# HOLLY LODGE

# **KEY STAGE 3 ASSESSMENT**

As your daughter progresses through Key Stage 3 at Holly Lodge, it is important for us to take the right opportunities to gauge how she is progressing and report these to you. This will allow us to celebrate her successes, as well as identify any areas where she needs either additional support or further challenge in her lessons.

At Holly Lodge, this happens at points we call **Progress Checks**. These are calendared throughout the year and timed to ensure they are at the most appropriate point in the curriculum. The Key Stage 3 Progress Check calendar for 2023-24 is detailed below:

#### Year 7 Calendar 2023-24:

#### Year 7 Progress Checks:

- w/c: 2<sup>nd</sup> October 2023 Year 7 Transition check. Attitude to Learning data only
- w/c: 9<sup>th</sup> October 2023 Year 7 Core Assessment\* week
- w/c: 15<sup>th</sup> January 2024 Year 7 Attitude to Learning check 2
- w/c: 4<sup>th</sup> March 2024 Year 7 Assessment Week 1
- w/c: 11<sup>th</sup> March 2024 Year 7 Assessment Week 2

#### Year 7 reporting:

- w/c: 20<sup>th</sup> November 2023 report 1
- w/c: 29<sup>th</sup> April 2024 report 2

#### Year 7 Parents Evenings:

- Thursday 19<sup>th</sup> October 2023 Y7 Welcome Evening. Meeting with form Tutors and leadership to focus
  on transition Attitude to Learning data and how your daughter has settled into Holly Lodge
- Wednesday 1<sup>st</sup> May 2024 Y7 Parents Evening. This is a virtual parental meeting that will be conducted in the School Cloud app

#### Year 8 Calendar 2023-24:

#### Year 8 Progress Checks:

- w/c: 9<sup>th</sup> October 2023 Year 8 Attitude to Learning check 1
- w/c: 6<sup>th</sup> November 2023 Year 8 Core Assessment\* week
- w/c: 15<sup>th</sup> April 2024 Year 8 Assessment week 1
- w/c: 22<sup>nd</sup> April 2024 Year 8 Assessment week 2

#### Year 8 reporting:

- w/c: 23<sup>rd</sup> October -Attitude to Learning report
- w/c: 4<sup>th</sup> December 2023 report 1
- w/c: 3<sup>rd</sup> June 2024 report 2

#### Year 8 Parents Evenings:

• 8<sup>th</sup> February 2024 – Year 8 Parents Evening

#### Year 9 Calendar 2023-24:

#### Year 9 Progress Checks:

- w/c: 25<sup>th</sup> September 2023- Year 9 Attitude to Learning check 1
- w/c: 22<sup>nd</sup> January 2024 Year 9 Assessment Week 1
- w/c:29<sup>th</sup> January 2024 Year 9 Assessment Week 2
- w/c: 20<sup>th</sup> May 2024 Year 9 Core Assessment\* week

#### Year 9 reporting:

- w/c: 9<sup>th</sup> October -Attitude to Learning report
- w/c 26<sup>th</sup> February 2024 Year 9 reports

### Year 9 Parents Evenings:

- Thursday 29<sup>th</sup> February 2024 Year 9 Parents Evening
- Thursday 21<sup>st</sup> March 2024 Year 9 Options Evening

# Assessment procedures

At Holly Lodge, assessments are not a surprise for students, instead they are part of a carefully constructed series of events. These are:

**Week 1:** Study Skills week – students are shown a range of techniques which will help them to prepare for their assessments. This work is conducted in form time.

Week 2: Revision week – lessons are used to revise key knowledge and concepts ahead of the assessments

**Week 3 and 4:** Assessments. Students are provided with a timetable of when the various assessments are to take place. This will also be uploaded to Google Classroom to be reviewed as necessary.

Week 5 (2 weeks after the 2<sup>nd</sup> assessment week): DIRT (Directed Improvement and Reflection Time). This vital week is used to review any issues from the assessments, support students with any misconceptions and challenge students further where appropriate.

# Assessment content and feedback:

Progress Check are conducted on the classwork completed to date and are designed to understand how much of this content students have fully understood, retained and can apply into new contexts. Teachers will use this information to plan their future curriculum and feedback will focus on students further developing students understanding and knowledge.

