



THE HENRY LAWSON HIGH SCHOOL



2019

Record of School Achievement Stage 5 Assessment Guidelines

CHALLENGE, ENCOURAGE, ACHIEVE

WELCOME TO YEAR 9 AND 10

THE RECORD OF SCHOOL ACHIEVEMENT

To be eligible for a Record of School Achievement (RoSA), students must satisfy requirements, in terms of courses, course patterns, attendance, application, participation and school assessment. Students who wish to apply for a RoSA must see the Deputy Principal.

The Year 9 and 10 course of study will include the core subjects - English, Mathematics, Science, History and Geography. You must also have had adequate experience in PD/H/PE, and have completed your elective subjects. All subjects must be satisfactorily *completed* in order to be awarded a RoSA.

STAGE 5 GRADING SYSTEM OF THE RECORD OF SCHOOL ACHIEVEMENT

All subjects studied for Year 10 will be awarded grades and these will be based on how well you have achieved in the course according to sets of Course Performance Descriptors prepared by NESAs. The grades for these subjects are based on achievement as follows:

GRADE	ACHIEVEMENT
A	Excellent Achievement
B	High Achievement
C	Substantial Achievement
D	Satisfactory Achievement
E	Elementary Achievement
N	Course of study not satisfactorily completed

The school will allocate grades in all subjects on the basis of internal assessment and testing.

ASSESSMENT TASKS

In order to accurately assess you on the basis of Course Performance Descriptors, you will be required to complete assessment tasks in each course. These tasks are listed in this booklet. Assessment in a course will relate to the stated objectives and outcomes of the course. It can be formal or informal. Everyday class work is integral to the formulation of a course grade.

When you are issued a formal assessment task you will be given:

- written notification
- at least two weeks to complete.

You are responsible for:

- completing the task to the best of your ability
- handing the task in on the due date
- completing your own work
- managing time provided in class for assessment
- acknowledging all sources.

All tasks must be accompanied by a signed declaration form stating the work submitted is the student's own work. All digital tasks must be submitted either by a student's school email account (@education.nsw.gov.au) OR by the school moodle on the due date. A signed declaration form must still be submitted on the due date.

If you hand in work after the due date, you will lose 20% per day for 3 days. After that, you will receive zero marks. A mark will be awarded to a piece of work and the penalty will be applied to that mark.

You will receive **zero** marks for:

- copying another student's work
- plagiarism – if you cut and paste without acknowledging the source
- non-serious submission of a task.

For late submission, or where you are given zero marks, a warning letter will be sent.

In all assessment tasks, tests and examinations, a student must:

- follow the supervisor's instructions and behave in a polite and courteous manner towards the supervisors and other students
- be honest and ethical in completing the task
- make a genuine attempt at all parts of the task.

If a student does not comply with these rules, they may be excluded from the assessment and will be awarded zero marks.

To help students and parents, assessment tasks and assistance for their completion will be available on the school's website.

SATISFACTORY COMPLETION OF A COURSE

You will have satisfactorily completed a course if, in the principal's view, you have:

- a. *followed the course developed or endorsed by the Board of Studies; and*
- b. *applied yourself with diligence and sustained effort to the set tasks and experiences provided in the course by the school; and*
- c. *achieved some or all of the course outcomes.*

Your attendance pattern must be satisfactory. All students are expected to have a minimum 90% attendance rate. If in-attendance is impacting on your learning and your ability to satisfactorily complete a course, you may jeopardise your results.

Any student in danger of not satisfying a course will receive a warning letter. These may be sent in Year 9 or Year 10. Students who have received at least two written warnings may be regarded as not having satisfactorily completed the requirements of the course. The principal may then apply the N determination. If an 'N' determination is given for a core subject, you will not receive a RoSA.

WHAT TO DO WHEN YOU ARE UNABLE TO MEET THE DUE DATE

If you know of a circumstance that will impact on your ability to submit a task on the due date or attend an in-class task, test or examination, you must request an *Assessment Task Illness/Misadventure and Extension Form* from the Head Teacher Assessment (see form in the back of this booklet).

