



FOUNTAIN GATE
SECONDARY COLLEGE

STUDENT ASSESSMENT: REDEMPTION POLICY (YEARS 7 – 10)

Aim:

- To enable students to strive for their best personal outcomes.
- To ensure that there is consistent assessment practices across the College.
- To provide an opportunity for students to achieve a satisfactory outcome for an assessment item after attaining feedback.

Implementation:

A redemption may be offered to a student who has failed to satisfactorily complete an assessment item.

Year 7 & 8

A redemption may only be offered provided that the student:

- has made a sustained effort throughout the term and semester;
- completed the set classwork requirements before the assessment item was due;
- submitted the original assessment item on time;
- has not previously received redemption for the same assessment item;
- has completed the application for redemption and handed it to the subject teacher; and
- is not an assessment item that is ineligible for a redemption (as stated below).

Year 9 & 10

A redemption may only be offered provided that the student:

- has made a sustained effort throughout the term and semester;
- submitted the original assessment item on time;
- has completed the set classwork requirements before the assessment item was due;
- has maintained a satisfactory attendance record in the unit concerned (80% or more of all timetabled classes within the subject);
- has not previously received redemption for the same assessment item;
- has completed the application for redemption and handed it to the subject teacher; and
- is not an assessment item that is ineligible for a redemption (as stated below).

If a student passes a redemption, the result on the report will change from an 'F' to 'SR'. 'SR' indicates a satisfactory after redemption. Additionally, the student will receive a Satisfactory (S) instead of a Not Satisfactory (N) on the semester report.

Students who have an 'unapproved' absence for the redemption without appropriate documentation (see relevant attendance policy) will receive the original 'F' grade and an 'N' on the semester report.

The opportunity to provide a redemption to a student is at the discretion of the subject teacher. If there is a dispute, the Domain Leader will make the final decision.

It is up to individual students in a group assessment task to apply for a redemption in consultation with the subject teacher as to how the redemption will take place.

Assessments that are Ineligible for Redemptions

Examinations

Due to the summative nature of exams, a student who attains an unsatisfactory result (below 40%) will not be able to apply for redemption if the exam is not an assessment area on the semester report.

If the assessment item is an assessment area on the report which means it can determine an S or N semester result, the student will be able to apply for redemption under the eligibility criteria.

This will not apply to subjects that **do not** have the exam as an assessment item on the report.

Practical Work Presented on a Set Day

Due to set up requirements of practical work, it is not possible to offer students redemptions for these assessment areas. (For example, cooking in Food Technology or gymnastics in Physical Education.) If there is a written component to the practical assessment, students will be eligible to apply for a redemption.

Folio and Extended Work Assessments

Due to the extended nature of folio work, it is not possible to offer students redemptions for these assessment areas. However, teachers will provide regular, constructive feedback to ensure students have the opportunity to meet all assessment criteria. (For example, visual diary in Art)

Redemption Administration:

When a student receives an 'F' result for an assessment area, the subject teacher must first, verbally notify the student of the 'F' result and then enter an 'F result eligible for redemption' notification on Compass. This 'F result notification' begins the two school days that a student has to apply for the redemption.

Once the student has been granted a redemption, the subject teacher will:

1. Decide which element(s) of the assessment require redeeming and communicate this with the student.
2. Provide constructive feedback to the student to help them revise for the redemption.
3. Organise a time for the student to complete the redemption and use the 'compulsory academic support' letter on Compass to communicate after school redemptions (lunchtime redemptions do not need to use this letter as this is during school hours).

4. Mark the redemption in a timely fashion and communicate the result to the student.
5. Complete a 'Satisfactory by Redemption' or 'Unsatisfactory by Redemption' entry on Compass. This will generate an automatic SMS to the student's parent/guardian. Teachers will make every effort to enter this onto Compass as soon as possible.

Applying for a redemption:

'If a student wishes to complete a redemption, they must complete the 'Application for Redemption' form (available from the sub-school office). This form must be submitted within two school days of receiving notice of an unsatisfactory result for an assessment item. The subject teacher will use their professional judgement and the redemption eligibility criteria (above) to decide whether a redemption will be granted. If the teacher is unavailable, Domain Leaders may approve the application for redemption.

In exceptional circumstances, students may be granted a redemption after two school days of receiving notice of an unsatisfactory result for an assessment item. In these cases, students must submit the form to both the sub-school AND teacher for approval.

Steps taken to reduce the occurrence of redemption:

- Start-up program workshop explaining the redemption policy.
- C.A.T cover sheet that outlines Plagiarism, Late Submission and Redemption policies.
- Due dates will be clearly communicated to students through a range of methods (e.g. on the assignment sheet, Edmodo/Compass, verbal reminders, etc.).
- Teachers will allow a reasonable amount of time for students to complete task, and will support students to complete the task.
- Students are encouraged to seek support from teachers when necessary, and utilise other school supports such as Homework Club.
- Where possible, teachers will check on students' progress during a task, and provide feedback to ensure the work is ready to be submitted on the due date.

Evaluation:

This policy will be reviewed as part of the school's review cycle. Feedback from students, staff and parents will be discussed. Improvements and recommendations will be made accordingly.

This policy was last ratified by School Council on:-

DECEMBER 2015

FOUNTAIN GATE SECONDARY COLLEGE

APPLICATION FOR REDEMPTION

This form must be completed and submitted to the teacher within 48 hours of receiving notice by the teacher of an unsatisfactory assessment result.

Name		Home group	
SECTION A (to be completed by student and parent/guardian)			
Subject		Assignment topic	
Due date of assignment		Redemption Date	
Eligibility for redemption (student must outline why he/she is eligible for a redemption)			
Parent's/guardian's signature		Date	
Contact number			
SECTION B (to be completed by teacher)			
Teacher			
REDEMPTION COMMENT (Y or N)			
Redemption Granted?			YES/NO
Teacher's signature		Date	