



**Kingsgrove High School**

**HSC**

**2023 - 2024**

**Assessment Handbook**

This document may be downloaded and relevant forms printed from the school website

[www.kingsgrove-h.schools.nsw.edu](http://www.kingsgrove-h.schools.nsw.edu)

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# GENERAL INFORMATION

## 1. Introduction

This booklet aims to provide students, parents and caregivers information about assessment for the Higher School Certificate Course and should be read in conjunction with the NESAs Higher School Certificate Rules and Procedures guide.

## 2. Eligibility for the Higher School Certificate

To qualify for the Higher School Certificate students must satisfactorily complete a Preliminary pattern of study comprising at least 12 units and an HSC pattern of study comprising at least 10 units.

Both patterns must include:

- at least six units from Board Developed Courses;
- at least two units of a Board Developed Course in English;
- at least three courses of two units value or greater (either Board Developed or Board Endorsed Courses);
- at least four courses.

A student will be considered to have satisfactorily completed a HSC course if, in the Principal's view, there is sufficient evidence that the student has met the course completion criteria which are:

- (a) followed the course developed or endorsed by the Board; and
- (b) applied themselves with diligence and sustained effort to the set tasks and experiences provided in the course by the school; and
- (c) achieved some or all of the course outcomes; and

In addition to any other set tasks and experiences in any HSC course, students must complete HSC assessment tasks that contribute in excess of 50 percent of available marks in courses where school-based assessment marks are submitted.

From 2020, students must demonstrate a minimum standard of literacy and numeracy to be eligible for the award of the Higher School Certificate. Students must demonstrate the minimum standard by achieving Level 3 or above in the NESAs minimum standard online assessment in each domain of reading, writing and numeracy (ACE 4060).

## 3. School Assessment Policy

The school Assessment Policy is designed so that no student can be unfairly advantaged or disadvantaged by the school's system of assessment. Assessment at Kingsgrove High School encourages the progressive development of skills and knowledge while ensuring:

- consistency across courses and faculties
- fairness in marking and reporting
- coordination of the assessment program to ease the load on students

### i. What does the Assessment Policy look like at Kingsgrove High School?

At Kingsgrove High School students are assessed against course outcomes through a range of assessment tasks in each course. An outcome is a description of the learning which has taken place.

A range of tasks are used for assessment and will vary from course to course. These may include but are not limited to:

- Tests which may take a written, practical or oral form
- Class essays, research tasks, assignment, portfolios, log books

- Practical tasks and major works
- Projects

## ii. Reporting at Kingsgrove High School

Students' progress in achieving course outcomes is reported twice a year. School reports are made available through the Parent Portal and an opportunity to discuss student achievement is made available at the school, in the form of parent and teacher interviews, shortly after the reports are released through the Parent Portal.

## iii. What are the responsibilities of the School?

An assessment schedule has been developed for each course, within the guidelines provided by NESA, incorporating mandatory assessment components and weightings for that course. The school is required to provide students with the following information:

- an Assessment Schedule Calendar, which outlines what components are to be assessed, when the Assessment Tasks are scheduled, and the relative weighting attached to each Assessment Task
- Assessment Tasks will be of the same type and have the same weighting for all classes studying that course.
- adequate written notification in advance of the task (typically 2 weeks)
- at the completion of each task, students will receive:
  - a mark or grade
  - the marking criteria
  - feedback concerning areas for further improvement
  - a rank for that task
  - an indicative cumulative rank; where applicable
- Students will receive all Assessment Notification in soft copy, emailed to their: *<student.name>@education.nsw.edu.au* address.
- All Faculties must also provide a hardcopy which the student must acknowledge by signing the Course Documentation Receipt Register.
- In exceptional circumstances some tasks may be rescheduled or substituted during the course of the year. In such cases, Head Teachers or class teachers will inform students of the new arrangements in writing with adequate notification.
- Where a completed task has been declared void, a new task will be set, and the same requirement of adequate notification is required.
- Official 'N' Determination Warning Letters will be posted home to parents/caregivers outlining the areas of unsatisfactory completion of the HSC course requirements, including if '0' marks are being awarded and the action required by the students with adequate notification of redeeming work.

## iv. What are the responsibilities of Students?

- Every student has the responsibility to be familiar with the school's Assessment Handbook, its policy procedures and course information. Students will be required to sign that they have read and understood the Handbook.
- Students must be present for the **whole day** in which an assessment task is scheduled. Failure to attend all timetabled classes without a valid reason will result in a percentage reduction of marks (penalty 25%)\*

- It is the responsibility of the student to be present for, or to hand in all assessment tasks at the required time as specified in this booklet and on the task notification.
- In the event of absence on the day a task is due, a student must complete appropriate documentation. If applying for:
  - approved leave, this is required prior to the task, or
  - illness or misadventure, then on the first day of return to school.
- If tasks are submitted via email students need to ensure the task is sent to the correct email address.
- Students must demonstrate they have followed the course; demonstrate sustained diligence and effort in each course; and demonstrate achievement in some or all of the course outcomes.
- Students must complete all set learning tasks (not just assessment tasks) in order to achieve course outcomes.
- Students must attend classes regularly and ensure their **attendance does not fall below 90%** to meet each course requirement. This is a KHS requirement.
- Students absent from school are responsible, upon their return to school, to see their teachers and collect any hand out materials /information / or hardcopy task notifications (acknowledge by student on Course Documentation Receipt Register) that may have been given during their absence from class. Activities identified in these documents are to be completed to the best of the student's ability.
- Students' parents / carers must explain their child / ward's absence from school on the first day of return to school, and if illness, by a doctor's certificate, or misadventure, by other appropriate documentation.
- Students are required to participate in all lessons constructively.
- It is important that the student speaks with their class teacher or Head Teacher of the faculty if there is any doubt about the requirements of the course assessment policy.

Students are reminded that they completed the mandatory program, *HSC: All My Own Work* in Year 10 2022.

Students will also be issued with a NESAs document *2024 HSC Rules and Procedures Guide* for which they must also sign acknowledgment of receipt. All students are responsible for being familiar with the NESAs Rules and Procedures.

**\*NOTE: Absence from class prior to the commencement of an Examination Period (Term 1 & Term 3), without acceptable documentation, may result in an N Warning Letter.**

## 4. Assessment Policy Procedures

### Expectations of students

#### i. Hand-In Assessment Tasks

Hand-in tasks include a range of tasks completed outside of the classroom, and which need to be submitted on a set day, they include tasks such as research essays, written reports and practical work.

All assessment tasks are to be submitted on the due date at the specified time / lesson period. It is the student's responsibility to ensure that tasks are submitted on time.

The tasks are to be submitted to the class teacher or the relevant faculty Head Teacher, attached with the **Assessment Integrity Report**, and students will receive a written confirmation of their submission (a receipt).

In the situation where a task submission is in question, it is the student's responsibility to provide the task submission receipt to the faculty. Failure to do so may lead to a zero '0' mark being awarded. **Students must not leave hand-in tasks on unattended teachers' desks.**

If the student has only completed part of the hand in task, this part must be submitted to the class teacher on the due date. Failure to submit tasks on time, without a valid reason will result in a percentage reduction of marks – 25% penalty per day or part thereof.

In the case of illness or misadventure, it is the student's responsibility to follow the policy requirements for consideration.

Students may upload their hand-in assessment task to their subject Google Classroom if this is the arranged process.

## ii. **Non-Serious Attempts**

### **Definition**

- Students who do not make a serious attempt at the set task will receive the mark for work completed. Students are reminded that they must make a genuine attempt that contribute in excess of 50% available marks in the course (ACE 8073).
- **Non-serious attempts** include **frivolous or objectionable material** (ACE 9025) or failure to attempt whole questions or components of a task.
- **Non-attempts** include those where only multiple-choice questions are attempted (ACE 9025).
- Students identified as providing non-serious attempts will be asked to resubmit the task to demonstrate course outcomes and feedback provided. The mark awarded for the original task will stand.
- Students who provide answers to examination questions in a language other than English (unless specifically instructed to do so) will have zero '0' marks awarded for those questions.
- Classroom teachers in consultation with Head Teacher (later referred to as HT) will determine if the task is a non-serious attempt.
- The HT will advise the student and their parent/caregiver of the decision through the submission of 'N' Determination Warning Letter.

### **NOTE:**

1. In accordance with NESAs rulings, technology failure or inability to print due to printer breakdown, lack of ink or printer balance will not be accepted as a valid reason for late submission.
2. There is an 'embargo' on Assessment Tasks. The school ensures that no tasks will be held in the week prior to official examination blocks.
3. Students who submit a non-serious attempt must still complete the task in their own time. They will be provided with feedback for their responses, but the original marks will be awarded and the 'N' Determination Warning Letter will be redeemed.

### iii. Completing an Assessment Task

**Assessment task notification issued (uploaded on Google Classroom and hardcopy), containing date, weighting, type of task and marking rubric**

- Adequate notice typically 2 weeks
- Receipt of notification (student signature)
- Record to be stored by HT / Course Coordinator in HSC Monitoring Folder

**Task submitted or completed on due date**

- Receive acknowledgement of submission from teacher
- Student given mark and rank in task and indicative cumulative rank as part of feedback

**Task returned with marking criteria and suggestions for improvement**

**Discrepancies resolved by classroom teacher / marker in class or referred to HT for resolution**

- Discrepancies must be discussed with teacher at time of task being returned in class
- Student appeals against assessment rankings - appeal must be lodged before leaving school on the final day of task / exam return (Attachment D).

**Final mark for task**

**All written work must be in blue or black pen.**

Student absent they follow the Illness/misadventure application process.

## 5. Illness/Misadventure Policy

Assessment tasks are intended to measure each student's performance in relation to course outcomes. Students may lodge a Request for Illness/Misadventure (Attachment A) if circumstances occurring immediately before or during the assessment task, beyond their control, affected their ability to complete or submit the task.

The responsibility to submit an Illness/Misadventure request for consideration rests with the student. Students must report to the Head Teacher, Teaching and Learning (later referred to as HT T&L), with the valid documentation on the morning of their first return to school.

**NOTE:** Documentation submitted at a later date may not be accepted.

This may relate to:

- **Illness** (or accident), that is, illness or physical injuries suffered directly by the student which allegedly affected the student's performance in the tasks (e.g. influenza, an asthma attack, a cut hand). If a student is in doubt, they should discuss this with the HT T&L immediately when they return to school, or after the task if taken ill during the task;
- **Misadventure**, that is, any other event beyond the student's control, which may have affected the student's performance for this assessment task. Examples may include the death of a friend or family member, or involvement in a car accident on the way to the school. If a student is in doubt, they should discuss this with the HT T&L immediately when they return to school, or after the task.

A student may choose to not submit a request for consideration. In this event a '0' mark will automatically be awarded and an 'N' Warning Letter will be issued. If the student has not completed the task, it must still be submitted to redeem the warning.

## **Chronic Conditions**

Students suffering from a chronic illness are only eligible for appeal if the condition is exacerbated immediately before or during the test period, or if the student experiences symptoms during the test which impede performance. In this case the student needs to follow the Illness / Misadventure process.

## **Special Provisions**

Students who have received special provision(s) are only eligible for an appeal if an unforeseen episode occurs during a task. As above, in this case the student needs to follow the Illness / Misadventure process.

## **Process to follow to supply evidence necessary for Illness/Misadventure**

- The student gets a copy of the form from HT T&L or prints a copy of the form (Attachment A).
- The student completes their section, the ***Student's comment*** must detail how their performance was affected by the illness or misadventure
- The student's parent / carer completes the relevant section ***Parent's/Caregiver's support comment***
- Independent evidence is required: a medical certificate or other valid documentation is to be attached.
- The student must then approach the HT of the curriculum area in which the course is managed and ask the HT to complete the ***Head Teacher's Recommendation***.
- The form must then be given to the HT T&L for processing. This must be completed within **2 days of returning** to school. (That is, if a student is absent on Monday for a task, and returns on Tuesday, the process must be completed by close of business on Wednesday.)

A medical certificate must be specifically related to the assessment task that is the subject of the appeal and not general in nature. It must include details of the date of onset of the illness, any additional dates of consultation and a statement about how the student's performance in the examination may have been affected.

In cases of misadventure, evidence from other sources (e.g. police statements and/or statutory declarations explaining how the student's performance may have been affected) should be provided with the date and time of the occurrence and subsequent events. It is imperative that the independent evidence clearly states that the student was not able to attempt the assessment task.

A student who presents for an assessment task cannot apply retrospectively for any special consideration due to illness. They must notify the supervisor before the commencement of the task or during the task.

