



2024

**KYOGL HIGH SCHOOL**

**GUIDE TO YEAR 9 ASSESSMENT**

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## YEAR 9 ASSESSMENT PROCEDURES

Year 9 marks the first of the years in which students can earn a leaving credential. This is the **Record of School Achievement**. Employers and the community in general expect all school leavers to present a record of school achievement from secondary school. It is therefore important for you to consider your attitude to school work and your effort and organisation in Year 9 as this record of achievement will be on “the public record” and stay with you for all time.

**Year 9** requires a new level of maturity and a recognition that the junior years are about to be left behind.

The aim of this booklet is to outline the school’s expectations of you in Year 9 and to provide important information about the various ways in which assessment takes place. Each subject has a published schedule of assessment tasks which must be completed throughout the year in order for a grade to be awarded to a student. These are similar in all schools and are based on the students working towards achieving the learning outcomes published in the NESA (NSW Education Standards Authority) syllabi. Year 9 has a much greater level of formal assessment than in the junior years because students’ achievements are being reported in terms of all students across New South Wales and the same standards are to be applied in every NSW school.

Please take the time to read the information in this booklet carefully, keep it in a safe place and think carefully about the expectations in Year 9.

# YEAR 9 ASSESSMENT GUIDELINES FOR STUDENTS

## 1. What are assessment tasks?

These are tasks set in each Year 9 course you study that assess your achievement of the course outcomes.

## 2. When will I be assessed?

In the following pages each subject studied in Year 9 has an assessment schedule. The schedule shows the type of task (text, exam, written, oral, research, performance etc.), when they will occur and what they are worth.

## 3. How many tasks will I have to complete?

For each course studies between 3 and 5 tasks will be set.

## 4. Submitting tasks completed at home.

They should be handed to your class teacher or Head Teacher on the date due.

## 5. What happens if the task is handed in late?

The task will be marked normally. Then you will lose 25% of the mark allocated for each day late. You may submit an illness/misadventure appeal.

## 6. What happens if I am absent on the day the task has been done at school?

You may apply to your teacher for an illness/misadventure appeal. If the appeal is declined you will receive zero marks. If your appeal is upheld you may be given a substitute task or an estimate where appropriate.

## 7. Illness/Misadventure

If you are sick or have suffered a misadventure your appeal must provide written evidence (such as a medical certificate) of genuine sickness or misadventure. Students who are/will be absent during exams are to provide details of the circumstances to the Principal either before or immediately after the examination. An illness/misadventure appeal will be considered.

**Note:** If you miss days or parts of days (including other subject periods) immediately before the due date of the examination or assessment task (submitted or in class) written evidence (such as a medical certificate) of genuine sickness or misadventure will be required.

## 8. Change of Task/Date

If a task or date of assessment task has to be changed, students must be notified two weeks in advance and in writing.

## 9. What happens if assessment tasks are not completed?

It is your responsibility to follow the above guidelines. If you do not complete assessment tasks, warning letters will be sent home notifying you and your parents/caregivers that you may not receive a Record of School Achievement (RoSA). If you fail to perform the actions stated in the warning letters the Principal may decide that you have not met the requirements for a RoSA.

## 10. Do I only have to complete assessment tasks?

While the importance of assessment tasks cannot be underestimated, you must also apply yourself with diligence and sustained effort to ALL SET TASKS. This includes other tasks completed in class, homework and revision.

## 11. What happens if I cheat or plagiarise?

You are warned that cheating or plagiarism may incur penalties including awarding a zero mark. A school committee will review such cases and appeals are possible to the Principal.

# STUDENT GUIDE TO ASSESSMENT APPEALS

Appeals for misadventure/illness and other assessment concerns should first be taken to your teacher with the relevant justification and/or documents. Your teacher in consultation with the head teacher of the subject may uphold or dismiss your appeal and take the appropriate action. If you are still unhappy with the decision made at this level, you have the right to lodge a formal appeal.

You have the right to lodge an appeal against your assessment result on the following grounds:

1. The assessment process did not provide you with a fair and reasonable opportunity to demonstrate your knowledge and ability.
2. You were not informed in advance of the conditions and method of assessment.
3. The process used was discriminatory in some way.

The appeal must be lodged with the school within five working days of receiving the assessment result.

The school must deal with the appeal within five working days from the registered date of receipt of the appeal.

An appeals panel appointed by the Principal is given the responsibility to manage the appeals system and process.

In response to your appeal the appeals panel may:

1. Interview any people involved in your assessment process
2. Request another assessor to review your case
3. Schedule another assessment
4. Uphold or reject your appeal at any stage.

You have the right to have a support person of your choice during the appeals process to help you and to be your witness.

The school must accurately document all appeals procedures and outcomes and provide you with copies. If you are still unhappy with the outcome of the appeal you can appeal to the Lismore District Office.

