard. Students are therefore assessed over time, against the following:

Key

- Satisfactory: Has achieved requirements for the task.
- Non-satisfactory: Has not achieved requirements for the task.
- Credit Transfer: Unit credit carried forward from prior study.

If you have any queries with subject ratings, please do not hesitate to contact your son or daughter's tutor, or relevant subject teachers.

In Term Two and Term Three, teachers will produce criterion-based progress reports. Parent Teacher and Student Conferences will be scheduled to provide a further opportunity to discuss progress and to provide support and advice to students and parents to address any concerns arising from these progress reports. The Term Three report will also include exam ratings for the Mid-Year Examinations (June 13-20).

As a reminder, attendance information can also be accessed through the Parent Access Module (PAM). You will be able to view attendance summaries documenting overall subject, as well as daily, attendance patterns. Students who have recently moved into a new subject will have an attendance percentage that reflects only their attendance since this transfer. Attendance data will not appear on progress reports.

We remain committed to providing the opportunity for ongoing communication between families and staff regarding student care, progress and performance, and we look forward to working with you in partnership towards the best outcomes for all students in 2019.

Yours faithfully,

A handwritten signature in black ink, appearing to read "Craig Deayton". The signature is written in a cursive style with a large, prominent initial 'C'.

Craig Deayton
Principal