



STAGE 4
YEAR 8 2020
ASSESSMENT HANDBOOK

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COLLEGE INFORMATION

College Name	Maronite College of the Holy Family
Address	23-25 Alice Street, Harris Park, NSW, 2150
Phone	(02) 9633 6600
Fax	(02) 9635 1984 (Secondary)
Web Address	http://www.mchf.nsw.edu.au
Principal	Sr Irene Boughosn
Deputy Principal	Sr Marlene Chedid – Convent Superior
Secondary Leadership Team (SLT)	Mr Elie Asmar – Head of Secondary Ms Georgette Dalla – Director of Curriculum Mrs Fiona Abdul-Ahad – Director of Pastoral Care
KLA Coordinators	Mr C Hayman – Religion Mrs L Moyer – English Mr A Sassine – Mathematics Mr A Stillen – Science Mrs P Esber-Dayoub – Human Society & Its Environment (HSIE) Ms M Safi – Languages Other Than English (LOTE) Ms T Sarlog – Creative & Performing Arts (CAPA) Mrs J Botros – Technological & Applied Studies (TAS) Mr M Abood – Physical Development, Physical Education (PDHPE) Mrs S Kumar – Vocational Education & Training (VET) Mrs R Macura – Learning Support Coordinator Ms Z Sharbeen – eLearning Coordinator
Year Advisors	Year 7 – Mrs K Cordina Year 8 – Mr M Abboud Year 9 – Ms S Hadchiti Year 10 – Mrs C Youssef Year 11 – Mr D El-Hage Year 12 – Mrs A Roach
College Chaplain	Fr Tony Sarkis – Chaplain & Dean of OLOL Co-Cathedral Fr Danny Nouh (Assistant Chaplain)

ASSESSMENT POLICY- KEY POINTS

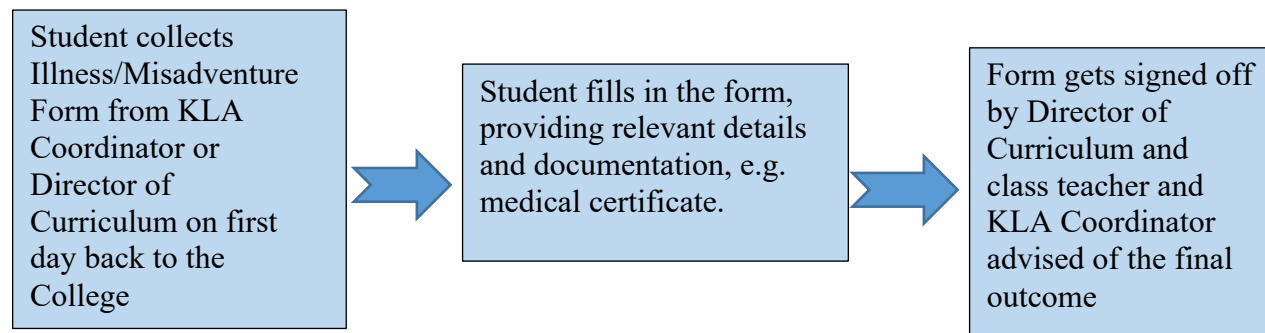
Assessment Task Submission Procedure

1. Assessment task notification will be issued by the class teacher in a **minimum of TWO weeks prior to the due date**. This will also be placed on the Student Calendar and Moodle/OneNote. It can also be emailed by the class teacher/KLA Coordinator. The notification will include:
 - Task weighting, mark value, outcomes assessed, description of the task requirements, scaffold (where required), marking criteria, penalty for non-submission/late submission, submission requirements
2. Student works on the assessment task, asking for clarification where required. This can include showing the class teacher a draft
3. Student keeps a copy of the assessment task
4. Student submits the task on the due date and time according to the submission requirements on the assessment task. Submission of the task can occur via:
 - KLA Office- box will be placed outside their office on the due date
 - Classroom teacher- submit hard copy/soft copy in class on the due date
 - Dropbox on Moodle/OneNote and/or email on the due date
5. Failure to submit an assessment task will result in an **N Warning Letter** being issued if the illness/misadventure form is not completed. Relevant supporting documentation must also be provided (eg medical certificate). The illness/misadventure form must be completed

Illness/Misadventure Process

Illness/Misadventure is an event immediately prior or during an assessment that is beyond the student's control and which allegedly affected the student's performance in that assessment (ACE Manual p. 218).

