

**Principal**  
**Mr. Brendan Daly**

**Deputy Principals**  
**Mr. Tomás Earls,**  
**Ms. Samantha Hughes &**  
**Ms. Una Osborne**



**F.C.J. Secondary School**  
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## FCJ School Policy around Classroom Based Assessments (CBAs) and Assessment Tasks (ATs)

1. As CBAs are reported on in each student's Junior Cycle Profile of Achievement (JCPA) it is vital that students and parents/guardians note the dates of the CBAs and do their very best to ensure student's attendance within the national set timetable. Parents/guardians are encouraged to schedule essential appointments outside of school time where possible.
2. FCJ realises that students may have to attend important extra-curricular school events during the CBA timeframes. In this instance students must take responsibility on themselves to catch up on any work missed due to such absences. It is the responsibility of the student to notify their teacher of such an absence in advance.
3. Students should note that while they will be allowed to attend important school extra-curricular activities during the CBAs, they must attend for their Assessment Tasks.
4. Where a student is absent, under exceptional circumstances, for the completion of all or part of the Assessment Task, FCJ will make arrangements to allow the student to complete the task as close as possible to the timeframe scheduled for completion. Such students can be expected to furnish the school with a doctor cert or other relevant documentation.
5. Only work that is the student's own can be accepted for assessment in the JCPA.

Please sign and return the blue copy of this page to the school office by Tuesday 25<sup>th</sup> October 2022.  
Please retain the second copy for your own records.

I have read and understand the above guidelines and school policy as they relate to Classroom Based Assessments and Assessment Tasks.

Student signature: \_\_\_\_\_ Class \_\_\_\_\_ Date: \_\_\_\_\_

Student signature: \_\_\_\_\_ Class: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Founded by the Sisters, Faithful Companions of Jesus, in 1861**

**Companionship Justice Excellence Hope Dignity Gentleness**