



HWS/23/22

25 January 2023

Dear Parents/Guardians,

School-Based Assessment (SBA) Policy – Primary 4

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
P4	English, Higher Chinese, Mathematics, Science	WA 15%	WA 15%	WA 15%	EYE 55%

* EYE: End-of-Year Examination WA: Weighted Assessments

Non-Weighted Assessments (NWA)

NWA enable 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. On-going formative assessment practices and strategies, such as strategic questioning, self-and-peer assessments, will be used in class to reinforce pupils' learning.

Weighted Assessments (WA)

WA provide information on pupils' mastery of knowledge and skills through the assignment of grades. These include topical quizzes, performance tasks and End-of-Year Examination (EYE).

For more information, please refer to the appended assessment plan of the individual subjects. (Schedule and Scope of Assessment for Term 1 WA is appended as well.) The scope of assessment for subsequent terms will be released at a later date.

Special considerations for absentees

If your child is absent for the WA/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.

Type of Assessment	Special considerations for absentees
EYE	To take the paper on another day during the examination period for the level, up to one day after the last paper of the level
WA (e.g. Topical Quiz / Performance Task)	To take the WA within 3 school days from the date of the WA

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
2023 ASSESSMENT PLAN for Primary 4

		Term 1	Term 2	Term 3	Term 4
Non-weighted Assessments	Listening & Viewing	Listening Comprehension			
	Speaking & Representing	Stimulus-based Conversation			
	Reading & Viewing	Reader's Theatre			
		Reading Aloud Comprehension			
	Writing & Representing	Spelling Unseen Dictation Individual Writing			
Language Use	Grammar & Vocabulary				
Weighted Assessments		<u>Topical Quiz</u> <ul style="list-style-type: none"> ● Language Use & Comprehension 	<u>Topical Quiz</u> <ul style="list-style-type: none"> ● Composition Writing 	<u>Performance Task</u> <ul style="list-style-type: none"> ● Oral Communication (recording via SLS) 	<u>End-of-Year Examination</u> <ul style="list-style-type: none"> ● Paper 1 – Composition ● Paper 2: Language Use & Comprehension ● Paper 3: Listening Comprehension ● Paper 4: Oral Communication
Total weightage		15%	15%	15%	55%

HONG WEN SCHOOL
Mathematics
2023 ASSESSMENT PLAN for Primary 4

	Term 1	Term 2	Term 3	Term 4
Non-weighted Assessment	Maths Workbook Maths Worksheets Maths Journal Performance Activity In-class Participation during Lessons			
Weighted Assessment	Topical Quiz	Topical Quiz	Topical Quiz	End-of-Year Examination
Total weightage	15%	15%	15%	55%

宏文学校
2023 年 高级华文评价计划
四年级

		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"> • 听写 • 书面互动活动 • 看图作文 			
	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> 看图说话	<u>计分式评价</u> 小测验 <ul style="list-style-type: none"> • 语文应用 • 阅读理解 	<u>计分式评价</u> 看图作文	<u>年终考试</u> 一、 听力测验 二、 口试 (a) 朗读篇章 (b) 看图说话 (c) 会话 三、 看图作文 四、 语文应用与阅读理解	
总 (100%)	15%	15%	15%	55%	

HONG WEN SCHOOL

Science

2023 ASSESSMENT PLAN for Primary 4

		Term 1	Term 2	Term 3	Term 4
Non-weighted Assessments	Knowledge	Science journal Workbook Worksheets HWS Learning Activities Booklet (LAB)			
	Skills/ Attitudes	Practical work Process skills worksheets Scientists@Work			
	ICT skills	Data Loggers Science Simulations			
Weighted Assessments		Performance Task	Topical Quiz	Topical Quiz	End of Year Examination (EYE)
Total weightage		15%	15%	15%	55%