

Assessment Criteria

I.

Introduction

These rules for the evaluation of pupils' educational results are based on the applicable laws concerning education on pre-school, secondary, higher vocational and other education (School Act) which it further elaborates and concretizes.

II.

Classification

Each term, an assessment report is issued to the student. An extract from the report can be issued instead of the report for the first half of the year. The evaluation of the pupil's educational results on the report card is expressed by classification. The teacher is always fully responsible for his / her classification. He must always be able to explain and document it to the school principal, pupils and parents.

1. Educational subjects (including optional subjects)

a) Classification marks:

1 - excellent

2 - good

3 - fair

4 - sufficient

5 – insufficient

If it is not possible to assess the pupil from a subject, the word “not graded” will appear on the report card for the relevant subject instead of the grade.

If a pupil is completely released from a subject, the word 'released' will appear on the report card for that subject instead of the grade.

b) Classification in subjects

Mark 1 (excellent)

The student masters the required knowledge, facts, concepts, definitions and laws comprehensively, accurately and fully understands the relationships between them. He applies the acquired knowledge independently, creatively and systematically. He corrects any minor errors promptly and correctly after the warning. He thinks logically and is able to solve the given problem correctly. His oral and written speech is cultivated, precise and concise.

Grade 2 (good)

The difference from the best grade lies in the minor, not very significant shortcomings of its "performance", in its less independence. The teacher is forced to ask additional questions, to which, however, the student responds quite correctly. He corrects minor mistakes, after warning, he can answer guiding questions quite correctly.

Mark 3 (fair)

The student masters the required knowledge, facts, concepts, definitions and regularities with certain, not very significant gaps. The teacher is forced to ask additional questions, to which, however, the student responds with more significant errors. The ability to use logical reasoning is rather insufficient.

Mark 4 (sufficient)

The student has more serious gaps in the coherence, accuracy, and completeness of the acquisition of the required knowledge. He is unable to think systematically, his speech is indistinct and incoherent. Written speech is chaotic, incoherent, and inaccurate.

Mark 5 (insufficient)

The student has serious and significant gaps in the required knowledge. He is not able to apply his knowledge even with the teacher's suggestions. He does not show independence in thinking, he logically thinks wrong. Written speech has significant shortcomings in both accuracy and accuracy, conciseness, and speech culture.

Above encyclopaedic knowledge, it is necessary to prefer the ability of logical reasoning, deduction, synthesis, the ability to orientate oneself in each issue and with regard to the search for information sources. It is necessary to conduct examinations in this direction (to ask problematic questions, even with the possibility of using information sources).

In the event that the awarded mark has a different informative value (small marks, marks from compositions, from the total repetition, etc.), the teacher is obliged to inform the pupil and the pupil's legal representative.

c) Frequency of classification

it is necessary to respect the specificity of individual educational subjects and their weekly subsidy. Due to the need to improve the culture of spoken expression, it is assumed that in subjects which nature is closely related to the culture of the spoken word (Czech language, social sciences, foreign languages, etc.), the teacher sufficiently defines the space for classifiable oral expressions (examinations, papers, etc.)

1 hour per week 2 marks per term (minimum)

2 hours per week 4 marks per term (minimum)

3 - 5 hours per week 6 marks per term (minimum)

2. Skill subjects

Skill subjects include physical education and music and art. In these subjects, attitude, aesthetic feeling and expression, motor learning ability (technique) and organizational skills are evaluated. All the above criteria are reflected in the overall evaluation in a balanced way.

If a pupil is completely released from the subject of physical education by the school principal, he / she is not evaluated. The certificate shall state "released".

III.

Behaviour evaluation

The classification levels for behaviour are as follows:

1 (very good)

The award of this degree is a necessary condition for the award of praise.

2 (satisfactory)

This degree is awarded for gross violation of school regulations, or. for repeated breaches of school rules at a time when the educational measures have lapsed. The second grade should be preceded by a reprimand from the school principal.

3 (unsatisfactory)

This degree is awarded for a very gross violation of school rules or standards of conduct that could endanger health, life or property, at the moment when the individual stages of educational measures failed. Previous reduction of the grade from the behaviour to the 2nd grade is not a condition. This grade is usually associated with conditional exclusion or exclusion from studies.

