

# How St Paul's Community College supports the completion of the Classroom-Based Assessments

The school supports the completion of the assessments by:

- Ensuring the NCCA *Specification and Guidelines for the Classroom-Based Assessment and Assessment Task* are provided to teachers.
- Supporting teachers in recording the level descriptors awarded to each student.
- Retaining records and pieces of work, as appropriate, for the purposes of *Subject Learning and Assessment Review*.
- Applying the guidelines for *Subject Learning and Assessment Reviews*.
- Supporting teachers and students in the completion of Assessment Tasks.
- Following arrangements for transfer of the completed Assessment Tasks to the State Examination Commission for marking.
- Applying inclusive assessment practices and ensuring accessibility of assessment for all students.
- Reporting the outcomes of Classroom-Based Assessments to students and their parents/guardians as part of the school's reporting procedures and through the Junior Cycle Profile of Achievement (JCPA).

To facilitate providing feedback to students during their engagement with assessment, the process of completing the Classroom-Based Assessments should be viewed as part of teaching and learning, and not solely for assessment purposes. It is envisaged that teachers will guide, support and supervise throughout the process.

Support may include:

- Clarifying the requirements of the task
- Using annotated examples of student work to clarify the meaning and interpretation of the Features of Quality to students.
- Providing instructions at strategic times to facilitate the timely completion of the assessments.
- Providing supports for all students.

Note that only work which is the student's *own* work can be accepted for assessment in the JCPA.