

COMMUNICATION PLAN

École Okotoks Junior High School

Assessment, Evaluating and Reporting of Student Learning

The purpose of assessment and reporting is to guide and communicate learning. Procedures used to evaluate student achievement are designed so they are fair, just and equitable; motivate students; instill confidence in students' abilities to learn and succeed, and test a variety of skills and levels of skills. In addition, students are guided to develop the skills of being assessment capable learners.

Link to Administrative Procedure 360:

<https://foothillsstorage.blob.core.windows.net/media/Default/medialib/360-assessment-evaluation-and-reporting-of-student-learning-1.f312b82939.pdf>

École Okotoks Junior High School is committed to providing fair, timely and accurate assessment. A course outline with a breakdown of how your child's learning will be assessed, weighted and reported is provided for each course at our school at the beginning of each year. The school year is divided into four reporting periods; two in semester one and two in semester two. Parent teacher interviews will be conducted once in each semester. The dates for these **interviews** are as follows:

November 2-3 - fall Parent/Teacher interviews

March 22-23- spring Parent/Teacher interviews

Learner Profiles are emailed home:

November 26th

March 11th

June 29th

To ensure that all students learn and are successful, teachers will be in communication with parents if a student is struggling with academic or social expectations.

Parents are encouraged to contact teachers with any concerns or questions they may have. If you have any questions about your child's grade or progress please contact the school by phone or via email to your child's teachers. (our email addresses are set up as *last name, first initial @ fsd38.ab.ca*: i.e. Tracey McKinnon – mckinnont@fsd38.ab.ca)

Thank you for being partners in your child's education. We appreciate your support.

Sincerely,

École Okotoks Junior High School Administration team