

Porsgrunn Sep. 2020

**Assessment Policy
IB Diploma Programme
Porsgrunn Videregående Skole**

Evaluation is a mixture of both formative and summative methods.

Use of **formative assessment** combines observation, feedback and the use of notation. This allows for the adjustment in teaching methods required in subject instruction in order to improve student attainment and teacher guidance. All IB diploma students will be regularly assessed according to the IB criteria, within each subject and will be informed of their progress in each subject. Self-assessment engages students and helps to crystalize personal goals and objective for each individual

Preparations for **summative assessment** in the form of 'mock-exams' and end of unit tests, or projects are in frequent use. This allows the student to see an alignment between curriculum, instruction and assessment

A calendar of internal school deadlines will be produced for each school year. This will be done collaboratively with all IB diploma teachers, the coordinator and students. The calendar will show when end of term examinations, mock examinations and external IB examinations take place. It will also show deadlines for internally assessed work and externally assessed work.

Each teacher will produce a workplan for a period of up to 3 months which shows students when tests will take place and which topics will be included in these tests. Tests will normally take place at the end of a topic.

Students will be graded using IB grades from 1-7.

All assessment grades and comments on assessment will be readily available to all students, by using the school's digital platform "Teams" which is available online.

All students will have a minimum of one tutorial a term in each subject to enable the student to find out how he/she can improve their grades in that subject. In addition, regular student

meetings with form teachers and councilor when necessary in order to support and help secure development both socially and academically in the various subjects. The DP coordinator will look at the term grades for each student and call individuals in to an advisory meeting on how to improve their grades.

Parents will be informed of the assessment procedures of the IB Diploma when students start their IB programme, both in organized meetings and also on an independent basis.

The student is made aware of the importance of self-evaluation and it is seen as an important part of the students IB-development. Teachers encourage this

Subject teachers regularly discuss and evaluate for each other, so that there is conformity of understanding within the subject fields, based on workshops and courses attended by the different teachers. This allows for a close-knit framework shared with the IB and the national Curriculum at Porsgrunn Videregående Skole.