**KYOGLE HIGH SCHOOL  
ASSESSMENT APPEAL SUBMISSION**

Student: _____	Year: _____	Subject: _____
Date of assessment task: _____	Type of task: _____	

Teacher has:	<input type="checkbox"/> previously discussed assessment progress with student	<input type="checkbox"/> witnessed student working on assessment
	<input type="checkbox"/> read/seen drafts of assessment	

**Reasons for seeking an extension of time: Complete details in either section 1 or section 2**

<p><b>1. Illness:</b> <i>(A medical certificate is required. Attach the certificate to this form)</i> Please state the circumstances of your absence in terms of, for example, the number of days sick before a task or absence on the day. Also state any other reason an extension may be considered, for example, inability to write due to a broken wrist.</p> <p>_____</p> <p>_____</p> <p>Student signature: _____ Parent/Carer: signature: _____</p> <p>Head Teacher signature: _____ Date: _____</p> <p style="text-align: center;"><i>The Head Teacher will discuss details with the Principal if appropriate and then inform the student of the outcome before placing this form in the student's file</i></p>
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<p><b>2. Misadventure or unforeseen circumstances:</b> Please give details of the reason(s) you are seeking an extension.</p> <p>_____</p> <p>_____</p> <p>Student signature: _____ Parent/Carer: signature: _____</p> <p><b>Teacher recommendation:</b></p> <p>_____</p> <p>_____</p> <p>Teacher signature: _____ Date: _____</p> <p><b>Head Teacher's Recommendation:</b></p> <p>_____ New date due: _____</p> <p><input type="checkbox"/> recommendation to approve misadventure appeal      <input type="checkbox"/> recommendation NOT to approve misadventure appeal</p> <p>H.T. signature: _____ Date: _____</p>
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<p><b>Panel decision:</b> <input type="checkbox"/> appeal approved      <input type="checkbox"/> appeal not approved</p> <p>Comment: _____</p> <p>Signature: _____ Date: _____</p> <p style="text-align: center;"><i>After completing this section the Panel will inform the Head Teacher of the action following discussions with student and teaching staff as required. This form to be placed on the student's file</i></p>
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# ASSESSMENT SCHEDULES

## English

TOPIC	TASK	WEIGHTING %	TIMING
<p style="text-align: center;"><i>Recontextualising the Fairytale</i> EN 5-4B, EN 5-5C, EN 5-8D, EN 5-9E</p>	Imaginative text	20	Term 1, Week 10
<p style="text-align: center;"><i>Teens in Fiction</i> EN 5-1A, EN 5-2CA, EN 5-3B, EN 5-5C</p>	Speaking task	25	Term 2, Week 9
<p style="text-align: center;"><i>Representations of Conflict</i> EN 5-1A, EN 5-6C, EN 5-7D</p>	Essay (in class)	25	Term 3, Week 10
<p style="text-align: center;"><i>The Changing Voice of Australia</i> EN 5-3B, EN 5-4D, EN 5-6C</p>	Portfolio	30	Term 4, Week 5
<b>TOTAL</b>		<b>100</b>	

## Mathematics

<b>TOPIC</b>	<b>TASK</b>	<b>WEIGHTING %</b>	<b>TIMING</b>
<b>Trigonometry and Financial Mathematics</b>	In-Class Test	25	Term 1 Week 11
<b>Algebraic Techniques</b>	Learning Journal	25	Term 2 Week 8
<b>Linear Relationships</b>	Assignment /Investigation	25	Term 3 Week 8
<b>Algebra, Geometry, Probability</b>	Examination	25	Term 4 Week 6
<b>TOTAL</b>		<b>100</b>	



## Science

<b>TOPIC</b>	<b>TASK</b>	<b>WEIGHTING %</b>	<b>TIMING</b>
<b>ENERGY</b>	In Class Assessment Energy Transformations	25	Term 1, Weeks 9
<b>CHEMICAL CHANGES</b>	Topic Test	25	Term 2, Week 8
<b>WAVES AND LIGHT</b>	Practical Task	25	Term 3, Week 5
<b>DISEASES</b>	Examination	25	Term 4, Week 6
<b>TOTAL</b>		<b>100</b>	

## Geography

TOPIC	TASK	WEIGHTING %	TIMING
<b><i>Sustainable Biomes</i></b> GE 5-1, GE 5-2, GE 5-3, GE 5-5, GE 5-7, GE 5-8	Crop Report	25	Term 1 Week 8
<b><i>Changing Places</i></b> GE 5-2, GE 5-3, GE 5-5, GE 5-7, GE 5-8	Examination	25	Term 2 Week 6
<b>TOTAL</b>		<b>50</b>	

