



**etbi**

Education and Training  
Boards Ireland  
*Bord Oideachais agus  
Oiliúna Éireann*

# POLICY TEMPLATE

*Assessment and Reporting on Students' Learning  
Junior Cycle 2021*



# School Based Assessment Policy for Junior Cycle Students 2021

## INTRODUCTION

This document outlines the approach that St Farnan's Post Primary School will take in the assessment of Junior Cycle students, 2021 and has been informed by the Department of Education guidelines on [Assessment and Reporting on Students' Learning – Junior Cycle 2021](#)

*Junior Cycle 2021 students will be awarded*

- **State Certificate of Completion of Junior Cycle** from the Department of Education.
- **School Report** detailing the learning achievements of the student during their Junior Cycle programme.

*Schools will have autonomy following consultation with the teachers of third year students regarding how assessment will be arrived at and the format in which the report is provided.*

## OVERARCHING PRINCIPLES

The guidelines provide for:

1. A whole school approach to the assessment of Junior Cycle students, 2021.
2. Inclusivity and equity of access by all students.
3. Transparency.
4. Completion of the assessment process by May 21<sup>st</sup>.
5. Completion of the marking process by May 28<sup>th</sup>.

## ASSESSMENT COMPONENTS

St Farnan's Post Primary School assessment procedure for Junior Cycle students 2021 has been adopted as a whole school approach and provides for the inclusion of the following components, which will be agreed by each subject department as appropriate.

### ***Evidence already available within the school***

- Assignments
- Tests
- Tasks
- Journals
- Portfolios
- Projects
- Practical
- Work completed over the course of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> year.

### ***School designed***

- Examinations
- Tasks
- Projects
- Assignments
- Essay style questions
- Presentations
- Other



Students and their parents/guardians will be advised of the assessment components and their weighting for each subject by their class teacher, prior to the beginning of the assessment process.

Where necessary greater weighting may be given to work that was completed by students during face-to-face teaching and learning, if students have experienced difficulties in accessing emergency remote teaching, learning and assessment.

## REPORTING

### School Report

All components of all subjects will be completed by May 21<sup>st</sup> and marked by May 28<sup>th</sup>, 2021 by the relevant class teacher. An assessment report will issue electronically and by post on progress and achievement the week beginning 7<sup>th</sup> June 2021

Where students are engaged in a **Junior Cycle** Subject a Grade Descriptor will be awarded.

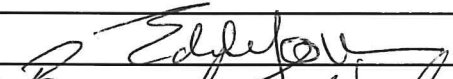
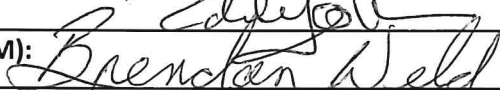
Where students are engaged in **Junior Certificate** a traditional grade will be awarded.

Each student will receive a written report from the schools on

- Subject
- Classroom Based Assessments Priority Learning Unit
- Other Areas of Learning
- Priority Learning Unit for Level 2 if appropriate

### State Certification

The Department of Education will provide each student with a Certificate indicating the completion of the Junior Cycle programme of study, including the list of Subjects, Short courses and/or Priority Learning Units studied. This Certificate will be provided during the school year 2021/22.

Principal: 	Date: 7/5/21
Chair (BOM): 	Date: 7-5-2021




## Appendix 1 – Sample Subject Specific Component Template


The following components will be used to determine the final grade/grade descriptor for the subject listed below. These components have been agreed by the subject department.		
SUBJECT		
<b>Assessment Breakdown</b>		
<b>Assessment Component</b>	<b>Deadline (if applicable)</b>	<b>Weighting</b>
Written Exam / Classwork	Completed in 1st Year	30%
Written Exams, CBA's and Classwork	Completed up to March 12 <sup>th</sup> 2020	30%
Assessments Classwork	Sep – Dec 2020, April and May, 2021	30%
Other (Each subject department to agree) (examples – Projects, presentations, essays, debates etc	Sometime over Junior cycle (excluding school closures)	10%
<b>Total</b>		<b>100%</b>
<b>Co-ordinating Teacher</b>		