IV.

Assessment in distance learning

1. In distance education, the student always receives feedback on the results of their education and fulfilment of assigned tasks. Assessment is applied primarily in the formative form of continuous assessment, both by classification level and verbal assessment. After finishing the units of the curriculum, a summative evaluation of the pupil's results in mastering the curriculum of this unit is performed.

2. Due to the fact that distance education places high demands on students in terms of motivation, perseverance, ability to organize their own time, the number of required materials for evaluation is reduced accordingly. Depending on the length of the distance learning period, an adaptation period is always set after returning to school, within which pupils are not classified. Pupils' work is an individualized use of portfolio assessment, peer assessment and self-assessment.

3. Legal representatives in distance education are informed continuously, regularly at specified intervals, through

- communication platforms of the school (Bakaláři), if necessary
- group chat, video calls that replace classic class meetings, if necessary
- written correspondence, by telephone, in person.

V.

Overall evaluation of the student on the report card

1. Grades of evaluation

- passed with distinction
- passed
- failed
- not assessed

Passed with distinction, if the classification or verbal evaluation after the transfer to the classification in any compulsory subject is not worse than grade 2 (praiseworthy), the average achievement is not worse than 1.50 and the behaviour is rated as very good.

Passed if the classification or verbal evaluation after the transfer to the classification in some compulsory subject is not expressed by grade 5 (insufficient).

Failed if the classification or verbal assessment after transfer to the classification in any compulsory subject is expressed as grade 5 (insufficient).

Not assessed, the student is not assessed if it is not possible to assess him / her from any subject at the end of the first semester or in an alternate term

2. Verbal evaluation

If the school principal or the legal representative of an under-age with special educational needs with a certificate asks the school principal in writing, the principal (with the consent of the school board) may decide on verbal assessment in subjects related to or related to the learning disability. If a student submits a certificate of learning disability and is assessed by grades, the teacher will take into account the student's disability in the classification and choose appropriate forms of verification of his knowledge during the examination.

3. Commission exam

The student takes the commission exam in the following cases:

- if he/she writes corrective tests,
- if he/she performs a commission check

The student can take the commission exam in one day at most one.

The pupil may take the corrective examination in the second term at the earliest in the month of August of the relevant school year, unless the adult pupil or the under-age legal representative agrees with the school principal on an earlier date. In the case of a final-year student, the school principal will always comply with the request for an earlier date.

The commission for commission tests is at least three members. Its chairman is the school principal, or a teacher authorized by him, an examining teacher teaching the pupil to the given subject and an assessor who has a professional qualification for teaching the same or a related subject. If the school principal is also a teacher, the board of the school is appointed by the school's legal entity. The members of the commission are appointed by the school principal. The results of the examination will be announced publicly by the chairman on the day of the examination.

Details concerning the commission examination, including the composition of the commission for the commission examination, the date of the examination will be set by the school principal and published in an accessible place at the school.

VI.

Obtaining data for evaluation

1. Teachers obtain the basis for evaluation in particular by: systematic diagnostic observation of pupils; monitoring their performance and readiness for teaching; various types of examinations (written, oral, graphic, practical, movement) and written tests; analysing the results of pupils' different activities; consultation with other teachers and, as appropriate, psychological and health professionals, especially pupils with more persistent mental health problems and disorders; interviews with pupils and their legal representatives.
2. The teacher announces to the student the result of each classification, points out the pros and cons of the evaluated performances. At the oral test, the teacher notifies the student of the result of the assessment immediately. The results of the evaluation of written examinations and practical activities will be announced to the student within 14 days at the latest.
3. The teacher is obliged to keep systematic records of each pupil classification, cases of pupils lagging behind in learning and shortcomings in their behaviour are discussed at the pedagogical meetings. At the end of the classification period, within the deadline set by the school principal, the teachers of the relevant subjects enter the results of the classification in the Bakaláři system and prepare proposals for the possibility of corrective examinations, for classification in the substitute date, etc.
4. The class teachers or the teachers of the specific subjects shall inform the pupil's legal representatives at class meetings or consultations, or by any other means about pupil's performance.