Students must ensure they comply with the process in the following cases:

### **1. Absence due to illness/misadventure on the day of an in-school Assessment Task.**

- The student or family member is requested to contact the HT T&L via phone or email on the morning the task is scheduled to inform the school that the student is going to be absent.



- Students must report to the HT T&L on the first day of their return to school.
- The student must complete a Request for Illness/Misadventure (Attachment A). This form, once it has been completed by all relevant parties must be returned to the HT T&L within two (2) days from returning to school.

## **2. Absence due to Illness/Misadventure on the day an Assessment Task is due to be submitted**

- The student or family member is requested to contact the HT T&L via phone or email on the same day a task is due to be handed in to inform the school that the student is going to be absent.
- On the first day of the student's return to school, the student must submit the task to the relevant Head Teacher of the faculty
- Students must also report to the HT T&L on the first day of their return to school.
- The student must complete a Request for Illness/Misadventure form (Attachment A). This form, once it has been completed by all relevant parties must be returned to the HT T&L within two (2) days from returning to school.

## **3. Illness/Misadventure during an In-School Assessment**

- The student must acknowledge their condition to the supervisor of the task (the class teacher in most cases) before sitting for the task, or if taken ill during the task, where possible, before leaving the room,
- The student must print a copy of the Request for Illness/Misadventure form (Attachment A) and complete the process within two (2) days of the task, unless extended by illness. This is to be submitted to the HT T&L.
- A student who presents for an assessment task and who does not inform the supervisor of the task of their wellbeing, cannot apply retrospectively for any special consideration due to illness. They must notify the supervisor before the commencement of the task or during the task.

## **4. Illness/Misadventure during Half Yearly and/or Trial Examination period**

- The student or family member must inform the HT T&L via phone or email that the student is going to be absent.
- The student must complete a Request for Illness/Misadventure form (Attachment A), for each missed examination and return it to the HT T&L within two (2) days.
- The HT T&L will liaise with the student and may organise a rescheduling of the affected examination(s), where possible in the examination block.

## **5. Group Performance Illness/Misadventure**

- When a group performance cannot go ahead on a scheduled date due to the ill health of, or misadventure to, one or more of the group, the students in the group affected need to complete a group performance Illness/Misadventure form.
- The form (Attachment C) needs to be returned to the HT T&L within two (2) days. The HT T&L will liaise with the Head Teacher and will reschedule an alternative date for the task.
- The student who was ill/ had the misadventure for this group Illness/misadventure application must also complete an individual Request for Illness/Misadventure form (Attachment A) outlining the nature of their individual circumstance.

Please note that this application will be considered separately to the group's application.  
In all of the above cases:

- The Request for Illness/Misadventure (Attachment A) must be completed and returned to the HT T&L within two (2) days of the initial return to school. The urgency and accuracy of the procedures are important in enabling the case to be seriously considered.

- Where the request for consideration is satisfactorily supported, arrangements will be made for a student to complete the task or an alternative task at the earliest opportunity.
- **The consequences of not following these procedures may result in a student's application for Illness/Misadventure being rejected.**

#### i. Illness/Misadventure Outcomes

##### **Successful Request for Consideration**

If the documented evidence provided supports a student's Request for Consideration for absence/late submission, then the HT T&L will make one of several decisions. In essence, a student will be given permission to sit an alternative task and the mark will be used for Assessment purposes.

##### **Unsuccessful Request for Consideration**

If the documented evidence provided does not support a student's Request for Consideration for absence/late submission a percentage reduction in marks will apply. An 'N' Determination Warning letter will be sent to the student's parent/carer informing them of this decision. Incomplete Assessment Tasks must still be completed to rescind the warning letter.

#### ii. School Business Consideration

##### **Excursions and Fieldwork**

Some courses require students to undertake compulsory fieldwork or attend compulsory excursions. In the case of unavoidable absence from such activities then students must negotiate alternate arrangements prior to the event. The granting of a concession is at the discretion of the Principal. Students must apply in advance, prior to the Excursion or Fieldwork (Attachment B). If, however, the absence is due to Illness/ Misadventure, then students are to follow this process (Attachment A).

##### **Application for Leave/Approved Leave and School Business**

A student who knows they are going to be absent to attend an unavoidable commitment must apply in advance for leave from the Principal. Each case will be adjudged on its merit and must be discussed with the Principal at least one (1) week prior to the leave.

Any request for holiday leave **MUST** be approved by the Principal prior to going on leave. You may be granted leave, but **no dispensation** will be granted for any missed assessment task during the period of extended leave. \*

If a student is going to be absent from school because of School Business (for example, attending an excursion for another subject, attending a Sport Carnival, or is representing the school such as an SRC Conference, Work Placement etc.) the student must complete Attachment B prior to the activity.

##### **\* Important Note:**

###### **(ACE 8073)**

The NSW Education Standards Authority (NESA) expects students to attempt all assessment tasks set. For all Board Developed Courses (except VET courses and Life Skills courses) NESA requires all students to follow an assessment program and have an assessment mark submitted.

The **minimum requirement** is that the student must make a genuine attempt at assessment tasks that contribute in **excess of 50 percent** of available marks in the course.

A student who does not comply with the assessment requirements and receives a **non-completion determination** in a course will have neither an assessment mark nor an examination mark awarded for that course

## 6. Malpractice/Plagiarism

NESA requires all schools to keep a register of malpractice. This means any student at KHS who is found to be in breach of the NESA guidelines is to have details of the malpractice recorded in an official 'NESA Register of Malpractice'.

Schools will be required to identify not only the issue, but the penalty the school applies for the **breach identified**. The penalty will be applied on a case by case basis and based on the decision made by the Assessment Review Panel (later referred to ARP).

As defined by NESA, Malpractice is any activity that allows a student to gain an unfair advantage over other students. It includes, but is not limited to:

- copying part or all of someone else's work and presenting it as your own
- using material directly from books, journals, electronic media or the internet without acknowledging its source
- building on someone else's ideas without stating their source
- buying, stealing or borrowing someone else's work and presenting it as your own
- submitting work that someone else, for example a parent, tutor or subject expert, substantially contributed to
- using someone else's words, ideas, designs or the work in projects and performance tasks without mentioning the source
- paying someone to write or prepare material and presenting it as your own
- not acknowledging any work completed by others for your submitted work or performance
- breaching school exam rules
- cheating in an HSC examination \*
- using non-approved aids in a school-based assessment task
- giving false reasons for not handing in work by the due date
- helping another student to engage in malpractice
- being responsible for actions done or omitted to be done that confer an unfair advantage relating to the outcome of any HSC exam – irrespective of whether such actions occur before, during or after an exam or assessment

Where the teacher responsible for a task has reason to suspect malpractice, this must be brought to the attention of the Head Teacher. If proven, then the student will be awarded a zero '0' mark for the task and they could be subject to further action from the school.

Students may appeal any such decision using the procedures existing within the school. In all cases, students must appeal in writing to the HT T&L who will consult with 2 Head Teachers. This application must be made within **two** days of receiving the decision.

**\*NOTE: NESA HSC rules says that "writing on a body part or clothing" is a breach of exam rules.**

## 7. Appeals

### i. Appealing an Assessment Task

Students receive feedback on their performance in a task. This feedback will include achievement

against the task marking criteria and possibly additional written comment. A student may appeal the result of an Assessment Task on the basis **of marking processes** by completing a HSC Assessment Task Appeal (Attachment D) and lodging it at the HT T&L **before leaving school**. Evidence must be provided citing the marking criteria and any additional written comment provided by the marker/s. The appeal will be reviewed by the Assessment Review Panel (ARP) but the result for the task may remain unchanged. Students who have lodged an appeal will be notified of the outcome by the Deputy Principal.

## **ii. Unacceptable Grounds for Appeal**

- Attendance at a known event, for example, a sporting or cultural event, or family holiday where approval has not been given by Principal or Nominee (Attachment D).
- Alleged deficiencies in tuition or long-term matters relating to loss of preparation time.
- Disabilities for which NESAs has already granted special provisions, unless an unforeseen episode occurs during the test (e.g. a hypoglycaemic attack in a diabetic student who has been given special provisions but is still ill [Attachment A for a single student or Attachment B if it is a group task]), or further difficulties which are supported by the supervising teacher and school.
- Long-term illness, such as glandular fever, asthma, epilepsy, unless the student has suffered a 'flare up' of the condition during the test (Attachment B).
- Matters avoidable by the student, (e.g. misreading of timetable, misinterpretation of assessment task).

## **iii. The Assessment Review Panel (ARP)**

The ARP, when it convenes, is comprised of the HT T&L and Deputy Principal. The ARP will consider all appeals. A decision will be made after careful examination and consideration of the evidence provided both by the student and the Faculty. Each party will be notified in writing of the decision made by the ARP. Where a decision cannot be reached, the ARP will submit the Appeal to the Principal for a determination.

It ensures that evidence from all affected parties are heard. There can be no appeal to NESAs against a school's judgement of a student's performance on a particular task. Any disputes over an individual task must be resolved within the school at the time the task is returned and take no longer than 48 hours to resolve.

## 8. Procedures for consideration for HSC Illness/Misadventure

Students missing an assessment task and wishing to make application for Illness/Misadventure must follow the procedure outlined below:

### Step One: Contact the HT T&L on the day of the task

Student/Parent/Caregiver is requested to inform the school and **contact the HT T&L via phone or email** of the absence on the day of the task



### Step Two: On first day of return

It is the student's responsibility to:

1. Report to the HT T&L
2. Complete HSC Course Illness/Misadventure Application (Attachment A) and attach documentation (such as a doctor's certificate), ensure the Parent/Carer and Student comments and signatures are completed, and pass to the Head Teacher for comment and signature.
3. Submit completed application form to the HT T&L within **two (2) days** of their return.

### Step Three: Resolution and Feedback

1. The HT T&L reviews documentation.
2. The HT T&L takes advice from the Head Teacher, supplied on the form.
3. Resolution and feedback is given to Head Teacher, Student and Parent/Caregiver (by way of the student copy of the form). Original is kept on the student's file and a scanned copy is sent to the HT T&L and Head Teacher.
4. Mark pending or zero '0' award recorded on the application, plus the 'N' warning letter issued.



### Step Four: Appeal

If the student chooses to appeal the decision of the HT T&L, with regard to the request for consideration, then it is the student's responsibility to:

1. Complete HSC Illness/Misadventure Appeal (Attachment E) and supply to the HT T&L with any supporting information within **two** days of Step 3.

The Assessment Review Panel (ARP) consists of the HT T&L and Deputy Principal who meet to consider application.

ARP decides. The matter is resolved, and feedback is given to Head Teacher and Student and Parent/Caregiver (by way of the student copy of the form).

Or

The ARP defers a decision to the Principal who makes a final decision. The matter is resolved, and feedback is given to Head Teacher, Student and Parent/Caregiver (byway of the student copy of the form).

## 9. Procedures for consideration for HSC Group Performance Illness/Misadventure

Students wishing to make application for Group Illness/Misadventure must follow the procedure outlined below.

### Step One:

Students affected complete the Group Illness/Misadventure form (Attachment C)

### Step Two: Contact Head Teacher

It is the student's responsibility to:

1. Report to the Head Teacher of the faculty concerned.
2. Complete Group Illness/Misadventure application including Head Teacher comments.
3. Submit application form to the HT T&L within **two (2) days**.

**Note:** If a student is responsible for this group Illness/Misadventure application, they must also submit Attachment A for individual request for consideration.

### Step Three: Resolution and Feedback

1. HT T&L reviews documentation.
2. Resolution and feedback is given to Head Teacher, student and parent/caregiver
3. Mark pending or zero '0' award recorded. 'N' Warning letter sent.

### Step Four: Appeal

1. Assessment Review Panel (ARP) consisting of the HT T&L and Deputy Principal will meet to consider application.
2. Resolution and feedback is given to Head Teacher, student and parent/caregiver.  
OR
3. The ARP defers a decision to the Principal who makes a final decision. The matter is resolved, and feedback is given to Head Teacher, Student and Parent/Caregiver (by way of the student copy of the form).

## 10. Attachments

### Kingsgrove High School



### Academic Integrity Report

Students need to complete and attach this cover sheet to every Assessment Task that they submit.

Student name:	Year:
Assessment Task Title:	Date submitted:
Course:	Teacher:

#### **Academic Integrity Statement**

I ..... declare that this is my own work and  
*(Your name in block letters)*

that any quotations, information or work have been properly acknowledged and cited in the bibliography or as footnotes.

***I understand that any work suspected of plagiarism will be placed under review and a zero mark awarded if found to be plagiarised.***

***I have read and understood the school assessment procedures.***

Student signature: ..... Date: .....

