



宏文學校
HONG WEN SCHOOL
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HWS/22/19

24 January 2022

Dear Parents/Guardians,

School-Based Assessment (SBA) Policy – Primary 4

The school's SBA practices comprise a wide repertoire of assessment strategies to provide teachers and pupils with a balanced view of the learning that will take place throughout each academic year. The assessment process includes both non-weighted and weighted assessments.

Assessment Weighting

Level	Subject	Term 1	Term 2	Term 3	Term 4
P4	English, Higher Chinese, Mathematics, Science	WA 10%	MYE 30%	WA 10%	EYE 50%

* MYE: Mid-Year Examination EYE: End-of-Year Examination WA: Weighted Assessments

Non-Weighted Assessments (NWA)

NWA enable our teachers to track the learning progress of pupils, and provide richer feedback to parents and pupils to better support and guide pupils in their development. This assessment for learning is embedded in daily lessons. On-going formative assessment practices and strategies, such as strategic questioning, self-and-peer assessments, will be used in class to reinforce pupils' learning.

Weighted Assessments (WA)

WA provide information on pupils' mastery of knowledge and skills through the assignment of grades. These include topical tests, performance tasks, Mid-Year Examination (MYE) and End-of-Year Examination (EYE).

For more information, please refer to the appended assessment plan of the individual subjects. (Schedule and Scope of Assessment for Term 1 WA is appended as well.) The scope of assessment for subsequent terms will be released at a later date.

Special considerations for absentees

If your child is absent for the WA/ MYE/ EYE, he/she needs to produce a valid medical certificate or any official documentation to account for the absence in order to take the paper on another day.

Type of Assessment	Special considerations for absentees
MYE / EYE	To take the paper on another day during the examination period for the level, up to one day after the last paper of the level
WA (e.g. Topical Test / Performance Task)	To take the test within 3 school days from the date of the test

Academic Conduct, Integrity and Responsibility

Integrity and responsibility are our school's core values. Commitment to the highest standards of academic conduct and integrity is expected of every pupil. Pupils caught cheating or attempting to cheat will be deemed to have committed a disciplinary offence and will be awarded a zero for the paper. We believe that our pupils are able to take responsibility for managing their own learning. Thank you for being partners with our teachers to make learning joyful and engaging for your child in Hong Wen.

Please feel free to contact your child's subject teachers if you need any clarification.

Yours sincerely,

Mrs Theresa Hong
Principal

HONG WEN SCHOOL
ENGLISH
2022 ASSESSMENT PLAN for Primary 4

		Term 1	Term 2	Term 3	Term 4
Non-weighted Assessments	Listening & Viewing	Listening Comprehension			
	Speaking & Representing	Stimulus-based Conversation			
	Reading & Viewing			Reader's Theatre Practices	
		<ul style="list-style-type: none"> • Reading Aloud • Comprehension 			
	Writing & Representing	<ul style="list-style-type: none"> • Spelling • Unseen Dictation • Individual Writing 			
	Language Use	Grammar & Vocabulary			
Weighted Assessments		<u>Topical Test</u> <ul style="list-style-type: none"> • Language Use & Comprehension 	<u>Mid-Year Examination</u> <ul style="list-style-type: none"> • Paper 1 – Composition • Paper 2: Language Use & Comprehension • Paper 3: Listening Comprehension • Paper 4: Oral Communication 	<u>Topical Test</u> <ul style="list-style-type: none"> • Reader's Theatre (<i>subject to change due to safe management measures</i>) 	<u>End-of-Year Examination</u> <ul style="list-style-type: none"> • Paper 1 – Composition • Paper 2: Language Use & Comprehension • Paper 3: Listening Comprehension • Paper 4: Oral Communication
Total weightage		10%	30%	10%	50%

HONG WEN SCHOOL
Mathematics
2022 ASSESSMENT PLAN for Primary 4

	Term 1	Term 2	Term 3	Term 4
Non-weighted Assessment	Maths Workbook Maths Worksheets Maths Journal Performance Activity In-class Participation during Lessons			
Weighted Assessment	Topical Test	Mid-Year Examination	Topical Test	End-of-Year Examination
Total weightage	10%	30%	10%	50%

宏文学校
2022 年 高级华文评价计划
四年级

		第一学段	第二学段	第三学段	第四学段
非计分评价	听	听力练习			
	说	口语互动活动			
	读	朗读课文、篇章			
	写	<ul style="list-style-type: none"> • 听写 • 完成句子 • 书面互动活动 • 看图作文 			
	语文运用	<u>补充作业</u> 语文应用 阅读理解			
计分式评价		<u>计分式评价</u> 小测验 <ul style="list-style-type: none"> • 语文应用 • 阅读理解 	<u>年中考试</u> 一、听力测验 二、口试 <ul style="list-style-type: none"> (a) 朗读篇章 (b) 看图说话 (c) 会话 三、看图作文 四、语文应用与阅读理解	<u>计分式评价</u> 看图作文	<u>年终考试</u> 一、听力测验 二、口试 <ul style="list-style-type: none"> (a) 朗读篇章 (b) 看图说话 (c) 会话 三、看图作文 四、语文应用与阅读理解
总 (100%)		10%	30%	10%	50%

HONG WEN SCHOOL
Science
2022 ASSESSMENT PLAN for Primary 4

		Term 1	Term 2	Term 3	Term 4
Non- weighted Assessments	Knowledge	Science journal Workbook Worksheets HWS Learning Activities Booklet (LAB)			
	Skills/ Attitudes	Practical work Process skills worksheets Scientists@Work Concept mapping			
	ICT skills	Data Loggers Science Simulations			
Weighted Assessments		Scientists@Work	Mid-Year Examination	Topical Test	End-of-Year Examination
Total weightage		10%	30%	10%	50%

Schedule of Holistic Assessment for Primary Four (Term 1)

Teachers will be assessing what pupils have learnt in Term 1 through the following tasks. Feedback where relevant will also be given to parents.

Subject	Date	Scope of Assessment	Duration
English	<u>Term 1</u> Week 8 23 February (Wednesday)	<u>Topical Test 1 (Written)</u> <ul style="list-style-type: none">• Synthesis and Transformation• Comprehension (1)• Comprehension Open-ended (2) Units tested: <ul style="list-style-type: none">• 1. Prince Zak and the Wise Frog• 2. Ruby's Sunflower	45 min
Mathematics	<u>Term 1</u> Week 9 2 March (Wednesday)	<u>Topical Test 1</u> Section A: Short Answer Questions Section B: Long Answer Questions <u>Scope</u> Chapter 1 : Numbers to 100 000 Chapter 2 : Factors and Multiples Chapter 3 : Multiplication and Division of Whole Numbers Chapter 4 : Whole Numbers: Word Problems (till Workbook Practice 1)	55 min
Science	<u>Term 1</u> Week 9 28 February (Monday) - 4 March (Friday)	<u>Performance Task</u> Scientist@Work Topic: Material	1 hour

Subject	Date	Scope of Assessment	Duration
Chinese	<u>Term 1</u> Week 9 3 March (Thursday)	<u>小测验（第一课至第四课）</u> 1) 语文应用：多项选择 2) 短文填空：多项选择 3) 改写句子：开放式 4) 词语搭配：多项选择 5) 组段成篇：多项选择 6) 阅读理解（一）：多项选择、书面互动 7) 阅读理解（二）：开放式	50 min