

SPRINGWOOD HIGH SCHOOL

CSC - 2023 HSC Assessment Policy, Procedures &Schedule



SHS HSC Assessment Policy, Procedures & Schedule of Tasks

The purpose of this booklet is to provide the following information for teachers, students, parents and the community:

- the requirements for the award of the HSC
- HSC Board Courses and their requirements
- the requirements for satisfactory achievement in HSC courses
- the arrangements for students deemed "N" unsatisfactory in an HSC Course.
- the student tasks required for assessment in each course.
- the weighting for each task
- the policies and procedures for dealing with cases of malpractice in assessment tasks.
- the policies and procedures for the submission of assessment tasks
- the procedures for reporting students' performance on assessment tasks
- students' rights and responsibilities

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REQUIREMENTS FOR THE AWARD OF AN HSC

To be awarded a Higher School Certificate student must:

- sit for and make a serious attempt at the requisite HSC examinations.
- have satisfactorily completed courses that comprise the pattern of study required by the NSWEducation Standards Authority NESA (formally known as BOSTES)

A student will be considered to have satisfactorily completed a course if they have:

- followed the course developed or endorsed by NESA; and
- **applied** themselves with **diligence** and **sustained effort** to the set tasks and experiencesprovided in the course by the school; and
- achieved some or all of the course outcomes.

Your HSC results

You will receive a summary of your HSC results in mid-December. For a detailed explanation of the HSC, HSC results and HSC documents, visit NESA's website at http://www.boardofstudies.nsw.edu.au/yourhsc/

2. How do your HSC results contribute towards university entry?

Entry from Year 12 into university courses in NSW and the ACT generally depends on your ATAR. If you have requested an ATAR, the University Admission Centre (UAC) will use your HSC marks to calculate your ATAR. Your ATAR is not part of your HSC and is not calculated byNESA. Details of ATAR requirements can be found in the UAC Guide, published each year by UAC. You can phone UAC on (02) 9752 0200 or view the UAC website at

www.uac.edu.au

ASSESSMENT TASKS

Board Developed Courses have a school-based assessment component. An assessment mark will be submitted to NESA for each of the courses that you study. Your assessment mark contributes to50% of your final HSC mark.

For VET courses, you are assessed on your ability in carrying out relevant tasks. This assessment counts towards your AQF VET qualification but not towards your HSC mark.

- Each faculty has determined various tasks such as essays, tests, assignments, experiment reports, oral presentations and research projects which evaluate components of each course. Marks are allocated to each task and the provisional assessment mark is calculated from these marks.
- Only the tasks listed in the following schedules are used in calculating your assessment marks; however, NESA requires all other course work be satisfactorily completed so that students can be certified to have satisfactorily studied each course.
- Students will be informed of their final ranking in each course at the completion of their H.S.C.study. Students may ask for a review of this rank order if they believe a mistake has been made. If this review is unsuccessful, they may appeal to NESA.

• Students must make a **genuine** attempt at assessment tasks.

Policy in support of common HSC assessment practices at Springwood High School

NESA procedural requirements around assessment include the injunction that "common assessmentprograms should be followed with common tasks, conditions and marking procedures."

In keeping with this requirement, following formal notification of a Stage 6 assessment task, teachers are **not** to provide students with individualized feedback, which has not been made available to **all** students in the class and course, on the **actual product** (e.g., essay, research task, report, portfolio) that students are producing to submit for marking. This policy is made on the grounds that it potentially makes aspects of the teaching and learning that has taken place inequitable and unfair, given that the individual student may receive individualised feedback from their teacher that has not been made available to all others in the course.

Students must understand that if feedback on a task has been provided to the whole class on a day that they were absent, it does **not** entitle them to individualised feedback from the teacher at a later time. All faculties will have procedures for sharing information and feedback given and students are encouraged to see the Head Teacher of the faculty concerned to find out how they can access that information and feedback.

LATENESS AND NON- COMPLETION OF TASKS

Where there is no proper reason for a task not being completed, you will be given a zero forthat task and your parents / caregiver will be informed.

- All work must be submitted **on or before the due date**. Tasks not completed in class are to besubmitted **at the start of the relevant subject period on the due date**.
- A zero will be given for work not handed in on time unless an extension of time has been applied for and granted. Extensions of time will only be given in exceptional circumstances. Applications should be made prior to the due date.
- All work must be submitted in a hard (paper) copy unless directed otherwise by the subject teacher. USBs will **not be accepted as evidence of a completed task**. If students experience difficulty with the printing out of assessment material, they must arrange printing of material before the lesson.
- Submission of any task via email will **not be accepted** as having met the due date and time forsubmission unless a misadventure application has been approved by the Principal.
- If you wish to appeal against a decision to award you zero for a task, that appeal must be madein writing (see appeal form at the end of this booklet) and submitted to the Principal. The Principal and Deputy Principal will decide the appeal. The appeal must be lodged within two days of notification to you of a zero for a task.
- You are expected to attend and participate in all lessons on the day of assessment tasks. Failure to do so could result in a zero being awarded for the task. This rule is to minimise unfairadvantage and the disruption of normal lessons.
- Any cases of illness or injury causing tasks to be late or not completed need to be supported by a doctor's certificate and a School Assessment - Student's Illness, Accident or Misadventure Appeal form (see the copy at the end of this booklet). This must be produced on the first day of return to school after the illness, or earlier if possible.

- If you **fail to complete tasks** worth **more than 50%** of the total marks available for a particular course, you will **not** be **credited** with that **course** in the HSC, irrespective of whether or not yousit for the exam. This may mean you are not eligible for the award of an HSC at all.
- Exams are also assessment tasks, and the same rules apply to an exam missed as for other assessment tasks.

Your teachers, Head Teachers and the Deputy Principal will warn students in advance if they are in danger of not meeting the assessment requirements of a course. This will occur through the use of initial Warning Letters and Official Warning Letters as outlined by NESA. Student and parent interviews will be part of this process.

MALPRACTICE

- This includes all instances of cheating, copying or offering the work of someone else as yourown. In these cases, you, and anyone aiding an attempt to cheat, will be awarded a zero.
- Any incident of Malpractice will be also reported to NESA.
- It is important that all work is your own and is of the highest standard you can produce.

