



Rangi Ruru
Girls' School

Year 12 English 2022

Course Outline

and

Information to Learners

Year 12 English

Welcome to your new English course. You may look forward to an exciting year of learning. Your course is planned to meet the requirements of the national English curriculum and provides you with many opportunities to achieve success in the national qualification, the National Certificate of Educational Achievement, NCEA, at Level 2.

What will I do in English this year?

You will continue to develop your oral, written and visual language skills. You will study a range of literary texts, selected from novel, play, short story, film, non-fiction. You will write in a range of styles and deliver a speech. Sound familiar?

What qualification credits can I gain?

You will have the opportunity to gain a total of **21 credits** in English towards your Level 2 NCEA. These credits will come from achievement standards, which can have the result of not achieved, achieved, achieved with merit, or achieved with excellence.

Below is a summary of the standards that make up the Year 12 course.

English	Version	Number	Title	Credits	Literacy Credits	
					Reading	Writing
2.1	3	91098	Analyse specified aspect(s) of STUDIED WRITTEN TEXT(S), with supporting evidence	4	Y	Y
2.2	4	91099	Analyse specified aspect(s) of STUDIED VISUAL TEXT(S), with supporting evidence	4		Y
2.4	2	91101	Produce a selection of crafted and controlled WRITING	6		Y
2.5	2	91102	Construct and deliver a crafted and controlled ORAL text	3		
2.8	2	91105	Use information literacy skills to form developed conclusions	4	Y	
2.9	2	91106	OPTIONAL - Form developed personal responses to independently read texts, supported by evidence.	4	Y	

How will my work be assessed?

Each assessment task has criteria that set the standard for students to achieve a particular outcome. All of the criteria must be met for the work to meet the standard at a particular level.

For each of the assessment activities, your teacher will explain what you need to do to meet the standard. There will also be exemplars, which indicate the various levels of achievement.

When do the assessments take place?

First, there are some assessment terms that you will be familiar with:

A **formative** assessment is one, which allows you to practise your skills and receive feedback on how to improve. A formative assessment is an important part of the teaching and learning process. A

formative assessment does not provide credits for qualifications but allows you to develop your skills so that you can perform well when being assessed for qualification purposes.

A **summative** assessment is a final assessment where the result achieved counts for qualification purposes. The work being assessed must be able to be verified as the your own work.

This year your English course is assessed both internally throughout the year, and externally, by examination in November.

Achievement standards 91098(2.1) and 91099(2.2) (a total of 8 credits) will be assessed in an end-of-year examination in November. However, you will develop your skills during the year, and will have a practice examination in September as formative work for your final examination. In order to prepare for the examinations, you will practise sample assessment tasks within the classroom programme. Your teacher will outline the type of tasks that you will be required to complete.

Achievement Standards 91101(2.4), 91102(2.5), 91105(2.8), and 91106 (2.9) are all internally assessed. This means that you will be undertaking summative assessment during the year in your classroom programme.

Below is a brief outline of the course that Year 12 English teachers have planned. It is offered as a **guide only**; remember that there may need to be some flexibility as we adjust to the need to conduct summative assessment throughout the year.

How many opportunities will I have to meet the standard for internally assessed activities?

- For **91101** **Produce a selection of crafted and controlled WRITING** - you will have at least 4 opportunities to meet the standard. You will choose the two best pieces of writing to submit for assessment. Your teacher can view each **completed draft TWICE only**, and offer you feedback each time.
- For **91102** **Construct and deliver a crafted and controlled ORAL text** - you will have **ONE** opportunity to meet the standard, at the end of Term 1.
A 30 second filmed excerpt of your speech should be submitted in your OneNote folder as part of the feedback and reflection process prior to presenting for assessment.
- For **91105** **Use information literacy skills to form developed conclusions** - time constraints dictate that there will be only **ONE** opportunity to achieve the standard.
Your teacher can view and present feedback on your report **TWICE** only.
- For **91106** **Form developed personal responses to independently read texts, supported by evidence.**
Your teacher can view each response **ONCE only**, and offer you feedback. The edited responses (x6) will be viewed again only after the assessment has been submitted (ensure you submit the original response AND the edited version).

Appeal Procedure

- You are entitled to appeal against internal (school) decisions about assessment results. **Information is provided for you about the appeals procedure in the student handbook and online.** If, following an explanation and discussion with your teacher, you do not agree with the result, you are entitled to appeal it.
- Be aware of the time limit for appeals (This will be within a period of **three school days** of receiving the decision)
- The appeal application must be lodged with the Subject Teacher on the correct form, *Application to Appeal an Assessment Result* which is available online on Rangi Life.

