



HWS/21/13

18 January 2021

Dear Parents/Guardians,

### School-Based Assessment (SBA) Policy – Primary 3

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
P3	English, Higher Chinese, Mathematics, Science	WA 15%	WA 15%	WA 15%	EYE 55%

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

### Non-Weighted Assessments (NWA)

NWA enables 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.

### Weighted Assessments (WA)

WA provides information on students' mastery of knowledge and skills through the assignment of grades. This includes topical tests, performance tests, Mid-Year Examination (MYE) & End-Year Examination (EYE).

For more information, please refer to the appended assessment plan of the individual subjects. (Schedule and Scope of Assessment for Sem 1 WA is appended as well.)

### Absent with valid reason

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. Your child will be allowed to take the paper on any day during the examination period for the level, up to one day after the last paper of the level.

Pupils absent for their Topical Tests/ Performance Tests will take the test(s) when they return. Pupils are allowed to take the Topical Test/ Performance 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**  
**2021 ASSESSMENT PLAN for Primary 3**

		Term 1	Term 2	Term 3	Term 4
<b>Non-weighted Assessments</b>	Listening & Viewing	Listening Comprehension			
	Speaking & Representing	Stimulus-based Conversation			
	Reading & Viewing			Reader's Theatre Practices	
		<ul style="list-style-type: none"> <li>• Reading Aloud</li> <li>• Comprehension</li> </ul>			
	Writing & Representing	<ul style="list-style-type: none"> <li>• Spelling</li> <li>• Dictation</li> <li>• Individual Writing</li> </ul>			
	Language Use	Grammar & Vocabulary			
<b>Weighted Assessments</b>		<u><b>Topical Test</b></u> <ul style="list-style-type: none"> <li>• Language Use &amp; Comprehension</li> </ul>	<u><b>Topical Test</b></u> <p>Communications:</p> <ul style="list-style-type: none"> <li>• Listening Comprehension</li> <li>• Oral Communication</li> </ul>	<u><b>Topical Test</b></u> <ul style="list-style-type: none"> <li>• Composition</li> </ul>	<u><b>End-Year Examination</b></u> <ul style="list-style-type: none"> <li>• Paper 1 – Composition</li> <li>• Paper 2: Language Use &amp; Comprehension</li> <li>• Paper 3: Listening Comprehension</li> <li>• Paper 4: Oral Communication</li> </ul>
<b>Total weightage</b>		15%	15%	15%	55%
<p><i>On-going formative assessment practices and strategies used in class, e.g. making explicit learning targets and success criteria, descriptive feedback, strategic questioning, self- and peer-assessments, engaging pupils in goal setting and questioning.</i></p> <p><b>Personal Quality Focus:</b> Motivation, Teamwork &amp; Communication Skills</p>					

\*Pupils will be informed of the Scope of Assessment (Topics / Units and Format) at a later date.

**HONG WEN SCHOOL**  
**Mathematics**  
**2021 ASSESSMENT PLAN for Primary 3**

	Term 1	Term 2	Term 3	Term 4
<b>Non-weighted Assessment</b>	Diagnostic Worksheet Maths Workbook Maths Worksheets Maths Journal Performance Activity			
<b>Weighted Assessment</b>	Topical Test	Topical Test 2	Topical Test 3	End-Year Examination
<b>Total weightage</b>	15%	15%	15%	55%
<p><i>On-going formative assessment practices and strategies used in class, e.g. making explicit learning targets and success criteria, descriptive feedback, strategic questioning, self- and peer-assessments, engaging pupils in goal setting and questioning.</i></p> <p><b>Personal Quality Focus:</b> Motivation, Teamwork &amp; Communication Skills</p>				

*\*Pupils will be informed of the Scope of Assessment (Topics / Units and Format) at a later date.*

# 宏文学校

## 2021 年 高级华文评价计划

### 三年级

		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"> <li>• 听写</li> <li>• 完成句子</li> <li>• 书面互动活动</li> <li>• 段落小练笔</li> </ul>			
	语文运用	补充作业 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"> <li>• 语文应用</li> <li>• 阅读理解</li> </ul>	<u>计分式评价</u> 沟通技能 <ul style="list-style-type: none"> <li>• 听力测验</li> <li>• 会话（以图为触媒）+ 朗读篇章</li> </ul>	<u>计分式评价</u> 看图写段	<u>年终考试</u> 一、听力测验 二、口试 (a) 朗读篇章 (b) 会话（以图为触媒） 三、看图写段 四、语文应用与阅读理解	
总（100%）	15%	15%	15%	55%	
On-going formative assessment strategies used in class, e.g., Clarifying, sharing and understanding learning intentions and criteria for success; Engineering effective classroom discussions, activities and tasks that elicit evidence of learning; Providing feedback that moves learning forward; Activating learners as instructional resources for one another; and Activating learners as the owners of their own learning					
<b>Personal Qualities Focus: Teamwork, Communication Skills &amp; Motivation</b>					