COMMUNICATING AND REPORTING

• Before each assessment task

Students will be given information on the requirements for the task, the outcomes being assessed and marking guidelines where appropriate. You should ensure that you have signed aclass/course roll to indicate you have received such notification.

• Submitting tasks

Tasks not completed in class are to be submitted at the start of the relevant subject period

on the due date.

You should ensure that you have signed a class/course roll to indicate you have submitted atask or have been provided with a receipt acknowledging submission.

• After each assessment task students will be given feedback on each assessment task. This may take the form of a mark or grade and may include written comments. At the time tasks are returned, you should ensure that you have signed a class/course roll to indicate you have received back your task.

• Formal Reports

Students will be given their cumulative **assessment rank** on the Year 12 Mid-Course and the Year 12 Final Report Students will be given their cumulative **rank** at other times upon requestor at the discretion of the class teacher.

Students will **not** be given a cumulative **assessment mark** at any stage during or after the course. NESA rules and procedures require that final submitted assessment marks are not made available to students.

QUESTIONS AN HSC STUDENT MIGHT ASK

How many tasks will there be?

This varies, but generally you will do three to five tasks for each 2-unit course.

How many tasks do I have to do?

- You must do all set tasks to maximise your mark. If you fail to complete tasks in excess of 50% of the **available marks** you will not be credited with the course at the HSC.
- If the non-award of the course means you fall below 10 Units, you will not be awarded a HSCat all. Obviously, each task you fail to complete will count against you.
- Your parents / caregivers will be informed if you make a non-serious attempt, or you
 get a zeroor fail to complete a task.

What is needed for a Higher School Certificate Assessment Mark?

- Faculties will devise tasks, common activities and assessment schedules for each course.
- Task outlines will be prepared for all courses.
- An HSC Assessment Schedule (included within this document) will be distributed to HSCstudents at the start of the course, or as new students enrol in Year 12.
- Students must satisfactorily complete tasks and coursework to be assessed and reported on forthe award of each HSC course.

What happens if I am not able to submit an assessment task on the due date?

- A student may apply to the Principal for an extension of time BEFORE the due date supporting statements from a parent / caregiver will be required. Extension request forms are available from the Principal.
- The student must submit a Doctor's Certificate AND a written note from a parent / caregiver to explain any illness. This must be handed to the Principal on the <u>first</u> day of attendance at school after the illness.
- If no acceptable / reasonable excuse is provided, then the student is awarded a ZERO for the task but the student is still required to complete it or a substitute task for the purposes of determining and reporting progress against the course outcomes.
- The student, parent & caregiver will be informed in writing of the zero or extension of time.
- A reply slip should be signed by a parent / caregiver and returned to the Principal.
- The Head Teacher will be informed of the decision.
- Initial warning letters or official warning letters notifying your parents of unsatisfactory performance ('N' awards) will be sent by the Head Teacher as required.

What happens if a student is not satisfying course requirements because of their attendance?

- All students will be informed at the start of their courses, of the relationship between progresses, achievement of outcomes, and indicative hours required to satisfactorily complete courses.
- Teachers will mark class rolls to check students' participation in courses.
- An interview will take place with the Head Teacher and Deputy Principal or Principal as required, or during the senior review process.
- You may be placed on probation. Your continuation within the course will depend on your further progress.
- Initial and official warning letters regarding progress and unsatisfactory achievement of outcomes will be sent to parents / caregivers if requirements are not being met.

(See copy of the official NESA warning letter at the back of this booklet.)

- Parents / caregivers will be required to acknowledge letters.
- Copies of warning notices are retained by the school.

What happens if I receive an initial warning letter, or an official warning letter for failing to complete a task or failure to meet the course requirements?

If you receive one of these letters you will be given another chance to complete the task or improve attendance for the course. Failure to do so after the second official warning may result in your being declared unsatisfactory in the course. This also means you may have to withdraw from the course if course requirements have not been met.

What about Examinations?

- Examinations are almost always used as Assessment Tasks and if you miss one, it is treated in the same way as missing an Assessment Task. Your assessment schedule will confirm the assessment status of the examination.
- The HSC rules require you to attempt a range of question types across the examination. Attempting only the multiple-choice section or simply copying out the wording of a question isnot considered a serious attempt. Every year, there are some students who do not receive a Higher School Certificate because they did not make a serious attempt in one or more of their examinations. For any attempt at a school examination that is considered a non-serious attempt, you may be awarded zero.
- NESA does not accept explanations like 'I didn't understand any of the questions' or 'I found the course to be too difficult'.
- The examination is an opportunity for you to demonstrate what you have learned throughout the course. Read and respond to the questions, and plan to remain for the duration of the examination.

If you miss an examination for any reason, you should:

- Phone the school and leave a message for the Head Teacher Administration or Deputy Principalindicating that you will be absent and your expected return date.
- Complete the exam at the first available opportunity, which will be determined in consultation with the HT Administration. This will usually be when an exam is being conducted in a subjectyou do not study.
- DO NOT wait until all the exams are over before you present yourself for the missed exam.
- Supply a Doctor's Certificate, a note from your parent and a misadventure form, as for other Assessment Tasks.

Why should I do any other class work?

- To be eligible for your Higher School Certificate by fulfilling course requirements. You are required to do your usual class work such as assignments, homework and revision exercises because this is necessary for you to meet all course requirements.
- Teachers give you work to help you learn and to master certain skills. Failure to do the work puts you at a huge disadvantage. You will not keep up with the work which will be assessed and examined at the end of the course.

What happens if I copy another person's work?

- Malpractice includes all instances of cheating, copying, or presenting work of another person as your own e.g., copying from textbooks, sharing other people's work, using an electronic deviceduring an exam.
- When malpractice occurs, **all** students involved will be awarded zero for the task.
- Plagiarism is another form of malpractice. It can be defined as using large pieces of text or from books / encyclopaedia / computer programs - and not re-writing them in your own words or giving their source - this will also result in a zero award. All instances of Malpractice will be reported to NESA.
- All work must be your own, and of the highest standard **you** can produce.

What happens if my computer breaks down and I lose all my work?

