

# Beacon Alternative Provision

## Assessment and Feedback Policy



### 1. Introduction

At Beacon Alternative Provision, we are committed to providing a high-quality education through personalized 1:1 support for children not attending school. Our Assessment and Feedback Policy aims to ensure that students' progress is effectively monitored, assessed, and reported, fostering continuous improvement and academic success. We utilise SMART targets and the Assess, Plan, Do, Review (APDR) method to tailor education to each student's needs.

### 2. Objectives

- To provide a clear framework for assessing student progress.
- To establish consistent methods for planning, delivering, and reviewing educational support.
- To ensure students and parents receive regular and constructive feedback.
- To support students in achieving their full potential through personalised learning goals.

### 3. Assessment Methodology

#### SMART Targets

- **Specific:** Targets are clear and specific to address individual needs.
- **Measurable:** Progress can be measured against defined criteria.
- **Achievable:** Goals are realistic and attainable.
- **Relevant:** Targets are relevant to the student's personal and academic growth.
- **Time-bound:** Each target has a clear timeframe for completion.

#### Assess, Plan, Do, Review (APDR)

- **Assess:** Identify the student's needs through initial assessments and ongoing observations. This includes academic, social, and emotional aspects.
- **Plan:** Develop a personalized learning plan with SMART targets based on the assessment. Involve students and parents in the planning process.
- **Do:** Implement the plan through tailored 1:1 support session, utilising appropriate resources and teaching methods.
- **Review:** Regularly review the student's progress against the SMART targets. Adjust the plan as needed based on feedback and new assessments.

## 4. Reporting Progress

### To Students

- **Ongoing Feedback:** Provide immediate and continuous feedback during and after each session. Focus on strengths and areas for improvement.
- **Weekly Reviews:** Conduct weekly reviews of progress towards SMART targets. Discuss achievements and set new targets as necessary.
- **Termly Reports:** Provide a comprehensive written report at the end of each term summarizing the student's progress, achievements, and areas for further development.

### To Parents

- **Weekly Updates:** Share weekly updates via email or a secure online platform detailing the student's progress and any significant achievements or concerns.
- **Parent Meetings:** Schedule regular meetings (at least once per term) with parents to discuss the student's progress, review the learning plan, and collaboratively set new targets.
- **Termly Reports:** Provide parents with a detailed written report at the end of each term, including assessment results, progress towards SMART targets, and recommendations for future learning.

## 5. Feedback Methods

### Verbal Feedback

- Given directly to students during sessions to provide immediate reinforcement and guidance.
- Focuses on specific aspects of the student's work, behaviour, and effort.

### Written Feedback

- Included in students' workbooks or digital learning platforms to document progress and provide detailed comments.
- Structured to highlight what the student did well, what needs improvement, and actionable steps to achieve the targets.

### Self-Assessment and Peer Assessment

- Encourage students to reflect on their own work and identify areas for improvement.
- Implement peer assessment where appropriate to develop critical thinking and collaborative skills.

## 6. Monitoring and Evaluation

- Regularly review and update the Assessment and Feedback Policy to ensure its effectiveness.

- Collect feedback from students, parents, and staff to continuously improve our assessment practices.
- Conduct internal audits of assessment records and feedback reports to maintain high standards of educational support.

## **7. Conclusion**

Beacon Alternative Provision is dedicated to creating a supportive and effective learning environment through rigorous assessment and constructive feedback. By implementing SMART targets and the APDR method, we ensure each student receives the personalised attention they need to thrive academically and personally.