



*The School That Cares!*

### ASSESSMENT POLICY

#### PREPARATORY STAGE

As per NEP-2020, the preparatory stage consists of three years of schooling ie. Class III to V.  
**The curricular areas are:**

- Languages (English & Hindi)
- Mathematics (includes computational thinking)
- World Around Us (Children engage broadly and deeply with the natural and human environments around them)
- Vocational Education is subsumed in WAU. Children are encouraged to use their minds and bodies towards various productive work like stitching, cooking etc.
- Arts (Art, craft, music and dance)
- Physical Education (includes games, yoga, health education)
- Socio-Emotional-Ethical Learning and Positive Learning Habits

As per NEP2020 there needs to be a paradigm shift away from high-stakes one-shot summative assessments to low stakes, assessment for and as learning.

Therefore, the assessment structure is now focused on Formative Assessments throughout the year mapped to competencies from NCF\_SE-Aug23.

Formative assessments will include:

- **ODA in WAU and Mathematics (Open door assessment)**
- **ASL in Languages (Assessment for Speaking and Listening)**
- **Art Integrated Projects**
- **Portfolio (maintained by every child)**
- **Self-Assessments**
- **Peer-Assessment**
- **Parent Observation**

**Formative Assessments are taken in two engaging formats –**

1. **Pre-Announced Formative Assessments:** These are conducted for accountability purposes. A date sheet, along with the syllabus, is shared with students in advance.
2. **Ongoing Formative Assessments:** These assessments are conducted in parallel with the teaching-learning activities and act as a feedback loop for both teachers and learners.

**Parent observation, self-assessment, and peer assessment** are included in the **Holistic Progress Card (HPC)** to ensure a **360-degree evaluation** and provide a holistic view of the child's progress.

- **Parents' Observation** - To make parents an integral part of a child's learning journey, a section on Parents' Observation is given in the Holistic Progress Card to ensure their role in the development of the child. Parent Observations are taken once in every term ie, **twice** during the academic year in FAC 2 and FAC 4 through a set of questions where parents share their observations, feedback, and reflections on their child's progress.

The HPC fosters collaboration between parents, educators, and students as the teachers compare parent feedback with their own observations to identify any similarities or differences in the child's development at home and in school.

- **Self-Assessment** refers to the process where students evaluate their own work or performance. They reflect on their learning, strengths, weaknesses and areas for improvement.
- **Peer Assessment** refers to the process where students evaluate each other's work. It involves giving feedback, assigning grades, or both based on set criteria.
  - **Self-assessment and Peer Assessment** are part of “observation” tools and an integral part of Holistic Progress Card to understand whether the learner can accurately assess his/her own competency and the same is also assessed by the peer group.
  - **Self-assessment and Peer Assessment are included** in every term ie, **twice** during the academic year in FAC 2 and FAC 4 through a set of questions in the HPC.

Self and Peer Assessments encourage students to engage more deeply with the teaching learning process. Evaluating others or their own work sharpens analytical and evaluative skills. Students take ownership of their learning and become more accountable for their performance.

- **Open door assessment (ODA)** - In WAU and Mathematics, Open Door assessments are designed by our educational partners Open Door Organisation, consisting of a team of people from some of the finest universities - such as the IITs and NITs - in India. Open Door Assessments aim to nurture critical thinking in students and give them an edge over other students out there in various competitive exams. These assessments are MCQ based test conducted in two stages- Learning(L) and Re-Learning (RL) four times a year i.e. in each Formative Assessment Cycle (FAC). However, ODA will be conducted three times in this academic year for WAU in class III and IV. Teachers prepare students for these assessments through regular classroom discussions, worksheets containing higher order questions and by the discussions based on Learning(L) result.

The best score out of (L) and (RL) is taken into account. The results of Open-Door Assessments are uploaded on ODA portal where the performance of the child can be analysed by parents too.

Student will be provided with ODA portal login Id through which they can access their result.

- ASL in Languages, Laboratory-hands on work in WAU, Mathematics and Computational thinking project work are the part of the bouquet of formative assessments.
- Art integration is interweaved in all curricular areas. In addition, the Ek Bharat Shreshtha Bharat project is planned for classes III to V based on the art form of the paired state – Arunachal Pradesh.
- **Student Portfolio** is a collection of a student's work that shows their learning progress, achievements, skills, and reflections over time. Portfolios are maintained by every child to record his/her work and track the progress of a child's development. The following should be included in a portfolio:
  - *Index* (S.No, pg no. of sample of work, description of sample, sample date, competency number)
  - *Personal details*: Name, school, class, date of birth, age, observation date range, photograph
  - Samples of child work includes:
    - Child's *artwork*, drawing
    - Child's *writing* samples
    - Photographs of models and craft work* made by the child
    - Photographs* of the child at play
    - Link to a video* of the student's work
    - Organised record of interesting discussions* held with the child
    - Anecdotal observation records*

A designated folder is provided as part of the stationery and book set, intended for the systematic maintenance of the student portfolio.

The portfolio will be assessed twice in an academic year ie. in FAC 2 and FAC 4. *Assessment* of the portfolio is not based on the sample chosen but strictly on student reflection and annotation. Some examples of reflection and annotations are shared below:

- What I did well (eg. I used appropriate vocabulary)
- What I did not do well (eg. I need practice in sentence construction)
- What I did not understand (I do not understand how to calculate LCM)
- What I need help with (I need help with subject-verb agreement)
- Progress made or not from the last sample in the portfolio with reasons and examples (I can comprehend questions better, but I need to work on my presentation of information)
- Action plan or solution to challenge areas (I will take help from my peer Sujata, to understand LCM and attempt all problems from NCERT).

- Portfolios are show-cased to the parents in the monthly PTM and at the end of each FAC.

- The academic session is divided into four assessment cycles:

| Assessment Schedule - III to V |            |            |  |
|--------------------------------|------------|------------|--|
| ASSESSMENT                     | STARTS     | ENDS       | SUMMATIVE ASSESSMENTS                              |
| FORMATIVE ASSESSMENT CYCLE-1   | 01.04.2025 | 22.07.2025 | <b>Class V: Session End Assessment of 50 Marks</b> |
| FORMATIVE ASSESSMENT CYCLE-2   | 23.07.2025 | 26.09.2025 |  |
| FORMATIVE ASSESSMENT CYCLE-3   | 03.10.2025 | 12.12.2025 |  |
| FORMATIVE ASSESSMENT CYCLE-4.  | 15.12.2025 | 16.03.2026 |  |

The grading scale to be followed is described in the table given below:

| LEVEL               | Symbol | Marks equivalence in % | INTERPRETATION: Student is...  |
|---------------------|--------|------------------------|--|
| Beginner-LEVEL-1    | L1     | 0-40                   | at the beginning stage of the target competency and needs a great deal of support.   |
| Progressing LEVEL-2 | L2     | 41-60                  | able to meet some part of target competency independently but needs occasional support.                                      |
| Proficient LEVEL-3  | L3     | 61-80                  | able to meet the target competency independently without any support   |
| Advanced LEVEL-4    | L4     | 81-100                 | able to achieve the target competency independently. Helps & supports others to achieve LO. Requires more challenging tasks. |

- The Holistic Progress Card (HPC) is published twice in a session for the classes III, IV and V (at the end of FAC 2 and FAC 4).