- Computer or related equipment failure is **NOT** considered a valid reason for lateness or non-completion of tasks.
- Keep back-ups and a hard copy / rough copy/ draft of all your work.
- Hand in rough copies or drafts if you cannot get the work from your computer disk.
- Do not leave computer-based tasks or presentations to the night before, as that is when the diskis sure to fail, or the printer will run out of ink / toner.

How do I know if I am successfully completing an HSC Course?

NESA has set criteria for successful course completion. For a course to be completed, there must besufficient evidence that a student:

- has followed the course developed and endorsed by NESA; and
- has applied themselves with diligence and sustained effort to the set tasks and
- has achieved some or all of the course.

Students who do not complete at least 51% of the final available marks in a course will not have an assessment mark or an examination mark awarded for that course. The Principal must determine such students as being unsatisfactory ('N') in the particular course.

What is an ATAR?

Advice about an Australian Tertiary Admission Rank (ATAR) will be forwarded to you if your courses make you eligible for entrance to a university and if you have asked for the advice. Your ATAR is based on a combination of scaled marks in ten units of satisfactorily completed Board Developed Courses:

- Two units of English
- ✤ your next best 8 units chosen from your remaining units. Only one category B course can be included in the ATAR calculation.

Both the HSC exam marks, and the assessment marks prepared for Board Developed Courses areused to calculate the ATAR. This is only used to decide who can apply for university courses.

For more information visit:

http://www.uac.edu.au/undergraduate/atar/

What avenues for appeal do I have?

You are strongly advised to talk to your teachers if you are having difficulty with your courses. If you leave it too late, the N Award process may begin, and it then becomes more difficult for you to get back on track. The following forms are available from the

Principal:

- Student Appeal Illness, Accident, Extreme Circumstance or Misadventure
- Student Appeal Assessment Task Result.

You must be able to support these appeals with evidence.

What do I do if I feel a mistake has been made or I am not being treated fairly?

- You may only appeal against a particular mark at the time it is awarded to you. Your teacher will explain why you have been awarded that particular mark. Instances of incorrect addition of marks must be brought to the teacher's attention at the time the task is returned. Once you haveleft the classroom, corrections cannot be made.
- When you are given your Course Ranking after the HSC, you may appeal your ranking if you feel a mistake has been made. A panel will be formed to consider your appeal. See the Principalfor details before making an appeal.

Additional information:

Additional information about courses and the HSC is available on NESA Website: http://www.boardofstudies.nsw.edu.au

STUDENT GUIDE TO ASSESSMENT APPEALS FOR VOCATIONAL EDUCATION AND TRAINING COURSES

This guide describes the appeal process and your rights. You have the right to have your appeal dealt with confidentially, fairly, promptly and without fuss. You have the right to lodge an appeal against the assessment of your competency on the following grounds:

- The assessment process did not provide you with a fair and reasonable opportunity todemonstrate your competency.
- You were not informed in advance of the conditions and method of assessment.
- The process used was discriminatory in some way.
- You were ill at the time of assessment (must be supported by a medical certificate).

The appeal must be lodged with the school within five working days of the actual assessment. The RTO (Penrith District Office) must deal with your appeal within five working days from the registered date of receipt of the appeal. An appeals panel appointed by the RTO is given responsibility to manage the appeals system and process on its behalf.

THE SCHOOL ASSESSMENT REVIEW COMMITTEE

NESA has determined that students may seek a review of the assessments if their position in the school's order of merit differs significantly from expectations, they may have from feedback of their performance on assessment tasks throughout the course. This review would be based on the procedures for determining the final Assessment Mark, not on a reconsideration of teachers' judgments of the worth of individual tests, assignments, projects and other work on which the assessment mark is based. The School Assessment Committee would have to review:

- the weightings used by the faculty in its assessment program to conform with NESA's requirements as detailed in the Subject Guide.
- the procedures used for determining the final subject assessment mark conform with

its statedassessment program.

• the computational procedures taken by the faculty in reaching the assessment mark containno errors.

Should the School Review Committee be satisfied about the above criteria then no changes to assessments will be made. The School Review Committee will be comprised of the following:

- the Principal or the Principal's nominee (Chairperson)
- two people not involved in determining the assessments for the course involved.
- one person directly involved with the course, including the preparation of assessments.

Students making an appeal are to be given a full and detailed written answer which outlines the Committee's decision. NESA will be sent a schedule of those students who made appeals and a report on the outcome of these appeals.

RIGHTS AND RESPONSIBILITIES STUDENTS' RIGHTS

- Students have the right to know how assessment procedures operate in each subject they study. However, the teacher has the right to vary their Assessment Policy where they see the need, provided due notice is given. Parents/Carers are to be notified of changes in writingand the relevant Deputy Principal is to be informed.
- Students have the right to know, before the beginning of the HSC course, the
 - components and weightings for each course
 - nature of each assessment task
 - an approximate time for each task
 - mark value for each task in relation to the total number of marks for thecourse.
- Students have the right to know why they received their assessment mark, and how they mayimprove that mark.
- Students have the right to be given in a timely manner written warning that their non-submission of assessment work in a given subject may lead to NESA determining a non-Award in the H.S.C.
- Students have the right to request their cumulative **rank**.
- Students have the right to an assessment free week prior to the commencement of eachformal Examination periods.

STUDENTS' RESPONSIBILITIES

- To complete all assessment work to the best of their ability.
- To advise their teachers of any illness, accident or misadventure which will adversely affect their assessment work, and to advise this as soon as possible.
- To do their best to compensate for any illness, accident or misadventure affecting their work.
- To take note of their position in the assessment rank order throughout the HSC course.
- To access their assessment rankings (available from the BOS at Students Online) after the HSC examinations finish.
- To keep this policy booklet, and any additional policy documents issued to them, in a safeplace so that it may be referred to when necessary.

These rights and responsibilities are equally important.



SPRINGWOOD HIGH SCHOOL

ILLNESS, ACCIDENT, EXCEPTIONAL CIRCUMSTANCE or MISADVENTURE APPEAL FORM

To be used by student, who because if **illness**, accident, exceptional circumstance, or misadventure immediately prior to, or during, the course of an Assessment:

- 1) Fail to complete an Assessment
- 2) Fail to attend an Assessment
- 3) Feel they have been unable to do justice to themselves in the Assessment.