学生将于稍后获得有关考试范围和形式的相关通知。

**HONG WEN SCHOOL**  
**Science**  
**2021 ASSESSMENT PLAN for Primary 3**

		Term 1	Term 2	Term 3	Term 4
<b>Non-weighted Assessments</b>	Knowledge	Science Journal Workbook Worksheets HWS Learning Activities Booklet (LAB)			
	Skills/ Attitudes	Practical work Process skills worksheets Scientists@Work Young Innovators' Project (YIP)			
	ICT skills	Science Simulations			
<b>Weighted Assessments</b>		<b>Topical Test</b>	<b>Topical Test</b>	<b>Topical Test</b>	<b>End of Year Examination (EYE)</b>
<b>Total weightage</b>		15%	15%	15%	55%
<p><i>On-going formative assessment practices and strategies used in class, e.g. making explicit learning targets and success criteria, descriptive feedback, strategic questioning, self- and peer-assessments, engaging pupils in goal setting and questioning.</i></p> <p><b>Personal Quality Focus:</b> Motivation, Teamwork &amp; Communication Skills</p>					

\* Pupils will be informed of the Scope of Assessment (Topics/Units and Format) at a later date.

## **Schedule of Holistic Assessment for Primary Three (Semester 1)**

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

<b>Subject</b>	<b>Date</b>	<b>Scope of Assessment</b>	<b>Duration</b>
English	<u>Term 1</u>	<b><u>Topical Test 1</u></b>	45 min
	Week 9 2 March (Tuesday)	Grammar MCQ Vocabulary MCQ Editing for Punctuation Editing for Spelling and Grammar Synthesis & Transformation Comprehension (Open-Ended)  Units tested: 1. A Kitten For The King 2. Fearless Phil	
	<u>Term 2</u>	<b><u>Topical Test 2</u></b>	
	Week 5 20 April (Tuesday)	Listening Comprehension	
	Week 6 26 April (Monday)	Oral Communication	

Mathematics	<u>Term 1</u> Week 9 3 March (Wednesday)	<b><u>Topical Test 1</u></b> Section A: 6 Short Answer Questions Section B: 6 Short Answer Questions Section C: 4 Long Answer Questions  Scope : Chapter 1: Numbers up to 10 000 Chapter 2: Addition within 10 000 Chapter 3: Subtraction within 10 000 Chapter 4: Word Problems: Addition and Subtraction	55 min
	<u>Term 2</u> Week 8 12 May (Wednesday)	<b><u>Topical Test 2</u></b> Section A: 6 Short Answer Questions Section B: 6 Short Answer Questions Section C: 4 Long Answer Questions  Scope : Chapter 1: Numbers up to 10 000 Chapter 2: Addition within 10 000 Chapter 3: Subtraction within 10 000 Chapter 4: Word Problems: Addition and Subtraction Chapter 5: Multiplication Tables of 6, 7, 8 and 9 Chapter 6: Multiplication Chapter 7: Division Chapter 8: Word Problems involving the Four Operations	55 mins
Science	<u>Term 1</u> Week 10 8 March (Monday)	<b><u>Topical Test 1</u></b> Section A: 6 MCQs Section B: 3 Structured Questions  Topics tested: Diversity (Living and Non-living things, Animals, Fungi and Bacteria)	30 min
	<u>Term 2</u> Week 8 11 May (Tuesday)	<b><u>Topical Test 2</u></b> Section A: 6 MCQs Section B: 3 Structured Questions  Topics tested: Diversity (Plants), Systems (Plants and their parts), Cycles (Life Cycles of Animals and Life Cycles of Plants)	30 min

Chinese	<p><u>Term 1</u> Week 9 4 March (Thursday)</p> <p><u>Term 2</u> Week 5 20 April (Tuesday)</p> <p>Week 6 26 April (Monday)</p>	<p><u>小测验：第一至四课</u></p> <ol style="list-style-type: none"> <li>1) 语文运用：8 题（多项选择）</li> <li>2) 词语搭配：4 题（多项选择）</li> <li>3) 填写汉字：3 题（开放式）</li> <li>4) 改写句子：2 题（开放式）</li> <li>5) 短文填空：4 题（提供选项）</li> <li>6) 完成句子：5 题（提供选项）</li> <li>7) 阅读理解（一）：3 题（多项选择）</li> <li>8) 阅读理解（二）：3 题（开放式）</li> </ol> <p>听力测验</p> <p>朗读篇章 会话</p>	50 mins
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