The application form must:

- be submitted prior to the due date and with reasonable notice, and
- give a valid reason for the request, and
- have appropriate supporting documentation attached,
- and include evidence of communication with the subject teacher.

The success or otherwise of your application will be communicated to the teacher, head teacher and student by email. Please note that submission of an application DOES NOT automatically mean that application is successful.

UNEXPECTED ILLNESS OR EXCEPTIONAL CIRCUMSTANCES

In case of unexpected illness or exceptional circumstances, the submission of a task on the due date is the student's responsibility. If for some reason a student is unable to attend school on the day a task is due, they must make arrangements for someone else to hand the task in for them (eg. sibling, parent, neighbour etc.) on the due date. If this is not possible, you must contact the school as soon as possible. An *Assessment Task Illness/Misadventure and Extension Form* may be started with the Head Teacher Assessment. The form must be accompanied by evidence (such as a medical certificate or police report). Arrangements will be made with you and your parents/carers to fulfil assessment requirements as soon as possible after your return to school.

Course: Year 9 English

CONTENT	NATURE OF TASK	WEIGHTING	DATE DUE
Unit 1: Dissenting and Persuasive Voices	Writing analytically (class)	10%	Week 6 Term 1
	Persuasive speech with digital presentation (class and home)	20%	Week 11 Term 1
Unit 3: Shakespearean Tragedy	Multimodal representation of characters (class and home)	20%	Week 10 Term 2
Unit 4: Future Worlds – a study in science fiction	Creative writing (home)	25%	Week 10 Term 3
Unit 5: Close Study of Film	Analytical essay (class and home)	25%	Week 6 Term 4

Course: Year 9 Geography

CONTENT	NATURE OF TASK	WEIGHTING	DATE DUE
Sustainable Biomes	Research task	25%	Week 5 Term 1 or Week 5 Term 3
Skills and Topic test	Test	20%	Week 8 Term 1 Or Week 8 Term 3
Changing Places	Presentation	20%	Week 5 Term 2 Or Week 5 Term 4
All topics	Yearly Exam	25%	Week 7 Term 2 Or Week 7 Term 4
Numeracy & Literacy	various	10%	Throughout semester

Course: Year 9 History

CONTENT	NATURE OF TASK	WEIGHTING	DATE DUE
All topics	Classwork checkpoints Various class tasks completed throughout semester for teacher feedback on progress in understanding and skills	40%	Ongoing
Depth Study: Movement of Peoples 1750-1901	In-class exam	30%	Week 11 Term 1 or Week 10 Term 3
Core Study: Australians at War (World War I & II)	Research presentation	30%	Week 4 Term 2 or Week 4 Term 4

Course: Year 9 Mathematics 1

CONTENT	NATURE OF TASK	WEIGHTING	DATE DUE
Finance, algebra	Topic Tests	30%	2 tests in Term 1
Linear Relationships	Investigation	20%	Week 7 Term 2
Indices, geometry	Combined Topic Test	20%	Week 9 Term 3
All Topics to Date	Examination	30%	Week 5 Term 4

Topic Quizzes and Assignments will be during or at the end of each topic.
The Task will be in the indicated term/week.

Course: Year 9 Mathematics 2

CONTENT	NATURE OF TASK	WEIGHTING	DATE DUE
Basic Numbers, financial	Topic Tests	24%	2 test in Term 1
Algebra, measurement, graphs	Topic Tests	24%	2 tests in Term 2
Measurement, indices, geometry	Topic Tests	24%	2 tests in Term 3
Algebra	Topic Test	12%	1 test in Term 4
Probability & Statistics	In-Class Investigation	16%	Term 4

Course: Year 9 Science

CONTENT	NATURE OF TASK	WEIGHTING	DATE DUE
The Origin of Natural Disasters	Interactive Topic Test	20%	Week 6 Term 1
Waves	Communication Research	30%	Week 9 Term 2
Body, Coordination and disease	Presentation	25%	Week 9 Term 3
All topics	Yearly Exam	25%	Week 6 Term 4