#### **Warning**

Students are required to keep a hard copy of this assessment task and the acknowledgement of submission in case of any unforeseen event relating to your original submission.



***Please complete and retain the following receipt as evidence of submission of task.***

Name: .....

Task: .....

Teacher's name: .....

Date: .....

Teacher's signature: .....

**Attachment A:**

**Kingsgrove High School**

**REQUEST FOR ILLNESS/MISADVENTURE**

(Please hand to the HT T&L)

Student's DoE Email: \_\_\_\_\_@education.nsw.edu.au

Student Name: \_\_\_\_\_

Course: \_\_\_\_\_ Year (please circle): **10** **11** **12**

Nature of the Task: (please circle)

*Examination*

*Performance*

*In Class Assessment*

*Field Work*

*Research Task*

*Practical Task*

*Hand in Task*

*Multimodal Task*

Other (please specify): \_\_\_\_\_

Student's reason for the application (Describe in detail the nature of the issue that affected your ability to complete or submit this assessment task).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Medical Certificate attached       Other verification: \_\_\_\_\_

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent's/Caregiver's support comment:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parent/Caregiver signature: \_\_\_\_\_ Date: \_\_\_\_\_

---

***To be completed by Head Teacher***

Head Teacher Name: \_\_\_\_\_ Faculty: \_\_\_\_\_ Course: \_\_\_\_\_

Head Teacher Recommendation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Head Teacher's signature: \_\_\_\_\_ Date: \_\_\_\_\_

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***To be completed by Head Teacher Teaching and Learning***

Comment:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

HT T&L Signature \_\_\_\_\_ Date Stamp: \_\_\_\_\_

Copy to:  Student emailed     (Original) Student file     Relevant HT/CT/DP/YA emailed     A/C emailed     Recorded in Excel



**Attachment B:**

**Kingsgrove High School**  
**REQUEST TO RESCHEDULE DUE TO SCHOOL BUSINESS**  
(Please hand to the HT T&L)

Student's DoE Email: \_\_\_\_\_@education.nsw.edu.au

Student Name: \_\_\_\_\_

Course: \_\_\_\_\_ Year (please circle):   **10**   **11**   **12**

Nature of the Task: (please circle)

<i><b>Examination</b></i>	<i><b>Performance</b></i>	<i><b>In Class Assessment</b></i>	<i><b>Field Work</b></i>
<i><b>Research Task</b></i>	<i><b>Practical Task</b></i>	<i><b>Hand in Task</b></i>	<i><b>Multimodal Task</b></i>

Other (please specify): \_\_\_\_\_

Student's reason for the application (Describe in detail why you will be unable to complete or submit an assessment task on the due date).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Documentation or supporting letter attached

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent's/Caregiver's support comment:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parent/Caregiver signature: \_\_\_\_\_ Date: \_\_\_\_\_

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***To be completed by Head Teacher***

Head Teacher Name: \_\_\_\_\_ Faculty: \_\_\_\_\_ Course: \_\_\_\_\_

Date of rescheduled task: \_\_\_\_\_

Head Teacher's signature: \_\_\_\_\_ Date: \_\_\_\_\_

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***To be completed by Head Teacher Teaching and Learning***

Comment:

\_\_\_\_\_  
\_\_\_\_\_

HT T&L Signature \_\_\_\_\_ Date Stamp: \_\_\_\_\_

Copy to:    Student emailed    (Original) Student file    Relevant HT/CT/DP/YA emailed    A/C emailed    Recorded in Excel

**Attachment C:**

**Kingsgrove High School (Request for Consideration)  
HSC Course Group Performance Illness/Misadventure Application  
(Please hand to the HT T&L)**

**Section A:**

(To be completed by Class Teacher.)

**Teacher:** \_\_\_\_\_ **Course:** \_\_\_\_\_

List of students affected (attach list of names)

**Name of Task:** \_\_\_\_\_ **Date Task Given:** \_\_\_\_\_

**Date Task Due:** \_\_\_\_\_ **Weighting: (%)** \_\_\_\_\_

Outline reasons for this application.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Attention:** If an individual student's illness/misadventure is responsible for this group illness/misadventure application the individual student MUST also complete an individual illness/misadventure form (Attachment A) otherwise they may be awarded a mark of zero '0'.

\_\_\_\_\_

**Section B:**

(To be completed by the Head Teacher and forwarded to the Head Teacher Teaching and Learning).

**Head Teacher:** \_\_\_\_\_ **Faculty:** \_\_\_\_\_

**Course:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Receipt date of Group Illness/Misadventure form: \_\_\_\_\_

Task submitted/completed?  Yes  No

If No, date of rescheduled task: \_\_\_\_\_ Date completed: \_\_\_\_\_

**Comment:** (explain the circumstances that affected the students' performance and how the faculty will support the students.)

\_\_\_\_\_  
\_\_\_\_\_

Head Teacher signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Section C:**

(To be completed by the Assessment Review Panel.)

ARP members' signatures: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Outcome \_\_\_\_\_

**Copy to:**  Student/Parent/Carer copy  Student file  Relevant HT/CT/DP/YA emailed  Recorded in Excel

**Attachment D: STUDENT FORM**

**HSC Assessment Task Appeal**

**To be submitted to the HT T&L**

Students Name: \_\_\_\_\_ Roll Class: \_\_\_\_\_ Teacher: \_\_\_\_\_

Subject: \_\_\_\_\_ Due date of Assessment Task: \_\_\_\_\_

Title of the affected Assessment Task: \_\_\_\_\_ Date of this application: \_\_\_\_\_

**Reason for appeal**

- the marks awarded with reference to the published marking criteria or rubric.
- the administration of the task. Such as, inequitable processes being applied in the management of a task or student(s) gaining an unfair advantage as a result of cheating, prior knowledge or unauthorised time extension.
- whether the task conforms to the school's assessment policy as described in this assessment handbook. Such as, failing to notify that a task is assessable or not including a notified task in the assessment marks.

**Please explain your reasons for the appeal:**

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**Response from your Class Teacher/Head Teacher about your claim. Name:**

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**Appeal Result**

Assessment Review Panel: \_\_\_\_\_

Decision and reason: \_\_\_\_\_

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Panel members' signatures: \_\_\_\_\_

**Copy to:**     Student emailed     (Original) Student file     Relevant CRT/HT/DP/YA emailed     AC sign  
 Recorded in Excel     Copies to ARP/HTA, HTE, YA     Scanned in folder

**Attachment E: ARP FORM**

**Kingsgrove High School (Request for Consideration)**

**HSC Course Illness/Misadventure Appeal**

Student's DoE Email: \_\_\_\_\_@education.nsw.edu.au

A student will need to complete this form if they wish to appeal against an illness/misadventure decision. This form must be submitted with all necessary documentation to the HT T&L.

Student Name: \_\_\_\_\_ Course: \_\_\_\_\_ Teacher: \_\_\_\_\_

Name of Task: \_\_\_\_\_ Date Task Given: \_\_\_\_\_

Date Task Due: \_\_\_\_\_ Weighting (%): \_\_\_\_\_

Tick as appropriate (Additional documentation supplied)

Yes (please specify) \_\_\_\_\_

No

Outline reasons for this application and attach all relevant documentation

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Student signature: \_\_\_\_\_ Parent/Caregiver signature: \_\_\_\_\_

**Assessment Review Panel**

ARP Members: 1 \_\_\_\_\_ 2 \_\_\_\_\_ Date: \_\_\_\_\_

Issued discussed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Decision reached:

Refer to the Principal:

Resolution: \_\_\_\_\_

\_\_\_\_\_

ARP members' signatures: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

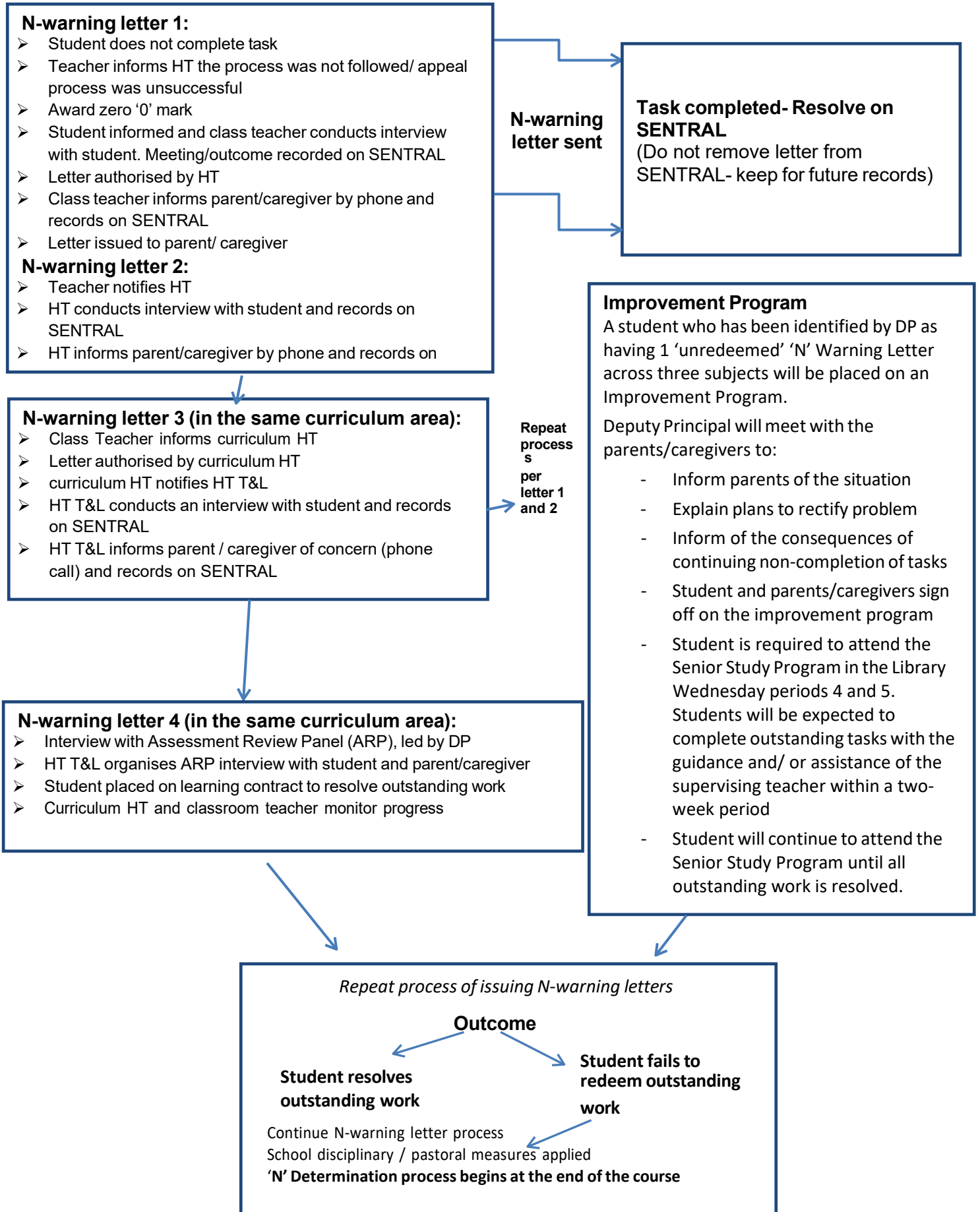
**Copy to:**

Student/Parent/Carer copy  
 AC emailed

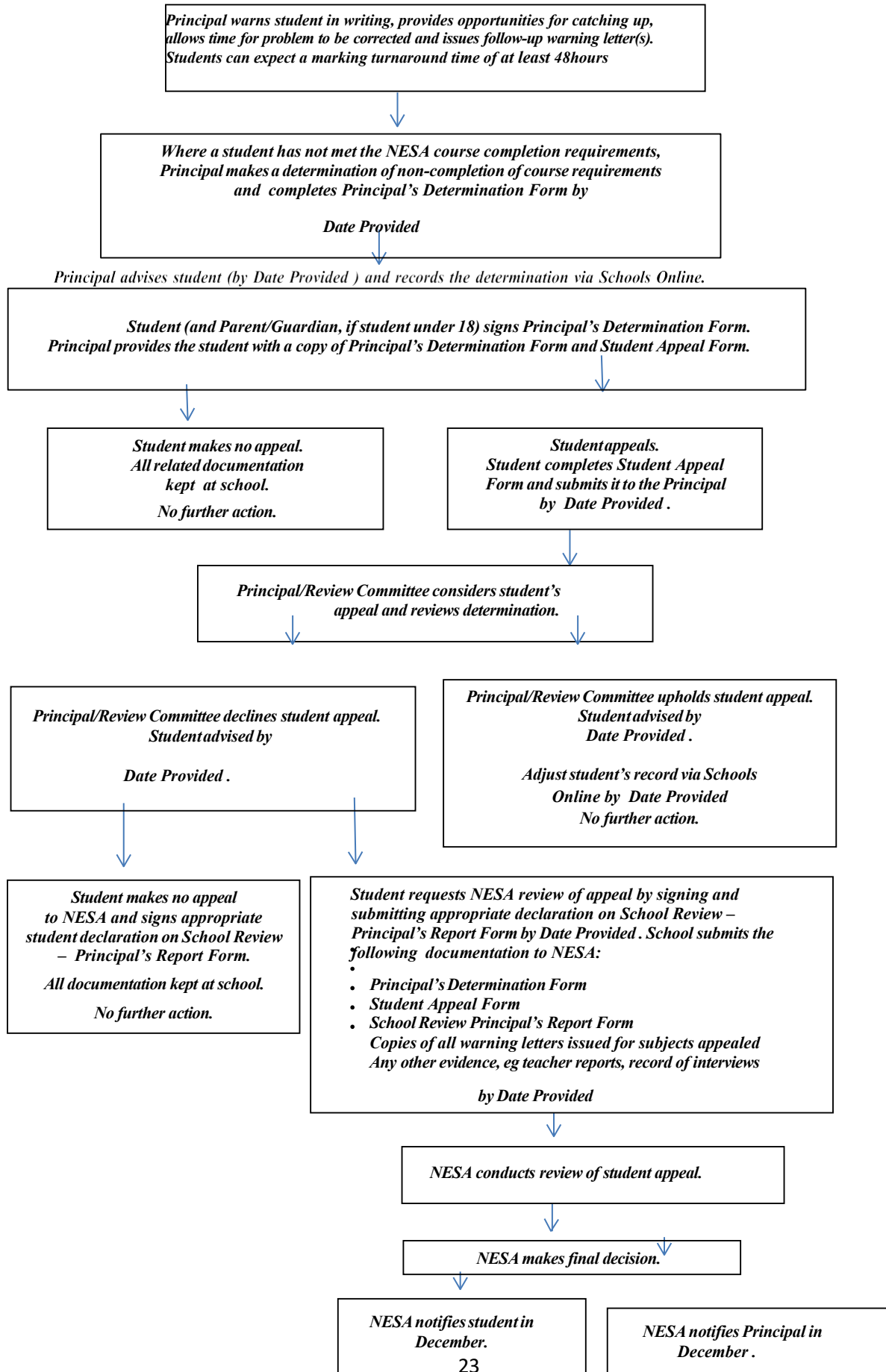
(Original) Student file  
 Recorded in Excel

Relevant HT/CT/DP/YA emailed  
 ARP/HTA/THE/YA emailed

# 11. Process for determining 'N' Warnings for Stage 6 Courses



## 12. Preliminary and HSC Courses Determinations of Non completion of Course Requirements



## 13. Vocational Education Courses

**Vocational Education and Training (VET)** courses are offered as part of the Higher School Certificate (HSC) or Record of School Achievement (RoSA). VET courses are designed to deliver workplace-specific skills and knowledge and cover a wide range of careers and industries. VET courses for secondary students are developed by the NSW Education Standards Authority (NESA) and are based on national training packages.

VET courses allow students to gain both HSC or RoSA qualifications and a national qualification or a statement of attainment recognised throughout Australia as part of the Australian Qualification Framework (AQF). These qualifications are widely recognised by industry, employers, tertiary training providers and universities and will assist students to progress to various education and training sectors and employment.

Public Schools NSW, Ultimo operates as a Registered Training Organisation (RTO 90072) to deliver and assess VET qualifications to secondary students.

It is mandatory for all students studying a VET course to create a Unique Student Identifier (USI) upon enrolment. Students will require a form of identification for the creation of the USI. Examples include a Medicare Card, Australian Birth Certificate, Driver's License or a valid Passport.

Competency-based training is based on performance standards that have been set by industry. Assessment in all VET courses is competency based. The student is assessed on what they can do (the skills) and what they know (the knowledge), these skills and knowledge will equip them in the workplace. Students are either deemed "competent" or "not yet competent" by the teacher. Students who have successfully achieved competency will have the skills and knowledge to complete workplace activities in a range of different situations and environments, to an industry standard of performance expected in the workplace.

Competency-based assessment materials are designed to ensure each learner has achieved all the outcomes (skills and knowledge) to the level expected in the qualification. Students in VET courses must be able to demonstrate competence regardless of disability. Students will receive documentation showing any competencies achieved for the VET course undertaken.

If the student has already completed part of the course elsewhere, or have previous life or work experience in the relevant industry, he or she may be eligible for Recognition of Prior Learning (RPL) for part of the course, or for 35 Hours work placement in the HSC course. The student does not have to repeat the training or assessment but must produce evidence of competence (which may be demonstrated during a skills and knowledge assessment). The VET committee consisting of the VET teacher, VET Coordinator and a member of the senior executive will determine if the student is eligible.

If a student has completed a unit of competency with another RTO and the student can supply evidence of the same or an equivalent competency, credit transfer is awarded (common examples include a white card course, first aid certificate or a barista course).

Board Developed VET courses (also known as Industry Curriculum Frameworks) are classified as Category B subjects and **ONLY ONE** can contribute to the calculation of the Australian Tertiary Admission Rank (ATAR). These courses have an optional HSC examination. Students wishing to include a VET course in the ATAR calculation must sit the HSC examination after they have completed a minimum of 4 Preliminary and/or HSC units.

Board Developed VET courses have specified workplace requirements and include 70 hours of industry specific mandatory work placement or simulated workplace hours as determined by NESA.

Stage 6 Board Endorsed VET Courses count towards the HSC or RoSA but do not have HSC examinations therefore do not count in the calculation of the ATAR. Board Endorsed VET Courses have mandatory or recommended industry specific work placement.

Due to the specific requirements of a VET course it is recommended students speak to the VET Coordinator or Careers Adviser before choosing the course to ensure they are fully aware of the requirements and the course is suitable for their individual needs, knowledge and skills.

## 14. Examination and Test Instructions to Candidates

1. All work must be done on the paper provided. No other paper may be used. No paper may be brought into or taken from the examination room.
2. The only items to be taken into the examination room are pencils, pens, erasers, a stapler and materials used for specialist subjects e.g. calculators, drawing equipment, etc. Calculators must be hand-held, silent and non-programmable. Calculators, pencil cases may be checked by supervisor.
3. All bags, folders, etc. must be left at the rear of the examination room. No food or drink with exception of bottled water, clear pencil case or proven medical needs are to be at your desk.
4. Any candidate who is detected in any of the following breaches will be reported to the Deputy Principal / Board of Studies and could result in a zero mark being awarded:
  - a) Malpractice or cheating, which includes being found in possession of unauthorised material in the examination.
  - b) Disobedience to any instruction given by a supervisor.
  - c) Causing a disturbance of any kind or upsetting the conduct of the examination.
  - d) Being under the influence of non-prescribed medication, drugs or alcohol.
  - e) Communicating with anyone other than the exam supervisor after raising your hand.
  - f) Absolutely **no mobile phones** or **electronic devices** are to be in your possession or on the desk during an exam. They are to be switched off and left in your school bag at the back of the Hall. You may also leave them with your Deputy but you must do this well before the time you are expected to be seated in the Hall.
5. All candidates must be seated at least 10 minutes before the start of each examination.
6. Candidates will not be allowed to leave the examination room until the allotted time has elapsed.
7. If you do not make a serious attempt in any examination you may not receive a mark in that course and may not be eligible for a result in that subject.
8. In the case of illness, accident or misadventure a candidate may not be given the opportunity to sit for the examination or alternate task at a later time. Where a Doctor's Certificate is supplied it must state your inability to do the examination and be presented to the Head Teacher of that subject immediately upon return. (Refer to Assessment Handbook).
9. **DO NOT FORGET** to phone (9150 4416 ext 137) the school (HT, Teacher & Learning) before the start of an Examination if you are **UNABLE TO ATTEND**.
10. All candidates must present themselves in **FULL SCHOOL UNIFORM**. Any student out of uniform will need a Uniform Pass before entering an exam.





## Marking Criteria/Rubric (What you have to demonstrate to be awarded certain grade or mark)

## Hand in tasks / Misadventure & Illness

Hand in assessment tasks are due at the beginning of the period on the due date. Students are responsible for ensuring that the task is ready to be submitted at the beginning of the period. Students are strongly advised to hand write or print the task the day before the task is due. Students are strongly advised to email (or upload onto Google Classroom) their teacher a copy of any task with an ICT component the day before the task is due. Technology and/or computer failure equipment will not be valid grounds for misadventure involving the late submission of assessment tasks.

Hand in tasks will not be accepted without a completed Academic Integrity Report attached.

Any student who is absent from the date of an assessment task must have a medical certificate covering the absence and any subsequent periods of absence. The medical certificate and Misadventure/Illness Form must be submitted to the Head Teacher Teaching and Learning on the first day back from absence.

**The following strategies will be used for all students in all classes attempting this task**

## Pre Task Assistance

- Explanation of Syllabus terms and definitions in the task.
- Marking rubric and Marking Criteria will be explained at notification.
- Sample task modelled in class.
- Identify the key elements. This will include any combination of the following:
  - NESAs glossary;
  - type of question
  - scaffold for planning,
  - mind maps to prepare drafts,
  - use of blank syllabus to fill in the learn to/learn about statements.
- Best sample work from past previous cohorts demonstrating standards.

## Post Task Feedback

- Worked solutions presented and explained in relation to the marking criteria/rubric.
- Teacher written and/or oral feedback provided on student performance related to the marking criteria/rubric. This may include:
  - Individual or group feedback;
  - The marker of the task or the question provides feedback to all students across all classes;
  - explicit statements about your strengths and weaknesses;
  - your status in the group – may be class or cohort rank, average, etc.
  - what to do, so as to improve.
- Best sample answers are provided and discussed to demonstrate the standards in evidence related to the marking criteria/rubric.

**Please Note:** You should refer to the KHS HSC Course Assessment Handbook also available on the school website [www.kingsgrove-h.schools.nsw.edu](http://www.kingsgrove-h.schools.nsw.edu)

## Marking Criteria

Grade	Criteria	Marks

**2023 – 2024**

**HSC**

**ASSESSMENT**

**SCHEDULES**

## Assessment Schedule for each Course

<p>Ancient History</p> <p>Biology</p> <p>Business Studies</p> <p>Chemistry</p> <p>Chinese Beginners</p> <p>Chinese and Literature</p> <p>Construction (VET Cat B)</p> <p>Community and Family Studies</p> <p>Economics</p> <p>English – Advanced</p> <p>English – EAL/D</p> <p>English – Extension 1</p> <p>English – Standard</p> <p>English Studies (ATAR or Non ATAR)</p> <p>Food Technology</p> <p>Geography</p> <p>History Extension 1</p> <p>Hospitality – Kitchen Operations (VET Cat B)</p> <p>Industrial Technology – Multimedia</p> <p>Industrial Technology–Timber Products and Technologies</p>	<p>Information Processes and Technology (IPT)</p> <p>Investigating Science</p> <p>Legal Studies</p> <p>Mathematics Advanced</p> <p>Mathematics Extension 1</p> <p>Mathematics Extension 2</p> <p>Mathematic Standard 2 (ATAR)</p> <p>Mathematic Standard 1 (ATAR or Non ATAR)</p> <p>Modern History</p> <p>Music 1</p> <p>Numeracy (CEC)</p> <p>PDHPE</p> <p>Retail Services (VET Cat B)</p> <p>Society and Culture</p> <p>Sports, Lifestyle &amp; Recreation (CEC)</p> <p>Studies of Religion 2</p> <p>Visual Arts</p> <p>Work Studies (CEC)</p>
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### DEFINITIONS

- Components are the parts of courses or major areas to be assessed.
- Weightings are the percentages of marks to be allocated to the components