GENERAL INSTRUCTIONS TO STUDENTS

A. When to appeal

- 1) If illness, accident or misadventure prevents your attendance at an Assessment, the Principalmust be informed immediately.
- 2) If illness, accident or misadventure which might adversely affect your performance in an assessment occurs on the day of an assessment task, you should advise the Principal before youenter the assessment room to begin the task.
- 3) If illness occurs during the course of the assessment the candidate must immediately notify theteacher.

B. How to appeal

1) Submit full details of the Appeal Form on the next page, supported by medical and/or otherappropriate evidence, to the Principal.

C. Please Note

• A student, **absent** from an assessment or **late** with an assessment (including late submissionvia email), may receive a zero mark unless he/she has complied with these rules.

SPRINGWOOD HIGH SCHOOL



ILLNESS, ACCIDENT, EXCEPTIONAL CIRCUMSTANCE or MISADVENTURE APPEAL

I hereby request that my attempt in the recent Assessment, reviewed in:

SUBJECT	COURSE	ASSESSMENT	DATE OF ASSESSMENT

Reason (s) for appeal:

I have attached medical certificates from Dr

I have attached statements from:

The Principal was notified of the Illness/Misadventure on:

_ / /20 at _ a.m./p.m.

Signature:

Candidate/Parent/Guardian

Students must hand the completed form together with certificates and/or statements to thePrincipal.

COMMENT BY PRINCIPAL:



SPRINGWOOD HIGH SCHOOL

STUDENT APPEAL - ASSESSMENT TASK RESULT

Complete all the details on the form and submit it to the Principal. Please note that the Principal has the right to comment on any matters raised in this appeal.

STUDENT NAME:

ROLL CLASS:

I am seeking reconsideration of the award of a Zero for the following assessment task(s):

COURSE NAME	TASK NAME	DUE DATE

STATEMENT IN SUPPORT OF APPEAL

I appeal on the grounds

that
SIGNED: (Student)
SIGNED: (Parent)
Date:

SAMPLE WARNING LETTER – Higher School Certificate Non-Completion of a Higher School Certificate Course

Dear Parent/Guardian,

Re: OFFICIAL WARNING – Non-completion of a Higher School Certificate Course

I am writing to advise that your son/daughter	is in danger of not
(name) (name) (name) (name) (name)	Certificate in
	(course)
NESA requires schools to issue students with official warnings opportunity to redeem themselves. Please regard this letter as	5

A minimum of two course-specific warnings must be issued prior to a final 'N' determination being made for a course.

Course Completion Criteria

Where it is determined that a student has not met the Course Completion Criteria, they place themselves at risk of receiving an 'N' (non-completion of course) determination. An 'N' determination will mean that the course will not be listed on the student's Record of Achievement. In Year 12, students must make a genuine attempt at assessment tasks that contribute in excess of 50% of available marks. Completion of tasks worth exactly 50% is not sufficient; tasks worth in excess of 50% must be completed.

To date,_		has not satisfactorily met	of
	the(student name)	inc	dicate a), b) or c)

Course Completion Criteria*.

The following table lists those tasks requirements or outcomes not yet completed or achieved, and/or for which a genuine attempt has not been made. In order for _____

(student name)

to satisfy Course Completion Criteria, the following tasks, requirements or outcomes need tobe satisfactorily completed/achieved:

Task Name/Course Requirement/Cour	Date Task InitiallyDue (if applicable)	Action Required byStudent	Date to be Completed by (if
se Outcome			applicable)

* Course Completion Criteria

The satisfactory completion of a course requires Principals to have sufficient evidence that thestudent has:

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

Please discuss this most important matter with (student name) ______ and contact the school if further information or clarification is needed.

Yours sincerely,

Class Teacher/Head Teacher

Principal

□ -----

Please detach this section and return it to the school.

REQUIREMENTS FOR THE SATISFACTORY COMPLETION OF AHIGHER SCHOOL CERTIFICATE COURSE

I have received the letter dated ______indicating that ______is in danger of not having satisfactorily completed _______

(course name).

- I am aware that this course may not appear on his/her Higher School Certificate Record of Achievement.
- I am also aware that the 'N' determination may make him/her ineligible for the award of the Higher School Certificate.

Parent/Carer signature:

Student signature:

Date:

Date:

		ANCIENT HIS	TORY		
	Task 1	Task 2	Task 3	Task 4	Weighting %
Task Description	Source-based Task	Historical analysis	Portfolio Task	Trial HSC	
Date Due	Term 2, Week 5 Tuesday 23rd May	Term 2, Week 8 Friday 16 th June	Term 3, Week 3 Monday 31st July	Term 3, Weeks 6 & 7	
Outcomes assessed	AH12-4, 12-6, 12-10	AH12-5, 12-8, 12-9	AH12-2, 12-3, 12-7	AH12-1. 12-3, 12-5, 12-6, 12-9	
Knowledge and Understanding of Course Content	5	10	10	15	40
Historical skills in the Analysis and Evaluation of sources and interpretation	10	10			20
Historical Inquiry and Research	5	5	10		20
Communication of historical understanding in appropriate forms			5	15	20
Total %	20	25	25	30	100

			BIOLOGY		
	Task 1	Task 2	Task 3	Task 4	
	Mini Depth Study 1	Mini Depth Study 2	Practical Investigation	Trial HSC Examination	
	Physical/Digital Model of Genetic Mechanisms	Pedigree Trees	Design and conduct a practical investigation		
	Term 2, Week 5	Term 2, Week 10	Part 1: Term 3, Week 3	Term 3, Week 6-7	
	Friday 26 ^h May	Tuesday 27 June	Friday 4 August Part 2: Term 3, Week 4 Friday 11 August		
Component					Weighting %
	Outcomes assessed	Outcomes assessed	Outcomes assessed	Outcomes assessed	
	BIO11/12-3 BIO11/12-4 BIO11/12-6 BIO11/12-7 BIO12-12	BIO11/12-1 BIO11/12-4 BIO11/12-5 BIO11/12-6 BIO11/12-7 BIO12-12	BIO11/12-1 BIO11/12-2 BIO11/12-3 BIO12-14	BIO11/12-1 BIO11/12-2 BIO11/12-3 BIO11/12-4 BIO11/12-5 BIO11/12-6 BIO11/12-7 BIO12-12 BIO12-12 BIO12-13 BIO12-14 BIO12-15	
Skills in Working Scientifically	15	10	25	10	60
Knowledge and understanding	5	10	5	20	40
Total	20	20	30	30	100

