



MEDICINE HAT PUBLIC SCHOOL DIVISION

Guide to Student Assessment, Achievement, and Learning



École Connaught School

Kindergarten – Grade 6

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Updated: June 30, 2025

Guide to Student Assessment, Achievement, and Learning

Teachers in Medicine Hat Public School Division are focused on supporting our students to be independent and successful learners. As part of this work, teachers in all our schools are engaged in developing and using assessment practices that assess students based on outcomes. Outcomes describe what your child is expected to know and do according to the Alberta Education Programs of Study.

Students need to know and understand the outcomes they need to achieve, what they are doing to achieve them, and what they will do once they have achieved them. This is the work teachers do together with students in the classroom. As students demonstrate their learning and achievement, teachers assess progress and, at key points during the year, formally assess student achievement on those outcomes. There should be regular communication with students and parents about the learning and levels of achievement throughout the year. One of the communication tools parents are used to is a progress report or report card. In elementary schools, these are printed documents sent home to parents. In grades 7 through 12, these are often reflected online on PowerSchool and/or printed as formal reports and sent home.

ACTIONS TO SUPPORT STUDENT SUCCESS

You can support your child's learning and success by:

- Knowing you are an important part of the team
- Creating routines at home that help your child be prepared for learning every day
- Making sure your child attends school regularly and on time
- Staying informed and connected to the school – reading the information sent home or communicated through social media
- Asking questions of your child's teacher if you're unsure about where your child is at
- Attending school events and parent-student-teacher interviews/conferences/goal setting
- Asking your child's question about their learning and helping them recognize the actions they are taking towards improvement and learning.

Teachers will help your child's learning and success by:

- Providing programming that is suitable for your child
- Providing multiple opportunities and ways for students to show what they know and can do
- Making a plan with students who may have missed important assessments and activities
- Communicating in student friendly language, expectations and how student work will be graded/graded
- Keeping detailed evidence of your child's achievement and challenges
- Regularly communicating with you about how your child is doing and the learning occurring in the

classroom and/or course

- Using Universal Screening Tools for reading and math to plan for instruction and learning.

Students have a responsibility for their own learning and are expected to:

- Attend school every day and on time
- Be participants in classroom and school activities
- Ask questions
- Demonstrate their learning by finishing assignments to the best of their ability
- Let the teacher know when they need help
- Take advantage of chances offered to revise or redo assignments or tests so they can show growth in their knowledge or skills

HOW DO WE DETERMINE STUDENT ACHIEVEMENT?

At Medicine Hat Public School Division, we determine grades/marks in a variety of ways.

Formative Assessments

Over the course of the year, your child should have many opportunities to develop and practice key skills and increase what they know. These opportunities show your child's teacher how they are doing, what their strengths are, and where they can improve. This is called formative assessment.

Summative Assessments

Throughout the school year, your child will have opportunities to demonstrate what they have learned by an identified point in time. These assessments are evaluated (marked) and are put together with other evidence. Teachers then make decisions using the work your child has completed (products), what they've seen your child do (observations), and discussions they've had with your child (conversations), to determine a mark on the report card. Report card marks are based on the most recent evidence.

Missing or Incomplete Student Work

It is important that teachers communicate with parents/guardians regularly and in a timely fashion about missing or incomplete student work. In our school, you can expect that teachers may use the following methods to communicate with you about this area:

- **Contact through Edsby / Edsby Gradebook notification**
- *A note in your child's agenda*
- *Email contact*
- *A phone call*
- *Google Classroom communication*
- *In-person meetings*

It is important that students who are absent from school and miss assignments and/or summative assessments, complete these as soon as possible from the original assessment date unless otherwise determined by the teacher. When a student misses significant time due to vacation, additional time and support from their family may be required so that they can demonstrate evidence of their learning. **Teachers do not provide assignments or lessons for completion during family vacation time.** When a student is away due to a prolonged illness but still able to complete work, teachers will connect on the **third day of the absence** to make plans for the student to complete assignments via Google Classroom or for families to pick up work from the school.

SCHOOL ASSESSMENT & REPORTING COMMUNICATION PLAN

Our school uses many tools and ways to make sure you are informed during the school year. Please make sure you review information communicated to you about your child.