## History

TOPIC	TASK	WEIGHTING %	TIMING
<b><i>Depth Study 1: Making a better world?</i></b> HT 5-1, HT 5-7, HT 5-10	Empathy Task	20	Term 3 Week 8
<b><i>Depth Study 3: Australians at War WWI and WWII</i></b> HT 5-3, HT 5-6, HT 5-8	Research task	30	Term 4 Week 5
<b>TOTAL</b>		<b>50</b>	

## Personal Development, Health & Physical Education

TOPIC	TASK	WEIGHTING %	TIMING
<b>Health For Life</b>	Healthy School Campaign And Work Booklet	20	Term 1 Week 11
<b>Teen Talk</b>	Work Booklet	5	Term 2 Week 10
<b>Semester 1 Practical</b>	Movement Skill Performance incorporating Athletics Assessment	25	Ongoing
<b>Shaping Identity</b>	Work Booklet	5	Term 3 Week 10
<b>Building Resilience</b>	Conflict Case Study and Work Booklet	20	Term 4 Week 7
<b>Semester 2 Practical</b>	Movement Skill Performance incorporating Fair Play Self-Assessment	25	Ongoing
<b>TOTAL</b>		<b>100</b>	

# Agriculture

<b>Topic</b>	<b>Task</b>	<b>Weighting %</b>	<b>Timing</b>
<b>Agriculture Systems and Management</b>	<b>Agriculture Issues Report</b>	<b>25%</b>	<b>Term 1 Week 9</b>
<b>Plant Production 2</b>	<b>Half Yearly Exam</b>	<b>25%</b>	<b>Term 2 Week 6</b>
<b>Animal Production 2</b>	<b>Livestock Reproduction Report</b>	<b>25%</b>	<b>Term 3 Week 5</b>
<b>Agricultural Science</b>	<b>Yearly Exam</b>	<b>25%</b>	<b>Term 4 Week 6</b>
<b>Total</b>		<b>100%</b>	

## AHC10216 Certificate I in Agri-Food Operations

<b>Assessment events for AHC10216 Certificate I in AgriFood Operations</b>			<b>Cluster 1</b>	<b>Cluster 2</b>	<b>Cluster 3</b>
			Week 2 Term 2	Week 7 Term 3	Week 5 Term 4
<b>Cluster</b>	<b>Code</b>	<b>Unit of competency</b>			
<b>Cluster 1</b>	AHCWHS101	Work safely	X		
	AHCWRK101	Maintain the workplace			
<b>Cluster 2</b>	AHCLSK101	Support extensive livestock work		X	
	AHCLSK102	Support intensive livestock work			
<b>Cluster 3</b>	AHCPGD101 or AHCPHT102 or AHCNSY102	Support gardening work or Support horticultural production Support nursery work			X
	AHCCHM101	Follow basic chemical safety rules			

## Commerce

TOPIC	TASK	WEIGHTING %	TIMING
<b>Employment and Work Futures</b>	Resume and Job interview COM5-1, COM5-2, COM5-4	50	Term 1 Week 8
<b>The Economic and Business Environment</b>	Research Report COM5-3, COM5-5, COM5-7	50	Term 3 Week 7
<b>TOTAL</b>		<b>100</b>	

## Food Technology

TOPIC	TASK	WEIGHTING %	TIMING
<b>Food In Australia</b>	Practical Cooking Task	25	Term 1, Week 8
<b>Food for Special Occasions</b>	Research & Practical Cooking Task	25	Term 2, Week 5
<b>Food Selection and Health</b>	Research & Practical Cooking Task	25	Term 3, Week 7
<b>Food Service and Catering</b>	Research & Practical Cooking Task	25	Term 4, Week 5
<b>TOTAL</b>		<b>100</b>	

## Industrial Technology Metals

TOPIC	TASK	WEIGHTING %	TIMING
<b>Project 1</b> <b>Sheet Metal Carry All</b>	Safety and WHS IND 5-1	5	Term 2, Week 1
	Production IND5-3	10	
	Evaluation IND5-8	5	
<b>Project 2</b> <b>Ball Pein Hammer</b>	Planning IND 5-5	5	Term 2, Week 7
	Production IND 5-3, IND5-6, IND5-7	10	
	Industry IND5-9	5	
<b>Examination</b>	IND5-1, IND5-2, IND5-4, IND5-5, IND5-8, IND5-9, IND5-10	20	Term 4, Week 6
<b>Project 3</b> <b>Camp Barbecue</b>	Design IND 5-2, IND 5-4, IND5-5	10	Term 4, Week 4
	Production IND 5-3, IND5-7	20	
	Evaluation IND5-8, IND5-10	10	
<b>TOTAL</b>		<b>100</b>	