The Illness/Misadventure process is as follows:



A **medical certificate** will be required for any assessment task missed or submitted late because of illness. **A medical certificate from a doctor who is related to the student in any manner is not sufficient.**

N Warning Letter Process

Students are expected to attend every lesson with diligence and sustained effort. They are also required to complete and submit every assessment task. If a student's attendance / attitude is considered unsatisfactory, or, if they have not submitted a task without appropriate documentation, or, if they have plagiarised, he/she is in jeopardy of receiving an 'N' Award; as they would not have fulfilled the required outcomes successfully as set by NESAs for a subject.

2 x N Warning Letters issued for a task will place the student in jeopardy of repeating the Year.

The N Warning Letter Process is as follows:

1. Teacher keeps record of student performance/attitude in class as well as assessment task submissions
2. Teacher notifies the relevant KLA of the need for a warning letter to be issued
3. KLA Coordinator discusses this with the student and proceeds to fill in the N Warning Letter Form. The letter will include (where required) task details and what needs to be completed in order to rectify the issue. A new submission date will be issued.
4. Letter is processed and signed by the teacher, KLA Coordinator, Director of Curriculum and Principal
5. Letter is posted to the parent/guardian
6. Student completes the task as stipulated on the letter by the due date. Student receives a '0' mark.
7. Student returns the signed slip at the bottom of the letter to the relevant KLA Coordinator.
8. N Warning is now removed for the task

Should the student fail to submit the task by the revised date on the Warning Letter, a parent meeting is held between the KLA Coordinator, teacher and Director of Curriculum advising of the seriousness of the issue and a second warning letter is issued. Should the task still not be submitted, the student is in jeopardy of repeating the Year.

Half Yearly and Yearly Examination Performance

Examinations are not just a form of assessment. They also act as a means to give the student, parent/guardian and the College an indication as to whether the student is working to their full ability.

Achieving **less than 60% in a formal examination** indicates that the student is performing at **less than a HSC Band 3 level** and, places the student in jeopardy of being re-enrolled into the College for Senior Years. A letter will be issued after Half Yearly and Yearly Exams as a warning to both the student and the parent/guardian.

Achieving **less than 35% in a formal examination warrants a Warning Letter for non-serious attempt**. Non-serious attempt includes leaving parts of the examination unanswered, answering questions with minimal effort, writing inappropriate comments/answers in the examination or, whatever the KLA Coordinator and Director of Curriculum deem as non-serious.

Plagiarism

“Plagiarism is when you pretend that you have written or created a piece of work that someone else originated. It is cheating, it is dishonest, and it could jeopardise your HSC exam results”. It can include:

- copying, buying, stealing or borrowing someone else's work in part or in whole and presenting it as your own
- using material directly from books, journals, CDs or the internet without acknowledging the source
- submitting work that contains a large contribution from another person-such as a parent, tutor or another student-who is not acknowledged
- paying someone to write or prepare material that is associated with a task, such as process diaries, logs and journals.

<https://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/hsc/hsc-all-my-own-work/plagiarism/what-is-plagiarism>

You plagiarise, we won't sympathise!

A '0' mark will be awarded for the task AND an N Warning Letter will be issued. The student will be required to re-submit the task.

