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# AAGE Assessment Policy

*“A valid assessment system provides information about the particular tasks on which students succeed or need reinforcement, but more important, it also presents tasks that are worthwhile, significant and meaningful.”*

*Archibald and Newmann 1992*

# **Aarhus Academy for Global Education (AAGE)**

## **Assessment Policy**

The purpose of this document is to clarify the school community’s understanding of the assessment process within our school setting. It is a constantly evolving document that reflects our school’s unique assessment needs. Our assessment philosophy applies to the whole school and is to be communicated to and understood by all continuing and new teachers, students, parents, administrators and board members. It is directly linked to our mission statement and values:

<b><i>Our Mission</i></b>	<b><i>Our Values</i></b>
<i>AAGE provides a high quality international education, which enables students to become socially responsible citizens, enthusiastic inquirers and lifelong learners in a challenging and nurturing environment.</i>	Respect Responsibility Caring

### **Philosophy of Assessment**

Assessment is the collection and analysis of information regarding student performance. It identifies what students know, understand, can achieve and how they feel at different stages in the learning process.

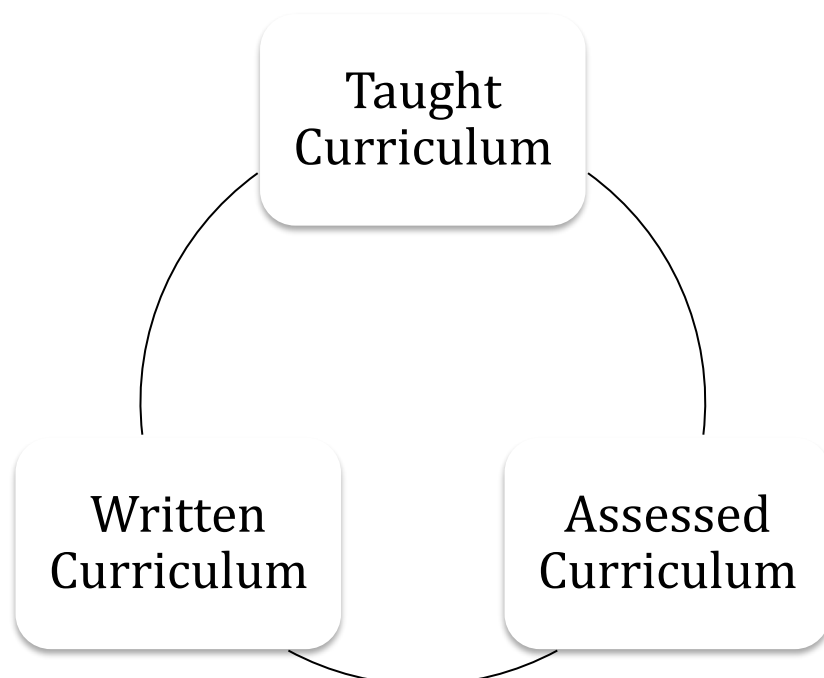
At Aarhus Academy for Global Education (AAGE) we believe assessment is an integral part of the instructional cycle and drives the improvement of the learning process. Effective assessment practices allow for the gathering and analysis of information and encourage effective teaching and learning. It is crucial to assess the process and/or product through both formative and summative assessments. In order for our students to become productive citizens, they should engage in authentic learning opportunities that reflect real-world challenges.

Everyone involved with assessment; students, teachers, parents, administrators and board members should have a clear understanding of the reasons for the assessment, what is being assessed, the criteria for achievement and the way the assessment is delivered.

This assessment policy has been created by the entire team at AAGE, as an open and organic document so that all members of the Primary Years Programme (PYP) and Middle Years Programme (MYP) learning community (students, teachers, parents, administrators and board members) are aware of our philosophy, standards and practices as regards assessment. This unity and coherence will ensure optimum student learning and educational excellence across the curriculum.

## Principles of Assessment

AAGE believes that the written, taught and assessed curricula are interlinked and assessment is crucial for effective teaching and learning.