## Industrial Technology Timber

TOPIC	TASK / OUTCOMES	WEIGHTING %	TIMING
<b>Project 1</b> Wall Shelf	<i>Production &amp; Safety</i> IND 5-1 IND 5-3	15	Term 2, Week 1
	<i>Evaluation</i> IND5-8	5	
<b>Project 2</b> Coffee Table	<i>Planning &amp; Industry</i> IND 5-5 IND 5-9	10	Term 3, Week 7
	<i>Production</i> IND 5-3 IND 5-6 IND 5-7	20	
<b>Examination</b>	IND 5-1, IND5-2, IND 5-4, IND 5-5, IND 5-8, IND 5-9, IND 5-10	10	Term 4, Week 6
<b>Project 3</b> Custom Box	<i>Design &amp; Production</i> IND 5-2, IND 5-4, IND5-5 IND 5-3, IND5-7	30	Term 4, Week 8
	<i>Evaluation</i> IND5-8, IND5-10	10	
<b>TOTAL</b>		<b>100</b>	

## Physical Activity and Sports Studies (PASS)

TOPIC	TASK	WEIGHTING%	TIMING
<b>Physical Activity and Sport for Specific Groups</b>	World Games Presentation	20	Term 1 Weeks 5-10
<b>Physical Activity and Sport in Society</b>	Officiating Accreditation & Session	20	Term 2 Week 10
<b>Event Management</b>	Summer Olympic Games Investigation	15	Term 3 Week 8
<b>Foundations of Physical Activity</b>	Yearly Exam	15	Term 4, Week 6
<b>All</b>	Practical Individual Fitness/Skill and Games Performance	30	Ongoing
<b>TOTAL</b>		<b>100</b>	

# Photography

TOPIC	TASK	WEIGHTING %	TIMING
<b>Camera-less Photography</b>	Photography Process Diary Submission	30%	Term 1 Week 10
<b>Photojournalism</b>	Photojournalist case study	20%	Term 2 Week 6
<b>Digital Photography and the natural world</b>	Body of work (Photographic series) on Human Nature/ day in the life of...	30%	Term 3 Week 9
<b>DSLR techniques and Digital media</b>	Topic Test	20%	Term 4 Week 5
<b>TOTAL</b>		<b>100</b>	

## Visual Arts

TOPIC	TASK	WEIGHTING %	TIMING
<b>Altered Books</b>	Extended Response	15%	Term 1 Week 8
<b>Altered Books</b>	Altered Book and artist statement	40%	Term 2 Week 6
<b>Pop Art</b>	Topic Test	15%	Term 3 Week 7
<b>Pop Art Portraiture</b>	Choose a modern icon to create a Pop Art style artwork.	30%	Term 4 Week 7
<b>TOTAL</b>		<b>100</b>	

## Music

<b>TOPIC</b>	<b>TASK</b>	<b>WEIGHTING %</b>	<b>TIMING</b>
<b>Concepts of Music</b>	Composition and Performance	25%	Term 1 Week 9
<b>Concepts of Music</b>	Composition and Performance	25%	Term 2 Week 8
<b>Rock Music</b>	Composition and Performance	25%	Term 3 Week 9
<b>Music of a Culture</b>	Yearly exam: Listening and performance	25%	Term 4 Week 6
<b>TOTAL</b>		<b>100</b>	

# KYOGLE HIGH SCHOOL YEAR 9 ASSESSMENT TIMETABLE 2024

Check your assessment schedules in this booklet and highlight them on the correct term and week in the table below.

	WEEK	Assessments
<b>TERM 1</b>	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	<b>Geography, Commerce, Food Technology, Visual Arts</b>
	9	<b>Science, Agriculture, Music</b>
	10	<b>English, PASS, Photography</b>
	11	<b>Maths, PDHPE</b>
<b>TERM 2</b>	1	<b>Metals, Timber</b>
	2	<b>Agri Foods</b>
	3	
	4	
	5	<b>Food Technology</b>
	6	<b>Geography, Agriculture, Photography, Visual Arts</b>
	7	<b>Metals</b>
	8	<b>Maths, Science, Music</b>
	9	<b>English</b>
	10	<b>PDHPE, PASS</b>
<b>TERM 3</b>	1	
	2	
	3	
	4	
	5	<b>Science, Agriculture</b>
	6	
	7	<b>Agri Foods, Commerce, Food Technology, Timber, Visual Arts</b>
	8	<b>Maths, History, PASS</b>
	9	<b>Photography, Music</b>
	10	<b>English, PDHPE</b>
<b>TERM 4</b>	1	
	2	
	3	
	4	<b>Metals</b>
	5	<b>English, History, Agri Foods, Food Technology, Photography</b>
	6	<b>Junior Yearly Examinations Week</b>
	7	<b>PDHPE, Visual Arts</b>
	8	<b>Timber</b>
	9	
	10	
	11	