	BUSINESS STUDIES						
	Task 1	Task 2	Task 3	Task 4	Weighting %		
Task Description	Essay	Stimulus Test	Essay	Trial HSC			
Date Due	Term 2, Week 5 Wednesday 24 th May	Term 2, Week 9 Tuesday 20 th June	Term 3, Week 3 Tuesday 1 st August	Term 3, Weeks 6 & 7			
Outcomes assessed	H5, H8, H9	H4, H6, H10	H2, H7, H9	H1, H3, H6			
Knowledge and Understanding of Course Content	10	10	10	10	40		
Stimulus based skills		10		10	20		
Inquiry and Research	10		10		20		
Communication of information, ideas and issues in appropriate forms	5	5	5	5	20		
Total %	25	25	25	25	100		

		(CHEMISTRY		
	Task 1	Task 2	Task 3	Task 4	Weighting %
	Research Task	Titration Practical	Depth Study Field Report	Trial HSC Examination	
Task Description	Module 5 and 6	Module 6	Module 8	Modules 5, 6 and 7	
Date Due	Term 2, Week 5 May 25	Term 2, Week 7 5 June	Term 3, Week 3 31 July	Term 3, Week 6-7	
Outcomes assessed	Outcomes assessed CH11/12-1 CH11/12-4 CH11/12-5 CH11/12-6 CH11/12-7 CH12-15	Outcomes assessed CH11/12-2 CH11/12-3 CH11/12-5 CH12-13	Outcomes assessed CH11/12-1 CH11/12-2 CH11/12-3 CH11/12-4 CH11/12-7 CH12-15	Outcomes assessed CH11/12-2 CH11/12-3 CH11/12-4 CH11/12-5 CH11/12-5 CH11/12-7 CH12-12 CH12-13 CH12-14	
Skills in Working Scientifically	10	15	20	15	60
Knowledge and Understanding	10	5	15	10	40
Total %	20	20	35	25	100

		Y AND FAMIL			
Syllabus Component	Weight	Task 1	Task 2	Task 3	Task4
		Group Case Study	Individual Research Project (IRP)	Mid-Course Assessment	Trial HSC
		Term 2, Week 4 16/5/23	Term 2, Week 6 30/5/23	Term 2, Week 8 15/6/2023	Term 3, Weeks 6 & 7
OUTCOMES		H3.3, H4.1, H4.2, H5.1	H1.1, H3.1, H3.2, H4.1, H4.2, H5.1, H6.1	H4.1, H4.2	H1.1, H2.1, H2.2, H2.3, H3.1, H3.2, H3.3, H3.4, H4.1, H4.2, H5.1, H5.2, H6.2
Knowledge and understanding about research methodology and skills in researching, critical thinking, analysing and communication	35	5	10	15	5
 Skills in: Applying management processes to meet the needs of individuals, groups, families and communities. Planning to take responsible action to promote wellbeing 	25		10	5	10
 Knowledge and understanding of how the following impact on wellbeing: Resource management Positive relationships Range of societal factors Nature of groups, families and communities 	40	20	5		15
Marks	100	25	25	20	30

COMMUNITY AND FAMILY STUDIES

			DRAMA		
Component	Task 1	Task 2	Task 3	Task 4	Weightings
	IP Interim Presentation and Logbook	Australian Drama and Theatre – Submitted Essay	Studies in Drama and Theatre – Rehearsal and Performance	Trial Examination (Written, IP and GP)	
	Term 2 Week 5 Thursday 25/05 (In Class)	Term 2 Week 8 Wednesday 14/06 (Submission)	Term 3 Week 3 Friday 04/08 (In Class, P3&4)	Term 3 IP/GP-Week 4 Friday 11/08 (All Day) Written – Week 6/7 (Exam Block)	
	H1.3, H1.5, H1.7, H2.3	H3.1, H3.2, H3.3	H1.1, H1.2, H1.4, H1.7, H2.2	H1.3, H1.4, H1.6, H2.1, H2.2, H2.3, H3.1, H3.2, H3.3	
Making	15		20	5	40
Performing	5		10	15	30
Critically Studying		15		15	30
Total	20	15	30	35	100

	Task 1	Task 2	Task 3	Task 4	
	Cambrian Fossil Stratigraphy and Evolution	Depth Study, Prediction and mitigation of Hazards	Depth Study, Managing Climate Variation	Trial HSC Examination	
Component	Term 2, Week 3 Friday 12 th May_	Term 2, Week 7 Thursday 8 th June_	Term 3, Week 3 Thursday 3 rd August	Term 3, Week 6-7	Weighting
	Outcomes assessed EES11/12-6 EES11/12-7 EES12-12	Outcomes assessed EES11/12-1 EES11/12-4 EES11/12-6 EES11/12-7 EES12-13	Outcomes assessed EES11/12-1 EES11/12-5 EES11/12-6 EES11/12-7 EES12-14	Outcomes assessed All outcomes are potentially assessed.	%
Skills in Working Scientifically	10	20	20	10	60
Knowledge and Understandin g	10	0	10	20	40

EARTH AND ENVIRONMENTAL SCIENCE

ENGLISH ADVANCED

	Task 1	Task 2	Task 3	Task 4	Weighting %
Task Description	Multimodal Task	In-class response task	Crafted response	Trial HSC	
Module	Common Module: Texts & Human Experiences	Module A: Textual Conversations	Module C: The Craft of Writing	Common Module, Module A, Module B, Module C	
Date Due	Term 2 Week 5 Friday 26 th May	Term 2 Week 10 Friday 30 th June	Term 3 Week 5 Monday 14 th August	Trial HSC Exam period	
Outcomes assessed	EA12-2, EA12-3, EA12-4, EA12-7	EA12-1, EA12-6, EA12-8, EA12-9	EA12-2, EA12-4, EA12- 9	EA12-1, EA12-3, EA12-5, EA12-7	
Knowledge and understanding of course content	20	10	5	15	50
Skills in responding to texts and communication of ideas appropriate to audience, purpose and context across all modes	5	10	20	15	50
Total %	25	20	25	30	100