2022 SENIOR YEAR PLANNER

Term 1	Week One 31 Jan-4 Feb	Week Two 7-11 Feb	Week Three 14-18 Feb	Week Four 21-25 Feb	Week Five 28- 4 Mar	Week Six 7-11 Mar	Week Seven 14-18 Mar	Week Eight 21-25 Mar	Week Nine 28 Mar-1 Ap	Week Ten 4 Ap-8 April
<u>Topics</u>		Waitangi Day observed							Summer tournament	
<u>Assessments</u>										Level 1 Speech Level 2 Speech

Term 2	Week One 2-6 May	Week Two 9-13 May	Week Three 16-20 May	Week Four 23-27 May	Week Five 30May-3June	Week Six 6-10 June	Week Seven 13-17 Jun	Week Eight 20-24 Jun	Week Nine 27June-3July	Week Ten 4-8 July
<u>Topics</u>	ANZAC					Queen's Birthday		Matariki 24th		Level 2 Research
<u>Assessments</u>										

Term 3	Week One 1-5 Aug	Week Two 8-12 Aug	Week Three 15-19 Aug	Week Four 22-26 Aug	Week Five 29Aug-2 Sep	Week Six 5-9Sep	Week Seven 12-16 Sept	Week Eight 19-23 Sep	Week Nine 26-30 Sep
<u>Topics</u>				EXAMS 22,23,24 Aug	Winter Tournament			Creative Writing Cup entry Friday 23rd Sept	
<u>Assessments</u>		Level 1 Connections						L3 Connections	Level 1 Writing Level 2 WP

Term 4	Week One 17-21 Oct	Week Two 24-28 Oct	Week Three 31Oct-4 Nov	Week Four 7-11 Nov	Week Five 14-18 Nov	Week Six 21-25 Nov	Week Seven 28Nov-2Dec
<u>Topics</u>		Labour Day	31 Oct All internals complete	Show Weekend			
<u>Assessments</u>	Level 3 WP		2 Nov All marks on database Final Day Seniors				

What help can I get from others?

It is important to have input from others to assist your learning. That is why your teacher encourages you to ask questions, and why it is good to discuss your work and ideas at home and with your friends. This all helps to clarify and refine your own ideas.

However, for qualification purposes, teachers need to be confident that they are awarding qualification credits to **you**, the person responsible for the assessed work. For that reason, there are clear guidelines as to what assistance from others is appropriate for assessment in each achievement standard.

For **external standards**, assessed in the end-of-year examination, you are encouraged to discuss the texts and your ideas with others, as such discussion will enhance your understanding. The summative assessment is the examination, where the work will clearly be your own.

However for **internal standards**, the conditions for assessment vary according to the standard, and are summarised on the next page:

Internal Achievement Standard	Conditions for assessment
91101(2.4) Produce a selection of crafted and controlled WRITING	<ul style="list-style-type: none">• Initial drafting must be completed in class, but work can be done at home if the Authenticity Agreement has been signed (see below).• Student work in progress to be kept secure in class• On line dictionaries may be used• Feedback can be provided TWICE
91102(2.5) Construct and deliver a crafted and controlled ORAL text	<ul style="list-style-type: none">• Preparation both in class and as homework.• Practice and feedback at home and school.• Final delivery in class.
91105(2.8) Use information literacy skills to form developed conclusions	<ul style="list-style-type: none">• Preparation both in class and as homework.• Feedback provided at TWO specific checkpoints.
91106(2.9) Form developed personal responses to independently read texts, supported by evidence.	<ul style="list-style-type: none">• Preparation both in class and as homework.• Feedback provided ONCE.

If evidence of plagiarism is found in an assessment, the grade of “not achieved” will be awarded.

You will be asked to sign a declaration at the beginning of the year that all work completed for assessment for qualification is your own.

You are asked to give this course outline to your parents/ caregivers to read, so that they understand exactly the nature of help that they are able to provide.

There is a space for your parents to sign at the end of this outline, to indicate that they have read this information. Should your parents have any queries about the course and assessment programme, then they should contact Mrs Fitzpatrick through the school at 9833700 Ext 723

Whom do I ask if I have any questions about the course and/or assessment?

In the first instance you should ask your classroom teacher, who may refer you to Mrs Fitzpatrick.

How can I ensure that I succeed in Year 12 English?

Remember that this qualification will allow others to readily identify your language strengths. You will want to perform at your best throughout the year so that you receive the best results you are capable of.

- Be focused, attentive and involved in learning in class.
- Use class-time effectively to listen, discuss, and question. Be organised, completing work within the allocated time frame and maintaining a neat and tidy folder of work.
- Take every opportunity to practise and develop your skills.
- Take note of the feedback (oral and/or written) you receive about your skills and use it to try and improve your skills.
- Take responsibility for presenting work that is free of spelling and punctuation errors. Regularly consult a dictionary to help eliminate errors. Maintain a personal spelling list and learn from your mistakes.
- For internal assessment tasks, make sure that you acquaint yourself with what is needed to achieve the standard by reading the criteria and examining the exemplars closely.
- Remember to ask your teacher if you are unsure about anything. We want you to succeed and are happy to help you.

**Be focussed. Be involved. Be organised.
Enjoy your year!**

The Award of Year 12 and 13 subject prizes at the end of year Prize Giving.

Top subject awards are based on the whole year's academic performance in the subject. The subject coordinators use their professional judgment to select award winners based on the following criteria:

- The proportion of Excellence grades in **Achievement Standards**
- Completion of a standard at the first attempt, as well as the comparative quality and quantity of a student's class work in general
- Completion of all compulsory standards offered in the course.
- Completion of all standards to a high level in the school examinations.
- Consistent effort made in homework throughout the year.
- Appropriate class attendance throughout the year.