### Our fundamental principles include:

- that students have many differing backgrounds and needs.
- that students can perform differently according to the nature of the assessment, so a variety of methods is needed.
- that students have diverse intelligences and ways of learning.
- that students need to know how they are doing and enjoy tracking their own academic progress.
- that feedback should always be constructive and goal-orientated, focusing on specific points to assist student development
- that assessments should be relevant, authentic and motivating for the students.
- that assessments should be criterion-referenced, as prescribed in the MYP subject guides.
- that students should always be told when they are being assessed and be given the opportunity to achieve at the highest levels.
- that assessments should include a wide range of knowledge, skills, concepts and processes in order to prepare students as fully as possible for their future lives.

## Assessment Across AAGE's Primary Years Programme (PYP) and Middle Years Programme (MYP)

<b>Philosophy</b>	<b>Actions</b>	<b>Examples</b>
<i>Why?</i>	<i>What?</i>	<i>How?</i>
<b>Why</b> do we assess the way we do at AAGE?	<b>What</b> assessment actions do we take due to our Philosophy?	<b>How</b> does assessment look at AAGE?
<i>The purpose of assessment is to inform teaching practice and the learning environment to cater for diverse student learning styles.</i>	<i>Assessment thoughtfully and effectively guides students through the essential elements of learning, the understanding of concepts, the acquisition of knowledge, the mastering of skills, the development of attitudes, the decision to take responsible action and the setting of goals.</i>	<i>The teaching staff at AAGE use and develop a range of assessment tools. Teachers select from a number of assessment strategies, reflecting student needs and skills.</i>
<b>AAGE assesses in order to:</b>	<b>AAGE assessments are:</b>	<b>AAGE assess by:</b>
establish an accurate picture of students' strengths and weaknesses	on-going, varied and continuous	pre-assessments
evaluate the effectiveness of the teaching	authentic	self-assessments
provide immediate and consistent feedback to students	utilizes a wide range of multiple strategies and tools	peer assessment
evaluate the effectiveness of the curriculum	have clear criteria which are known and understood in advance	formative assessment
plan extension activities	uses authentic contexts directly related to inquiry units	summative assessment
determine the suitability and level of courses	consistent, fair and reliable	external assessment
inform teachers, parents and the school	involve regular and accurate reporting to students and parents	
report student progress and achievement to others (teachers, parents, future schools, universities or employers)		
link to the notion of lifelong learning in the AAGE/IB mission statement		

## Assessment in AAGE's Primary Years Programme (PYP)

**Teachers, students and parents will assess, record and report learning through:**

- 1) Units of Inquiry
- 2) Learner Profile/Attitudes
  - a. The PYP 8 Exhibition
- 3) External assessments (MAPs)
- 4) Conferencing
  - a. Teacher-Parent
  - b. Three-Way (Student, Parent, Teacher)
    - i. Written Reports
  - c. Student-Led
    - i. Portfolios

### 1) Units of Inquiry

**Purpose:** Each unit of inquiry will include both formative and summative assessment and be skillfully planned (in the planners via ManageBac) to align with the IB Scope and Sequence, ensuring consistency and developmental appropriateness. AAGE teachers are cognizant to make sure that all essential elements are authentically embedded and assessed: knowledge, concepts, skills, attitudes and action. The purpose and means of assessment will be clearly explained to our students.

**Formative Assessment:** Formative assessments are interwoven within each unit of inquiry. Pre-assessment is considered a form of formative assessment and will determine a students' prior knowledge to plan the next stage of learning within the context of the lines of inquiry. Formative assessment and teaching are directly linked; neither can function effectively or purposefully without the other.

**Summative Assessment:** Summative assessments take place at the end of each unit of inquiry and are an opportunity for students to demonstrate what has been learned, highlighting the knowledge, concepts and skills acquired through the unit of inquiry. Summative assessments may include one or any combination of the following: acquisition of data, synthesis of information, application of knowledge and process.

The tools and strategies for assessment can be, but are not limited to:

Assessment Strategies	Assessment Tools
Observations	Rubrics
Performance Assessments	Exemplars
Process-focused Assessments	Checklists
Selected Response	Anecdotal Records
Open-ended tasks	Continuums

## Assessment Strategies

Observation: Students are observed regularly with teachers noting the growth and progress of individuals, groups and the whole class.

Performance assessment: Students apply what they have learned by completing authentic tasks that have more than one acceptable solution.

