



**Christian Alliance P.C. Lau Memorial  
International School**  
宣道會劉平齋紀念國際學校

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Kowloon, Hong Kong  
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## ACADEMIC INTEGRITY, STUDENT ASSESSMENT AND EVALUATION POLICY

Students are expected to submit original work. Sources of any ideas paraphrased or quoted in assignments must be properly cited. When a person misrepresents the ideas or content of another as their own, it is known as plagiarism. Plagiarism applies to ideas in written, verbal, or electronic form. Students who plagiarize in an assignment or cheat by copying another student's work on a test will be awarded zero (0) and may face other disciplinary consequences. Students who knowingly allow copying of their work by others will receive the same consequences as those who copied. If the teacher determines that the plagiarism was caused by ignorance or carelessness, the student may be asked to correct the assignment and re-submit it for assessment. The purposes of student assessment are to:

- Gather information about student progress and performance in meeting the learning outcomes of the Alberta Curriculum
- Inform teachers about adaptations and revisions required to improve student learning
- Provide data on student performance to students, parents, or other schools
- Inform students, parents, and teachers about future instructional and learning needs

The broad categories upon which assessment will be focused on include:

- Student achievement concerning outcomes specified in the Alberta Program of Studies
- Personal Development and Learning Skills of students including interpersonal skills, responsible behaviour, self-control and independence

Formative Assessments are built into each unit of study and take place during the learning process. These assessments are:

- Provide learners with timely feedback for improving performance
- Are used as a practice to prepare for future summative assessments
- Are prepared by teachers or peers, but closely monitored by teachers
- Facilitate learning and student motivation
- Are not counted in the report card

**Be an Example in Speech and Behaviour, in Love, Faith and Purity**



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Summative Assessments usually occur toward the end of a unit or program of study. These assessments are:

- Measure learning and performance at a point in time against the Alberta learning outcomes
- Are given after students have practiced course content and skills
- Are fair, with learning goals and scoring rubric provided at the outset
- Can be in many different forms and cover significant content
- Are created and given only by a teacher
- Measure what a student knows and can do and are counted in the report card Are typically communicated on grade level calendar

Report Cards: There are four (4) reporting periods for all students: Fall (November), Winter (January/February), Spring (April), and Summer (June). Conferences: Parent-Teacher

Conferences are held twice a year, after the first and third reporting periods. These conferences cover evidence of positive growth and discussion of improvement strategies.

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