

KS2: Statutory National Curriculum Tests Briefing

Outline

This is an online briefing which will take delegates through roles and responsibilities involved in administering the end of Key Stage 2 National Curriculum tests. Delegates will be given an overview of test administration and detail of what must, should and could be done in preparation and during the administration of the test.

Description:

The briefing will cover:

- Preparation for the test period
- Statutory responsibilities of school staff
- Access arrangements
- Subject specific guidance
- Best practice
- **Electronic documents** – a test administration checklist will be shared containing all you need to know as a Y6 teacher, along with statutory guidance and supporting resources.

Location:

Online via Microsoft Teams. The link will be sent to delegates 48 hours in advance of the briefing. Please ensure that the contact details for the delegate is accurate on the S4S booking system.

Audience:

Year 6 class teachers (established and new), senior leaders, English, maths and assessment leads, teaching assistants.

Booking information:

This training is fully funded for all maintained Norfolk schools and for academies who subscribe to Norfolk statutory assessment monitoring services. Places will be limited to 3 delegates per setting, initially. Academies who do not subscribe to Norfolk monitoring services are welcome to book places and will be charged £20 per delegate.

Dates and booking codes:

	Session 1	Course code
Session A	Date: 15.03.23 15:30-17:00	EAEY-OM-0323-T007
Session B	Date: 17.03.23 13:30-15:00	EAEY-OM-0423-T003
Session C	Date: 26.04.23 13:30-15:00	EAEY-OM-0423-T004
Session D	Date: 26.04.23 15:30-17:00	EAEY-OM-0423-T005

These training events can be booked through the [S4S website](#)

N.B. After booking on the training, all communications will be sent to the email address which is stored on the S4S booking website. This may be an office or administration email

address – please ensure that these details are up to date. If you have any difficulties updating this information, please contact Nicky at assessment@norfolk.gov.uk.