Calculating DUX

Years 7-10

1st Place = 4 Points
2nd Place = 2 Points
3rd Place = 1 Point
Points added together to
determine DUX


Years 11-12

1st Place = 4 Points x No. of Units
2nd Place = 2 Points x No. of Units
3rd Place = 1 Point x No. of Units
Total number of points added
together divided by the total number
of units studied to determine DUX

**STAGE 4 YEAR 8
2020 ASSESSMENT GRIDS**


Religion

Religion – Year 8 – Stage 4 2020

 Component	Task 1	Task 2	Task 3	Weighting %
	Scripture Task	Research Task	Yearly Exam	
	Term 1, Week 5	Term 3, Week 7	Term 4, Week 6	
	Outcomes Assessed 4.3, 4.7, 4.10, 4.12, (4.13)	Outcomes Assessed 4.1, 4.6, 4.9, (4.13)	Outcomes Assessed 4.2, 4.4, 4.5, 4.8, 4.11, (4.13)	
Knowledge & understanding of course content	25	10	25	60
Skills	5	5	10	20
Values & attitudes	10	5	5	20
Total %	40	20	40	100


English

English - Year 8- Stage 4- 2020

 Component	Task 1	Task 2	Task 3	Task 4	Weighting %
	Oral Presentation: Australian Literature	Semester One Examination	Empathy Response; Close Study of Text	Yearly Exam	
	Term 1, Week 8	Term 2, Week 5	Term 3, Week 6	Term 4, Week 6	
	Outcomes Assessed EN4-1A EN4-3B EN4-4B EN4-7D EN4-8D	Outcomes Assessed EN4-1A EN4-3B EN4-4B EN4-6CE	Outcomes Assessed EN4-1A EN4-3B EN4-6C EN4-7D EN4-8D	Outcomes Assessed EN4-1A EN4-5C EN4-8D EN4-9E	
Writing	10	15		15	40
Reading		15		15	30
Speaking / Listening	10		5		15
Media and Communication			15		15
Total %	20	30	20	30	100


Creative and Performing Arts

Music – Year 8 – Stage 4 – 2020

	Task 1	Task 2	Task 3	Task 4	Weighting%
 <p style="text-align: center;">Component</p>	<p>‘Stomp’ Composition</p> <p>In groups, students create <i>Stomp</i> style composition</p>	<p>Performance</p> <p>Theme music performance</p>	<p>Pentatonic Composition</p> <p>Students to compose a work using notation software and the concepts of music</p>	<p>Aural Assessment</p>	
	Term 1, Week 6	Term 2, Week 5	Term 3, Week 5	Term 4, Week 6	
	<p>Outcomes Assessed</p> <p>4.1, 4.4, 4.5</p>	<p>Outcomes Assessed</p> <p>4.2, 4.3</p>	<p>Outcomes Assessed</p> <p>4.6, 4.7</p>	<p>Outcomes Assessed</p> <p>4.8, 4.9, 4.10</p>	
Performing	5	30			35
Composing	15		15		30
Listening/Aural			5	30	35
Total %	20	30	20	30	100


Language Other Than English (LOTE)

Arabic – Year 8 - Stage 4 – 2020

 Component	Task 1	Task 2	Task 3	Task 4	Weighting %	
	Listening and Speaking Answering questions based on information from spoken texts	Reading and Writing Answering questions based on information from written texts Producing of original texts in Arabic	Assignment/ Culture and Speaking Researching information from different sources to produce and present own work in Arabic	Listening, Reading Writing Answering questions based on information from spoken and written texts Producing of original texts in Arabic		
	Term 1, Week 7	Term 2, Week 6-7	Term 3, Week 9	Term 4, Week 3- 4		
	Outcomes Assessed 4.UL.3, 4.MLC.2 4.UL.1, 4.MLC.1	Outcomes Assessed 4.UL.2, 4.UL.4, 4.MLC.2	Outcomes Assessed 4.UL.3, 4.UL.4, 4.MLC.2	Outcomes Assessed 4.UL.1, 4.UL.2, 4.UL.4, 4.MLC.1, 4.MLC.2		
SPEAKING	5		15		20	
LISTENING AND RESPONDING	15			15	30	
READING AND RESPONDING		15		15	30	
WRITING IN ARABIC		5	10	5	20	
Total %	20	20	25	35	100	