<b>Ancient History (Assessment Schedule 2024)</b>						
<b>Task</b>		<b>Task 1</b> Historical Analysis	<b>Task 2</b> Essays	<b>Task 3</b> Research and Written Responses	<b>Task 4</b> Trial HSC Examination	
<b>Course Component</b>		Ancient Societies  Spartan Society	Historical Periods  The Fall of the Roman Republic	Personalities in their Times  Julius Caesar	Whole HSC Course  <i>Core Study: Cities of Vesuvius Spartan Society Julius Caesar Fall of the Roman Republic</i>	
<b>Due Date</b>		Term 4 (2023) Week 7-8	Term 1 Week 10-11	Term 2 Week 6	Term 3 During exam period	
<b>Outcomes Assessed</b>		AH 12-4 AH12-6 AH 12-7 AH12-8 AH12-9	AH12-2 AH12-3 AH12-5 AH12-6 AH12-9	AH12-3 AH12-5 AH12-6 AH12-7 AH12-9	AH 12-1 AH12-2 AH12-3 AH 12-4 AH12-5 AH12-6 AH 12-7 AH12-9 AH12-10	
<b>Assessment Component</b>		<b>Weighting</b>				
Knowledge and understanding of course content		40%	5	10	5	20
Historical skills in the analysis and evaluation of sources and interpretations		20%	5	5	5	5
Historical inquiry and research		20%	5	5	10	
Communication of historical understanding in appropriate forms		20%	5	5	5	5
<b>Weighting</b>		<b>100%</b>	<b>20%</b>	<b>25%</b>	<b>25%</b>	<b>30%</b>

<b>Biology (Assessment Schedule 2024)</b>					
<b>Task</b>		<b>Task 1</b> Sec Source Investigation	<b>Task 2</b> Evaluation of Genetic Research and Application & Data Processing	<b>Task 3</b> Depth Study Research and Report	<b>Task 4</b> Trial HSC Examination
<b>Course Component</b>		Modules 5 & Heredity	Modules 6 & 7 Genetic Change and Infectious Disease	Modules 6, 7 & 8 Genetic Change and Non- Infectious Disease	Modules 5-8 Heredity, Genetic Change, Infectious Diseases and Non Infectious Diseases
<b>Due Date</b>		Term 4 (2023) Week 8	Term 1 Weeks 9-10	Term 2 Week 9	Term 3 During exam period
<b>Outcomes Assessed</b>		BIO11/12-4, BIO11/12-5, BIO11/12-6, BIO11/12-7 BIO12- 12	BIO11/12-1, BIO11/12-2, BIO11/12-3, BIO11/12-4 BIO11/12-5, BIO11/12-6, BIO11/12-7, BIO12- 12 BIO12-15	BIO11/12-1, BIO11/12-2, BIO11/12-3, BIO11/12-4 BIO11/12-5, BIO11/12-6, BIO11/12-7, BIO12-13 BIO12-14, BIO 12-15	BIO11/12-1, BIO11/12-2, BIO11/12-3, BIO11/12-4 BIO11/12-5, BIO11/12-6, BIO11/12-7, BIO12-13 BIO12-14, BIO12-15
<b>Assessment Component</b>	<b>Weighting</b>				
Skills in Working Scientifically	<b>60%</b>	15	15	20	10
Knowledge and Understanding	<b>40%</b>	10	5	5	20
<b>Weighting</b>	<b>100%</b>	<b>25%</b>	<b>20%</b>	<b>25%</b>	<b>30%</b>

<b>Business Studies (Assessment Schedule 2024)</b>					
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>
<b>Course Component</b>		Stimulus Based Operations Task	Finance & Operations Business Report	Extended Response	Trial HSC Examination
<b>Due Date</b>		Term 4 (2023) Week 8	Term 1 Week 10-11	Term 2 Week 9	Term 3 During exam period
<b>Outcomes Assessed</b>		H2, H3, H4, H5, H6, H8, H9	H1, H2, H3, H4, H5, H6, H7, H8, H9	H2, H3, H5, H6, H8	H1, H2, H3, H4, H5, H6, H7, H8, H9, H10
<b>Assessment Component</b>	<b>Weighting</b>				
Knowledge and Understanding of course content	<b>40%</b>	5	5	10	20
Stimulus- Based skills	<b>20%</b>	5	5	5	5
Inquiry and Research	<b>20%</b>	5	5	10	
Communications of business information, ideas and issues in appropriate forms.	<b>20%</b>	5	5	5	5
<b>Weighting</b>	<b>100%</b>	<b>20%</b>	<b>20%</b>	<b>30%</b>	<b>30%</b>



<b>Chemistry (Assessment Schedule 2024)</b>						
<b>Task</b>		<b>Task 1</b> Depth Study #1	<b>Task 2</b> Practical Task / Data Processing	<b>Task 3</b> Depth Study #2	<b>Task 4</b> Trial HSC Examination	
<b>Course Component</b>		Module 5 <b>Equilibrium and Acid Reactions</b>	Module 6 <b>Acid/base Reactions</b> Module 5 <b>Equilibrium and Acid Reactions</b>	Modules 7 & 8 <b>Organic Chemistry Applying Chemical Ideas</b>	Modules 5, 6, 7 & 8 <b>Equilibrium and Acid Reactions</b> <b>Acid/base Reactions</b> <b>Organic Chemistry Applying Chemical Ideas</b>	
<b>Due Date</b>		Term 4 (2023) Week 9	Term 1 Weeks 7-8	Term 2 Week 10	Term 3 During exam period	
<b>Outcomes Assessed</b>		CH11/12-1, CH11/12-5, CH11/12-6, CH11/12-7, CH12-12	CH11/12-4, CH11/12-5, CH11/12-6, CH11/12-7, CH12-13	CH11/12-1, CH11/12-2, CH11/12-3, CH11/12-4, CH11/12-7, CH11/12-14, CH12-15	CH11/12-1, CH11/12-2, CH11/12-3, CH11/12-4, CH11/12-5, CH11/12-6, CH11/12-7, CH12-12, CH12-13, CH12-14, CH12-15	
<b>Assessment Component</b>		<b>Weighting</b>				
Skills in Working Scientifically		<b>60%</b>	15	15	20	10
Knowledge and Understanding		<b>40%</b>	5	5	10	20
<b>Weighting</b>		<b>100%</b>	<b>20%</b>	<b>20%</b>	<b>30%</b>	<b>30%</b>

<b>Chinese Beginners (Assessment Schedule 2024)</b>					
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>
<b>Course Component</b>		Listening and Responding Speaking	Listening and Responding Reading and Responding Writing	Reading and Responding	Trial HSC Examination
<b>Due Date</b>		Term 4 (2023) Week 8	Term 1 Weeks 8-10 During exam period	Term 2 Week 7	Term 3 During exam period
<b>Outcomes Assessed</b>		1.1, 1.2, 1.3, 2.1, 2.2, 2.3, 2.4, 2.5, 2.6	2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 3.1, 3.2, 3.3, 3.4	1.1, 1.2, 1.3, 2.1, 2.2, 2.3, 2.4, 2.5, 2.6	2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 3.1, 3.2, 3.3, 3.4
<b>Assessment Component</b>	<b>Weighting</b>				
Listening	30%	10	10		10
Reading	30%		10	10	10
Speaking	20%	10		10	
Writing	20%		10		10
<b>Weighting</b>	<b>100%</b>	<b>20%</b>	<b>30%</b>	<b>20%</b>	<b>30%</b>

<b>Chinese and Literature (Assessment Schedule 2024)</b>						
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>	
<b>Course Component</b>		Oral presentation/response to written texts	Response to visual texts/written texts	Response to spoken/visual texts	Trial HSC Examination	
<b>Due Date</b>		Term 4 (2023) Week 8	Term 1 Week 8-10 During period	Term 2 Week 6	Term 3 During exam period	
<b>Outcomes Assessed</b>		1.1, 1.2, 1.3, 4.1, 4.2, 4.3	3.1- 3.8 4.1- 4.3	2.1- 2.4 3.1- 3.8	1.1- 1.3 2.1- 2.4 3.1- 3.8 4.1- 4.3	
<b>Assessment Component</b>		<b>Weighting</b>				
Speaking		<b>10%</b>	10			
Listening		<b>20%</b>			10	10
Reading		<b>40%</b>		20	10	10
Writing		<b>30%</b>	10	10		10
<b>Weighting</b>		<b>100%</b>	<b>20%</b>	<b>30%</b>	<b>20%</b>	<b>30%</b>

**PUBLIC SCHOOLS NSW ULTIMO RTO 90072**  
**CONSTRUCTION CATEGORY B BOARD DEVELOPED COURSE ASSESSMENT SCHEDULE**  
**Preliminary Year 2023 – HSC 2024**

QUALIFICATION: CPC20220 - Certificate II in Construction Pathways (Release 6) and  
Statement of Attainment towards CPC20120 Certificate II in Construction (Release 3)  
Training Package: CPC08 - Construction, Plumbing and Services (Release 9.9)

**NESA course code**  
2 U X 2 YR - 26211  
**2022 HSC Exam:**  
**26299**  
**LMBR UI Code:**  
CPC20220126211B or  
CPC20120126211B

TERM	Unit Code	Units Of Competency	AQF CORE/ ELECTIVE	HSC STATUS	HSC INDICATIVE Hrs.	Assessment Task Cluster & Method of Assessment	HSC requirements Exam estimate mark & weighting to total 100%
<b>6 PRELIMINARY UOCs</b>							240 Indicative Hours over 2 years  50% Preliminary Exam  35 hrs. Work placement
Term 1	CPCCWHS1001	Prepare to work safely in the construction industry	CP-E	M		Cluster 1 – GIT (White Card)	
Term 1	CPCCWHS2001	Apply WHS requirements, policies, and procedures in the construction industry	CP-C	M	20	Cluster 2 – Work Safe Stay Safe	
Term 2	CPCCCM1001 CPCCCOM1015	Undertake basic estimation and costing Carry out measurements and calculations	CP-C CP-C	M M	35	Cluster 3 – Working it out	
Term 3	CPPCCOM2001 CPCCPOM1013	Read and interpret plans and specifications Plan and organise work	C-C CP-C	M M	35	Cluster 4 – Project Planning	
<b>11 HSC UOCs</b>							
Terms 4/5 Option 2	CPCCCWF2002 CPCCCM2013	Use wall and floor tiling tools and equipment Undertake basic installation of wall tiles	CP-E C-E	E E	35	Cluster 5 – Wall and Floor Tiling	35 hrs. Work placement  50% Trial HSC Exam The final estimate exam mark will only be used as the optional HSC exam mark in the event of misadventure. This mark should be derived from either one or two formal exams. The calculation of the estimate is a school decision.
Terms 4/5/6/7	CPCCCA2002 CPCCCM2005 CPCCCA2011	Use carpentry tools and equipment Use construction tools and equipment Handle carpentry materials	CP-E C CP-E	E M E	50	Cluster 6 – Tools, Equipment and Materials	
Terms 5/6/7	CPCCVE1011 CPCCOM1012	Undertake a basic construction project Work effectively and sustainably in the Construction Industry	C CP-C	M M	55	Cluster 7 – Major Project	
NESA requires students to study a minimum of 240 hours to meet Preliminary and HSC requirements.				Total hours	235- 240 245	Units of competency from the HSC focus areas will be included in the optional HSC examination.	