<sup>\*</sup>Core assessments are completed in: Maths, English, Science and French only

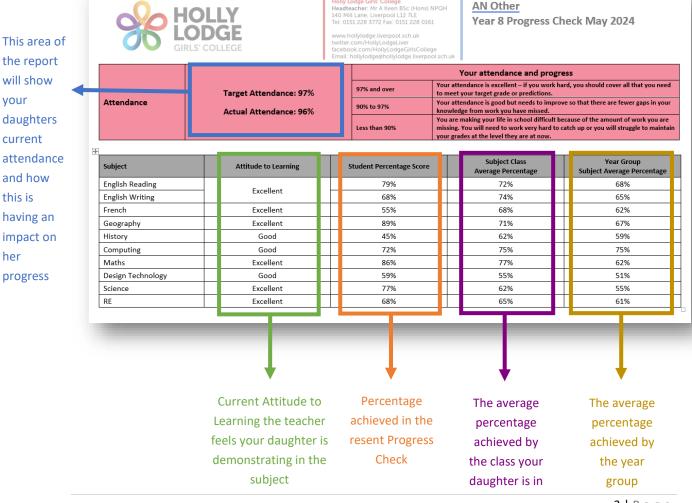
# Reporting assessments to parents and carers:

At calendared points in the year (see above), the class teacher reviews the performance of each student throughout the year as well as during the Progress Checks that each student has completed and reports to parents.

The following information will be provided for the majority of subjects:

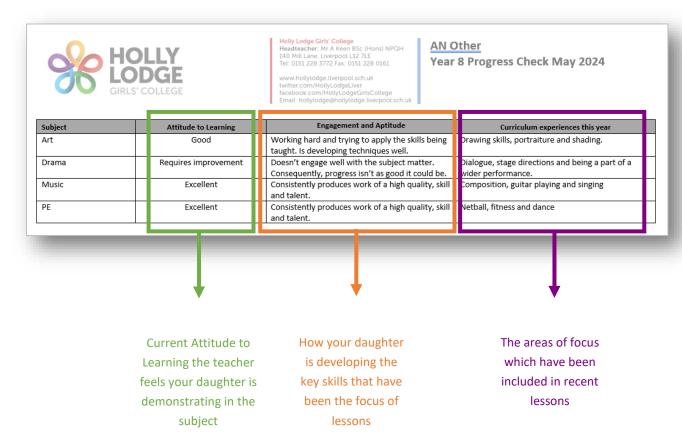
- Student attendance up to the point the report was compiled. Poor attendance to school will likely slow student progress, as they are missing key content and teacher support. At Holly Lodge a minimum of 97% attendance is expected.
- An Attitude to Learning grade This is a judgement of how well each student has approached the
  subject and the effort they have given to their studies. 3 potential grades are available to teachers;
  Excellent, Good and Requires Improvement. Where a Requires Improvement judgement is given, this
  will be further explained as to the reason this has been provided i.e. behavior standards or the effort
  made in lessons.
- The Student's Percentage Score achieved in the recent Progress Check.
- The Class Average Percentage Score in the Progress Check as a comparison.
- The Year Group Average Percentage Score achieved in the Progress Check.

# Example report:



For some subjects which have an increased focus on the development of key skills, we feel it is not appropriate to report a percentage grade. Instead we report a statement from the teacher regarding how well your daughter has engaged with the subject and the aptitude she has shown for the skills being delivered. As with the other subjects Attitude to Learning will still be reported with the same potential grades awarded.

#### For example:



We believe that from these two methods of reporting from subjects you should be able to get a strong insight for how your daughter is progressing through Key Stage 3 here at Holy Lodge Girls' College. For additional insight we would strongly encourage you to attend the parents evenings that we host during the year. These are key events which will allow you to speak directly to teachers and gain further information on how feel your daughter is progressing and how she can be supported to do even better going forwards.

However, if you feel you further information regarding how well your daughter is progressing with us, then please don't hesitate to contact us at school. A member of staff who knows her well will be happy to have a discussion with you about how things are going.