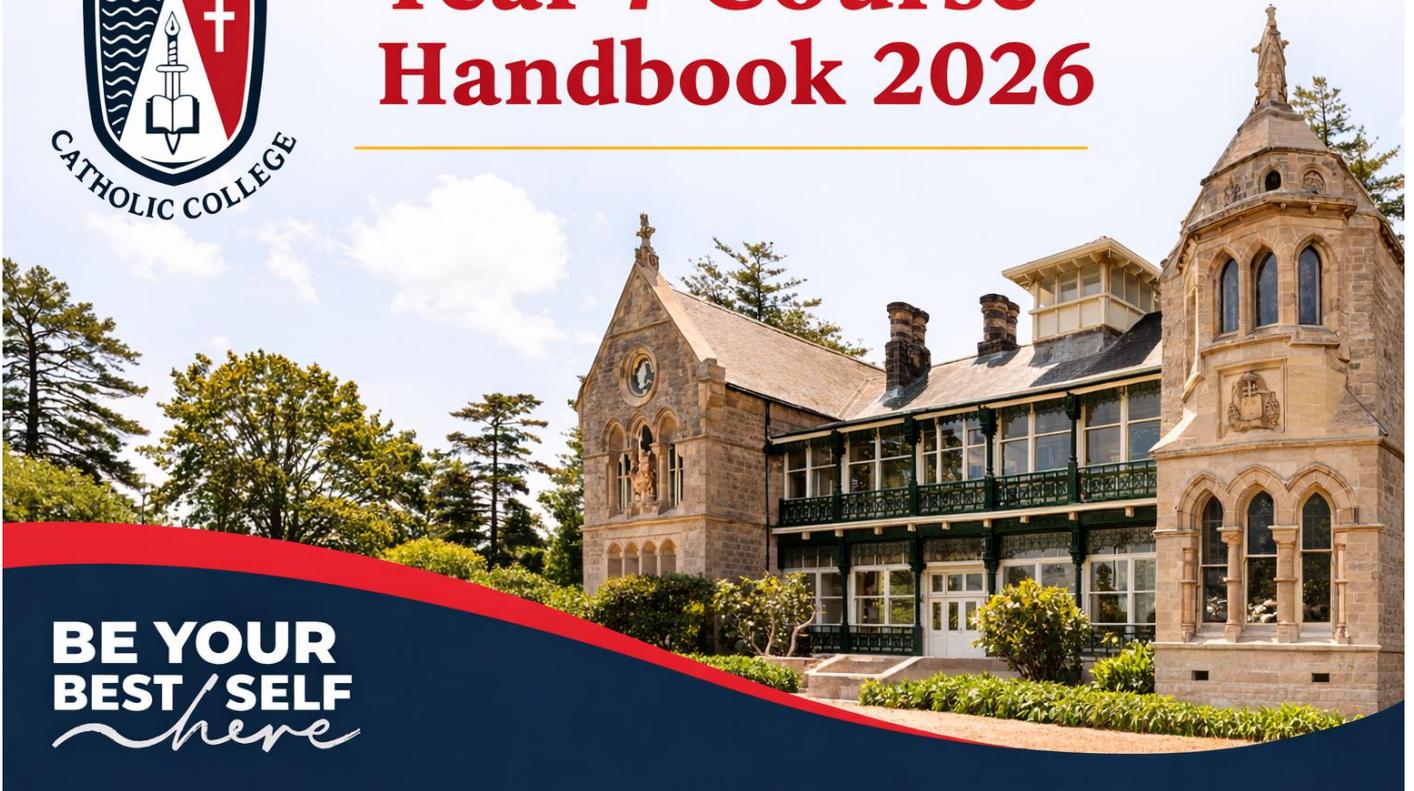




Year 7 Course Handbook 2026



**BE YOUR
BEST SELF**
here

INTRODUCTION

At St Paul's Catholic College, assessment is integral to teaching and learning and has many purposes.

Assessment:

- *Provides opportunities for teachers to gather evidence about student achievement*
- *Enables students to demonstrate what they know and can do*
- *Provides evidence that current understanding is a suitable basis for future learning.*

This Assessment handbook and the College calendar serve as a general notification for assessment. Students will receive notification of the formal tasks identified, at least two weeks before the due date of the task.