ENGLISH STANDARD						
	Task 1	Task 2	Task 3	Task 4	Weighting %	
Task Description	Multimodal Task	In-class response task	Crafted response	Trial HSC		
Module	Common Module: Texts & Human Experiences	Module A: Language, Identity and Culture	Module C: The Craft of Writing	Common Module, Module A, Module B, Module C		
Date Due	Term 2 Week 5 Friday 26 th May	Term 2 Week 10 Friday30 th June	Term 3 Week 3 Friday 11 th August	Trial HSC Exam period		
Outcomes assessed	EN12-2, EN12-3, EN12-5, EN12-6	EN12-1, EN12-3, EN12-5, EN12-8	EN12-3, EN12-4, EN12-5, EN12-9	EN12-1, EN12-4, EN12- 6, EN12-7, EN12-8		
Knowledge and understanding of course content	20	10	5	15	50	
Skills in responding to texts and communication of ideas appropriate to audience, purpose and context across all modes	5	10	20	15	50	
Total %	25	20	25	30	100	

	ENGLISH STUDIES						
	Task 1	Task 2	Task 3	Task 4	Weighting %		
Task Description	Multimodal Portfolio Task	Travel Blog	Reflective Diary Entries	Trial HSC Task			
Module	Common Module: Texts & Human Experiences	Module C: On The Road	Module N: The Way We Were				
Date Due	Term 2 Week 6 Monday 29 th May	Term 2 Week 10 Wednesday 28 th June	Term 3 Week 5 Wednesday 16 th August	Trial HSC Exam period			
Outcomes	ES12-1, ES12-8,	ES12-2, ES12-4,	ES12-2, ES12-3,	ES12-4, ES12-6,			
assessed	ES12-9, ES12-10	ES12-5	ES12-6, ES12-10	ES12-7			
Knowledge and understanding of course content	20	10	10	10	50		
Skills in responding to texts and communication of ideas appropriate to audience, purpose and context across all modes	5	15	20	10	50		
Total %	25	25	30	20	100		

YEAR 12 ENGLISH EXTENSION 1 (Senior Year 2 students)

Note: English Extension courses do not run as in a compacted structure. Both courses will run from Term 4 Week 6 until Term 3 Week 10

	Task 1	Task 2	Task 3	Weighting %
Task Description	Imaginative Response and Reflection	Critical Response with Related Text	Trial HSC Examination	
Date Due	Term 1, Week 6 Wednesday 1 st March	Term 2, Week 7 Wednesday 7 th June	Term 3 Exam Period	
Outcomes assessed	EE12-2, EE12-4, EE12-5	EE12-1, EE12-2, EE12-3, EE12-4	EE12-2, EE12-3, EE12-4, EE12-5	
Knowledge and understanding of course content	15	20	15	50
Skills in responding to texts and communication of ideas appropriate to audience, purpose and context across all modes	15	20	15	50
Total %	30	40	30	100

YEAR 12 ENGLISH EXTENSION 2 (Senior Year 2 students)

Note: English Extension courses do not run as in a compacted structure. Both courses will run from Term 4 Week 6 until Term 3 Week

10

	Task 1	Task 2	Task 3	Weighting %
Task Description	Viva Voce	Literature Review	Critique of the Creative Process	
Date Due	Term 1, Week 9 Wed 29 th March	Term 2, Week 9 Friday 16 th June	Term 3, Week 3 Friday 4 th August	
Outcomes assessed	EEX12-1, EEX12-3, EEX12-4	EEX12-1, EEX12-2, EEX12-3, EEX12-4	EEX12-1, EEX12-3, EEX12-5	
Skills in extensive independent research	15	20	15	50
Skills in sustained composition	15	20	15	50
Total %	30	35	30	100

	BEGINNERS FRENCH							
	Task 1	Task 2	Task 3	Task 4	Weighting %			
Task Description	Listening, Reading, Speaking and Writing	Speaking and Listening	Trial HSC	Listening and Reading				
Date Due	Term 2, Week 7 Tuesday 6 th June Wednesday 7 th June Thursday 8 th June Friday 9 th June	Term 3, Week 4 Thursday 10 th August Friday 11 th August	Term 3, Weeks 6 & 7	Term 3, Week 8 Monday 4 th September				
Outcomes assessed	1.1, 1.2, 1.3, 1.4, 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, 1.4, 2.1, 2.2, 2.3, 2.4, 2.5, 2.6	1.1, 1.2, 1.3, 1.4, 2.1, 2.2, 2.3, 2.4, 2.6, 3.1, 3.2	2.1, 2.2, 2.3, 2.4, 2.5, 2.6				
Listening	3	8	4	15	30			
Reading	13		12	5	30			
Speaking	4	12	4		20			
Writing	10		10		20			
Total %	30	20	30	20	100			

		GEOGRAP	HY		
	Task 1	Task 2	Task 3	Task 4	Weighting %
Task Description	Urban Places	Economic Activity	Geographical Skills	Trial HSC	
Date Due	Term 2, Week 7 Tuesday 6 th June	Term 3, Week 2 Monday 24 th July	Term 3, Week 4 Wednesday 9 th August	Term 3, Weeks 6 & 7	
Outcomes assessed	H1, H8, H9, H10, H11, H13	H1, H8, H9, H10, H11, H13	H1, H2, H5, H6, H7, H10, H11.	H1, H2, H3, H4, H5, H6, H7, H10, H11, H12, H13	
Knowledge and Understanding of Course Content	10	10		20	40
Geographical tools and skills	5	5	10		20
Geographical inquiry including research and fieldwork	10	10			20
Communication of geographical information, ideas and issues in appropriate forms	5	5		10	20
Total %	30	30	10	30	100

