

Chan's Creative School (H.K. Island)
School Policy on Assessment (Latest updated: July 2026)

A. Aims of Assessment:

1. For students:
 - To understand learning objectives and personal progress, and to set goals and strategies for the next learning stage.
 - To identify individual strengths and weaknesses in learning.
 - To discover personal learning needs and ways to improve, gradually achieving autonomous learning.
2. For parents:
 - To understand their child's strengths and weaknesses in learning.
 - To consider how to collaborate with the school to improve their child's learning.
 - To have reasonable expectations for their child.
3. For teachers and the school:
 - To diagnose students' strengths and weaknesses in learning.
 - To provide effective feedback and specific advice to help students understand how to improve.
 - To review and revise related learning objectives, expectations for students, curriculum design and content, teaching strategies, and activities to better meet students' needs and abilities, thereby promoting student learning and enhancing teaching effectiveness.
 - To evaluate curriculum effectiveness and improve teaching quality.

B. Arrangement of Assessment:

(1) Formative Assessment:

- Classroom performance: answering questions, lessons, activities, discussions, reports, and sharing.
- Daily coursework: strategies and principles implemented across all subjects.
- Special coursework: creative writing in Chinese and English, project-based studies, technology exploration activities, and subject-specific self-study books.
- Unit tests: periodic tests for each subject.
- Creative dictation: incorporating creative writing to encourage active participation.
- Diverse assessment methods: including student self-assessment, peer assessment, and parent evaluation.
- External assessments: statewide student assessment resources (STAR) and online teaching and learning support (WLTS).

External assessments:

(2) Subjects for Summative Assessment:

				Percentage
First Term	Final exam	P.2- P.5 P.6 (for mark submission)	Chinese, English, Math, General Knowledge, (Humanities, Science for P.2, P.4&P.5), Music, Physical Education, Visual Arts, Putonghua, IT	100%
Second Term	P.6 (Mid-Term exam)	P.6 (for mark submission)	Chinese, English, Mathematics, General Knowledge, Music, Physical Education, Visual Arts, Putonghua, and IT	100%
	Final exam	P.2 to P.4 P.5 (for mark submission)	Chinese, English, Mathematics, General Knowledge (Humanities and Science for P.2, P.4&P.5), Music, Physical Education, Visual Arts, Putonghua, and IT	100%
		P.6	Chinese, English, Maths (Mock paper for Pre-S1)	/

Remarks:

1. The summative assessments include the P.5 second term exam, P.6 first term exam, and P.6 second term semester exam. The subjects reported and assessed are Chinese, English, Mathematics, General Knowledge, Music, and Visual Arts.
2. Promotion or retention decisions are based on the students' average grades for the entire year, individual learning needs, and consensus reached with parents.

(3) Examination Score Correspondence Table:

Grade	Mark
A	86-100
B	70-85
C	60-69
D (Fail)	30-59
E (Fail)	0-29

(4) Conduct grades

- Apart from academic performance, student attendance, and award and punishment, conduct grade is also indicated on the report card. Conduct grade is decided base on students' behavioural performance and record of award and punishment.
- Grading scale:

Grade	Student performance
A+, A, A-	Excellent
B+, B, B-	Good
C+, C, C-	Fair
D+, D, D- (Fail)	Unsatisfactory
E+, E, E- (Fail)	Poor

- Assessment information

Remarks: The weighting of the assessment is decided base on Guideline for School Internal Assessment.

Scopes of assessment		Assessment Weighting		Proportion for mark submission
		P.2	P.3-P.6	
Chinese	Reading	80%	65%	8(for P.5)
	Writing		20%	
	Listening	10%	5%	9(for P.6)
	Speaking	10%	10%	
	Penmanship	Grade		N/A
	# Dictation	Grade		

Subject	Scopes of assessment		Assessment Weighting		Proportion for mark submission
			P.2	P.3-6	
English	GE paper	Reading	80%	65%	8(for P.5)
		Grammar Usage			
		Writing(P.2)			
	Writing(P.3-6)		/	20%	9(for P.6)
	Listening		10%	5%	
	Speaking		10%	10%	
	Penmanship		Grade		N/A

* Chinese and English dictation scores are averaged based on the scores from regular daily dictations.

Subject and scopes of assessment		Assessment Weighting	Proportion for mark submission
Maths	Written exam	100% Assessment Weighting	8(for P.5)
			9(for P.6)

Subject and scopes of assessment		Assessment Weighting		Proportion for mark submission
		P3	P.6 (Summative Tests)	
General studies	Written exam	80%	100%	6(for P.6)
	Exploration and research	20%	Not Applicable	

Subject and scopes of assessment		Assessment Weighting		Proportion for mark submission
		P.2, P4, P.5		
Humanities	Written exam	80%		4(for P.5)
	Special Project Research	20%		

Subject and scopes of assessment		Assessment Weighting		Proportion for mark submission
		P.2, P4, P.5		
Science	Written exam	50%		4(for P.5)
	Practical Assessment	30%		
	Special Project Research	20%		

Visual Arts	Sections		P.2-5 (Non-Summative)	P. 5-6 (Summative Tests)	Proportion for mark submission
	Exam works		40%	80%	2(for P.5) 3(for P. 6)
	class	Classwork	30%	10%	
		Oil painting (School-based Curriculum)	10%	10% (oil paining/ink wash)	
		Ink Wash (School-based Curriculum)	10%	N/A	
		Class performance	10%	N/A	