5. If the number of missed lessons in a subject exceeds 30% , the teacher of this subject may decide on a qualifying examination, regardless of the classification documents obtained. The teacher of the given subject decides on the form of the exam.

6. If a pupil transfers to another school, the school principal sends to the school the pupil's documentation and a record of his / her behaviour and achievements for the unfinished classification period (upon written request of the school). Information about the student in the educational process must be considered confidential and can therefore only be provided to legal representatives. By decision of the school principal, partial information may be provided to other state authorities on the basis of a written request (Police of the Czech Republic, court, social care, etc.).

VII.

Individual educational plan

On the basis of an application the school principal may allow the individual educational plan to a pupil with special educational or extraordinary talents on the basis of a written recommendation, or if the pupil is a sports representative of the Czech Republic or for other serious reasons.

The individual educational plan specifies the special organization of teaching and the length of education while maintaining the content and scope of education determined by the school educational program.

The school principal acquaints the pupil and the legal representative of the unde-age pupil with the course of education according to the individual educational plan and with the dates of the examinations. The individual educational plan, signed by the school principal, the pupil and the legal representative of the under-age pupil, becomes part of the pupil's personal documentation.

The applications listed here must be submitted to the school principal as soon as possible. However, no later than the first 14 days of the classification period:

- dismissal from physical education (request justified and confirmed by the doctor),
- if the student cannot actively participate in the teaching for various reasons (e.g., convalescence)
- study according to an individual study plan for reasons of health or representation of the Czech Republic, etc. (application confirmed by a doctor or institution, with the opinion of a class teacher or recommended by a psychological counselling centre with the opinion of an educational counsellor and school psychologist),
- interruption of studies for up to 2 years for health reasons or studies abroad (application confirmed by a doctor or institution, with the opinion of a class teacher).

In the event of unexpected events (accidents or other serious changes in health status), applications may also be submitted during the school year. In the event of a deterioration or

change in health during the school year, the student is required to submit an application no later than 14 days after returning to school from treatment or cure.

These applications cannot be submitted retrospectively.

VIII.

Other provisions

1. A pupil who has passed all compulsory subjects at the end of the second term of the relevant year will advance to the next year.
2. If a pupil cannot be assessed at the end of the first term, the school head will set an alternative date for his / her assessment, so that the assessment for the first term is carried out by the end of June at the latest. If it is not possible to evaluate the pupil even in the substitute term, the pupil will not be evaluated for the first term. If the pupil is not evaluated from the compulsory subject taught only in the first term or in the substitute term, he / she did not pass.
3. If the pupil cannot be assessed at the end of the second term, the school head shall set an alternative date for his / her assessment, so that the assessment for the second term is carried out no later than the end of September of the following school year. Until the assessment, the pupil attends the next higher year. If the student is not evaluated in this term, he **failed**.
4. A pupil who has failed at most 2 compulsory subjects at the end of the second term or a pupil who has failed at most 2 compulsory subjects taught at the end of the second term only in the first term shall take a re-examination in these subjects no later than the end of the relevant school year. Corrective exams are commissioned.
5. A pupil who does not pass the re-examination test or does not appear to take it has failed.
6. If an under-age has doubts about the accuracy of the assessment at the end of the first or second term, he / she may, within 3 working days from the day he / she demonstrably learned of the assessment, but no later than 3 working days after the certificate schools to review pupil assessment results; if the pupil's teacher in the given subject is the school principal, the regional authority. Unless otherwise specified, the school principal or the regional authority shall order a pupil's commission examination, which shall take place no later than 14 days from the delivery of the application or within the time agreed with the pupil or the pupil's legal representative. The Czech School Inspectorate will provide co-operation at the request of the principal or the regional office.
7. If the request for review of evaluation results concerns the evaluation of behaviour or subjects of educational orientation, the school principal assesses the results. In case of a breach of these rules, the school principal or the regional authority will change the result of the evaluation; if the rules for the evaluation of pupils' educational results have not been violated, they will confirm the result of the evaluation no later than 14 days from the date of

delivery of the application. The Czech School Inspectorate will provide co-operation at the request of the principal or the regional office.