HOSPITALITY - 2 UNIT VOCATIONAL EDUCATION AND TRAINING (VET) COURSE FOOD AND BEVERAGE STREAM

Cluster Task/Assessment	Units of Competency	Term	Week	Date
A	Use Hygienic practices for food safety Participate in safe work practices	2	3	Monday 3 rd April
В	Prepare and serve espresso coffee Prepare sandwiches Prepare and serve non-alcoholic beverages	1	11	Monday 8 th May
С	Works effectively with others Show social and cultural sensitivity	2	7	Monday 12 th June
D	Participate in safe food handling Use food preparation equipment	2	10	Thursday 26 th June
E	Serve food and beverage Interact with customers	3	5	Monday 31 st July
F	Participate in environmentally sustainable work practices Source and present information Source and use information on the hospitality industry	3	3	Monday14th August
Work Placement	70 hours	1	7	HOSP 1 – WK6 Feb 27 th – Mar 3 rd HOSP 2 - WK7 March 6th – March 10th
End of Course Examination	All-inclusive 50%	3	6/7	Weeks 6/7
Course work	All-inclusive 50%	3	6/7	Mon 22 nd Aug – Fri 2 nd Sept

INDUSTRIAL TECH	INDUSTRIAL TECHNOLOGY TIMBER PRODUCTS AND FURNITURE TECHNOLOGIES							
	Task 1	Task 2	Task 3	Task 4	Weighting %			
Task Description	Project proposal - Statement of Intent	Industry Study	Presentation of Major Project Ideas and Development	Trial HSC				
Date Due	Term2, Week 2 Friday May 5 th	Term 2, Week 7 Friday June 9 th	Term 3 Week 2 Monday July 28 th	Term 3, Weeks 6 & 7				
Outcomes assessed	H3.1, H3.2, H3.3, H5.2	H1.1, H1.2, H1.3 H7.1, H7.2, H5.1	H2.1, H4.1, H4.2, H6.1, H6.2	H4.3, H1.1, H1.2, H1.3, H5.1				
Knowledge and understanding of the organisation and management of, and manufacturing processes and techniques used by, the focus area		30		10	40			
Knowledge, skills and understanding in designing, managing, problem-solving, communicating and the safe use of manufacturing processes and techniques through the design and production of a quality major Project	10		30	20	60			
Total 100%	10	30	30	30	100			

INDUSTRIAL TECHNOLOGY TIMBER

Industrial Technology Timber Major Project is due for submission to NESA on Thursday 10th August 2023

	LEGAL STUDIES							
	Task 1	Task 2	Task 3	Task 4	Weighting %			
Task Description	Essay	Short answer questions	Essay	Trial HSC				
Date Due	Term 2, Week 4 Friday 19 th May	Term 2, Week 9 Friday 23 rd June	Term 3, Week 4 Thursday 10 th August	Term 3, Weeks 6 & 7				
Outcomes assessed	H1, H4, H6, H9	H2, H3, H6, H10	H4, H5, H7, H8	H1, H2, H3, H4, H6, H7, H9, H10				
Course Content	5	10	5	20	40			
Analysis and Evaluation	5		5	10	20			
Research	10	5	5		20			
Communication	10	5	5		20			
Total %	30	20	20	30	100			

MATHEMATICS – STANDARD 1

Component	Task 1	Task 2	Task 3	Task 4	Weightings
	In Class Test	In Class Test	Alternate Task	Trial HSC	
	Term 2 Week 4 15 th May	Term 2 Week 9 20 th June	Term 3 Week 1 21 st July	Term 3 Weeks 6/7	
	MS1-6,9,10	MS1- 5,9,10	MS1-8,9,10	All of MS2	
Concepts, skills and techniques	10	10	15	15	50
Reasoning and communication	10	10	15	15	50
Marks	20	20	30	30	100

MATHEMATICS – STANDARD 2

Component	Task 1	Task 2	Task 3	Task 4	Weightings
	In Class Test	In Class	Alternate Task	Trial	
		Test		HSC	
	Term 2 Week 4 15 th May	Term 2 Week 9 20 th June	Term 3 Week 1 21 st July	Term 3 Weeks 6/7	
	MS2-1,6,9,10	MS2-5,9,10	MS2-8,9,10	All of MS2	
Concepts, skills and techniques	10	10	15	15	50
Reasoning and communication	10	10	15	15	50
Marks	20	20	30	30	100

MATHEMATICS – ADVANCED

Component	Task 1	Task 2	Task 3	Task 4	Weightings
	In Class Test	In Class Test	Alternate Task	Trial HSC	
	Term 2 Week 4 15 th May	Term 2 Week 9 20 th June	Term 3 Week 1 21 st July	Term 3 Weeks 6/7	
	All of MA11 //A12-1,3,5,6,9,10	All of MA11 MA12-2,3,4,6,9,10	All of MA11 MA12-2,4,9,10	All of MA11 All of MA12	
Concepts, skills and techniques	10	10	15	15	50
Reasoning and communication	10	10	15	15	50
Marks	20	20	30	30	100

MATHEMATICS - EXTENSION 1

Component	Task1	Task 2	Task 3	Task 4	Weightings
	In Class Test	In Class Test	Alternate Task	Trial HSC	
	erm 2 Week 5	Term 2 Week 10	erm 3 Week 3	erm 3 Weeks 6/7	
	25 th May	29 th June	3 rd August		
	All of ME11	All of ME11	All of ME11	All of ME11	
	ME12-1,5,6,7	ME12-2,6,7	ME12-1,3,4,6,7	All of ME12	
Concepts, skills and techniques	10	10	15	15	50
Reasoning and communication	10	10	15	15	50
Marks	20	20	30	30	100

MATHEMATICS – EXTENSION 2

(SY2 students only-solely HSC course, NO preliminary HSC components)

Component	Task 1	Task 2	Task 3	Task 4	Weightings
	In Class Test	In Class Test	Alternate Task	Trial HSC	
	Term 1 Week 4	erm 1 Week 10	erm 2 Week 7	Term 3 Weeks 6/7	
	16 th February	29 th March	7 th June		
	MEX12-1,4,7,8	MEX12-1,2,5,7,8	MEX12-3,7,8	All of MEX12	
Concepts, skills and techniques	10	10	15	15	50
Reasoning and communication	10	10	15	15	50
Marks	20	20	30	30	100

