



TE AROHA COLLEGE BOARD OF TRUSTEES ASSESSMENT POLICY

Rationale

To ensure that Te Aroha College has adequate and appropriate systems of assessment and moderation to meet the expected outcomes of learning programmes for National Qualification Standards.

Procedures

Te Aroha College has appropriate procedures:

- for managing appeal processes.
 - for managing authenticity, misconduct and breach of rules.
 - for managing internal and external moderation.
 - for analysing assessment information to review programmes and courses.
 - to provide for students with special needs.
 - to monitor student progress.
1. The Principal will appoint the Principal's Nominee. The Principal's Nominee will oversee the implementation of *Te Aroha College NZQA Procedures for Assessment*.
 2. The Principal's Nominee will be responsible for developing and revising *Te Aroha NZQA Procedures for Assessment* along with Heads of Learning and Senior Leadership.
 3. The Principal's Nominee will ensure that all teachers are aware of students with Special Assessment Conditions as it applies to assessment tasks.
 4. The Principal's Nominee will ensure that the standards on the School Management System are current and the correct version.
 5. HOLs and TICs are responsible for the development and implementation of assessment in their subject area. They will ensure that *Te Aroha College NZQA Procedures for Assessment* are followed.

This policy will be reviewed on an annual basis at the beginning of each year.

Effective Date: February 2026

Review Date: February 2027

Approved: Board of Trustees