



MEDICINE HAT PUBLIC SCHOOL DIVISION

Guide to Student Assessment, Achievement, and Learning

Grades: *ELP to Grade 6*

Ross Glen Elementary School

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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 should know and understand the outcomes they need to achieve, what they are doing to achieve them, and what they will do if there are barriers, struggles or challenges. 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 their learning and levels of achievement throughout the year, through communication features on Edsby such as Gradebook or Learning Story. In addition to the regular ongoing communication, report cards are accessible in Edsby at the end of each reporting period.

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 your child's teacher questions if you're unsure about where your child is at.
- Attending school events and parent-student-teacher interviews/conferences.
- Asking your child questions 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.
- Planning with students who may have missed important assessments and activities.
- Communicating expectations and how student work will be graded/marked in student-friendly language.
- 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 literacy and numeracy to plan for instruction and learning for Grade 1 – 10 students.
- When appropriate, clearly communicating expectations around academic integrity and the use of AI tools, so students understand what is and is not permitted before submitting work.

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 and/or redo assignments or tests so they can show growth in their knowledge or skills.
- Demonstrate academic integrity by submitting work that honestly represents their own learning, while following class and assignment guidelines regarding the appropriate use of AI.

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 develop their knowledge. 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 are assessed 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.

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 will use the following methods to communicate with you about this area:

Teachers will communicate missed or incomplete work via Edsby. Parents/guardians are asked to have their child sign into their Google Classroom to find the work they are missing. Also, a parent/guardian may email the teacher to receive a list of incomplete work.

In the event that work is still not being completed, a meeting will be scheduled between parents, administration, and the classroom teacher in order to work together to identify the challenges that your child is facing and create a supportive plan for growth and improvement.

It is important that students who are absent from school complete missing assignments and/or summative assessments as soon as possible following the original assessment date, unless otherwise determined by the teacher. When students miss a significant amount of time due to vacation, they miss valuable learning that cannot be recreated with a worksheet package. Classroom discussion, problem-solving, collaborative opportunities with their peers, and many other unique learning opportunities are lost. If your child is absent due to vacation, teachers will provide families with all the necessary information and materials to understand the key concepts that will be covered while they are away. Parents are expected to support their child in learning these outcomes.

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
	August 27, 2026	Welcome Email & Meet the Teacher Event (6:00-7:00)
	September 1-4, 2026	ELP Family Meetings
	Weekly	Learning updates in Edsby
Term 1	September 1, 2026 - January 28, 2027	Goal Setting Conferences/Progress Update: Wednesday, November 18 from 3-6 Thursday, November 19 from 3-6 Report Cards released on February 1, 2027 in Edsby
Term 2	February 1, 2027 - June 24, 2027	Conferences: Tuesday, April 20 from 3-6 Wednesday, April 21 from 3-6 - Review progress - Review ISPs (if applicable) Final Report Cards released on June 25, 2027 in Edsby

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:

1. Ongoing Communication of Student Learning

In addition to formalized reporting, ongoing communication of learning is intended to demonstrate individual student progress and learning.

- Teachers will use Edsby for their weekly classroom communication and sharing of reporting.
- One academic post will be shared weekly through Edsby (Learning Story or Electronic Gradebook).

2. Communication to Families about School Information

Communication is essential for student attendance, news, school & classroom updates.

- Edsby will be used to share student attendance, news, school, and classroom updates. The Edsby news and calendar are also shared on the school website.

UNDERSTANDING REPORTING (Grades 1 – 6)

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.

E	M	A	B
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.	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.	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.	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.

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.