

Key Stage 1 Assessments

KS1 Teacher Assessments (including P-Scales)

As you know, you are **not** required to record KS1 Test Levels in your school MIS (SIMs or other), though you may choose to do so. The purpose of KS1 Tests is solely to inform Teacher Assessments, and the only requirement for reporting any test levels is if a parent specifically asks for them. Nationally, there is no requirement to record or collect the test scores or levels and your MIS may not be programmed to calculate correct test levels from raw scores.

KS1 SUBMISSION DEADLINE: Friday 28th June

Schools with Year 2 pupils are asked to submit KS1 Teacher Assessments **by Friday 28th June**.

KS1 SUBMISSION PROCESS

- (1) Schools are required to enter their KS1 Teacher Assessments (including any P Scales - see details below) into their MIS (SIMs or other).

Reporting requirements are as last year, ie: schools must report: a teacher assessment level in speaking and listening, reading, and writing; a separate teacher assessment level for each science attainment target; and an overall teacher assessment level in mathematics. The overall level for science will be generated by the school MIS (SIMs or other). Schools are not required to report an overall teacher assessment level for English.
- (2) Once complete, and **by Friday 28th June (early returns are encouraged)** the data should be exported as a CTF file and submitted to the Information Team, via Anycomms. **Please note you will need to upload your data as your school MIS (SIMs or other) does not automatically “send” the file to Anycomms.**
- (3) The LA will provide a provisional School Summary report of Teacher Assessments from Friday 5th July. Please check your provisional report at >My School>KeyData>More Info>Attainment (provisional data). To resolve any errors contact the LA Information Team in the first instance for advice. You may be asked to resubmit your whole Key Stage 1 CTF file, or for small changes an email may suffice.
- (4) Also, for pupil transfer purposes, please send a CTF containing the relevant pupil data to “receiving” schools, via Anycomms or s2s, **by 28th June. (MI Sheet “Pupil Transfer Information 2013” published in April 2013).**

P Scales at KS1 and KS2

Pupils assessed as W and on the SEN register:

P Scales (e.g. P1i, P1ii, P2i, P2ii, P3i, P3ii, P4-P8, etc) should be recorded for children who are on the SEN register and are assessed at Level W for any individual attainment target. This is a statutory requirement. The **Level W should be recorded** on the main marksheet for the child, and the **P Scale** scores recorded on the additional P Scales marksheet in the corresponding subject.

Pupils assessed as W and NOT on the SEN register:

If a child is assessed at Level W, but is NOT on the SEN register (including EAL pupils), the **Level W should be recorded** on the main marksheet for the child, and the new code **NOTSEN** recorded on the P Scales marksheet in the corresponding subject. MIS systems will report errors for these pupils if the new code **NOTSEN** is not entered in the place of a P Scale.

Further guidance relating to SIMS is provided on the ICT Services website: www.ict.norfolk.gov.uk

continued

Key Stage 1 Assessments (continued)

FURTHER GUIDANCE

- Further guidance on reporting, see Assessment and Reporting Arrangements 2013, at: <http://www.education.gov.uk/schools/teachingandlearning/assessment/keystage1/q00216153/ks1ara>
- Detailed step-by-step guidance for SIMS will be available on the ICT Services website www.ict.norfolk.gov.uk

KS1 SUMMARY

- i. Note the submission deadline, Friday 28th June (early returns are encouraged)
- ii. Follow submission process above, (1) Enter, (2) Export and upload to Anycomms, and (3) Check from 5th July, (4) Transfer by 28th June
- iii. From 5th July check your provisional report at >My School>KeyData>More Info>Attainment (provisional data) and contact the Information Team regarding any errors.