

## Derived Grades Assessment 2021 – Overview

Due to Covid Alert Level restrictions we are unable to run our Derived Grade Exams as planned on site. This is because the number of students needed to be in certain rooms exceeds the government regulations. However, it is important that students are assessed and given a 'Derived Grade' prior to the date set for NCEA External Examinations. Should the NCEA External Exams not proceed, the 'Derived Grade' from our school assessments becomes the students final mark for that Achievement Standard. **Note that other evidence/schoolwork prior to these assessments will also be used in conjunction with the derived grade assessment to determine this grade.**

Senior Management want to ensure that we have something in place for this process. Therefore, we have planned for students to sit their 'Derived Grade Assessments' via Teams during Week 2 of Term 4. This Derived Grade Assessment mark will be determined by a combination of this assessment and other student work completed throughout the year (where necessary). We recommend that you speak with students to ensure they are aware of these changes and the details below in advance (separate emails will also go out to them).

The general format of these Derived Grade Assessments will be as follows:

1. A new timetable for Week 2 Derived Grade Assessments has been set, see [HERE](#)
2. The assessment will be set by **9am** by teachers on Microsoft Teams and must be complete by **9pm** on that day.
3. Students will have a 12-hour timeframe to submit their assessment
4. Students will have **3 hours and 30 minutes** to complete their exams. 3 hours of this is for the completion of the work as per the timing of NCEA External Examinations and a **30-minute allowance for uploading documents or other technical difficulties**. This will be timed on the Teams assignment function so there is accountability around this.
5. We are *recommending student start times* to be: 9am for a morning session and 1pm for the afternoon, as though students were on site. However, we have put in the flexibility of a 9pm finish for the final exam to take into account the complexities of lockdown learning and family dynamics.
6. Most teachers will be loading this derived grade assessment as a **MS Word** document, so students can edit their own copy. Some faculties will also be using Education Perfect or in some exceptional cases a pdf hard copy will made available. If your child's subject is one that requires a hard copy, you will be contacted to pick it up from KingsWay campus.
7. Submission must be through the Teams assignment function and not through an email to teachers. This will help us protect the integrity/ authenticity of the assessment as there is a plagiarism checker on Teams. However, if students do have a technological glitch on Teams, they should email the teacher their work instead, so it is submitted within the timeframe.
  - a. **For this to work, we highly recommend students save a backup copy of their work in a local file in case they encounter an issue with Teams.**
8. Students and parents will be asked to sign authenticity statements to verify that the work they complete is their own. This will be one statement that encapsulates all of the exams. Please follow the link [HERE](#) to do this.

9. More detailed instructions for students is included in the link [HERE](#)
10. The revised Derived Grade Assessment timetable does not include practical subjects. During Week 3 we will put in place additional time for practical subject, with smaller numbers of students assigned to 'bubbles' with teachers.
11. Year 10 classes will still proceed as per normal online teaching timetable
12. No form class or devotions will take place during this week, for all year levels.