## Appendix 2 – Template for Policy Communication to Parents

<h3>Junior Cycle Assessment Policy 2021</h3>	
<p>This document outlines the approach that St Farnan's Post Primary School will take in the assessment of Junior Cycle students, 2021. The DES Guidelines for Schools, <i>Assessment and Reporting on Students' Learning at Junior Cycle, May 2021</i> has informed the recommended approach outlined.</p> <p><b>OVERARCHING PRINCIPLES</b></p> <p>The guidelines provide for:</p> <ol style="list-style-type: none"> <li>1. A whole school approach to the assessment of Junior Cycle students, 2021.</li> <li>2. Inclusivity and equity of access by all students.</li> <li>3. Transparency.</li> <li>4. Completion of the assessment process by May 21<sup>st</sup> and marking process by May 28<sup>th</sup>. An assessment report will issue electronically and by post the week beginning 7<sup>th</sup> June 2021</li> </ol>	
<ul style="list-style-type: none"> <li>• A final grade/grade descriptor will be awarded for each subject.</li> <li>• The final assessment grade will be assigned based on the outcome of the results achieved through the components.</li> <li>• Subject departments will decide agreed components and weighting based on elements specific to subject areas.</li> <li>• The components and the weighting will be advised to students and parents/guardians before the assessment process begins.</li> </ul> <p><b>Proposed Assessment Components</b></p> <p><i>Evidence from assignments</i></p> <ul style="list-style-type: none"> <li>~ Evidence from tests</li> <li>~ Evidence from tasks</li> <li>~ Evidence from journals</li> <li>~ Evidence from portfolios</li> <li>~ Evidence from projects</li> <li>~ Evidence from practical</li> <li>~ Work completed over the course of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> year.</li> <li>~ School designed examinations</li> <li>~ School designed tasks</li> <li>~ School designed projects</li> <li>~ School designed assignments</li> <li>~ Essay style questions</li> <li>~ Presentations</li> </ul> <ul style="list-style-type: none"> <li>• Where students are engaged in a <b>Junior Cycle</b> Subject a Grade Descriptor will be awarded.</li> <li>• Where students are engaged in <b>Junior Cert</b> a traditional grade will be awarded.</li> </ul>	

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## Appendix 3



### GUIDELINES FOR PARENTS/GUARDIANS

- Your son/daughter needs your support during this time, particularly in terms of engaging with assessment.
- Your son's/daughter's wellbeing is important. Ensure he/she is eating healthily, taking time for exercise/activities, and striking a balance between schoolwork and downtime.
- Assure your son/daughter that assessments are an opportunity to celebrate their learning.
- Be familiar with each subject department's plan for assessment.
- Check in regularly to see if your son/daughter is reaching his/her targets.
- Ensure your son/daughter has the materials they require for engaging in assessments.
- Display relevant information somewhere prominent to help your son/daughter remain focused for the remainder of the term.
- If your son/daughter misses a deadline for assessment components for a genuine reason (illness, broadband issues, etc.) please contact the school who will help to ensure every student has a fair chance to complete the work.
- It is important for parents/guardians to communicate with the school in the event your young person does not engage with an assessment. Measures can be taken help.
- Highlight the importance of engaging with assessment at this point in their education. While it may not take the form they had originally anticipated, it is a milestone in their education, and they will want to do their best.
- If you have any questions or concerns about your son's/daughter's engagement or progress, please contact the school who will be happy to advise and support you.

**St Farnan's Post Primary School values your support to date and requests your assistance in maintaining the integrity of the May 2021 Assessment, by ensuring that the instructions issued with each assessment are followed.**



## Appendix 4



### ASSESSMENT GUIDELINES FOR STUDENTS

- Assessments are an opportunity to celebrate your learning.
- Engage with your teachers and your classes for the remainder of the term.
- Organise a workspace that will help you to concentrate on the task in hand.
- Be aware of your assessment timetable. Know exactly **when** you have assessments, project deadlines etc.
- Be aware of the different components of the assessment that you may need to complete for each subject.
- Communicate with your teachers if you are unclear about arrangements.
- Organise the materials/books/technology you need for your assessments in advance. Do not leave it until the last minute.

**Respect the assessment process – it is ‘your own’ work that is being assessed, not ‘work belonging to somebody else’.**