8. In justified cases, the regional authority may decide to hold a re-examination and commission examination at another school. At the request of the regional office, the school inspector participates in the exams.

IX.

Educational measures

Educational measures include compliments and disciplinary measures to strengthen the discipline of school pupils.

Pupils' awards:

the class teacher's praise is given for exemplary and successful representation of the school in competitions of a regional nature or for a strong expression of school initiative or long-term successful work.

praise of the school principal - is awarded for exemplary and successful representation of the school in competitions of regional, national and international character. In exceptional cases, the praise of the school principal may be given to a pupil who, with his or her behaviour outside the grammar school, has earned a good reputation for the school and has been a role model for other pupils, or who has made a significant contribution to school development events. The class teacher records the praise of the school in the documentation.

Disciplinary measures:

Class teacher warning - given by a class teacher for minor offenses against the internal rules of the school immediately after the act. It shall be recorded in the documentation and notified in writing to the pupil's legal representative.

Class teacher reprimand - given by a class teacher for a more serious offense or for repeating less serious offenses after a previous reprimand by the class teacher. It shall be recorded in the documentation and notified in writing to the pupil's legal representative.

Reprimand of the school principal - proposes a class teacher for a serious offense against the internal rules of the school or for other minor offenses after a reprimand of the class teacher. This educational measure must be discussed at a (extraordinary) meeting of the pedagogical council. The reprimand class teacher records in the documentation and notifies the pupil's legal representative in writing.

Conditional expulsion from study and expulsion from study - the class teacher proposes to the school principal for a serious offense against the school rules or for other offenses after the reprimand of the school principal. This fact will be registered in Bakaláři system and the student's legal representatives are informed in writing.

The above disciplinary measures are granted in ascending order, from the class teacher's reprimand to the grade 3 from behaviour. However, a class teacher warning may not be the

lowest educational measure if the class teacher, school principal or pedagogical council considers the pupil's offense to be more serious.

Following the application of this educational measure, the behaviour is classified as unsatisfactory.

The offense against the school rules is:

- late arrival
- not changing shoes
- intentional damage to school property and other pupils
- inappropriate behaviour towards school staff

Among other things, the following are considered to be serious violations of the school rules:

physical assault of a classmate or school employee

bullying, both physical and mental

fraudulent apology for absence

intentional destruction of school property or property of other pupils

theft of school property or the property of classmates or the property of school staff

possession, distribution and abuse of addictive substances

proven consumption of alcoholic beverages during teaching and at events organized by the school

systematic unexcused absence

plagiarism in the presentation of one's own work (fraud)

repeated or gross violation of health and safety and fire safety regulations, etc.

AN UNEXCUSED ABSENCE:

1 - 8 lessons – class teacher reprimand

9 - 16 lessons – reprimand of the principal

17 - 25 lessons - lower grade of behaviour - satisfactory

26 - 35 lessons – lower grade of behaviour - unsatisfactory + conditional expulsion

36 and more - expulsion from studies for neglect of school attendance

The reason for granting educational measures under the authority of the school head is usually the ineffectiveness of previous measures or the high seriousness of violations of school rules, rules of good behaviour and ethical standards.

Offenses apply to one classification period.

X.

Final Provisions

The student can leave the education on the basis of a written notice delivered to the school principal. The consent of the under-age legal representative is part of it. The pupil ceases to be a pupil of the school on the day following the day of delivery of this notice to the school principal, or on the day specified in the notice of abandonment of education, in the case of a later day.

A pupil who has not progressed to a higher year shall cease to be a pupil of the school on the last day of the relevant school year, or on that day following the day on which he / she did not take the re-examination or fail the assessment in the alternative term, not allowing the repetition of the year.

The rules for the evaluation of pupils' educational results were approved by the Pedagogical Council on August 26, 2021, by the School Board on June 16, 2021 and take effect from September 1, 2021.

In Ostrava, June 11, 2021

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Director of the school