



Assessment Policy

2026 – 2027



GL
assessment

Approved by:

Headteacher

Date: September 2026

Last reviewed
on:

September 2026

Next review
due by:

September 2027

Hale Prep School delivers high-quality teaching and learning, and at the heart of this is effective assessment underpinned by the belief that all pupils can succeed. Hale Prep School uses a wide range of assessment tools to track individual pupil progress and inform future planning

Aims

- To show the development of the whole child.
- To monitor progress and support learning.
- To celebrate the achievements of pupils and identify areas for development.
- To provide information so that we can plan the next steps in pupils' education.
- Inform pupils of their progress and give guidance on how to improve.

Objectives

- Provide a clear approach to assessment.
- Establish a consistent and coherent approach to recording summative assessment outcomes and reporting to parents.
- determine how and when assessment practice will be monitored and evaluated.

Summative Assessment

- Summative assessment summarises what a pupil has achieved at the end of a period relative to the learning aims and the relevant standards. The period may vary, depending on what the teacher wants to find out. There may be an assessment at the end of a topic, at the end of a term, or half-term at the end of a year.
- A summative assessment may be a written test, an observation, a conversation, or a task. It may be recorded through writing, photographs, other visual media, or audio. Whichever medium is used, the assessment will show what has been achieved. It will summarise attainment at a particular point in time and may provide individual and cohort data.

Formative Assessment

- Formative assessment occurs daily during teaching and learning, allowing teachers and pupils to assess attainment and progress more frequently. It begins with a diagnostic assessment, indicating what is already known and what gaps may exist in skills or knowledge. If a teacher and pupil understand what has been achieved, it is easier to plan the next steps. As the learning continues, further formative assessments indicate whether teaching plans must be amended to reinforce or extend learning.

- Often, formative assessments may not be recorded, except perhaps in the lesson plans to address the next steps indicated.

GL External Assessment

From Reception to Year 6, all children at Hale Prep School are tested once in an academic year in English and maths.

The Progress in English tests and Progress in maths tests provide Standardised Age Scores (SAS), which will provide teachers with invaluable formative and summative purposes:

- to identify pupils who need additional support or extension work.
- to identify patterns of performance and areas for development for the whole class.
- to compare pupils with others in the same age group based on a representative UK sample
- to compare a pupil's progress from one year to the next
- to compare a pupil's progress from one test to another within an academic year.

Parents will receive a detailed report on their child's progress in the summer term.

Reception

In the autumn term, Reception children take a baseline assessment in maths and English. They complete a phonics screening assessment in phases 2, 3, and 4, showing their progress throughout the year. A teacher baseline assessment is taken in maths to determine which numbers and shapes they can recognise, read and say. Objectives are then taken from the skills and knowledge map to track their progress throughout the academic year.

Other Subjects

Attainment and progress are directly related to what has been taught, the subject knowledge and skills maps. End-of-year written report comments are also directly linked to the skills and knowledge developed over the year.

Termly assessments are carried out in relation to the skills and knowledge maps. These are saved on the shared drive.

Reporting to Parents

Autumn Term

- Reception to Year 5, Parents' Evening, to discuss how children have settled into the routines of Hale Prep School.

Spring Term

- *Year 3 to Year 5 internal formal assessments in maths and English.*
- *Reception to Year 5 Parents' Evening.*
- *Formal written report.*

Summer Term

- *Year 5 NFER tests in maths, English, NVR, and VR. Meeting with the headteacher to discuss results.*
- *Year 3 to Year 5 internal formal tests in maths and English. Parents' evening to discuss the results.*
- *Reception to Year 6 formal report in all subjects.*
- *Reception to Year 5, Parents' evening.*

Reports to Parents

- *In the spring term, parents will receive a written report for all subjects apart from maths and English (where a meeting will be scheduled).*
- *In the summer term, parents will receive a written report for all subjects.*

Monitoring of Assessment

The headteacher and deputy headteacher will assess this policy and its impact annually.