Course: Year 10 English

CONTENT	NATURE OF TASK	WEIGHTING	DATE DUE
Unit 1: Composer Study of an Australian Poet	Creative response and reflection (class and home)	15%	Week 6 Term 1
Unit 2: Pick-a-Poet	Poet Portfolio (class)	15%	Week 11 Term 1
Unit 3: Re-thinking Refugees	Non-fiction/ICT composition (home)	20%	Week 6 Term 2
Unit 4: Telling and Re-telling Fairy tales	Discursive response (class)	15%	Week 4 Term 3
Unit 5: Novel study	Analytical essay (class and home)	15%	Week 1 Term 4
Unit 6: Worlds Collide	Examination – reading/ viewing and essay writing	20%	Week 5 Term 4

Course: Year 10 Geography

CONTENT	NATURE OF TASK	WEIGHTING	DATE DUE
GE5-1,2,3,4,5,7,8	Research/ Inquiry task Environmental change and management	15%	Week 5 Term 1 or Week 5
GE5-1,2,3,4,5,7,8	Topic test Environmental change and management	20%	Week 8 Term 1 or Week 8
GE5-1,2,3,4,5,7,8	Skills	20%	Week 2 Term 2 or Week 2 Term 4
GE5-1,2,3,4,5,7,8	Research Assessment Human Wellbeing	15%	Week 5 Term 2 or Week 4
GE5-1,2,3,4,5,7,8	End of Year test All topics + skills	30%	Week 6 Term 2 or Week 5 Term 4

Course: Year 10 History

CONTENT	NATURE OF TASK	WEIGHTING	DATE DUE
All topics	Classwork checkpoints Various class tasks completed throughout semester for teacher feedback on progress in understanding and skills	30%	Ongoing
Core Study: Rights and Freedoms	In-class exam	30%	Week 11 Term 1 or Week 10 Term 3
Depth Study: Popular Culture	Research presentation	40%	Week 4 Term 2 or Week 4 Term 4

Course: Year 10 Mathematics 1

CONTENT	NATURE OF TASK	WEIGHTING	DATE DUE
Measurement/Indices/Surds	Topic Tests	30%	2 tests in Term 1
Statistics	Investigation	20%	Week 8 Term 2
Algebra, trigonometry	Combined Topic Test	20%	Week 9 Term 3
All Topics to Date	Examination	30%	Week 5 Term 4

Topic Quizzes and Assignments will be during or at the end of each topic.
The Task will be in the indicated term/week.

Course: Year 10 Mathematics 2

CONTENT	NATURE OF TASK	WEIGHTING	DUE DATE
Finance, measurement	Topic Tests	28%	2 tests in Term 1
Algebra	Topic Test	14%	1 test in Term 2
Probability & Statistics	In-Class Investigation	16%	Term 2
Linear Graph Right Angled Triangles	Topic Tests	28%	2 tests in Term 3
Equations	Topic Test	14%	1 test in Term 4

Topic Quizzes and Assignments will be during or at the end of each topic.
The Task will be in the indicated term/week.

Course: Year 9/10 Agriculture

CONTENT	NATURE OF TASK	WEIGHTING	DATE DUE
Plant Based Skills	Practical Skills Task	15%	Week 7 Term 1
Plant Production	Disease Poster	10%	Week 9 Term 1
Pork Industry	Marketing and Communication	25%	Week 8 Term 2
Beef Cattle	Report	25%	Week 10 Term 3
All Topics to Date	Yearly Exam	25%	Week 5 Term 4

Course: Year 10 Science

CONTENT	NATURE OF TASK	WEIGHTING	DATE DUE
Motion	Student demonstration	10%	Week 6 Term 1
Working Scientifically	Student Research Project (SRP) – Part A	15%	Week 10 Term 1
Chemical Reactions	In-class practical test and extension task	20%	Week 7 Term 2
Working Scientifically	SRP – Part B	30%	Week 1 Term 4
All topics	Yearly Exam	25%	Week 4 Term 4

Course: Year 9/10 Personal Development, Health and Physical Education (PDHPE)