**Process-focused assessment:** Teachers observe students with a particular skill in mind, noting students who are exceeding, meeting, approaching or working towards the expectations.

Open-ended tasks: Students are asked to complete or communicate an original response. This can be a drawing, written response, diagram or a solution.

Test/quiz: These assessments provide a snapshot of students' subject-specific knowledge.

Student reflections: Students are asked to reflect on what they have learned at the end of a lesson/unit.

## Assessment Tools

Rubrics: an established set of criteria for rating students in all areas. The descriptors tell the assessor what characteristics or signs to look for in students' work and then how to rate that work on a predetermined scale. Rubrics can be developed by students as well as teachers.

Exemplars: samples of students' work that serve as a concrete standard against which other samples are judged.

Checklists: lists of information, data, attributes or elements that should be present in students' work or performance

Anecdotal records: brief, written notes based on observations of students

Continuums: visual representations of developmental stages of learning that show a progression of achievement or identify where a student is in a process.

## Reflections:

**Student-** Student generated reflections will take place at the end of each unit. They may be any of the following:

- A general reflection on the unit of inquiry, including knowledge and understanding gained about the central idea and possible future investigations
- A response/reflection to a piece of work from the unit of inquiry

**Teacher** - Teacher assessment/reflection on each unit will occur after a unit of inquiry is taught. As a year level team, teachers will rewrite/revise stages 6, 7 and 8 in their planners via ManageBac.

## Peer Assessments

After some assessments the students will reflect, comment and in some cases give grade level expectations to their peers in the class, helping them to develop skills of constructive criticism and evaluation.

## **2)Learner Profile/Attitudes**

**Purpose:** While at AAGE, all participants in the learning process are expected to model the attributes of the Learner Profile. The assessment of the Learner Profile will be achieved by students self-reflecting and setting goals to aid their development of the attributes.

### **Strategies/Tools:**

- The Learner Profile and Attitudes are authentically embedded in each Unit of Inquiry (UoI). Teachers plan purposeful learning experiences for students to experience all of these attributes within a school year.
- An AAGE Learner Profile Tree is displayed and leaves are added as a member of the school community demonstrates these attributes. Each leaf recognizes an individual, identifying and providing an example of what was observed.
- With each Written Report, students may use a Learner Profile Reflection to self-assess their growth and understanding. These are kept in the student's portfolio.
- PYP 8 will reflect their personal growth/journey through demonstration in the exhibition using portfolio pieces.

### **Agreements:**

- Assessment of the Learner Profile and attributes are student driven.
- Parents are encouraged to facilitate student goal setting and reflection with regards to modeling the attitudes and attributes of the PYP.
- Students, parents, teachers and school administration are expected to model the Learner Profile and Attitudes while at AAGE.
- Students are held accountable to show evidence of modeling and understanding the characteristics of all profile attributes through behavior, writing reflections and unit stipulations.
- Evidence is communicated to parents.

#### **a. The PYP 8 Exhibition**

Students in PYP 8 are expected to develop and present their own collaborative unit of inquiry that showcases the five essential elements of the PYP (knowledge, skills, concepts, attitudes and action) This is an opportunity for the students to exhibit the attributes of the Learner Profile which they have been developing throughout the Primary Years Programme. This is the culminating experience of the PYP and a celebration of a student's growth and learning throughout the entire programme.

## **3)External MAP assessments**

The school administers external assessments called MAP growth assessments. These assessments are developed by the NorthWest Evaluation Association which are digital assessments in English Language Reading, Language Usage and Mathematics. These assessments track students' progress and growth in different areas of these subjects and are administered in the autumn and in the spring to students from PYP5 to PYP8. PYP4 students begin taking these assessments in the Spring term of their PYP4 year. Individual results are communicated to parents via a written report at the end of the school year and school-wide results are published and shared with the school community. These results are also actively used in the academic planning and inform teaching and learning across the programme.

#### 4) Reporting

**Purpose:** The primary function of reporting student progress is to establish, encourage and maintain communication between the home and school, the child and parent/ guardian, and the learner and teacher.

