

MANAGING NATIONAL ASSESSMENT REVIEW

Whangamata Area School



MNA review visit
date:

Principal/Tumuaki:

Principal's Nominee:

School Board
Presiding Member:

Name and Email

--

Please refer to the accompanying leaflet and letters for the purpose, scope and possible outcomes of the Managing National Assessment review.

Information we need from you

ONE week before the visit please provide me with links to the following information on assessment for national qualifications:

- ☐ Board of Trustees Curriculum/Assessment policy;
- ☐ staff assessment handbook(s) or guidelines;
- ☐ information provided to **students / ākonga** on assessment for qualifications;
- ☐ **HOD/ teacher / kaiako pre-review responses**
- ☐ **and** this completed document;

Meeting schedule

Time	People and place (please provide a meeting room with a desk and power supply)	
8.45 - 10:45am	Principal's Nominee Meeting with Principal's Nominee and/or the person responsible for assessment and curriculum (2 hours).	
11.00am - 1.10pm	Subject Leaders Meetings with subject leaders in pairs (40 minutes each). Please allow 5 minutes between each meeting.	
Time:	Teacher / Kaiako	Subject
11:00 – 11:40	1.	
	2.	
11:45 – 12:25	3.	
	4.	
12:30 – 1:00	5.	
	6.	
1.15 - 1.45pm	Students / Ākonga Meeting with students / ākonga as a group (30 minutes).	
	Name	NSN
	1.	
	2.	
	3.	
1.45 - 2.30pm	Break for lunch and prepare notes for debrief with senior management (45 minutes).	
2.30 - 3.15pm	Principal Verbal report of findings with the Principal and other senior managers (45 minutes).	

Please list the staff who contributed to the next section of this document:

Staff member	Role

PRE-REVIEW FEEDBACK
Changes you have made and why?

Your school

- What are any unique features of your school that have an impact on student / ākonga achievement for qualifications?

External review

- What actions have been taken and/or changes made in response to:
 - the last Managing National Assessment review
 - external moderation outcomes
 - other external reviews e.g. outliers?

Internal review

- How does self-review happen in your school?
- How is self-review at all levels of the school (individual teacher / kaiako, department, senior leadership and Board of Trustees) inter-connected and inform assessment for national qualifications?

Credible assessment practice for qualifications and to meet student / ākonga needs

(use the MNA leaflet for guidance)

- How do you know that your assessment practice is meeting student / ākonga needs?
- How do you know that your assessment practices are credible schoolwide?

Consider: *assessment processes and procedures, equity, pathways, Special Assessment Conditions*

Quality assurance to ensure the reporting of credible results *(use the MNA leaflet for guidance)*

- How do you know that internal moderation processes ensure credible results?

Data management and analysis *(use the MNA leaflet for guidance)*

- How do you know that your data is accurate and informs your practice?

Communication *(use the MNA leaflet for guidance)*

- How do you know that your communication to staff, students / ākonga and their families / whānau is effective and supports consistent practice?

Any other comments you would like to add?