**Community and Family Studies (Assessment Schedule 2024)**

Task		Task 1	Task 2	Task 3	Task 4
<b>Course Component</b>		Groups in Context	IRP Hand in Task Assessment Period	In class seen task Individuals and Work	Trial Examination
<b>Due Date</b>		Term 4 (2023) Week 9	Term 1 Week 10	Term 2 Week 10	Term 3 During exam period
<b>Outcomes Assessed</b>		H1.1, H2.2, H2.3, H3.1, H3.3, H4.1, H4.2, H5.1, H6.2	H4.1, H4.2	H2.2, H2.3, H3.3, H3.4, H4.1, H6.1, H6.2, H5.2	H1.1, H2.1, H2.2, H2.3, H3.1 H3.2, H3.3, H3.4, H4.1, H4.2, H5.1, H6.1, H6.2
<b>Assessment Component</b>		<b>Weighting</b>			
Knowledge and understanding of how the following impact on wellbeing: • resource management • positive relationships • range of societal factors • nature of groups, families and communities	<b>35%</b>	5	5	10	15
Skills in: • applying management processes to meet the needs of individuals, groups, families and communities • planning to take responsible action to promote wellbeing	<b>30%</b>	5	10	5	10
Knowledge and understanding about research methodology and skills in researching, critical thinking, analysing and communicating	<b>35%</b>	10	5	10	10
<b>Weighting</b>	<b>100%</b>	<b>20%</b>	<b>20%</b>	<b>25%</b>	<b>35%</b>

<b>Economics (Assessment Schedule 2024)</b>					
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>
<b>Course Component</b>		Comparative Study	Research Task	Stimulus essay	Trial HSC Examination
<b>Due Date</b>		Term 4 (2023) Week 9	Term 1  Week 10-11	Term 2  Week 8	Term 3  During exam period
<b>Outcomes Assessed</b>		H1, H2, H3, H4,H5, H7,H8 H10, H11	H1, H3, H4, H7, H10, H11	H1, H2, H4, H5, H6, H7, H8, H10	H1, H2, H3, H4, H5, H6, H7, H8, H10, H11
<b>Assessment Component</b>	<b>Weighting</b>				
Knowledge and understanding of course content	<b>40%</b>	5	10	10	15
Stimulus-based skills	<b>20%</b>		5	5	10
Inquiry and research	<b>20%</b>	10		10	
Communication of economic information, ideas and issues in appropriate forms	<b>20%</b>	5	5	5	5
<b>Weighting</b>	<b>100%</b>	<b>20%</b>	<b>20%</b>	<b>30%</b>	<b>30%</b>

<b>English - Advanced (Assessment Schedule 2024)</b>						
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>	
<b>Course Component</b>		Common Module: Texts and Human Experiences (including related material) Multimodal Task	Common Module: Texts and Human Experiences Module C: Craft of Writing	Module A: Textual Conversations	Trial HSC Examination  Common Module Module A Module B Module C	
<b>Due Date</b>		Term 4 (2023) Week 9	Term 1 Week 10-11	Term 2 Week 5	Term 3 During exam period	
<b>Outcomes Assessed</b>		EA12-1, EA12-2, EA12-3, EA12-5, EA12-6, EA12-7, EA12-8	EA12-1, EA12-2, EA12-3, EA12-4 EA12-9	EA12-3, EA12-5, EA12-6, EA12-7, EA12-8	EA12-1, EA12-3, EA12-4, EA12-5, EA12-6, EA12-7, EA12-8, EA12-9	
<b>Assessment Component</b>		<b>Weighting</b>				
Knowledge and understanding of course content		<b>50%</b>	10	15	10	15
Skills in responding to texts and communication of ideas appropriate to audience, purpose and content across all modes		<b>50%</b>	10	15	10	15
<b>Weighting</b>		<b>100%</b>	<b>20%</b>	<b>30%</b>	<b>20%</b>	<b>30%</b>

<b>English – EAL/D (Assessment Schedule 2024)</b>						
<b>Task</b>		<b>Task 1</b> Module A	<b>Task 2</b> Module A Module B	<b>Task 3</b> Module C	<b>Task 4</b> Trial HSC Examination	
<b>Course Component</b>		Texts and Human Experiences  <b>Speaking and Listening task using related text and prescribed text (multimodal presentation)</b>	Module A: Texts and Human Experiences. Module B: Language Identity & Culture.	Module C: Close Study of Text	Trial HSC  Module A Module B Module C	
<b>Due Date</b>		Term 4 (2023) Week 10	Term 1 Week 10-11	Term 2 Week 8	Term 3 During exam period	
<b>Outcomes Assessed</b>		EAL12-1A, EAL12- 1B, EAL 12-2, EAL12-3, EAL12-5, EAL12-6, EAL12-7, EAL12-9	EAL12-1A, EAL12-2, EAL12-3, EAL 12-4, EAL12-5, EAL12-6, EAL12-7, EAL12-8	EAL12-1A, EAL12-3, EAL12-5, EAL12-7, EAL12-8	EAL12-1A, EAL12-3, EAL12-4, EAL12-5, EAL12-7, EAL12-8	
<b>Assessment Component</b>		<b>Weighting</b>				
Knowledge and understanding of course content		50%	10	10	15	15
Skills in responding to texts and communication of ideas appropriate to audience, purpose and content across all modes		50%	10	15	10	15
<b>Weighting</b>		<b>100%</b>	<b>20%</b>	<b>25%</b>	<b>25%</b>	<b>30%</b>



<b>English – Extension I (Assessment Schedule 2024)</b>				
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>
<b>Course Component</b>		Portfolio and Reflection <i>Common Module: Literary Worlds</i>	Critical response with related texts <i>Elective: Literary Homelands</i>	Trial HSC Examination <i>Common Module &amp; Elective</i>
<b>Due Date</b>		Term 1 Week 9	Term 2 Week 9	Term 3 During exam period
<b>Outcomes Assessed</b>		EE12-2, EE12-4, EE12-5	EE12-1, EE12-3, EE12-4	EE12-2, EE12-3, EE12-4, EE12-5
<b>Assessment Component</b>	<b>Weighting</b>			
Knowledge and understanding of texts and why they are valued	<b>50%</b>	20	15	15
Skills in complex analysis composition and investigation	<b>50%</b>	20	15	15
<b>Weighting</b>	<b>100%</b>	<b>40%</b>	<b>30%</b>	<b>30%</b>

<b>English - Standard (Assessment Schedule 2024)</b>						
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>	
<b>Course Component</b>		Common Module: Texts and Human Experiences (including related material) Multimodal Task	Common Module: Texts and Human Experiences Module C: Craft of Writing	Module B: Close Study of Literature	Trial HSC Examination  Common Module Module A Module B Module C (5%)	
<b>Due Date</b>		Term 4 (2023) Week 9	Term 1 Week 10-11	Term 2 Week 5	Term 3 During exam period	
<b>Outcomes Assessed</b>		EN12-1, EN12-2, EN12-3, EN12-5, EN12-6, EN12-6, EN12-8	EN12-1, EN12-2, EN12-3, EN12-4, EN12-5, EN12-9,	EN12-1, EN12-3, EN12-5, EN12-7, EN12-8	EN12-1, EN12-3, EN12-4, EN12-5, EN12-7, EN12-8. EN12-9	
<b>Assessment Component</b>		<b>Weighting</b>				
Knowledge and understanding of course content		<b>50%</b>	10	15	10	15
Skills in responding to texts and communication of ideas appropriate to audience, purpose and content across all modes		<b>50%</b>	10	15	10	15
<b>Weighting</b>		<b>100%</b>	<b>20%</b>	<b>30%</b>	<b>20%</b>	<b>30%</b>

<b>English - Studies (Assessment Schedule 2024) (ATAR or NON-ATAR)</b>						
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>	
<b>Course Component</b>		Common Module: Texts and Human Experiences (including related material)	Elective: Playing the Game  Common Module: Texts and Human Experiences	Portfolio of Classwork  All Modules	Trial HSC Examination  Mandatory Module and Electives	
<b>Due Date</b>		Term 4 (2023) Week 9	Term 1 Week 10-11	Term 2 Week 8	Term 3 During exam period	
<b>Outcomes Assessed</b>		ES12-1, ES12-2, ES12-3, ES12-4, ES12-5, ES12-6, ES12-7, ES12-8	ES 12-1, ES12-2, ES12-5, ES12-7, ES12-8, ES 12-9	ES12-1, ES12-4, ES12-6, ES12-7, ES12- 10	ES12-1, ES12-2, ES12- 4, ES12-5, ES12-7, ES12-9	
<b>Assessment Component</b>		<b>Weighting</b>				
Knowledge and understanding of course content		50%	10	10	15	15
Skills in: <ul style="list-style-type: none"> <li>• Comprehending texts</li> <li>• Communicating ideas</li> <li>• Using language accurately, appropriately and effectively</li> </ul>		50%	10	15	15	10
<b>Weighting</b>		<b>100%</b>	<b>20%</b>	<b>25%</b>	<b>30%</b>	<b>25%</b>

<b>Food Technology (Assessment Schedule 2024)</b>					
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>
<b>Course Component</b>		Report	Written Task	Product Development	Trial HSC Examination
		Australian Food Company	Australian Food Industry	Food Manufacturing Task	
<b>Due Date</b>		Term 4 (2023) Week 9	Term 1 Week 2	Term 2 Week 10	Term 3 During exam period
<b>Outcomes Assessed</b>		H1.1, H1.2, H1.4, H3.1	H1.1, H1.2, H1.3, H5.1	H1.3, H2.1, H3.2, H4.1 H4.2, H5.1	H1.1, H1.2, H1.3, H1.4, H2.1, H4.2
<b>Assessment Component</b>		<b>Weighting</b>			
Knowledge and understanding about food systems in the production, processing and consumption of food and an appreciation of the impact on society.		<b>15%</b>		10	5
Knowledge and understanding about the nature of food, human nutrition and an appreciation of the importance of food to health.		<b>5%</b>			5
Knowledge and understanding in researching, analysing and communicating food issues.		<b>30%</b>	15		5
Skills in experimenting with and in preparing food by applying theoretical concepts.		<b>30%</b>	5		5
Skills in designing, implementing and evaluating solutions to food situations.		<b>20%</b>		10	10
<b>Weighting</b>		<b>100%</b>	<b>20%</b>	<b>20%</b>	<b>30%</b>

<b>Geography (Assessment Schedule 2024)</b>					
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>
<b>Course Component</b>		Ecosystems at Risk Fieldwork Analysis	Urban Places Research Talk	People & Economic Activity In-Class Essay	Trial HSC Examination
<b>Due Date</b>		Term 4 (2023) Week 9	Term 1 Week 9	Term 2 Week 10	Term 3 During exam period
<b>Outcomes Assessed</b>		H1, H2, H5, H8, H10, H13	H1, H3, H9, H10, H13	H1, H4, H5, H7, H13	H1, H2, H3, H4, H5, H6, H7, H8, H9, H10, H11, H12, H13
<b>Assessment Component</b>	<b>Weighting</b>				
Knowledge and understanding of course content	<b>40%</b>	5	5	10	20
Stimulus-based skills	<b>20%</b>	5	5		10
Inquiry and research	<b>20%</b>	10	5	5	
Communication of economic information, ideas and issues in appropriate forms	<b>20%</b>	10	5	5	
<b>Weighting</b>	<b>100%</b>	<b>30%</b>	<b>20%</b>	<b>20%</b>	<b>30%</b>

<b>History - Extension (Assessment Schedule 2024)</b>					
<b>Task</b>		<b>Task 1 The History Project Proposal</b>	<b>Task 2 The History Project</b>	<b>Task 3 Examination</b>	
<b>Course Component</b>		Proposal for History Project	Research and Presentation	Trial HSC Examination	
<b>Due Date</b>		Term 4 (2023) Week 10	Term 3 Week 1	Term 3 During exam period	
<b>Outcomes Assessed</b>		E1.1, E2.2, E2.3	E1.1, E2.1, E2.2, E2.3	E1.1, E2.2, E2.3	
<b>Assessment Component</b>	<b>Weighting</b>				
Historiographical ideas and processes	<b>20%</b>	10		10	
Designing, undertaking and communicating historical inquiry	<b>80%</b>		80		
<b>Weighting</b>	<b>100%</b>	<b>10%</b>	<b>80%</b>	<b>10%</b>	



Education

PUBLIC SCHOOLS NSW ULTIMO RTO 90072

HOSPITALITY- KITCHEN OPERATIONS CATEGORY B BOARD DEVELOPED COURSE ASSESSMENT SCHEDULE

Preliminary Year 2023 - HSC 2024

QUALIFICATION: SIT20421 Certificate II in Cookery Training  
Package: SIT Tourism, Travel and Hospitality (Release 1.2)

NESA course code  
2 U X 2 YR -  
HSC Exam:  
LMBR code  
(11 OR 12)

TERM	Unit Code	Units Of Competency	AQF CORE/ ELECTI	HSC STATU	HSC Hrs.	Assessment Task Cluster & Methods of Assessment	HSC requirements Exam estimate mark & weighting to total 100%
Term 1	9 PRELIMINARY UOCs					Evidence will be collected during Preliminary and HSC Course for the unit of competency <b>SITHCCC011 Use cookery skills effectively</b>	240 Indicative Hours over 2 years
	SITXFSA005	Use hygienic practices for food safety	C		15	<b>Cluster A: Getting Ready for Work</b> Written task/scenario, case study & observation of practical work	50% Prelim Yearly Exam
	SITXWHS005	Participate in safe work practices Prepare and present sandwiches	C		15		
SITHCCC025		E		20	35 hrs		
Term 2	SITXFSA006	Participate in safe food handling practices Participate in sustainable work practices Prepare and present simple dishes	C		20	<b>Cluster B: Sustainable Kitchen Practices</b> Scenario, Written task, Observation of practical work	Work placement
	BSBSUS211		E		15		
	SITHCCC024		E		20		
Term 3	SITHKOP009	Clean kitchen premises and equipment Use food preparation equipment Receive store and maintain stock	C		15	<b>Cluster C: Maintain a Clean &amp; Safe Kitchen</b> Written task, Observation of practical work including temperature checks & completion of HACCP documentation.	25% Half Yearly Exam 25% Trial HSC Exam
	SITHCCC023		C		20		
	SITXINV006		C		15		
Terms 4 - 6	5 HSC UOCs						
	SITHCCC027	Prepare dishes using basic methods of cookery	C		40	<b>Cluster D: Quality Café Meals</b> Written task & observation of practical work Portfolio of evidence including service periods. NOTE: person with <b>THREE years' Industry Experience must be involved in assessment.</b>	35 hrs Work placement The final estimate exam mark will only be used as the optional HSC exam mark in the event of misadventure. This mark should be derived from either one or two formal exams. The calculation of the estimate is a school decision.
	SITHCCC028	Prepare appetisers and salads	E		30		
	SITHIND007	Use hospitality skills effectively	E		20		
Terms 6 & 7	BSBTWK201	<b>Work effectively with others</b>	E		15	<b>Cluster E: Working in the Hospitality Industry</b> Written task and reflection	
	SITHIND006	<b>Source and use information on the hospitality industry</b> *need to confirm if we can use these from the training package.	E		20		
7 core and 6 electives are required from the training package. NESA requires students to study a minimum of 240 hours to meet Preliminary and HSC requirements.			Total Hours 280			Units of competency from the HSC focus areas will be included in the optional HSC examination.	