##### a. Teacher-Parent Conferences

**Purpose:**

- To give the parents information about the student's progress development and needs, and about the school's programme.
- Used as an opportunity to gather background information, to answer the parents' questions, to address their concerns, and to help define their role in the learning process.

##### b. Three-Way Conferences (Student, Parent, Teacher)

**Purpose:**

- To report to parents their student's growth from the beginning of the year through the second Unit of Inquiry.
- To have student's reflect on their growth and take ownership for their learning.
- To set goals with the student and parent to ensure the student's continued success.

##### c. Student-Led Conferences

**Purpose:** Students celebrate their learning growth. These take place in the spring and allow students to share with their parents sample pieces of work that they have done within the Transdisciplinary Themes across subject areas.

- **Portfolios**

**Purpose:** The purpose of a student portfolio is to help students reflect on their learning, to show growth over time and to show development of the whole child both inside and outside of the Program of Inquiry in all subject areas. The portfolio allows all those involved in the learning process to see a true picture of the child. It may also serve to help the teacher reflect, assess and teach. The Portfolio is created and maintained throughout the time-span of an entire school year, and provides a picture of the student's growth over time. Evidence, work samples, videos and photos within the Portfolio are reflective of a range of experience and curriculum areas. In PYP 5-8 the students record and share their learning through a platform called Seesaw which is a student driven digital portfolio.

Within the Early Years Programme, the Portfolio is gathered and maintained as an assessment tool that encompasses student growth and development from PYP1-PYP3. When students move to PYP4, they begin with a new Portfolio, which will then reflect their growth over one academic year.

##### d. Written Reports

Two written reports are issued each year; one interim report and one end of year report. These reflect student process across all of the disciplines.

##### i Interim Reports

These reports are issued in December of each academic year and they provide an estimate of working levels in all subjects for PYP 3-8 students (see the descriptors below) and a general picture of how the student is performing in the classroom. The interim report strives to update parents, teachers and students on growth and progress, and give an honest evaluation of a student's development on the grade-level skills, knowledge and understanding of key concepts. This report also provides some specific



feedback regarding student progress in the completed Units of Inquiry, Learner Profile and Approaches to Learning, or ATL Skills.

PYP1-2 students also receive an Interim report issues in December of each academic year, and this provides a more wholistic, descriptive picture of student. Students are not evaluated on a grading scale, but rather observational feedback and comments from the classroom teacher is provided. Feedback is given specifically on skill development in the Approaches to Learning, or ATL Skills. These areas include social skills, self-management skills, communication skills, thinking skills, and research skills.

For all students, the Interim report also provides suggestions for general goals for student growth and development.

## ii End of Year Reports

These comprehensive reports represent a full picture of each student and are generated at the conclusion of each school year from ManageBac.

Similar to the Interim report, PYP1 and PYP2 End of Year reports are descriptive, outlining the learning journey and skill development of our younger students, as well as commenting on their growth and progress towards grade-level outcomes across the academic subjects.

PYP3-8 End of Year reports provide a final picture on student development across the entire academic year. The report also comments on student growth and development in the Approaches to Learning, or ATL skills and in the Learner Profile.

Descriptors/grades are used for achievement of both learning outcomes and effort.

<b>Abbreviation</b>	<b>Meaning</b>
E	<b><i>Exceeding Grade Level Expectations:</i></b> the student exceeds expectations regarding the grade level skills, knowledge or understanding of key concepts
M *Target*	<b><i>Meeting Grade Level Expectations:</i></b> the student is showing strong evidence of consistently applying the grade level skills, knowledge or understanding of key concepts
A	<b><i>Approaching Grade Level Expectations:</i></b> the student has gained some but not all of the grade level skills, knowledge or understanding of key concepts
B	<b><i>Below Grade Level Expectations:</i></b> the student needs additional support or practice to gain the grade level skills, knowledge or understanding of key concepts
N/A	<b><i>Not Applicable:</i></b> Not covered this term or missed term work.

