



2023/24 Statutory Assessment and Moderation

Please forward this on to your school Assessment Leads

Overview

2023/24 Statutory Assessment and Moderation will follow the usual timetable for KS2 only. KS1 is no longer statutory. Unannounced monitoring visits for KS2 tests and KS1 phonics testing will continue as usual.

Actions Required	By Date
Assessment Leads to sign up to STA alerts	asap
Teachers to sign up to moderation training	asap
Check STA website for 2023/24 updated guidance	23rd October 2023
Teachers to complete LA Moderator Application Form	24 th November 2023
All academies must select their LA moderation partner via this form (including if opting out)	12 th January 2024

STA Guidance

Schools should follow the [STA guidance](#) to ensure compliance with the requirements. The current guidance is listed below, and further guidance will be released in phases. The STA issue regular updates to all schools and Assessment Leads should [sign up here](#) to receive these alerts directly. Guidance is usually updated by the STA by **mid-October** and the links below will lead you to the updated guidance when uploaded by the STA. At the time of writing this briefing, the guidance is still for last year.

- [KS2](#) Assessment and Reporting Arrangements
- [KS2](#) Access Arrangements and [Timetable Variation](#) guidance
- [KS2](#) English writing frameworks (same as 2018/19)
- [The engagement model \(replaces P-scales\)](#)
- [Phonics screening check: administration](#)
- [Investigating allegations of maladministration](#)
- [KS2](#) Teacher Assessment Guidance

Key Dates

KS2 SATS

Monday 13th May – Thursday 16th May 2024.

Multiplication Tables Check

Schools must administer the MTC to all eligible Year 4 pupils between Monday 3rd June and Friday 14th June 2024. Please follow this guidance: [Multiplication tables check - GOV.UK \(www.gov.uk\)](#).

Phonics Screening Check

Phonics screening check will be administered as normal during 10th - 14th June 2024 following this guidance - [Phonics screening check administration](#).

Unannounced Monitoring of KS2 Tests and KS1 Phonics Screening Check

The LA has a statutory duty to undertake unannounced monitoring visits for at least 10% of schools. These unannounced visits can take place before, during or after the tests. Information regarding the areas of school practice that are scrutinised during these unannounced visits can be found in the ARA for each key stage.

Moderation Dates

25% of all schools will be moderated following a 4-year cycle, or earlier if a school has been targeted as 'at risk' by the STA or LA (further information will be provided).

- Notification of moderation visits will take place on or after Friday 10th May 2024 (tbc by the STA)
- Moderation visits will run from Monday 3rd June to Tuesday 25th June (tbc by the STA)
- The data submission deadline to the STA is Tuesday 25th June (tbc by the STA)

Academy Schools Selecting the LA as Moderation Partner

The LA will be recharging costs for statutory assessment monitoring and moderation to primary academy schools for the academic year of 2023-24. This recharge is in-line with the STA and ESFA funding provided to academy schools directly.

As you will know, all academy schools are responsible for confirming to the STA the LA with which they have an agreement for assessment monitoring and moderation by Friday 12th January 2024. If your academy school would like to use the London Borough of Hillingdon as your moderation and assessment provider for KS2 in 2023-24, you must confirm this via [this form](#) (including if opting out) by Friday 12th January 2024.

If your academy school plans to use a different local authority for moderation and assessment services this must also be confirmed by email, to register that you have opted out.

Recharging costs will be **£200** per academic year. This recharge includes the following services:

- Inclusion within the London Borough of Hillingdon's cycle of statutory assessment monitoring visits (KS2 tests and Year 1 Phonics Screening). A visit will be undertaken within 4 years as a minimum
- Inclusion within the London Borough of Hillingdon's cycle of statutory assessment moderation visits (KS2 teacher assessment). A visit will be undertaken within 4 years as a minimum
- Access to LA Assessment and Moderation briefing papers
- Invitations to moderation training

The requirement to take part in assessment arrangements is included in your funding agreement and is detailed in the KS2 national Assessment and Reporting Arrangements. This requirement is in place to ensure that the progress and attainment measures for schools and pupils is accurate for school accountability.