<b>Industrial Technology Multimedia (Assessment Schedule 2024)</b>					
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>
<b>Course Component</b>		Project Proposal	Industry Study Questions	Major Project & Portfolio	Trial HSC Examination
<b>Due Date</b>		Term 4 (2023) Week 10	Term 1 Week 10		Term 3 During exam period
<b>Outcomes Assessed</b>		H1.2, H3.1, H3.2, H4.3, H5.1, H5.2, H6.1	H1.1, H1.2, H1.3, H5.1, H5.2, H7.1, H7.2	H1.2, H3.1, H3.2, H4.3, H5.1, H5.2, H6.1	H1.2, H1.3, H3.1, H4.3, H7.1, H7.2
<b>Assessment Component</b>	<b>Weighting</b>				
Course Content	50%		20		30
Major Design Project	50%	10		40	
<b>Weighting</b>	<b>100%</b>	<b>10%</b>	<b>20%</b>	<b>40%</b>	<b>30%</b>



## Industrial Technology - Timber Products and Furniture Industries (Assessment Schedule 2024)

Task		Task 1	Task 2	Task 3	Task 4
<b>Course Component</b>		Project Proposal	Industry Study Questions	Major Project & Portfolio	Trial HSC Examination
<b>Due Date</b>		Term 4 (2023) Week 10	Term 1 Week 10		Term 3 During exam period
<b>Outcomes Assessed</b>		H1.2, H3.1, H3.2, H4.3, H5.1, H5.2, H6.1	H1.1, H1.2, H1.3, H5.1, H7.1, H7.2	H1.2, H3.2, H3.3, H4.1, H4.3, H5.1, H5.2, H6.2	H1.2, H1.3, H3.1, H4.3, H7.1, H7.2
<b>Assessment Component</b>	<b>Weighting</b>				
Course Content	<b>50%</b>		20		30
Major Design Project	<b>50%</b>	10		40	
<b>Weighting</b>	<b>100%</b>	<b>10%</b>	<b>20%</b>	<b>40%</b>	<b>30%</b>

<b>Information Processes and Technology (IPT) (Assessment Schedule 2024)</b>					
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>
<b>Course Component</b>		Project Work	Option: Decision Support	Option: Multimedia	TRIALS
<b>Due Date</b>		Term 1 Week 2 (Project)	Term 2 Week 10	Term 3 Week 5	Term 3 During exam period
<b>Outcomes Assessed</b>		H1.1, H1.2, H2.1, H2.2, H3.1, H3.2, H4.1, H5.1, H5.2, H6.1, H6.2, H7.1, H7.2	H1.1, H1.2, H2.1	H1.1, H1.2, H2.1, H2.2, H3.1, H3.2, H4.1, H5.1	H1.1, H1.2, H2.1, H2.2, H3.2, H4.1, H5.1, H6.1, H6.2
<b>Assessment Component</b>	<b>Weighting</b>				
Knowledge and understanding: Project Management Information Systems and Databases Communications Multimedia and Decision Support Systems	<b>60%</b>	5	10	25	20
Skills in: Research and analysis, Report writing, communication of ideas and in written form.	<b>40%</b>	15	10	5	10
<b>Weighting</b>	<b>100%</b>	<b>20%</b>	<b>20%</b>	<b>30%</b>	<b>30%</b>

<b>Investigating Science (Assessment Schedule 2024)</b>						
<b>Task</b>		<b>Task 1</b> Practical Investigation	<b>Task 2</b> Secondary sourced research task	<b>Task 3</b> Depth study	<b>Task 4</b> Trial HSC Examination	
<b>Course Component</b>		Module 5 Scientific Investigations	Module 6 Technologies	Modules 5-8 Scientific Investigations, Technologies, Fact or Fallacy?, Science and Society	Modules 5 - 8	
<b>Due Date</b>		Term 4 (2023) Week 8	Term 1 Week 9-10 (Assessment Period)	Term 2 Week 9	Term 3 During exam period	
<b>Outcomes Assessed</b>		INS11/12-2, INS11/12-4, INS11/12-6, INS11/12-12, INS12-12	INS11/12-1, INS11/12-2 INS11/12-3, INS11/12-4, INS11/12-7, INS12-13	INS11/12-1, INS11/12-5, INS11/12-6, INS11/12-7, INS12-14, INS12-15	INS11/12-1, INS11/12-2, INS11/12-3, INS11/12-4, INS11/12-5, INS11/12-6, INS11/12-7, INS12-12, INS12-13, INS12-14, INS12-15	
<b>Assessment Component</b>		<b>Weighting</b>				
Skills in Working Scientifically		<b>60%</b>	15	15	20	10
Knowledge and Understanding		<b>40%</b>	5	5	10	20
<b>Weighting</b>		<b>100%</b>	<b>20%</b>	<b>20%</b>	<b>30%</b>	<b>30%</b>

<b>Legal Studies (Assessment Schedule 2024)</b>					
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>
<b>Course Component</b>		Research Task In - class Extended Response - Crime	Stimulus Task (In class response) Human Rights & Crime	Research Task- Media Report (in-class response) Human Rights, Family & Consumers	Trial HSC Examination All Topics
<b>Due Date</b>		Term 4 (2023) Week 9	Term 1 Week 9	Term 2 Week 10	Term 3 During exam period
<b>Outcomes Assessed</b>		H1, H2, H3, H4, H5, H6, H7, H8, H9 H10	H1, H2, H3, H4, H5, H6, H7, H8, H9, H10	H1, H2, H3, H4, H5, H6, H7, H8, H9, H10	H1, H2, H3, H4, H5, H6, H7, H8, H9, H10
<b>Assessment Component</b>	<b>Weighting</b>				
Knowledge and Understanding of Course Content	<b>40%</b>	5	5	5	25
Analysis and evaluation	<b>20%</b>		10	10	
Inquiry and research	<b>20%</b>	10		10	
Communication of legal information, issues and ideas in appropriate forms	<b>20%</b>	5	5	5	5
<b>Weighting</b>	<b>100%</b>	<b>20%</b>	<b>20%</b>	<b>30%</b>	<b>30%</b>

<b>Mathematics Advanced (Assessment Schedule 2024)</b>						
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>	
<b>Course Component</b>		<u>In class test</u> Differential Calculus C2 Trigonometric Functions and Graphs T3	<u>Test</u> Calculus C4 Graphing Techniques F2	<u>Assignment</u> Financial Mathematics M1	Trial HSC Examination All topics	
<b>Due Date</b>		Term 4 (2023) Week 10	Term 1 Week 10-11	Term 2 Week 9	Term 3 During exam period	
<b>Outcomes Assessed</b>		MA 11-7 MA 12-2 MA 12-4	MA 12-3 MA 12-5 MA 12-6 MA 12-8	MA 12-1 MA 12-6 MA 12-7	MA 12-1 to MA 12-10	
<b>Assessment Component</b>		<b>Weighting</b>				
Concepts, skills and techniques		<b>50%</b>	10	15	10	15
Reasoning and Communication		<b>50%</b>	10	15	10	15
<b>Weighting</b>		<b>100%</b>	<b>20%</b>	<b>30%</b>	<b>20%</b>	<b>30%</b>

<b>Mathematics Extension I (Assessment Schedule 2024)</b>						
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>	
<b>Course Component</b>		<u>In class test</u> Trigonometric Functions T1, T2, T3 Proof P1	<u>Test</u> Calculus C2	<u>Assignment</u> Vectors V1	<u>Trial HSC Examination</u> All Topics	
<b>Due Date</b>		Term 4 (2023) Week 10	Term1 Week 10-11	Term 2 Week 8	Term 3 During exam period	
<b>Outcomes Assessed</b>		ME 11-3 ME11-3 ME12-7	ME 12-4 ME12-7	ME 12-2 ME 12-5	ME 12-1 To ME 12-7	
<b>Assessment Component</b>		<b>Weighting</b>				
Concepts, skills and techniques		<b>50%</b>	10	15	10	15
Reasoning and communication		<b>50%</b>	10	15	10	15
<b>Weighting</b>		<b>100%</b>	<b>20%</b>	<b>30%</b>	<b>20%</b>	<b>30%</b>

Please note that this is a 1 unit course.

For students only undertaking Extension 1, the final mark for this course will be reported as a mark out of 50.

For students undertaking Extension 2, the final mark for this course will be reported as a mark out of 100.

<b>Mathematics Extension II (Assessment Schedule 2024)</b>						
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>	
<b>Course Component</b>		<u>Assignment</u> Complex Numbers	<u>Test</u> Proof 1 Complex Numbers N2	<u>In class test</u> Integration	Trial HSC Examination All topics	
<b>Due Date</b>		Term 1 Week 3	Term 1 Week 10-11	Term 2 Week 5	Term 3 During exam period	
<b>Outcomes Assessed</b>		MEX 12-1 MEX 12-4 MEX 12-7 MEX 12-8	MEX 12-1 MEX 12-2 MEX 12-3 MEX 12-7 MEX 12-8	MEX 12-1 MEX 12-2	MEX 12-1 To MEX 12-8	
<b>Assessment Component</b>		<b>Weighting</b>				
Concepts, skills and techniques		<b>50%</b>	10	15	10	15
Reasoning and Communication		<b>50%</b>	10	15	10	15
<b>Weighting</b>		<b>100%</b>	<b>20%</b>	<b>30%</b>	<b>20%</b>	<b>30%</b>

<b>Mathematics Standard II (Assessment Schedule 2024) (ATAR)</b>					
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>
<b>Course Component</b>		<u>In-Class Test</u> Ratio and Rates	<u>In-Class Test</u> Networks Investment and Loans Non-Right Triangle Trigonometry	<u>Assignment</u> Simultaneous Linear Equations Bivariate Data Analysis Annuities	<u>Trial HSC Examination</u> All topics
<b>Due Date</b>		Term 4 (2023) Week 10	Term 1 Week 10-11	Term 2 Week 9	Term 3 During exam period
<b>Outcomes Assessed</b>		F1.3, M7	N2.1, N2.2, F4, M6	A4.1, S4, F5	All outcomes
<b>Assessment Component</b>	<b>Weighting</b>				
Understanding, Fluency and Communicating	<b>50%</b>	10	15	10	15
Problem Solving, Reasoning and Justification	<b>50%</b>	15	10	10	15
<b>Weighting</b>	<b>100%</b>	<b>25%</b>	<b>25%</b>	<b>20%</b>	<b>30%</b>



<b>Mathematics Standard I (Assessment Schedule 2024) (ATAR or NON-ATAR)</b>					
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>
<b>Course Component</b>		<u>Assignment</u> Budgeting and Household Expenses	<u>In-Class Test</u> Networks Investment	<u>Assignment</u> Statistical Investigation Process Depreciation and Loans	Trial HSC Examination  All topics
<b>Due Date</b>		Term 4 (2023) Week 10	Term 1 Week 10-11	Term 2 Week 9	Term 3 During exam period
<b>Outcomes Assessed</b>		F1.3	N1, F2	S3.1, F3	All outcomes
<b>Assessment Component</b>	<b>Weighting</b>				
Understanding, Fluency and Communicating	<b>50%</b>	10	15	10	15
Problem Solving, Reasoning and Justification	<b>50%</b>	15	10	10	15
<b>Weighting</b>	<b>100%</b>	<b>25%</b>	<b>25%</b>	<b>20%</b>	<b>30%</b>