## General Statement on Assessment In the Early Years

AAGE recognizes that our youngest learners explore their world and grow through experience and play, as well as through creating and strengthening their social skills and relationships. The Early Years at AAGE is a holistic programme that integrates social-emotional, physical and cognitive development, through a variety of age-appropriate methods including play, discovery and exploration. Students are exposed to age-appropriate learning experiences and curriculum and

assessed accordingly through the strategies detailed above. The individual stage and development of each student is taken into account when assessing and reporting on student growth and development. Students are first given “grades” or academic marks in each subject area from PYP3, which is the preparatory year for entering school from the age of six.

### **Local Assessment Requirements in the Early Years, Aarhus Kommune**

AAGE’s Early Years Programme is recognized by Aarhus Kommune as a private Børnehave or kindergarten programme. Aarhus Kommune requires that there is an ongoing dialogue between the parents and the teachers/pedagogical staff regarding the child’s development across a number of specific areas, including: social skills, language development, cultural expressions and values, versatile personal development, body and movement, and relationship to nature and natural phenomena. These topics are currently addressed throughout the Programme of Inquiry and classroom teachers will provide parents with ongoing feedback in these areas through the scheduled conferences and reporting structures detailed throughout this policy.

In Early Years, we continually assess and evaluate our students throughout the school year. We assess their different skills (motor-skills, communication- skills, self-management skills and research skills) to ensure we support and help the students in reaching age-appropriate milestones as well as academic learning outcomes. Through observations, play-based activities, notes and formative/summative assessments we record each student’s progress. The students reflect daily on their learning to help them understand and construct meaning from the learning experiences they encounter. Their ideas, thoughts and curiosity are highly valued and this is the means in which we drive our inquiry-based programme. The parents are informed about their child’s learning and development through daily communication with the Homeroom Teacher, Parent/Teacher conferences, Interim and End of Term report cards and Student-Led Conferences. The Homeroom Teachers work closely with the parent community and their ideas are appreciated and recognised as part of the democratic process to ensure the best possible learning environment for all the students.

## **Assessment in AAGE’s Middle Years Programme (MYP)**

In the MYP at AAGE we use several different ways of assessing the students’ progress. Reflection and evaluation by the students themselves is seen as a crucial part of the process and is included in all units.

### **Assessment Criteria**

Each subject area within the MYP has four assessment criteria, which form the basis of all assessments. These are closely aligned with the objectives for that subject area, so that the students are assessed to determine how well they have understood the objectives, and each MYP subject area has its own set of criteria. Within each criterion in subject groups there are several strands. These strands are also directly aligned to the strands in the corresponding subject objectives. Each strand of each criterion must be assessed twice over the course of each year of the MYP. The assessment criteria for MYP1, 3 and 5 are prescribed by the IB in each subject guide and their use is mandatory. Teachers in each subject area modify these criteria for use in MYP2 and MYP4, with the intention to scaffold the progression between the given criteria.

### **Rubrics**

Rubrics are given to the students before they complete an assessment task. These are sentences describing in detail what the student needs to do in order to achieve a certain level for each criterion.

The levels are grouped in pairs and in all subjects the maximum level is eight. So there is one rubric for levels 1-2, one for levels 3-4, one for levels 5-6 and one for levels 7-8. These rubrics are given by the IB for MYP1, 3 and 5 (and are mandatory) and are teacher-generated for the appropriate level for MYP2 and 4 (often introducing students at this level to the rubrics for MYP3 and 5). Task-specific rubrics written by the teacher for the task may also be used. These rubrics are available on ManageBac for every task.

Students are given IB rubrics or teacher-generated rubrics based on those from the IB before each task is completed so that they know what is expected of them and how they can achieve a higher level. Each assessment is marked according to the criteria and mark scheme for that particular subject.

**NB:** In Danish Language and Literature and Mathematics, the Danish National Objectives (trinmål) are also used. There is no formal assessment of these objectives and they are followed alongside the MYP objectives in these subjects.

## **Methods of Assessment**

The methods of assessment can be broken down thus:

- 1) Pre-assessment
- 2) Self-assessment
- 3) Peer assessment
- 4) Formative assessment
- 5) Summative assessment
- 6) External assessment

Each unit in every subject area will include a pre-assessment, many formative assessments and will conclude with a summative assessment.

### **1) Pre-assessment**

Also known as 'baseline' assessment, the teacher will always assess students at the beginning of a unit to ascertain how much they already understand about the topic to be covered and what skills they already have. This will then inform the learning, in particular in reference to differentiation and extension work.

