



NAME OF POLICY	ASSESSMENT & REPORTING POLICY
RATIONALE	This policy sets out the data collection schedule for educators and leaders. This process provides deadlines and the name of the data sets staff need to collect data on. All children need to be tested in the named data sets and individual results placed on the schools ' COMMON ' drive by the agreed timeframe. Any necessary data will also be entered on to Scorelink.
PUBLICATION DATE	September 2016
REVIEW DATE	August 2019
RELATED POLICY	ASSESSMENT FOR LEARNING IN DECD EARLY CHILDHOOD SERVICES (DECD 6658/12)

ASSESSMENT & REPORTING POLICY

TERM 1:

Week 4	Sight Word Recognition Data Collected	*
Week 5	Running Records Data Collected	*
Week 5	PROBE Data Collected	
Week 7	Sight Word Spelling Assessment Data Collected	*
Week 10	Running Records Data Collected	*
Week 10	Progress Report Card sent home	

TERM 2:

Week 1	Phonics Assessment Data Collected (Rec)	*
Week 4	Sight Word Recognition Data Collected	*
Week 5	Running Records Data Collected	*
Week 5	PROBE Data Collected	
Week 7	Sight Word Spelling Assessment Data Collected	*
Week 10	Running Records Data Collected	*
Week 10	Semester 1 Report Cards sent home	

TERM 3:

Week 3	Parent – Teacher Interviews	
Week 4	Sight Word Recognition Data Collected	*
Week 5	Running Records Data Collected	*
Week 5	PROBE Data Collected	
Week 7	Sight Word Spelling Assessment Data Collected	*
Week 9	Phonological Awareness Data Collected (Rec)	
Week 10	Running Records Data Collected	*

TERM 4:

Week 1	Phonics Assessment Data Collected (Rec)	*
Week 4	Sight Word Recognition Data Collected	*
Week 5	Running Records Data Collected	*
Week 5	PROBE Data Collected	
Week 7	Sight Word Spelling Assessment Data Collected	*
Week 9	Phonological Awareness Data Collected (Rec)	
Week 9	Semester 2 Report Cards sent home	

* Set by the Partnership.