<b>Modern History (Assessment Schedule 2024)</b>						
<b>Task</b>		<b>Task 1 Source Analysis</b>	<b>Task 2 Research Essays</b>	<b>Task 3 Historical Analysis</b>	<b>Task 4 Trial HSC Examination</b>	
<b>Course Component</b>		Power and Authority in the Modern World 1919–1946	Conflict in the Pacific	National Studies USA 1919 - 1941	Whole HSC Course <i>Core Study</i> <i>National Studies</i> <i>Peace and Conflict</i> <i>Change in the Modern World</i>	
<b>Due Date</b>		Term 4 (2023) Week 8	Term 1 Week 10-11	Term 2 Week 7	Term 3 During exam period	
<b>Outcomes Assessed</b>		MH12-1 MH12-3, MH12-4, MH12-6 MH12-9	MH12-1 MH12-2, MH12-5, MH12-8 MH12-9	MH12-2 MH12-3 MH12-6 MH12-7 MH12-9	MH 12-1 MH 12-2 MH12-3 MH 12-4 MH12-5 MH 12-6 MH 12-7 MH12-9	
<b>Assessment Component</b>	<b>Weighting</b>					
Knowledge and understanding of course content	<b>40%</b>	10	10	5	15	
Historical skills in the analysis and evaluation of sources and interpretations	<b>20%</b>	5		5	10	
Historical inquiry and research	<b>20%</b>	5	10	5		
Communication of historical understanding in appropriate forms	<b>20%</b>	5	5	5	5	
<b>Weighting</b>	<b>100%</b>	<b>25%</b>	<b>25%</b>	<b>20%</b>	<b>30%</b>	

## Music I (Assessment Schedule 2024)

Task		Task 1	Task 2	Task 3	Task 4
<b>Course Component</b>		<b>Performance Core</b> <b>Composition Core</b> <b>Topic 1</b> Compositional activities representing current topic and based on the performance piece.	<b>Elective 1</b> <b>Viva Voce</b> <b>Topic 2</b> Presentation on current topic supported with detailed analyses.	<b>Presentation or Submission: Elective Option for Topics 3 and own choice</b> Presentation of performance and discussion on interpretation of performance and/or composition portfolio and discussion on compositional process and/or musicology outline and viva voce	<b>Trial HSC Examination</b> <b>Aural Examination</b>
<b>Due Date</b>		Term 4 (2023) Week 10	Term 1 10-11	Term 3 During examination period	Term 3 During examination period
<b>Outcomes Assessed</b>		H1, H3, H5, H7, H8	H1 – H8	H1–H8	H4, H6
<b>Assessment component</b>	<b>Weighting %</b>				
Performance Core	10%	10			
Composition Core	10%	10			
Musicology Core	10%		10		
Aural Core	25%				25
Elective 1	15%		15		
Elective 2	15%			15	
Elective 3	15%			15	
<b>Weighting</b>	<b>100%</b>	<b>20%</b>	<b>25%</b>	<b>30%</b>	<b>25%</b>

<b>Numeracy (CEC) (Assessment Schedule 202</b>					
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>
<b>Course Component</b>		<u>Assignment</u>	<u>Assignment</u>	<u>Assignment</u>	<u>Assignment</u> (Portfolio)
<b>Due Date</b>		Term 4 (2023) Week 10	Term 1 Week 9	Term 2 Week 9	Term 3 Week 8
<b>Outcomes Assessed</b>		N6-2.3, N6-2.4, N6-2.5, N6-3.1	N6-1.2, N6-2.2, N6-2.5, N6-3.2	N6-1.1, N6-2.1, N6-2.3, N6-3.1	N6-1.1, N6-3.1, N6-3.2
<b>Assessment Component</b>	<b>Weighting</b>				
Knowledge and understanding	<b>50%</b>	10	10	15	15
Skills	<b>50%</b>	15	10	10	15
<b>Weighting</b>	<b>100%</b>	<b>25%</b>	<b>20%</b>	<b>25%</b>	<b>30%</b>

<b>PDHPE (Assessment Schedule 2024)</b>					
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>
<b>Course Component</b>		<b>Factors Affecting Performance</b>  In Class Analysis	<b>Health Priorities in Australia</b>  Research Task	<b>Sports Medicine</b>  Seen Task	<b>Trial HSC Examination</b>  Exam
<b>Due Date</b>		Term 4 (2023) Week 9	Term 1 Week 10-11	Term 2 Week 8	Term 3 During exam period
<b>Outcomes Assessed</b>		H7, H8, H9, H10, H11, H16, H17	H1, H2, H3, H4, H5, H14, H15	H8, H13, H16, H17	H1, H2, H3, H4, H5, H6, H7, H8, H9, H10, H11, H13, H15, H16, H17
<b>Assessment Component</b>	<b>Weighting</b>				
Knowledge and understanding of course content	<b>40%</b>	10	10	10	10
Skills in critical thinking, research methodology, analysing and communicating	<b>60%</b>	15	15	10	20
<b>Weighting</b>	<b>100%</b>	<b>25%</b>	<b>25%</b>	<b>20%</b>	<b>30%</b>



Education

PUBLIC SCHOOLS NSW ULTIMO RTO 90072  
 RETAIL SERVICES CATEGORY B BOARD DEVELOPED COURSE ASSESSMENT SCHEDULE

Preliminary Year 2023 - **HSC 2024**

QUALIFICATION: SIR30216 Certificate III in Retail (Release 4)  
 Training Package: Retail Services (Release 7.0)

**NESA course code**  
 2 U X 2 YR - 26911  
**HSC Exam: 26999**  
**LMBR UI Code:**  
 (11 OR 12)  
 SIR30216126911B

TERM	Unit Code	Units Of Competency	AOE / CORE / ELECTIVE	HSC STATUS	HSC INDICATIVE Hrs.	Assessment Task Cluster & Methods of Assessment	HSC requirements - Exam estimate mark & weighting to total 100%
Term 1	<b>7 PRELIMINARY UOCs</b>						240 Indicative Hours over 2 years
	SIRXWHS002 SIRXIND002	Contribute to workplace health and safety Organise and maintain a store environment	C E	M E	15 10	<b>Cluster A: Safety and Spotless</b> Written task, online quiz, practical and teacher observation	
Term 1-2	SIRXIND001 SIRXCOM002	Work effectively in a service environment Work effectively in a team	C C	M M	20 15	<b>Cluster B: Working in the industry</b> Research, self/peer assessment, simulation, presentation	35 hrs Work placement
			SIRXCEG001 SIRXCEG002 SIRXCEG003	Engage the customer Assist with customer difficulties Build customer relationships and loyalty	C C C		
Term 2-3							40% Preliminary Exam
Term 4-5	<b>7 HSC UOCs</b>						35 hrs Work placement
	SIRXSLS001 SIRXSLS002 SIRXRSK001	Sell to the retail customer Follow point of sale procedures Identify and respond to security risks	C E C	M M M	15 15 15	<b>Cluster D: Sales &amp; Security</b> Questioning, scenario, role play	
Term 5-6	SIRRMER001 SIRXPDK001	Produce visual merchandise displays Advise on products and services	E E	S S	20 20	<b>Cluster E: Retail General Selling</b> Scenario, direct observation of practical work, written questioning	The final estimate exam mark will only be used as the optional HSC exam mark in the event of misadventure. This mark should be derived from either one or two formal exams. The calculation of the estimate is a school decision.
Term 7	SIRRINV002 SIRRINV001	Control stock Receive and handle retail stock	E E	E E	20 15	<b>Cluster F: Stock Control</b> Written questioning, scenario, direct observation of practical work	
NESA requires students to study a minimum of 240 hours to meet Preliminary and HSC requirements.			Total hours		245	Units of competency from the HSC focus areas will be included in the optional HSC examination.	

## Society and Culture (Assessment Schedule 2024)

Task		Task 1	Task 2	Task 3	Task 4
Course Component		Research and report – PIP proposal	Continuity and Change Task	In class extended response – Depth Study 1	Trial HSC Examination
Due Date		Term 4 (2023) Week 7	Term 1 Week 8	Term 2 Week 6	Term 3 During exam period
Outcomes Assessed		H1, H4, H6, H7, H8, H9, H10	H1, H2, H3, H5, H6, H9, H10	H1, H2, H3, H5, H7, H8, H9, H10	H1, H2, H3, H5, H6, H9, H10
Assessment Component	Weighting				
Knowledge and understanding of course content	50%	5	15	10	20
Application and evaluation of social and cultural research	30%	10	5	10	5
Communication of information, ideas and issues in appropriate forms.	20%	5	5	5	5
<b>Weighting</b>	<b>100%</b>	<b>20%</b>	<b>25%</b>	<b>25%</b>	<b>30%</b>

**Sports, Lifestyle & Recreation (CEC) (Assessment Schedule 2024)**

Task		Task 1	Task 2	Task 3
Course Component		In Class Task	Practical	
Course Component		Sports Administration	Fitness	Resistance Training
Due Date		Term 1 2024	Term 2 2024	Term 3 2024
Outcomes Assessed		1.1, 1.3, 4.2, 4.5	1.2, 2.2, 3.2, 4.1	1.3, 2.2, 2.5, 3.3, 4.4
Assessment Component	Weighting			
Knowledge and understanding of course content	50%	10	15	25
Skills in critical thinking, research, analysis and communication	50%	25	20	5
<b>Weighting</b>	<b>100%</b>	<b>35%</b>	<b>35%</b>	<b>30%</b>



## Studies of Religion II (Assessment Schedule 2024)

Task	Task 1 Research and Interview	Task 2 Half Yearly Assessment	Task 3 Essays	Task 4 Trial HSC Examination	
<b>Course Component</b>	Religion & Non-Religion  Religion and Belief Systems in Australia post-1945	Religious Traditions: Judaism and Christianity  Religion & Non- Religion	Religious Tradition: Study: Islam	Whole HSC Course <i>Religion and Belief Systems</i> <i>Religion and Non Religion</i> <i>Religious Tradition Studies</i> <i>Religion and Peace</i>	
<b>Due Date</b>	Term 4 (2023) Week 6	Term 1 Week 10-11	Term 2 Week 9	Term 3 During exam period	
<b>Outcomes Assessed</b>	H1, H2, H3, H7, H8, H9	H1, H2, H4, H5, H8, H9	H2, H4, H5, H6, H7, H8, H9	H1, H2, H3, H4, H5, H6, H8, H9	
<b>Assessment Component</b>	<b>Weighting</b>				
Knowledge and understanding of course content	<b>40%</b>	5	10	5	20
Source-based skills	<b>20%</b>		5	10	5
Investigation and research	<b>20%</b>	10	5	5	
Communication of information, ideas and issues in appropriate forms	<b>20%</b>	5	5	5	5
<b>Weighting</b>	<b>100%</b>	<b>20%</b>	<b>25%</b>	<b>25%</b>	<b>30%</b>

<b>Visual Arts (Assessment Schedule 2024)</b>					
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>
<b>Course Component</b>		<b>Essay</b> Case study 1 Extended written research response.	<b>Development of the Body of Work</b> Presentation and submission of works in progress, VAPD with annotated research and critical evaluation of material and conceptual intention through the structural frame, including a written account of artmaking practice through the conceptual framework.	<b>Trial HSC Examination</b> Art Criticism and Art History Written Examination.	<b>Resolving the Body of Work</b> Submission of artworks under development, VAPD documenting experimentation, written reflections including explanation of intention and the links between material and conceptual practice.
<b>Due Date</b>		Term 4 (2023) Week 9	Term 1 Week 2	Term 3 During examination period	Term 3 During examination period
<b>Outcomes Assessed</b>		H8, H9	H1, H2, H3, H4	H7, H10	H5, H6
<b>Assessment Component</b>					
<b>Artmaking</b>	<b>Weighting</b>		20		30
<b>Art Criticism and Art History</b>	<b>50%</b>	20		30	
<b>Weighting</b>	<b>100%</b>	<b>20%</b>	<b>20%</b>	<b>30%</b>	<b>30%</b>

<b>Work Studies (CEC) (Assessment Schedule 2024)</b>					
<b>Task</b>		<b>Task 1</b>	<b>Task 2</b>	<b>Task 3</b>	<b>Task 4</b>
<b>Course Component</b>		Personal Finance Budget	Workplace Issues Media File	Team work and Enterprise Skills Case Study	Workplace Diary
<b>Due Date</b>		Term 4 (2023) Week 9	Term 2 Week 2	Term 2 Week 9	Term 3 Week 8-9
<b>Outcomes Assessed</b>		2, 5	2, 4, 5	2, 3, 6	1, 2, 7
<b>Assessment Component</b>	<b>Weighting</b>				
Knowledge and Understanding	<b>40%</b>	15	10	10	5
Skills	<b>60%</b>	20	15	15	10
<b>Weighting</b>	<b>100%</b>	<b>35%</b>	<b>25%</b>	<b>25%</b>	<b>15%</b>

