



聖士提反書院附屬小學

*St Stephen's College Preparatory School*

To: G4 Parents  
From: Dr Agnes Wai, Principal  
Date: 6<sup>th</sup> September 2019

**Notice No.10**

**G4 Academic Assessment and Promotion / Repetition Policy**

Please find the attached academic assessment and promotion / repetition policy for your reference:

1. **Formative Assessment:**  
Assessment based on observation of a student's daily performance will be conducted (including compositions, dictations, quizzes, presentations, etc...)
2. **Summative Assessment:**  
Assessment will be based on examination results
3. A report after each examination will contain the overall results of all the subjects. Any student failing (scoring below 60) in any of the core subjects (Chinese, English and mathematics) will be required to repeat the same grade.
4. The decision of promotion or repetition will be made in the year-end meeting after discussions between the Principal and the concerned teachers.

**通告第十號**  
**四年級成績評核及升留級制度**

謹將中文、英文及數學科成績評核方法及升留班制度列後，供家長參考。

1. 進展性評估 — 老師於日常學習中作觀察、評核（包括作文、默書、小測、報告等）
2. 總結性評估 — 每學期之考試
3. 每學期之成績表均顯示每科總成績，凡中文、英文、數學三主科任何一科總成績不及格（即不足60分），學生將需留級重讀。
4. 所有升留安排，均經校長及全體任教老師於學年終結會議上討論，方作出最後決定。

以上通告  
四年級家長

校長  
衛燕華博士

二〇一九年九月六日

The following is the mark allocations of the three core subjects:  
下附中文、英文、數學三主科成績各項百分比，以供參考：

<b>G4 Marks Breakdown 四年級成績百分比</b>					
<b>中文科</b>		<b>English</b>		<b>Mathematics</b>	
考試	60%	Examination	50%	Examination	60%
課堂表現	10%	Classwork	25%		
作文	15%	Composition	15%	Quiz	40%
默書	15%	Dictation	10%		
<b>總分</b>	<b>(100%)</b>	<b>Total</b>	<b>(100%)</b>	<b>Total</b>	<b>(100%)</b>