Language Other Than English (LOTE)

French – Year 8 - Stage 4 – 2020

 Component	Task 1	Task 2	Task 3	Task 4	Weighting %	
	Listening, Responding Speaking Answering questions based on information from spoken texts	Reading, Responding Writing Answering questions based on information from written texts Producing of original texts in French	Assignment/Speaking Researching information from different sources to produce and present own work in French.	Listening, Reading and Responding Writing Answering questions based on information from spoken and written texts Producing of original texts in French		
	Term 1, Week 7	Term 2, Week 6-7	Term 3, Week 9	Term 4, Week 3-4		
	Outcomes Assessed LFR4-1C LFR4-2C LFR4-3C	Outcomes Assessed LFR4-2C LFR4-3C LFR4-4C LFR4-6U LFR4-8U	Outcomes Assessed LFR4-1C LFR4-4C LFR4-8U	Outcomes Assessed LFR4-2C LFR4-3C LFR4-4C LFR4-6U LFR4-8U		
SPEAKING	5		15		20	
LISTENING AND RESPONDING	15			15	30	
READING AND RESPONDING		15		15	30	
WRITING IN FRENCH		5	10	5	20	
Total %	20	20	25	35	100	


Human Society in Its Environment

Geography – Year 8 – Stage 4 - 2020

 <p>Component</p>	Task 1	Task 2	Task 3	Weighting %
	Research Task	End of Course exam	Skills Online Task	
	Interconnections	All topics	Geography Skills	
	Term 1, Week 9	Term 2, week 5	Term 2, Week 9	
	Outcomes Assessed	Outcomes Assessed	Outcomes Assessed	
	GE4-2, GE4-3, GE4-5, GE4-7, GE4-8	GE4-2, GE4-3, GE4-4, GE4-5, GE4-8	GE4-1, GE4-5, GE4-8	
Total %	40	30	30	100


Human Society in Its Environment

History – Year 8 – Stage 4 - 2020

	Task 1	Task 2	Task 3	Weighting %
	<p>Medieval Diorama/ or Game & In-Class Source Based Response</p> <p>The Western & Islamic World- Medieval Europe</p>	<p>Research Task</p> <p><u>Expanding Contacts</u></p> <p>Spanish Conquest of the Americas OR The Black Death in Asia, Europe & Africa</p>	<p>End of Course exam</p> <p>All Topics</p>	
	Term 3, Week 7	Term 4, Week 3	Term 4, Week 6	
Component	<p>Outcomes Assessed:</p> <p>HT4-5, HT4-8, HT4-9, HT4-10</p>	<p>Outcomes Assessed:</p> <p>HT4-2, HT4-3, HT4-4, HT4-6, HT4-7</p>	<p>Outcomes Assessed:</p> <p>HT4-4, HT4-6, HT4-7, HT4-10</p>	
Total %	40	30	30	100