### **2) Self-assessment**

In the MYP we reflect on our learning throughout a unit and after each final summative assessment; the students will reflect on their performance in a variety of formats, according to the subject.

### **3) Peer assessment**

After some assessments the students will reflect, comment and in some cases give MYP levels to their peers in the class, helping them to develop skills of constructive criticism and evaluation.

### **4) Formative assessment**

Formative assessment takes place in every lesson and during the course of each unit. They are less formal than summative assessments and are central to the teaching in the classroom. Formative assessment is used to determine the level of the student's understanding of concepts and content in a discipline. Formative assessments may include quizzes or tests, work completed at home, the student's own reflections and evaluations or more informal records kept by the teacher as to the student's progress. Some of these assessments may be formally graded in ManageBac according to the MYP criteria, or the teacher may write comments only.

### **5) Summative assessment**

Summative assessment tasks usually take place at the end of a unit and enable the teacher to see what a student has understood and internalized from the unit. Units in some subjects (especially longer units) may have more than one summative assessment. These assessments are more formal and usually take place in class but can include larger projects that include homework assignments. Summative assessments are marked promptly (within 15 working days) and the criterion-referenced levels are entered into ManageBac, our academic management system, together with comments on how the student can improve their levels in the next unit. The MYP subject teachers will prepare students for these assessments thoroughly, using the MYP ATL skills framework.

## **6) External assessment**

At the end of Year 5 all AAGE students are entered for a range of external eAssessments which are marked or moderated by the IB. In Mathematics, Sciences, Language and Literature, Individuals & Societies and the new Interdisciplinary eAssessment, this external assessment takes the form of an international onscreen examination which is instantly uploaded and marked directly by IB MYP examiners. In French, German and English Language Acquisition, PHE and Arts this external eAssessment is in the form of an ePortfolio, or coursework, which is marked by AAGE teachers and then moderated by the IB. Together with the Interdisciplinary examination and the Personal Project, these assessments enable students at the end of Year 5 to achieve the MYP Certificate. Some students may take an extra Language and Literature examination and will then be entitled to the MYP Bilingual Certificate. This can also be achieved by completing the Personal Project in the student's mother tongue. If there are questions or concerns over IB MYP grades, there is an opportunity to request a remark or to to resit the examinations in November.

The school also administers external assessments called MAP growth assessments. These assessments are developed by the NorthWest Evaluation Association from the United States of America which are digital assessments in English Language Reading, Language Usage and Mathematics. They are based on the AERO standards. These assessments track students' progress and growth in different areas of these subjects and are administered in the autumn and in the spring to students from MYP1 to MYP4. Results from the autumn testing session are for internal use only. Individual results and growth from the spring assessments are communicated to parents via a written report and meetings may be arranged in cases of concern. School-wide results are published and shared with the school community.

## **Assessment Tools**

Examples of authentic assessment tools include:

- Written composition
- Quizzes/tests
- Projects
- Experiments/lab reports
- Product manufacture
- Performances (Musical, Dramatic, Dance, Gymnastics)
- Paintings/Drawings/Photographs
- Process journal
- Exhibition
- Business plan
- Multi-media/oral presentation

- Posters/Movies
- Physical games/sports/fitness plan
- Portfolio

### **Standardisation/Moderation**

Once a term all the MYP teachers meet together to mark a selection of assessments from different subjects together. This ensures that the levels given for assessments are standardized across the programme. Subject group teachers also meet regularly to formulate rubrics and mark assessments together to ensure consistency within each subject group. This process of standardization also applies to the Community Project, undertaken in MYP3 and the Personal Project in MYP5.

### **Reporting**

At AAGE there are two main reporting periods, one from August to December and one from January to June. Each period includes a three-way conference between student, parent and teacher and concludes with an interim report in December and a full written report in June. There is also a student-led conference and goal setting session in June, where each student shares their achievements with their families.

### **Three-Way Conferences**

These conferences happen twice a year, in the autumn and the spring, and are an opportunity for students, teachers and parents to talk together about each student's academic progress. The autumn conference is mandatory for all students and the spring conference is by request (parents or teacher). Each student will have a form with each subject and subject teacher listed and a space to write a specific goal for the following term in that particular subject. This goal is then followed up at the next three-way conference to see what progress has been made.