CONTENT	NATURE OF TASK	WEIGHTING	DATE DUE
Fundamental & Specialised Skills	Practical Movement	10%	Term 1
Power of The People	Movie Analysis & Reflective Questions	20%	Term 1 Week 10
Composition and Performance	Practical Movement & Appraisal	15%	Term 2
Impacts on Health	Research Presentation	20%	Term 3 Week 10
Object Manipulation	Practical Movement	15%	Term 3
Yearly Examination	Examination	10%	Term 4 Week 5
Swimming & Water Safety	Practical Movement	10%	Term 4

Course: Year 9/10 Food Technology

CONTENT	NATURE OF TASK	WEIGHTING	DATE DUE
Food in Australia	International Cuisine Research, presentation and practical	15	Term 1 Week 7
Food for Special Occasions	Birthday Cake Design Project	20	Term 2 Week 8
Food Preparation Skills	Observation of practical classwork	10	Ongoing terms 1 & 2
Food Selection and Health	Dietary Analysis	15	Term 3 Week 8
Food Preparation Skills	Observation of practical classwork	20	Ongoing terms 3 & 4
Yearly examination	Theory Test	20	Term 4 Week 5

Course: Year 9/10 Information and Software Technology

CONTENT	NATURE OF TASK	WEIGHTING	DATE DUE
Hardware, Software and Networking	Topic test	25%	Week 8 Term 1
Databases	Database development	25%	Week 5 Term 2
Robotics	Design and programming	25%	Week 6 Term 3
Yearly Examination	Theory test	25%	Week 5 Term 4

Course: Year 9 Industrial Technology Metal/Timber

Assessment for Year 9/10 is carried out by building an individual student profile. The assessment is carried out on the projects that the students make, the practical skills they develop and the associated theory for each project. Also formal Testing of their knowledge gained is carried out, to produce a comprehensive profile on each student's skills and abilities in industrial technology.

CONTENT	NATURE OF TASK	WEIGHTING	DATE DUE
Introduction WHS risk management	Assessment Task 1 -Safety assessment booklets and small practical project	15	Week 10 Term 1
Machinery Tools and Techniques	Assessment Task 2 Practical Project and Folio	15	Week 10 Term 2
Design	Assessment Task 3 Technical Drawing Assessment and Project	15	Week 10 Term 3
Project Development	Assessment Task 4 Practical Project	15	Ongoing terms 3 & 4
Links to Industries	Class workbooks	20	Ongoing terms 1,2,3 & 4
Yearly Exam	Exam	20	Week 5 Term 4

Course: Year 10 Industrial Technology Metal/Timber

CONTENT	NATURE OF TASK	WEIGHTING	DATE DUE
Materials	Practical Task 1 Safety assessment booklet and Practical Project	25	Week 8 Term 2
Drawing	Drawing Assessment	5	In class assessment
Specialised Techniques	Practical Task 2 Major Project	30	Week 8 Term 4
Major project Folio	Major project Folio	5	Ongoing terms 3 & 4
Links to Industries	Class workbooks	15	Ongoing terms 1,2,3 & 4
Yearly Exam	Exam	20	Week 5 Term 4

Course: Year 9/10 Music

CONTENT	NATURE OF TASK	WEIGHTING	DUE DATE
Jazz	Class performance, aural and written composition	25	Week 10 Term 1
Rock Music	Class performance	25	Week 6 Term 2
Baroque Music Classical Music	Written composition	25	Week 10 Term 3
Popular Music	Aural examination	25	Week 5 Term 4

Course: Year 9/10 Photography & Digital

CONTENT	NATURE OF TASK	WEIGHTING	DUE DATE
WH&S	Exam	5%	Week 3 Term 1
Photograms	Produce for marking a photogram demonstrating printing skills	15%	Week 5 Term 1
Critical historical	Exploring the ideas of photographers	20%	Week 7 Term 2
Movement in photography	Showing movement in photographs through controlling exposure using both darkroom skills and digital skills	20%	Week 10 Term 2
Video making	Animation project	20%	Week 10 Term 3
Yearly exam	Exam	20%	Week 5 Term 4

Course: Year 9/10 Physical Activity and Sports Studies (PASS)