Mathematics

Mathematics – Year 8 - Stage 4 – 2020

 Component	Task 1	Task 2	Task 3	Task 4	Task 5	Weighting %	
	Topic Test On units 1-3	Half Yearly Exam On units 1-5	Cumulative online Mathspace test On units 1-5	Robotics Integrated STEM with TAS and science Introduction to programming- coding	Yearly Exam On units 6-12		
	Term 1, Week 9	Term 2, Week 5	Term 2, Week 5	Term 3, Week 5	Term 4, Week 6		
	Outcomes Assessed MA4-1,2,3WM, MA4-4NA, MA4-8NA, MA4-9NA, MA4-16MG	Outcomes Assessed MA4-1,2,3WM, MA4-4NA MA4-8NA MA4-9NA, MA4-16MG MA4-5NA MA4-6NA MA4-16MG, MA4-8NA	Outcomes Assessed MA4-1,2,3WM MA4-4NA MA4-8NA MA4-10NA MA4-16MG MA4-5NA MA4-6NA MA4-16MG, MA4-8NA	Outcomes Assessed MA4-1,2,3WM, MA4-7NA, MA4-11NA MA4-15MG, MA4-12MG	Outcomes Assessed MA4-1,2,3WM MA4-10NA MA4-16MG, MA4-7NA MA4-11NA MA4-15MG MA4-12MG MA4-13MG, MA4-14MG, MA4-19SP MA4-20SP		
Understanding Fluency and Communicating	10	20	10	10	20	70	
Problem Solving, Reasoning and Justification	5	5	5	10	5	30	
Total %	15	25	15	20	25	100	


Personal Development Health and Physical Education

PDHPE – Year 8 – Stage 4 - 2020

	Task 1	Task 2	Task 3	Task 4	Task 5	Weighting %
 Component	Be Smart, Don't Start	Skills Assessment- Soccer	R U OK?	Skills Assessment – Netball	Yearly examination	
	Term 1, Week 8	Term 2, Week 6	Term 3, Week 8	Term 3, Week 9	Term 4, Week 6	
	Outcomes Assessed PD4-2 PD4-6 PD4-7 PD4-8 PD4-9	Outcomes Assessed PD4-4 PD4-5 PD4-8 PD4-11	Outcomes Assessed PD4-1 PD4-7 PD4-8 PD4-9 PD4-10	Outcomes Assessed PD4-4 PD4-5 PD4-8 PD4-11	Outcomes Assessed PD4-1 PD4-2 PD4-6 PD4-7 PD4-8 PD4-9 PD4-10	
Total %	20	15	20	15	30	100


Science

Science – Year 8 - Stage 4 - 2020

 Component	Task 1	Task 2	Task 3	Task 4	Weighting %
	Chemistry – Practical & Test	Half Yearly Exam	Student Research Project	Yearly Exam	
	Term 1, Week 10	Term 2, Week 5	Term 3, Week 8	Term 4, Week 6	
	Outcomes Assessed SC4-17CW SC4-7WS SC4-9WS	Outcomes Assessed SC4-13ES SC4-16CW SC4-17CW SC4-7WS	Outcomes Assessed SC4-4WS SC4-5WS SC4-6WS SC4-7WS SC4-8WS SC4-9WS	Outcomes Assessed SC4-11PW SC4-15LW SC4-13ES SC4-7WS	
Working Scientifically	15	10	15	10	50
Knowledge & Understanding	5	15	10	20	50
Total %	20	25	25	30	100

Technological and Applied Studies (T.A.S)

Technology (Mandatory) – Year 8 – Stage 4 - 2020

 <p style="text-align: center;">Components</p>	Task 1	Task 2	Task 3	Weighting %	
	Garden Patch Task	Health Food Options Task	Timber Stationery study mate with Microcontroller Timer & Folio		
	Term 1, Week 11	Term 2, Week 10	Term 4, Week 6		
Outcomes assessed TE4-1DP, TE4-3DP, TE4-5AG, TE4-6FO, TE4-10TS	Outcomes assessed TE4-1DP, TE4-3DP, TE4-6FO, TE4-10TS	Outcomes assessed TE4-1DP, TE4-2DP, TE4-3DP, TE4-4DP, TE4-7DI, TE4-9MA, TE4-10TS Digital Technology Material Technology Both material and digital			
Skills	10	10	15	35	
Knowledge and understanding	10	10	15	35	
Values and Attitudes	10	10	10	30	
Total %	30	30	40	100	