### **Student-Led Conferences**

These conferences take place in June for MYP1-3 and are led by the student who can invite any guests that they wish to examine and review their work over the course of the year. This will include their portfolios, both paper and digital and all their summative assessments, be they written, in a visual or audio file or a physical product. This conference is an opportunity for the student to display their achievements and set goals for the following academic year.

### **Written Reports**

Interim reports will come out in December and will include a general comment from the homeroom teacher about each student's progress and an indication of the MYP level (from 1 as the lowest up to 7 as the highest) at which the student is currently working, as well as an effort grade from 1 as the lowest up to 5 as the highest), in each subject area.

Full written reports come out in June and are generated from ManageBac. The levels for each criterion assessed during the reporting period are reviewed and a 'best fit' level for each criterion is decided. These criteria levels are then converted into a final IB grade for each subject out of 7. The levels for each criterion are also shown, together with ATL grades for specific skills out of 5. Each subject teacher writes a short comment on each student. The homeroom teacher writes a short comment as to the student's general progress and attitude in school, including the Service as Action programme. The June report for MYP3 students also includes the levels achieved for the Community Project and for the MYP5 students, the levels achieved for the Personal Project.

## **Homework Policy**

Students in MYP are given homework according to a timetable, with up to three subjects timetabled each day. In MYP1 and 2 each subject should take no more than 30 minutes, while in MYP3, 4 and 5 each subject should take no more than 45 minutes. All homework tasks are posted on ManageBac and are coloured yellow. Homework can be a continuation of a project or work started in class, a task designed to check students' understanding or an activity designed as an introduction to a project or topic. If several homework assignments are handed in late or not handed in, then the student's homeroom teacher is informed and if the pattern continues, a meeting with the parents will be called.

## **Deadlines**

AAGE takes all deadlines given for work very seriously. The MYP is a rigorous academic programme and if a student misses deadlines, they will fall behind and eventually will be unable to meet the expectations of the programme for that MYP level. When any task or assignment is given, the student is always given a deadline of when the task must be submitted and the method of how it must be submitted. If that deadline is not met, then extenuating circumstances will be taken into consideration, otherwise the task will be marked as a 0. If there are several missed deadlines, then the parents will be called in for a meeting and a discussion of the issues involved will take place.

## **Final Grades**

At the end of the year, students receive final MYP grades in all subjects. A final grade that is lower than 3 means that the student has not met the minimum expectations in that subject. In the event that a student looks likely to obtain more than two MYP grades lower than 3, then the students and parents will be asked to attend a meeting with the MYP coordinator and School Counselor in order to discuss their academic progress and future plans. Exceptions will be made in the case of EAL students and students with special needs or extenuating circumstances.

## **Assessment in AAGE's Danish Programme**

The Danish classes in the MYP follows the requirements listed above, with a few additional assessment strategies.

### **Danish exam/'afgangsprøve**

The Danish A programme at AAGE is leaning towards having the students sit for the final national exam at the end of MYP 5. The students will sit for the same exam as students in any other Danish school. This exam applies to Danish A students in MYP 5 only, and the official guides and requirements followed are set by the Danish Ministry of Education.

The exam consists of four components:

- Retskrivning (spelling, grammar and use of language)
- Læsning (reading, reading comprehension and use of language)
- Skriftlig fremstilling (written production)
- Mundligt prøve (oral exam)

## Standardised exams

The first three of the above are standardized and thereby the same for all students sitting for this exam all over the country. These are all conducted in early May, with 'Retskrivning' and 'Læsning' on the same day and skriftlig fremstilling two days after. A grade is issued for each of the four exams. The grades will be announced at the oral exam.

## Oral exam

The oral exam will be held in late May or early June. AAGE follows the official guide published by the Ministry of Education. In this exam the students will be examined in how they approach a text, analyze it, relate it to other texts as well as reading out loud.

The syllabus will be divided into areas of study fields (fordybelsesområder). Each student will draw one of the areas and then they'll have to find a text with connection to the field of study. Afterwards they have to write a synopsis of their field of study and their text, that the external examiner and the students teacher at AAGE will read and use as a foundation for the oral exam.

