

The British School of Lome

Annual Exams, Assessment, Report and Parent Teacher Meeting Timeline

MONTH	ASSESSMENT	REPORTS TO PARENTS	PARENT TEACHER & STUDENTS MEETINGS
TERM 1 (Sept / Autumn)	<p style="text-align: center;"><u>PRIMARY AND SECONDARY START OF THE YEAR</u> <u>BASELINE ASSESSMENTS & TARGET SETTING</u></p> <ul style="list-style-type: none"> • EYFS (Early Years Foundation Stage)- Foundation Stage Profile generated • Y1: Hertfordshire Reading Test and Twinkle Maths (End of Reception exams paper) • Y2 – Hertfordshire Reading Test and and Rose Maths (End of Y1 exam paper) • KS2: NGRT (paper based) + End of previous Year’s Test + White Rose Maths • Y6: CAT4 • KS3: Last year’s exam paper and all subjects End-Of-Unit Tests • IGCSE: Last year’s exam paper, CAT4 and all subjects end-of-unit tests. Year 10 only do CAT4 • IBDP: Y12 CAT4 + all subjects End-Of-Unit Tests <p>IEP/IDP assessments</p> <p>Continuous Assessment in Primary</p> <ul style="list-style-type: none"> • Reading: Continuous Assessment through Guided Reading • Mental Maths: Continuous Assessment through weekly Mental Maths tests • Spelling: Continuous Assessment through weekly Spelling tests <p>Continuous Assessment in Secondary</p> <ul style="list-style-type: none"> • Quizzes, Assignments, Projects, targeted exam questions • Academic reviews (in class teachers’ assessment) 	Settling in Reports (<i>New students</i>)	Whole School Parents Meet and Greet *discussion about routines and teacher’s expectations
Oct	<ul style="list-style-type: none"> • Whole School Book Scrutiny <p>Continuous Assessment Primary</p> <ul style="list-style-type: none"> • Reading: Continuous Assessment through Guided Reading • Mental Maths: Continuous Assessment through weekly Mental Maths tests • Spelling: Continuous Assessment through weekly Spelling tests <p>Continuous Assessment in Secondary</p> <ul style="list-style-type: none"> • Quizzes, Assignments, Projects, targeted exam questions • Academic reviews (in class teachers’ assessment) 		Parent-Teacher-Student Meeting (<i>before half term</i>)

Nov	<ul style="list-style-type: none"> • EYFS Profile updated • KS1/KS2 End-of-Term Exams in English and Maths • KS3 – IBDP End-of-Term Examinations and data review • Extended Essay submission deadline announced 	EYFS- Year 13 Mid-Year full School Report <i>(before Christmas break)</i>	Parent Teacher Student meeting <i>(before Christmas break)</i>
Dec	<p>Continuous Assessment Primary</p> <ul style="list-style-type: none"> • Reading: Continuous Assessment through Guided Reading • Mental Maths: Continuous Assessment through weekly Mental Maths tests • Spelling: Continuous Assessment through weekly Spelling tests <p>Continuous Assessment in Secondary</p> <ul style="list-style-type: none"> • Quizzes, Assignments, Projects, targeted exam questions • Academic reviews (in class teachers' assessment) 		
TERM 2			
Term 1 (Jan / Spring)	<ul style="list-style-type: none"> • EYFS Profile updated • IGCSE Y11 and IB Y13 Mock Exams (edited past year paper) • IB Y13 Group 4 Project (Sciences) <p>Continuous Assessment Primary</p> <ul style="list-style-type: none"> • Reading: Continuous Assessment through Guided Reading • Mental Maths: Continuous Assessment through weekly Mental Maths tests • Spelling: Continuous Assessment through weekly Spelling tests <p>Continuous Assessment in Secondary</p> <ul style="list-style-type: none"> • Quizzes, Assignments, Projects, targeted exam questions • Academic reviews (in class teachers' assessment) • Targeted Intervention to give extra support for low achieving students 		
Feb / March	<ul style="list-style-type: none"> • EYFS Profile updated • IB Y13 Oral Assessments • Y11 ESL Oral Assessments • Y7-Y10 & IBDP Y12 End of Term 2 Exams <p>Continuous Assessment Primary</p> <ul style="list-style-type: none"> • Reading: Continuous Assessment through Guided Reading • Mental Maths: Continuous Assessment through weekly Mental Maths tests • Spelling: Continuous Assessment through weekly Spelling tests <p>Continuous Assessment in Secondary</p> <ul style="list-style-type: none"> • Quizzes, Assignments, Projects, targeted exam questions • Academic reviews (in class teachers' assessment) 	<p>Pupil Self-Assessment Profile Reports share with Parents <i>(1st person point of view)</i></p> <p>Teachers to only add the exams grades <i>(before Easter break)</i></p>	<p>Pupil lead Parents Teacher-Meeting <i>(before Easter break)</i></p>

	TERM 3		
Term 1 (April / Summer)	<p style="text-align: center;"><u>PRIMARY AND SECONDARY END OF THE YEAR ASSESSMENTS & TARGET SETTING</u></p> <ul style="list-style-type: none"> • EYFS Profile completed • IEP Reviews • KS1 & KS2 End of year Exams • IBDP Y13 in April/May - (External) Exams- results in July • IGCSE Y11 in May/June – (External)Exams- results in Aug • Y7-Y10 & IBDP Y12 End of Academic Year Exams <p>Continuous Assessment Primary</p> <ul style="list-style-type: none"> • Reading: Continuous Assessment through Guided Reading • Mental Maths: Continuous Assessment through weekly Mental Maths tests • Spelling: Continuous Assessment through weekly Spelling tests <p>Continuous Assessment in Secondary</p> <ul style="list-style-type: none"> • Quizzes, Assignments, Projects, targeted exam questions • Academic reviews (in class teachers’ assessment) 	EYFS- Year 12 full School Report	Parent- Teacher- Student End of Academic year meeting and target Setting