British International Remote School (BIRS)
Assessment and Feedback Policy

Effective Date:

1.   Purpose

The purpose of this assessment and feedback policy is to outline the principles and practices for assessing student learning and providing effective feedback at British International Remote School (BIRS). We believe that assessment and feedback are integral parts of the teaching and learning process, designed to:

a)   Identify students' strengths and areas for development.
b)   Monitor student progress towards learning objectives and curriculum standards.
c)   Inform teaching strategies and curriculum planning.
d)   Provide students with clear guidance on how to improve.
e)   Motivate and encourage students in their learning journey.
f)   Provide parents/guardians with information about their child's achievement and progress.
g)   Ensure the overall quality and effectiveness of our educational provision.

2.   Principles of Assessment

Assessment at BIRS will be:

a)   **Fair and Equitable:** Free from bias and accessible to all students, with appropriate consideration for individual learning needs within the online environment.
b)   **Valid and Reliable:** Accurately measuring what it intends to measure, consistently.
c)   **Purposeful:** Clearly linked to learning objectives and curriculum standards.
d)   **Transparent:** Students and parents/guardians will understand how and why assessment takes place, including the criteria for success.

e)   **Manageable:** For both students and staff within the online learning environment, ensuring assessments are appropriate in frequency and demand.

f)   **Varied:** Employing a range of assessment methods to cater to different learning styles and provide a holistic view of student understanding.

3.   Types of Assessment

BIRS will use a balance of formative and summative assessment methods.

3.1.   Formative Assessment (Assessment for Learning):

This is ongoing assessment integrated into the learning process to monitor student understanding and provide timely feedback to guide learning. Examples include:

a)   Questioning during live lessons.
b)   Observation of student participation and contributions.
c)   Short quizzes and polls.
d)   Review of draft work or specific tasks.
e)   Peer and self-assessment activities.
f)   Exit tickets or short reflections.

3.2.   Summative Assessment (Assessment of Learning):

This typically occurs at the end of a unit, term, or year to evaluate student achievement against set standards and learning objectives. Examples include:

a)   End-of-unit tests or projects.
b)   Termly or end-of-year assessments.
c)   Coursework and extended assignments.
d)   Formal external examinations like IGCSEs.

4.   Feedback

Effective feedback is crucial for student progress. BIRS is committed to providing feedback that is:

a)   **Constructive:** Highlighting what students have done well and providing specific, clear guidance on how to improve.
b)   **Timely:** Delivered promptly to allow students to act upon it effectively for subsequent learning.
c)   **Clear and Understandable:** Using age-appropriate language and being specific about learning goals.
d)   **Actionable:** Suggesting concrete next steps or strategies for improvement.
e)   **Varied Feedback Methods:** Including written comments on assignments submitted via the Virtual Learning Environment (VLE), verbal feedback during live lessons

(individual or group), peer feedback (structured and guided), and automated feedback from online tools where appropriate.

5. **Student Role in Assessment and Feedback**

Students are encouraged to:

a) Engage actively with feedback received, ask questions for clarification, and use it to inform their future learning.
b) Participate thoughtfully in self-assessment and peer-assessment activities, developing their ability to reflect on their own learning and provide constructive support to others.
c) Take ownership of their learning journey by understanding their strengths and areas for development identified through assessment.

6. **Reporting to Parents/Guardians**

Parents/guardians will receive regular updates on their child's progress through a combination of methods, which will include:

a) Regularly updated grades and feedback accessible via the BIRS parent portal (where applicable).
b) Formal termly reports detailing academic progress, effort, and areas for development across subjects.
c) Scheduled virtual parent-teacher consultations (PTCs) to discuss student progress in more detail.
d) Ad-hoc communication from teachers regarding specific achievements or concerns as they arise.

7. **Academic Integrity**

BIRS promotes academic honesty and expects all students to submit their own original work for assessment.

a) Students will be educated about the importance of academic integrity, including understanding plagiarism and appropriate citation.
b) Measures will be taken to ensure the integrity of online assessments, such as using varied assessment types, secure submission platforms, plagiarism detection tools where appropriate, and providing clear guidelines on assessment conditions.
c) Breaches of academic integrity will be addressed seriously, according to the Student Code of Conduct Policy (see **Terms and Conditions**).

8. **Record Keeping**

Records of student assessments, feedback, and academic progress will be maintained securely by BIRS, in accordance with our **Privacy Policy.** These records will be used to monitor individual student progress, inform teaching, and for reporting purposes.

9.   Policy Review

This Assessment and Feedback Policy will be reviewed at least annually by school leadership and updated as necessary to ensure it reflects best practices in assessment and meets the needs of our students and curriculum.