



# Chilwell Primary School

*"Learning for Life"*

No.2061

Gavan Welsh – Principal

313a Pakington Street, Newtown, 3220 Telephone: (03) 5221 2738 Fax: (03) 5221 8191  
email: chilwell.ps@edumail.vic.gov.au ABN 43 418 945 496

## POLICY: STUDENT PORTFOLIOS

---

### 1. Purpose:

- 1.1. To illustrate aspects of the child's learning.
- 1.2. Student's work, interpretive data, reflections and assessment records provide a picture of the student's progress and development over the year.
- 1.3. Use during parent-teacher interviews and 3 way interviews as point of discussion.
- 1.4. The items which make up the folder may be:
  - Teacher choice
  - Student choice
  - Common to all students.

### 2. Contents:

- 2.1. Teacher choice – reflection of Victorian Curriculum outcomes – judgement of achievement,
- 2.2. Work samples, not necessarily the best – outcomes recorded to demonstrate student performance,
- 2.3. Pre/post tests,
- 2.4. Annotated work samples,
- 2.5. Self assessment – student,
- 2.6. Common Tasks – Writing Assessment Task,
- 2.7. Work samples for Victorian Curriculum,
- 2.8. Portfolio to be added to as assessment or learning task is complete.

### 3. End of Year:

- 3.1. Hand on the completed portfolios to the next year's teacher.

### 4. Beginning of Year:

- 4.1. Use file as an overview of student,
- 4.2. Empty file,
- 4.3. Return work samples to students (child empties),
- 4.4. File relevant material into student files (very little).

### Ratified:

This policy has been ratified by School Council – 2020. Review: 2022