



## MAYFLOWER PRIMARY SCHOOL

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17 January 2023

Notification: 004/2023

Dear Parents/Guardian,

### School-based Assessment Matters

Assessment is an integral part of the teaching and learning process. Its purpose is to inform students of their learning progress and teachers of the ways to adjust the curriculum and instructions to respond effectively to the learning needs of students.

With the announcement made by MOE regarding the removal of mid-year examinations for Primary 3 and 5 levels in 2018 and for Primary 4 and 6 levels in 2023, the school has refined our school-based assessment structure to reduce overemphasis on academic results and to nurture a stronger intrinsic motivation to learn in our students.

The 2023 Assessment Structure for P3 to P6 students is as follows:

Level	Term 1	Term 2	Term 3	Term 4
Primary 3	<b>Weighted</b> Assessment (10%)	<b>Weighted</b> Assessment (15%)	<b>Weighted</b> Assessment (15%)	<b>Semestral</b> Assessment (60%)
Primary 4	<b>Weighted</b> Assessment (10%)	<b>Weighted</b> Assessment (15%)	<b>Weighted</b> Assessment (15%)	<b>Semestral</b> Assessment (60%)
Primary 5 (STD & FDN)	<b>Weighted</b> Assessment (10%)	<b>Weighted</b> Assessment (15%)	<b>Weighted</b> Assessment (15%)	<b>Semestral</b> Assessment (60%)
Primary 6 (STD & FDN)	<b>Non-weighted</b> Assessment (0%)	<b>Non-weighted</b> Assessment (0%)	<b>Preliminary</b> Examination (100%)	<b>Primary School</b> <b>Leaving</b> <b>Examination</b> (PSLE)

Weighted assessments count towards a student's overall result in a subject for the semester or the year while non-weighted assessments are more formative in nature. Weighted and non-weighted assessments are bite-sized in nature so that targeted feedback can be given to help students improve in specific areas.

The school also has a set of examination policies to guard the rigour, fairness and integrity of weighted assessments:

- 1) Students who are absent during the weighted and semestral assessments must produce a valid medical certificate for the day and this must be submitted to their form teachers immediately upon returning to school.
- 2) There will be no re-test for students who are absent for any component(s)/paper(s).
- 3) In line with PSLE guidelines, students are not allowed to bring mobile phones or any other electronic devices capable of storing and displaying visual or verbal information into the examination room as this will be construed as attempting to cheat.
- 4) Students who cheat or attempt to cheat during an assessment will not be awarded any marks for the paper.

- 5) Latecomers will not be given additional time. Latecomers who miss the paper entirely will not be allowed to sit for the paper and **no marks will be awarded** to them.

To facilitate a smooth implementation of assessments, the table below shows how the marks will be treated during weighted/semestral assessments.

Code	Reason for Absence	School Action
MC	Absent with Medical Certificate or any other relevant official documents	Component(s)/paper(s) missed will not be used for computation on the overall results. These students will not be disadvantaged in any way. Copies of the examination paper(s) except for oral and listening comprehension papers missed will also be given to these students for reference/practice at home.
VR	Absent with a valid reason (e.g. Bereavement within family and reasons approved by the Principal)	
AB	Absent without a valid reason	Score of '0' is entered for component/paper missed.
<p><i>*For MC and VR, the student must have sat for at least 60% (inclusive of paper 2 for language papers and [paper 2 for Mathematics – applicable to P5 and P6 only]) of the entire assessment for the term to be given the prorated marks. Otherwise, the assessment will be reflected as VR even if student has sat for part of the paper.</i></p>		

Details of the School Based Assessment Schedule and Plan for 2023 are attached. Should there be further changes in assessment plans due to the fluid COVID situation, the school will update you on the refined plans accordingly.

Please return the acknowledgement slip to your child's/ward's form teachers by 20 Jan 2023.

Thank you.

Yours sincerely,



Ms Cecilia Lim  
Principal