



Chiu Sheung School, Hong Kong
79B Pok Fu Lam Road, Hong Kong
Tel : 2546-1644 Fax : 2517-2483
Website : www.csshk.edu.hk

24th October, 2022

Dear Parents/Guardians,


Notice on P.1 Learning Activities and Assessment Policy 2022-2023 No.079B
(To: P.1 Students)

To assess the learning progress of students, formative and summative assessments are conducted to collect evidence of students' learning.

The first term summative assessments for P.2-P.5 and SSPA assessment for P.6 of this school year will be held from 29th November to 2nd December. P.1 students will have a special time-table during this period. The arrangements are as follows:

Class	Learning activities	Date	Time	Remarks
P.1	Learning activities of different subjects	29/11 (Tuesday), 30/11 (Wednesday), 1/12 (Thursday), 2/12 (Friday)	8:00 a.m. - 11:30 a.m.	1. Classes will be dismissed at 11:30 a.m. 2. School bus will leave school at around 11:40 a.m.

Please keep the assessment policy properly for reference. Please refer to P.14-15 in the student handbook for the absence policy during assessment and return the reply slip on or before 26th October. Thank you for your attention.


Mr. Chim Hon Ming
Principal, CSSHK

✂-----
To: CSSHK Class No: ()

Reply Slip for Notice on P.1 Learning Activities and Assessment Policy 2022-2023 No.079B

I acknowledge receipt of the captioned notice. I understand the assessment policy as well.

Name of student: _____

Name of parent: _____

Class : _____

Signature: _____

26-10-2022 Ting

Assessment Policy (2022-2023)

(A) Absence during summative assessment

1. Those taking sick leave have to present the doctor's certificate. Absentees should sit for the make-up-assessment within 3 days. A zero mark will be recorded if no doctor's certificate or approval from the Principal.
2. A written application approved by the Principal must be made in advance for those taking personal leave. Absentees should sit for the make-up-assessment within 3 days and 20% of the marks will be deducted. No make-up-assessment is made after 3 days and a zero mark is recorded.

(B) Summative Assessment Papers

1. The first term papers will be returned to parents.
2. The second term papers will not be returned to parents. Students check the papers and do corrections under the supervision of the teachers.
Written application from parents is needed for marks checking.
3. All SSPA papers will be kept at school.
4. Chinese is the main language of Music assessment paper. Some of the musical terms commonly used will be translated in English, German or French.

(C) Subjects assessed

Chinese	English	Mathematics	General Studies	Music
P.E.	Putonghua	Visual Arts	I.T.	Reading

(D) Marks and Grades:

Grades	A	B	C	D	E
Marks in percentage	88-100	75-87	60-74	30-59	0-29

(E) Subjects Weighting and Average Marks for ranking class position*

	Chinese	English	Maths	General Studies	Music	Visual Arts	Full Marks	Average Marks
P. 1 - 4	1	1	1	1	/	/	400	Total ÷ 4
P. 5 - 6	9	9	9	6	2	3	600	Total ÷ 38

*The first ten positions in each class level and the first three positions in each class will be shown on school report.

(F) Annual Marks

	First Summative Assessment	Second Summative Assessment	Annual Marks
P.1	---	100%	100%
P.2 - 6	50%	50%	100%

(G) Arrangement for reading assessment papers by teachers

- P.1 — In the 2nd Term
P.2 — Only in the 1st Term
P.3-P.6 — No arrangement for reading assessment papers

Weighting of Chinese, English, Mathematics and General Studies Assessments in each term

Chinese

Assessment Paper	Marks	Proportion	
		P. 1-2	P. 3-6
Reading and Writing(Summative)	100	40%	70%
Listening	5/10	25%	10%
Speaking	5/10	25%	10%
Dictation	100	10%	10%
Total		100%	100%

English

Assessment Paper	Marks	Proportion	
		P. 1-2	P. 3-6
Reading and Writing (Summative)	100	40%	70%
Listening	5/10	25%	10%
Speaking	5/10	25%	10%
Dictation	100	10%	10%
Total		100%	100%

Mathematics and General Studies

Format	Weighting			
	P.1	P.2	P.3 - 5	P.6
Formative Assessment (Game booth / Pencil and paper mode) and Summative Assessment	<u>Whole year</u>	<u>First Term</u>	<u>First Term</u>	<u>First Term</u>
	Formative Assessment	Formative Assessment	Formative Assessment	Formative Assessment
	1) *Pencil and paper mode 10%	1) *Pencil and paper mode 10%	1) Pencil and paper mode 10%	1) Pencil and paper mode 10%
	2) Pencil and paper mode 10%	2) Pencil and paper mode 10%	2) Pencil and paper mode 10%	2) Pencil and paper mode 10%
	3) Game booth 10%	Summative Assessment 80%	Summative Assessment 80%	Summative Assessment 80%
	4) Pencil and paper mode 10%	Total : 100%	Total : 100%	Total : 100%
	Summative Assessment 60%			
	Total : 100%			
		<u>Second Term</u>	<u>Second Term</u>	<u>Second Term</u>
		Formative Assessment	Formative Assessment	Summative Assessment 100%
		3) Game booth 10%	3) Pencil and paper mode 10%	Total : 100%
		4) Pencil and paper mode 10%	4) Pencil and paper mode 10%	
		Summative Assessment 80%	Summative Assessment 80%	
		Total : 100%	Total : 100%	

* According to the advice of CHP, gatherings and social contacts should be minimised during the prevalence of COVID-19. All the formative assessments in the first school term will be conducted in pencil and paper mode.

Special Timetable from 29th November to 2nd December, 2022

29/11(Tuesday)				
Class Time	1A	1B	1C	1D
8:00 – 8:15	Class teacher period			
8:15 – 9:00	P.E.	English	General Studies	General Studies
9:00 – 9:45	English	General Studies	English	P.E.
9:45 – 10:05	Recess			
10:05 – 10:50	General Studies	Library Study	Music	Putonghua
10:50 – 11:30	I.T.	P.E.	Library Study	English
11:30	Dismissal			

30/11(Wednesday)				
Class Time	1A	1B	1C	1D
8:00 – 8:15	Class teacher period			
8:15 – 9:00	Maths	Maths	Maths	Maths
9:00 – 9:45	English	Music	Putonghua	I.T.
9:45 – 10:05	Recess			
10:05 – 10:50	Visual Arts	P.E.	Visual Arts	Music
10:50 – 11:30	Visual Arts	English	Visual Arts	P.E.
11:30	Dismissal			

1/12(Thursday)				
Class Time	1A	1B	1C	1D
8:00 – 8:15	Class teacher period			
8:15 – 8:50	Putonghua	I.T.	P.E.	General Studies
8:50 – 9:45	Maths	Maths	Maths	Maths
9:45 – 10:05	Recess			
10:05 – 10:50	General Studies	Visual Arts	I.T.	Visual Arts
10:50 – 11:30	Music	Visual Arts	English	Visual Arts
11:30	Dismissal			

2/12(Friday)				
Class Time	1A	1B	1C	1D
8:00 – 8:15	Class teacher period			
8:15 – 9:00	Chinese	Chinese	Chinese	Chinese
9:00 – 9:45	Chinese	Chinese	Chinese	Chinese
9:45 – 10:05	Recess			
10:05 – 10:40	Library Study	Putonghua	P.E.	English
10:40 – 11:30	P.E.	General Studies	General Studies	Library Study
11:30	Dismissal			