Music	Sections		P.2	P.3-5 (Non-Summative)	P. 5-6 (Summative)	Proportion for mark submission
	Singing		60%	60%	30%	2(for P.5) 3(for P. 6)
	Class performance		10%	10%	10%	
	Music Knowledge		30%	N/A	N/A	
	Instrument Playing (Recorder)		N/A	30%	30%	
	Written Exam (Music Theory + Listening + Creativity)		N/A	N/A	30%	

Physical Education	Sections		P.2-5 (Non-Summative)	P. 5-6 (Summative)	Proportion for mark submission
	Written Exam (PE Knowledge)		N/A	20%	2(for P.5) 0(for P. 6)
	School-based Curriculum (Fencing)		20%	20%	
	Skills 1 & 2		70%	50%	
	Physical Fitness		10%	10%	

IT	Sections		P.2-6		Proportion for mark submission
	Progressive Assessment 1		25%		0
	Progressive Assessment 2		25%		
	Summative Assessment		30%		
	Class performance		10%		
	Elective (School-based Curriculum)		10%		

Putonghua	Sections		P.2-6		Proportion for mark submission
	Written Exam (Listening + Phonetic Knowledge)		40%		0
	Speaking		50%		
	Class performance		10%		

Note: The weighting of assessment scores refers to the suggested percentage distribution of each subject according to the " Optimised Arrangement of the Weighting of Subjects in the “Internal Assessments” for the Secondary School Places Allocation " issued by the Education Bureau.

Chan's Creative School (H.K. Island)
School Policy on Homework (Latest updated: July 2026)

A. Aims:

1. For students
 - To help students understand their own progress and problems, and to provide opportunities for developing problem-solving skills.
 - To consolidate classroom learning, prepare students for new learning, and facilitate self-directed learning.
2. For parents
 - To enable parents to understand their children's progress and learning styles, so they can provide timely support.
 - To help parents understand the requirements of the school curriculum, fostering collaboration between parents and the school to improve students' learning.
3. For teachers and schools
 - To assist teachers in identifying students' learning problems and adjusting teaching plans and strategies accordingly, providing timely feedback to enhance learning effectiveness.
 - To provide information on students' knowledge acquisition, as well as the development of skills, attitudes, and values. It also offers feedback for curriculum planning and implementation.

B. Strategies:

1. Students are encouraged to effectively utilize various learning resources, including libraries, community resources, the Internet, and e-learning platforms, to develop their ability to learn independently.
2. Diversification: Different types and formats of homework should be assigned to motivate students in learning.
3. Strengthening reading: Homework should promote students' interest in and habits of reading, helping them build a solid foundation for lifelong learning.
4. Appropriate amount of homework will be given to students.
5. Class teacher period (11th period): With the assistance of class teachers, students are required to complete some of their homework.

C. The role of parents:

1. Parents can help establish a regular homework schedule and create a conducive learning environment at home, such as turning off the TV to minimize distractions. They may also help their children develop good habits related to rest and work, plan homework based on requirements and priorities, create schedules, and start early to ensure homework is completed on time.
2. To support their children's responsibility for learning and self-care, and to foster self-management skills, parents may guide their children in effectively using the Homework Log in their handbooks.
3. Parents should have appropriate expectations and seek to understand their children's difficulties and needs, providing timely support. They should show care, appreciation, and acknowledgment of their children's efforts. When children encounter difficulties, offering understanding and encouragement is essential.
4. Parents should utilize various channels of communication, stay in contact with teachers, and stay informed about their children's progress, attitudes, habits, and performance. Feedback from teachers on homework can also help parents understand their children's strengths and weaknesses, enabling them to help their children improve and develop their potential.
5. Parents ensure their children have sufficient rest, allowing time for extracurricular activities such as reading, sports, and arts. Promoting balanced development, both physically and mentally, is important.

Homework Code Reference Table

Chinese	Code	English	Code	General Studies	Code
詞語及抄書 Vocabulary & Copywriting	詞抄	Worksheet 工作紙	WS	詞語 Copywriting	詞
造句 Sentence Making	造	Writing 抄寫	Wr	作業 Workbook	作
作業 Workbook	作	Workbook 工作紙	WB	工作紙 Worksheet	工
語文工作紙 Worksheet	語工	Supplementary Exercises 補充作業	Supp Ex	資料搜集 Data Collection Worksheet	搜
補充作業 Supplementary Exercises	補	Dictation 默書	Dict	剪報工作紙 Newspaper Clipping	剪
習字 Calligraphy Practice	習字	Notebook 自學簿	NB	自學簿 Notebook	自
默書 Dictation	默	Correction 改正	Corr	Others	Code
改正 Correction	改	Signature 簽名	Sign	普通話作業 Putonghua Workbook	普作
簽名 Signature	簽	Self-Learning Booklet 小秘笈	SLB	普通話工作紙 Putonghua Worksheet	普工
自學簿 Notebook	自	Maths	Code		
小秘笈 Self-Learning Booklet	笈	作 業 Workbook	作		
		三階工作紙 Worksheet Booklet	冊		
		工作紙 Worksheet	工		
		數學 A 簿 Execries book A	A		