Reporting Terms:

TERMS	DATES	COMMUNICATION TYPE & DATE
Term 1 September 2, 2025- December 1, 2025	Thursday, August 28, 2025 (2:00-4:00)	Last Slice of Summer: Meet the Teacher / Bring your backpack
	October 15, 2025 (3:30-6:30) October 16, 2025 (5:00-7:30)	Goal Setting Conferences <ul style="list-style-type: none"> • Reflect on strengths and challenges • Set goals for ISPs
	October 30, 2025	ISPs shared with families
	December 5, 2025	Term 1: Report Cards published in Edsby (K-6)
Term 2 December 2, 2025 - March 23, 2026	February 11 (3:30-6:30) February 12 (5:00-7:30)	Student Showcase of Learning (Kindergarten- Grade 6)
	March 27, 2026	Term 2: Report Cards published in Edsby (K-6)
Term 3 March 24, 2026 – June 25, 2026		Term 3: Report Card published in Edsby June 25, 2026 (K-6)

Ongoing Communication:

It is important that you know what your child is learning about and their achievement along the way. Edsby is an online tool that is used Division wide to support this communication. Our teachers commit to communicating with families through phone calls, a note in the student agenda, e-mail, through Edsby, or through in-person meetings, as required. At the beginning of the year, teachers will send out information regarding the Edsby and how it will be used for their classroom. Parents can expect to receive weekly communication from school administration about upcoming school events as well as weekly / bi-weekly communication from classroom teachers about class events and the learning journey for the week. Our goal is to inform parents and provide them with regular opportunities to engage in conversations around their child's learning.

Each classroom teacher will clearly identify their communication methods. In addition, most of our classrooms from grades 1-6 have a student agenda. The intent of an agenda is to support student organization, independence and communication about their own learning. Each homeroom class will develop a daily routine to support communication between home and school.

Teachers and students will also work together to upload evidence of student learning throughout the year to The Learning Story. Evidence of student learning will be posted once a week for grades 1-6. This weekly sharing could include evidence from any subject area. Additionally, teachers may also choose to share student assessment within the gradebook by sharing with families. Edsby communication from kindergarten will include classroom posts and/or Learning Story posts at least twice per month.

Edsby is used in all Medicine Hat Public School Division schools. Teachers will continue to use Google Classroom as a tool in their classrooms. Google Classroom can be used to show student work and provide feedback and will allow students to access their work and assignments when they are not at school.

If you have questions or concerns regarding achievement at any time, please contact your child's teacher.

UNDERSTANDING REPORTING (Grades 1 – 9)

WHAT ARE THE ACHIEVEMENT INDICATORS?

Achievement Indicators describe the level to which your child is achieving in each of the categories on the report card.

If your child receives an M for MEETING, he or she has achieved the grade-level outcome to an ACCEPTABLE standard. If your child receives an E for EXCELLING, this demonstrates a DEEPER LEVEL of mastery within the grade-level outcome.

It is important to note that not all specific learner outcomes can be evaluated at the excelling level. Some outcomes may only reflect knowledge or skill that is either met or not met.

E	M	A	B
<p>Excelling in grade level outcomes. Student evidence of learning may be: In depth, perceptive, insightful, thorough, independent. Overall achievement at this level means the student can be confident of being prepared and able to take on new challenges in subsequent grades/courses.</p>	<p>Meeting grade level outcomes. Student evidence of learning may be: accurate, thoughtful, logical, complete, independent. Overall achievement at this level means a student can be confident of being prepared for work in subsequent grades/courses.</p>	<p>Approaching grade level outcomes. Student evidence of learning may be: partially accurate, basic, simplistic, incomplete, in progress. Additional supports may be necessary to further learning in this area.</p>	<p>Beginning grade level outcomes. Student evidence of learning may be: inaccurate, vague, undeveloped, minimal, limited. Additional planning and instructional supports will be necessary for further learning in this area.</p>

WHAT ABOUT OTHER PROGRAMMING INDICATORS?

Teachers, based on the needs of a student, may need to add additional information about the type of programming that affects the way your child’s achievement is recorded. Your child’s teacher may still reflect a level of achievement next to the outcomes on the report card, but they may be based on adaptations or in the case of some students, the level of achievement and growth may be reflected in an Individual Support Plan (ISP). Parents should always be aware prior to the report card if these indicators are used.

ELL (English Language Learner)	Adapted	Modified
The student's language proficiency level impacts the evaluation of achievement	Student is working on provincial curriculum with adjustments made to instruction	Student is working on programming significantly different than provincial curriculum. The student’s Individual Support Plan (ISP) will reflect more specific achievement towards goals.

WHAT ABOUT EFFORT OR BEHAVIOUR?

The Learner Attributes allow you to see how your child is developing the learning skills and abilities needed to succeed in their own learning as part of the classroom community. These Learner Attributes focus on participation, cooperation, quality work, and respect for self and others. Teachers use observations to identify how often these attributes are demonstrated using the scale below:

C - Consistently	U - Usually	S - Sometimes	R - Rarely
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HOW WILL PROVINCIAL ACHIEVEMENT TESTS BE REPORTED?

Provincial Achievement Tests (grade 6 and 9) will still be reported as a single percentage and included for parent information as it becomes available.