	MODERN HISTORY							
	Task 1	Task 2	Task 3	Task 4	Weighting %			
Task Description	Source Analysis	Essay	Historical Analysis	Trial HSC				
Date Due	Term 2, Week 5 Monday 22 nd May	Term 2, Week 8 Monday 12 th June	Term 3, Week 3 Tuesday 1 st August	Term 3, Weeks 6 & 7				
Outcomes assessed	MH12-3, 12-4, 12-5, 12-6	MH12-1, 12-2, 12-6, 12-7, 12-9	MH12-2, 12-6, 12- 8, 12-9	MH12-1, 12-2, 12-9				
Knowledge and Understanding of Course Content	10	5	10	15	40			
Historical skills in the Analysis and Evaluation of sources and interpretation		10	5	5	20			
Historical Inquiry and Research	10		10		20			
Communication of historical understanding in appropriate forms	5	5		10	20			
Total %	25	20	25	30	100			

MUSIC

	Task 1	Task 2	Task 3	Task 4	Weighting %
Task Description	Core Musicology and Composition	Core Performances	Aural Skills (Trial HSC)	Performance, Musicology, Viva, Composition (Trial HSC)	
Date Due	Term 2 Week 6 31 st of May	Term 2 Week 8 Starting Monday	Term 3 Week 5 and 6	Term 3 Week 5 and 6	
Outcomes assessed	H3, H4, H7	H4, H5, H6	H4,5,8	H1 H5	
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 2				15	15
Total %	20	10	25	45	100

PERSONAL DEVELOPMENT, HEALTH, AND PHYSICAL EDUCATION

	Task 1	Task 2	Task 3	Task 4	Weightings
Components	Research Task	Mid-Course Task	Extended Response Task	Trial HSC Examination	
	Term 2 Week 6	Term 2 Week 10	Term 3 Week 4	Term 3 Week6/7	
	H7, H8, H9, H17	H1–H5, H7–H11, H14–H17	H7, H8, H9, H10 H13, H16,H17	H1–H5, H7–H11, H13–H17	
Knowledge and understanding of - Factors that affect health. - The way the body moves.	10	10	10	10	40
Skills in - Influencing personal and communityhealth. - Taking action to improve participation andperformance in physical activity.	5	10	5	10	30
Skills in critical thinking, research andanalysis	5	5	10	10	30
Marks	20	25	25	30	100

Society	SOCIETY AND CULTURE Society and Culture PIP (Personal Interest Project) is due for submission to NESA on Monday 7 th August.									
	Task 1	Task 2	Task 3	Task 4	Weighting %					
Task Description	Proposal	Essay	Written Responses	Trial HSC						
Date Due	Term 2, Week 4 Wednesday 17 th May	Term 2, Week 9 Wednesday 21 st June	Term 3, Week 4 Tuesday 8 th August	Term 3, Weeks 6 & 7						
Outcomes assessed	H6, H8, H10	H2, H5, H7	H2, H3, H9	H1, H4, H5						
Knowledge and Understanding of Course Content	10	15	10	15	50					
Application and Evaluation of Social and Cultural research methodologies	5	10	5	10	30					
Communication of information, ideas and issues in appropriate forms	5	5	5	5	20					
Total %	20	30	20	30	100					

SCIENCE EXTENSION

Component	Task 1	Task 2	Task 3	
Task Description	Oral presentation of research proposal	Data analysis and statistics	Scientific Research Report	
Due Date	Due: 20/3/23 T1W9	Due: 7/6/23 T2W7	Due: 11/8/23 T3W4	
Outcomes Assessed	SE-1, SE-3, SE-6, SE-7	SE-1, SE-4, SE-5	SE-1 – SE-7	
	Wei	ghting %		
Communicating scientifically	15	5	10	30
Gathering, recording, analysing and evaluating data	5	15	10	30
Application of scientific research skills	10	10	20	40
Total %	30	30	40	100

SPORT, LIFESTYLE AND RECREATION

Component		Task 1	Task 2	Task 3	Task 4
Due Da	ate	Ongoing	Term 2 Wk 8	Ongoing	Term 3 Wk 6/7
			Outcomes	assessed	
Outcomes A	1.1, 1.3, 2.1, 3.1, 3.2, 4.1, 1.1, 1.3, 1632, 42 1.1, 1.3, 2.1, 3.1, 3.2, 4.1, 1.1, 1.3, 1.6, 2				1.1, 1.3, 1.6, 2.1, 2.4, 3.1, 3.2, 4.1, 4.2, 4.4, 4.5
Task Desc	ription	Practical Assessment	Research Task	Practical Assessment	Trial Exam
Knowledge and 50 understanding		15	10	15	10
Skills 50		15	10	15	10
Total %	100	30	20	30	20

	Task 1	Task 2	Task 3	Task 4	Weighting %
Task Description	Mid-Course Assessment Exam	Oral presentation MTP Development Folio	Major Textile Project Investigation, Experimentation and Evaluation Folio & Prac	Trial HSC	
Date Due	Term 2 Week 7 Monday June 5th	Term 3 Week 1 Wednesday July 19th	Term 3, Week 3, Wednesday August 3 rd	Term 3 Weeks6/7	
Outcomes assessed	H 6.1	H1.1, H1.2, H2.1	H2.2, H2.3, H3.1, H4.2	H1.3, H3.2, H4.1, H5.1, H5.2, H6.1	-
Design	15	15	10		40
Properties and Performance of textiles		5	20	25	50
Australian Textiles, Clothing, Footwear andAllied Industries				10	10
Total 100%	20	15	30	35	100

TEXTILES AND DESIGN

VISUAL ARTS

			TASK 1	TASK 2	TASK 3	TASK 4
OUTCOM ES	SYLLABU S	WEIGHTI NGS %	Term 2, Week 8 Wednesday 14 th June 2023	Term 2, Week 9 Wednesday 21 st June 2023	Term 3, Week 4 Wednesday 9 th August 2023	Trial HSC Examination
20	TOPICS		Art Criticism Art History in class essay	VAPD & BOW Progress (submission)	VAPD & BOW Progress and Resolution (submission)	Term 3 Week 5-6 dates TBA
H1, H2, H3, H4, H5, H6	Artmaking	50		20	30	
H7, H8, H9, H10	Art Criticism and Art History	50	20			30
Total		100	20	20	30	30

Vieuel Arte Redice of Work are due for submission to NECA in Manday 20th August 2022