STAGE 4
YEAR 8 2020
ASSESSMENT TASKS
DUE DATES

TERM 1, 2020

TERM	WEEK	DATE	TASK DUE
1	1	30 th January to 31 st January 2020	
1	2	3 rd February to 7 th February 2020	
1	3	10 th February to 14 th February 2020	
1	4	17 th February to 21 st February 2020	
1	5	24 th February to 28 th February 2020	Religion - Scripture Task (40%)
1	6	2 nd March to 6 th March 2020	Music - Stomp Composition (20%)
1	7	9 th March to 13 th March 2020	Arabic – Listening and Speaking Task (20%) French – Listening, Responding and Speaking Task (20%)
1	8	16 th March to 20 th March 2020	PDHPE – Be smart, don't start (20%) English- Oral Presentation: Australian Literature (20%)
1	9	23 rd March to 27 th March 2020	Maths Topic Test On units 1-3 (15%) Geography – Research Task (40%)
1	10	30 th March to 3 rd April 2020	Science – Chemistry Practical and Test (20%)
1	11	6 th April to 10 th April 2020	Technology (Mandatory) – Garden Patch Task (30%)

TERM 2, 2020

TERM	WEEK	DATE	TASK DUE
2	1	28 th April to 1 st May 2020	
2	2	4 th May to 8 th May 2020	
2	3	11 th May to 15 th May 2020	
2	4	18 th May to 22 nd May 2020	
2	5	25 th May to 29 th May 2020	Music - Performance (30%) Geography Exam (30%) English Half Yearly Exam (30%) Science Half Yearly Exam (25%) Maths Exam On units 1-5 (25%) AND Online Work (15%)
2	6	1 st June to 5 th June 2020	PDHPE – Skills Assessment: Soccer (15%) Arabic – Reading and Writing Task (20%) French – Reading, Responding and Writing Task (20%)
2	7	8 th June to 12 th June 2020	
2	8	15 th June to 19 th June 2020	
2	9	22 nd June to 26 th June 2020	Geography – Online Skills Task (30%)
2	10	29 th June to 30 th June 2020	Technology (Mandatory) – Health Food Options Task (30%)

TERM 3, 2020

TERM	WEEK	DATE	TASK DUE
3	1	21 st July to 26 th July 2020	
3	2	27 th July to 31 st July 2020	
3	3	3 rd August to 7 th August 2020	
3	4	10 th August to 14 th August 2020	
3	5	17 th August to 21 st August 2020	Music – Pentatonic Composition (20%) Maths - Robotics Integrated STEM with TAS and Science Introduction to programming-coding (20%)
3	6	24 th August to 28 th August 2020	English- Empathy Response- Close Study of Text (20%)
3	7	31 st August to 4 th September 2020	Religion – Research Task (20%) History – Medieval Diorama/Game & In Class Source Based Response (40%)
3	8	7 th September to 11 th September 2020	PDHPE – R U OK? (20%) Science SRP (25%)
3	9	14 th September to 18 th September 2020	PDHPE – Skills Assessment: Netball (15%) Arabic – Culture and Speaking Assignment (25%) French – Speaking Assignment (25%)
3	10	21 st September to 25 th September 2020	

TERM 4, 2020

TERM	WEEK	DATE	TASK DUE
4	1	13 th October to 16 th October 2020	
4	2	19 th October to 23 rd October 2020	
4	3	26 th October to 30 th October 2020	History – Research Task (30%) Arabic – Listening, Reading and Writing Task (35%) French – Listening, Reading, Responding and Writing Task (35%)
4	4	2 nd November to 6 th November 2020	
4	5	9 th November to 13 th November 2020	
4	6	16 th November to 20 th November 2020	Music – Aural Assessment (30%) Religion - Yearly Exam (40%) Maths - Exam (25%) History- Yearly Exam (30%) PDHPE - Yearly exam (30%) English - Yearly Exam 30% Science - Yearly Exam (30%) Technology (Mandatory) – Timber Stationery Study Mate with Microcontroller Timer & Folio (40%)
4	7	23 rd November to 27 th November 2020	
4	8	30 th November to 4 th December 2020	
4	9	7 th December to 8 th December 2020	