- *The task will be provided through Compass as a pdf viewable by students and parents.*
- *Teacher/s will explain the details of the notification in class.*
- *It is the responsibility of the student to obtain details from their teacher if absent when an assessment notification has been issued.*
- *Absence at the time of notification is not considered sufficient grounds for an extension of task dates or for an application of Illness/Misadventure (please see back page for more information).*

Only in exceptional circumstances will dates vary from the original calendar, however students will be given at least two weeks' notice in writing of any changes.

All assessment tasks are due for submission on the date and time identified on the Assessment Task Notification. It is important that all students, wherever possible, ensure they retain a hard or electronic copy of the task.

Year 7 Assessment Planner 2026

*The planner below provides the due date for each formal assessment task for Year 7 in 2026. Specific information related to the exact date and time will be published to the students on the Assessment Task Notification at least 2 weeks in advance of the due date.

	Term 1	Term 2	Term 3	Term 4
Week 1 & 2				
Week 3		HSIE - HISTORY Task 1 (in class task)		
		VISUAL ARTS (in class task)		
Week 4		RELIGION Task 1 (Test)		RELIGION Task 2 (in class task)
				TECHNOLOGY Design Project (submission)
Week 5		MATHEMATICS Task 1 (in class task)		MATHEMATICS Task 2 (in class task)
				SCIENCE Task 1 (Test)
Week 6		PDHPE Task 1 (submission)	HSIE - GEOGRAPHY Task 2 (in class task)	
		SCIENCE Task 1 (Test)		
Week 7		TECHNOLOGY Design Project (submission)	ENGLISH Task 2 (in class task)	PDHPE Task 2 (in class task)
Week 8		ENGLISH Task 2 (in class task)		
Week 9	MUSIC (in class task)		MUSIC (in class task)	
			VISUAL ARTS (in class task)	
Week 10				



ST PAUL'S CATHOLIC COLLEGE

Learn with Courage, Walk with Compassion, Live with Stewardship

ASSESSMENT POLICIES & PROCEDURES

MALPRACTICE

Malpractice refers to the expectation that all students within the St Paul's Catholic College community act with honesty, trust, fairness and respect when it comes to assessment. When a student acts without integrity they are committing malpractice. Malpractice is any activity that allows a student to gain an unfair advantage.

It is important that all classwork and assessment is the students own work. By submitting a task student are verifying that the assessment task is their original work.

There are four types of malpractice:

- **Breach of assessment conditions** - occurs when a student breaches the conditions set for assessment in an attempt to gain an unfair advantage.
- **Misrepresentation** - when a student misleads or deceives others by presenting untrue information through fabrication, alteration or omission of information.
- **Collusion** - when a student inappropriately collaborates with another student, group of students, person, organisation or entity to produce work that was meant for individual assessment. (e.g the use of AI or Artificial Intelligence)
- **Plagiarism** - when a student pretends to have written, created or developed work that has originated from another source.

If **misrepresentation, plagiarism or collusion are suspected**, the **following procedures** are to be employed by the College:

- a student will be asked to prove that the work is their own by showing drafts, oral review, planning documents or revisions of their work
- any work that has been identified as being the student's own will be matched against the task specific criteria and a mark/grade can be awarded

ILLNESS, MISADVENTURE & EXTENSIONS

Students who do not hand in an assessment task on the due date are asked to **provide appropriate written documentation**. This is to be **submitted using the Years 7 - 12 Illness/Misadventure online form by the first day of the students return to the College**. In this case the task must still be submitted/completed.

Written documentation includes doctor's certificates for illness and appropriate documentation for misadventure e.g. a police report for an accident.

In the case of an assessment task not being submitted on time or an in-class task missed where there is no Illness and Misadventure form with acceptable supporting documentation, a zero mark is awarded. In this case the task must still be submitted/completed. This should be marked and returned to the student with feedback. The mark, however, will not contribute to the aggregated assessment mark in that course.

Failure to follow these steps may result in a penalty / zero mark being awarded for the task.

The outcome of all Illness/Misadventure appeals is determined by the **Assistant Principal Student Achievement** in consultation with the relevant Leader of Learning.