CONTENT	NATURE OF TASK	WEIGHTING	DATE DUE
Gymnastics – Floor Skills	Practical Movement	15%	Term 1
Human Movement and Nutrition	Case Study	20%	Term 2 Week 6
Spike Ball	Practical Movement	15%	Term 2
Coaching	Coaching Resource	20%	Term 3 Week 8
Gaelic Football	Practical Movement	15%	Term 3
Yearly Examination	Examination – Studied Modules	15%	Term 4 Week 5

Course: Year 9/10 Visual Arts

CONTENT	NATURE OF TASK	WEIGHTING	DATE DUE
Term 1 Artmaking	Manga artwork	20%	Week 11 Term 1
Term 2 Artmaking	Street Art	20%	Week 10 Term 2
Critical historical	Essay writing	20%	Week 7 Term 2
Term 3 Artmaking	Cubism	20%	Week 10 Term 3
Critical Historical	Guernica Essay	20%	Week 8 Term 3

SAMPLE LETTER

Dear Mr & Mrs

Re: OFFICIAL WARNING – Non-completion of a RoSA

I am writing to advise that your son/daughteris in danger of not meeting the Course Completion Criteria for the RoSA in

The Board of Studies requires schools to issue students with official warnings in order to give them the opportunity to redeem themselves. Please regard this letter as the 1st/2nd official warning we have issued concerning

A minimum of two course-specific warnings must be issued prior to a final ‘N’ determination being made for a course.

Course Completion Criteria

Where it is determined that a student has not met the Course Completion Criteria, they place themselves at risk of receiving an ‘N’ (non-completion of course) determination. An ‘N’ determination will mean that the course will not be listed on the student’s Record of Achievement. It may also mean that the student is unable to proceed to the HSC Course as he has not satisfactorily completed the RoSA.

To date has not met a) b) or c) of the Course Completion Criteria.**

The following table lists those tasks, requirements or outcomes not yet completed or achieved, and/or for which a genuine attempt has not been made. In order for to satisfy Course

Completion Criteria, the following tasks, requirements or outcomes need to be satisfactorily completed:

<i>TASK NAME /COURSE RE- QUIREMENT/ COURSE OUT- COME</i>	<i>DATE TASK INITIALLY DUE</i>	<i>ACTION REQUIRED BY STUDENT</i>	<i>DATE TO BE COMPLETED</i>
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*** Course Completion Criteria**

The satisfactory completion of a course requires principals to have sufficient evidence that the student has:

- a) followed the course developed or endorsed by the Board; and**
- b) applied themselves with diligence and sustained effort to the set tasks and experience provided in the course by the school; and**
- c) achieved some or all of the outcomes**

Please discuss this matter with and contact the school if further information or clarification is needed.

Yours faithfully,

Mr Aaron Flagg

HEAD TEACHER

PRINCIPAL

Please detach this section and return to the school

REQUIREMENTS FOR THE SATISFACTORY COMPLETION OF A

RoSA

- * I have received the letter dated indicating that is in danger of not having satisfactorily completed the RoSA.
- * I am aware that this course may not appear on his/her Record of Achievement.
- * I am also aware that the "N" determination may make him/her ineligible to proceed to the RoSA.
- * I am also aware that the "N" determination may make him/her ineligible for the award of the Higher School Certificate.

PARENT/GUARDIAN'S SIGNATURE: _____

DATE: _____

STUDENT'S SIGNATURE: _____

DATE: _____

Assessment Task Illness / Misadventure and Extension Application Form



Student Name:

- 1] Bring this form to the Head Teacher Assessment to get approval to start the process.
- 2] Tick the box below to indicate what has happened or is about to happen with your assessment task:

Tick		Tick	
<input type="checkbox"/>	I missed an in-class task / exam	<input type="checkbox"/>	I know I will miss an in-class task / exam
<input type="checkbox"/>	I am applying for an extension	<input type="checkbox"/>	I am asking for consideration

- 3] Fill in the details of the task below:

Course		Task Name	
Date Due		Task Type	
Date Set			

- 4] Fill in relevant details in the box below:

- 5] Indicate below your **communication** with your class teacher, including plans to resubmit, resit, or get an estimate:

- 6] Sign below:

Student		Teacher	
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Submission to Head Teacher Assessment:

Date		Decision	
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Notes	
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CONTACT DETAILS

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