Please be aware that failure by an academy school to put in place an agreement with a local authority for the 2023-24 KS2 assessments may lead to suppression of results.

Training

Teachers from Hillingdon's Maintained schools are invited to attend the following funded LA briefing sessions. Academies can join if they have purchased Hillingdon's moderation offer.

New to Year 6 Moderation Briefing Session (online)

- Friday 10th November 2023
- 12:30 - 13:30
- Via MS Teams

Suitable for: teachers that have recently joined Year 6

Content: introduction to assessment and moderation requirements

Preparation: have access to a copy of the [KS2 TAF](#)

LEAP: [have this link open](#) to access resources which will be uploaded before the session

Please register to attend [HERE](#) by 3rd November 2023

KS2 LA Assessment and Moderation Briefing Session 1 (online)

- Wednesday 29th November 2023
- 13:30 –15:00 - KS2 writing briefing session for all Y6 teachers
- Via MS Teams

Suitable for: all Year 6 teachers

Content: STA guidance and requirements for writing

Preparation: have access to a copy of the [KS2 TAF](#)

LEAP: [have this link open](#) to access resources which will be uploaded before the session

Please register to attend [HERE](#) by 22nd November 2023

KS2 LA Assessment and Moderation Briefing Session 2 (online)

- Wednesday 21st February 2024
- 13:30 –15:00 - KS2 writing briefing session for all Y6 teachers
- Via MS Teams

Suitable for: all Year 6 teachers

Content: refresher STA guidance and requirements for writing. This second briefing session will be similar to Briefing Session 1 and teachers are welcome to attend both sessions to embed their understanding. Teachers do not need to attend the first session in order to attend the second session.

Preparation: have access to a copy of the [KS2 TAF](#)

LEAP: [have this link open](#) to access resources which will be uploaded before the session

Please register to attend [HERE](#) by 7th February 2024

We understand that the briefing session dates and times are not always suitable for some teachers however these are scheduled based on external resource availability. For teachers that cannot attend, the presentation slides used during the sessions will be shared after the event on [LEAP](#).

LA Moderators' Recruitment - Free CPD Opportunity

The LA is recruiting KS2 teachers to become moderators for the 2024 cycle of tests. We welcome applications from both new and experienced moderators. Full training is provided, and new moderators will be paired with experienced moderators to ensure they are fully supported. To apply, teachers should meet the STA requirements detailed below:

All LA moderators must be qualified teachers with recent and relevant experience of KS2 English writing assessment and internal or external moderation.

All LA moderators must be able to:

- Successfully complete the LA soft skills and STA standardisation process for moderation of KS2 writing (training provided).
- Systematically review evidence against the TA frameworks and adhere to STA guidance.
- Manage a professional discussion with teachers about the evidence presented and how a pupil's work meets the standard.
- Where appropriate, discuss and explain why a school's TA judgements cannot be validated.
- Provide accurate written and verbal feedback to the teacher(s) and Headteacher.
- Be fully released from school duties to attend training sessions during the year.
- Potential LA moderators must be available to moderate other schools for the whole of the moderation window (June) but will only be used for approximately 4 days during this period - actual dates known in May therefore flexibility with availability is essential. If you have other commitments, such as trips or need to cover in school then please do not apply this year.

Schools that provide teachers to the LA Moderation Team will be reimbursed for releasing teachers to undertake visits in June at £100 per day. External training for this role will be provided and funded by the LA. Please note that reimbursement will not be provided for the release of teachers attending moderation training as this is treated as funded CPD.

External moderation training can be an excellent opportunity for staff professional development and Headteachers are encouraged to share this information with all teachers who may wish to apply for consideration. Teachers who are interested in applying to be a LA Moderator should seek permission from the Headteacher and submit their [Application Form](#) by Friday 24th November 2023. Applicants will be contacted early December to discuss next steps.

LA Support

If you have any queries or require further support, you can email the LA Assessment & Moderation Team at schoolimprovementadmin@hillingdon.gov.uk.

Please keep up to date via [LEAP](#) where new information will be uploaded at each training point.