We follow the official timeframes and as part of the official requirements, the students are allocated ten lessons to work on their synopsis, prior to handing it in.

The oral exam takes 25 minutes/student, with incorporated time for the teacher and the external examiner to agree on a grade and for the student to be given their grades.

## Grading

The three standardized exams are graded only by an external examiner, that is appointed by the Danish Ministry of Education.

The oral exam is graded by the MYP 5 Danish A teacher together with an external examiner from a school in the Greater Aarhus area. In order for the external examiner to be able to grade according the official guide, he/she must receive the syllabus, texts from the syllabus, areas of study and the students synopsis prior to the day of the oral exam.

The four different exams are graded using the following grading scale. In order to pass a '2' is the minimum:

Grade	-3	00	02	04	07	10	12
Keyword	Completely unacceptable	Inadequate	Adequate	Average	Good	Excellent	Outstanding
Nøgleord	Helt uacceptabelt	Utilstrækkelig	Tilstrækkeligt	Jævnt	Godt	Fortrinligt	Fremragende

You can read more at:

<https://www.uvm.dk/.../150327%20Proevevejledning%20Dansk%20FP%202015.pdf>

## Danish National Test

The Danish A students from PYP 6 through MYP 5 are sitting for the Danish National Test. At AAGE we only use the DNT for Danish and not for the other subjects. The DNT is mandatory for public schools in Denmark and voluntary for private schools. We use this assessment at AAGE to measure that particular aspects of the students learning in the Danish language, when compared against other students in Denmark.

The DNT are assessing the students' abilities in three different areas.

- Understanding of language
- Decoding
- Text comprehension

The tests uses a system where the difficulty level of the questions are based of the correctness of the previous answers.

The students are awarded an achievement level, that their teacher can access. Based on their score in the individual categories they are awarded one of the follow words:

- Fremragende (Excellent)(highest achievement level)
- Rigtig god (really good)
- God (good)
- Jævn (average)
- Mangelfuld (inadequate)
- Ikke tilstrækkelig (insufficient).

For more information, visit: <https://www.testogprøver.dk>

## Gyldendal Webprøver

The MYP Danish A students are using Gyldendal's Webprøver to assess their Danish language and language usage. It is used in class to assess their progression with 'Dansk sprog og sprogbrug'; 'Retskrivning' (spelling, grammar and use of language) and 'Læsning' (reading, reading comprehension and use of language).

The students are using this to prepare for two of the four Danish exams.

For more information: <http://www.webprøver.dk> .

## Glossary

**Authentic assessment** – A form of assessment in which students are asked to perform real-world tasks that demonstrate meaningful application of essential knowledge and skills.

**Evaluation** – Provides information to make decisions about the product or process of learning.

**Formative Assessment** – Ongoing and regular assessment, which is used during the teaching and learning process to inform teachers and children about how the learning is developing. Formative assessment and teaching are directly linked.

**Criteria referenced assessment** – An evaluation that attempts to uncover the strengths and weakness of a student in terms of what they know or do not know, understand or do not understand, or can do or cannot do, as measured against a benchmark or standard.

**Pre-Assessment** – The assessment of a student's prior knowledge and experience, which will be evaluated prior to new learning experiences.

**Reporting** – The process of communicating the knowledge and understanding gained from assessing a student's learning.

**Rubrics** – A description of what the student needs to do or show in order to achieve a particular criterion referenced grade.



**Summative Assessment** – Summative assessment happens at the end of the teaching and learning process and is planned for in advance. The assessment is designed so that students can show their understanding in authentic contexts in new and flexible ways. All summative tasks are completed at school.

**Task** – An illustrative task or performance opportunity that closely targets defined instructional aims, allowing students to demonstrate their progress and capabilities.

**Tools** – Are the instruments used to gather data about student learning. Tools can be both quantitative and qualitative, and refer to both written and oral tasks, group problem solving, performances and demonstrations, portfolios and observations.

### **Assessment Review Cycle**

As a staff, we will review our assessment agreements and policy annually in August according to the latest IB guidance and changes in the school's circumstances.

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