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Autumn term 2016

Monday 31 October

- Information for all: 'Test orders' section of [NCA tools](#) opens.
- Action for maintained schools, academies and free schools: Order modified versions of KS1 tests, including modified large print and braille, by Friday 25 November, if required.
- Action for independent schools: Independent schools choosing to take part in KS1 tests must place test orders for both standard and modified versions by Friday 25 November, and issue privacy notices to parents.
- Action for special schools, pupil referral units (PRUs), hospital schools and secure units: Confirm zero test orders by Friday 25 November if all pupils are working below the standard of the tests or all pupils are unable to access them.
- Action for maintained schools, academies and free schools: Order braille versions of the phonics screening check from the modified test agency on 0300 303 3019 by Friday 5 May, if required.

- Action for academies: Choose which LA will undertake monitoring of the phonics screening check and external moderation of KS1 teacher assessment (TA). Report this information to STA by the end of the autumn term.
- Action for independent schools: Independent schools choosing to use the interim TA frameworks should enter into an agreement with their chosen LA to externally moderate their TA.

Friday 25 November

- Information for all: 'Test orders' section of [NCA tools](#) closes.
- Reminder for maintained schools, academies and free schools: Deadline to order modified versions of the KS1 tests.
- Reminder for independent schools: Deadline for independent schools choosing to take part in KS1 tests to order standard and modified versions, and issue privacy notices to parents.
- Reminder for special schools, PRUs, hospital schools and secure units: Deadline to confirm zero test orders if all pupils are working below the standard of the tests or all pupils are unable to access them.

End of Autumn term

- Reminder for academies: Deadline to have chosen which LA will undertake monitoring of the phonics screening check and external moderation of KS1 TA. Report this information to STA.

Spring term 2017

March

- Information for all: KS1 test administration guidance, including the 'Test administrators' guide', published.

w/c Monday 27 March

- Information for all: Schools receive KS1 test materials (standard and modified).

Summer term 2017

April

- Information for all: Phonics screening check administration guidance published for 2017.

May

- Action for all: Schools administer KS1 tests during May.

Tuesday 2 May

- Information for schools: Optional KS1 English grammar, punctuation and spelling test available to download from NCA tools.
- Information for schools: KS1 mark schemes available on NCA tools.
- Information for schools: English reading and mathematics test materials available to download from NCA tools, if additional copies are required.

Friday 5 May

- Reminder for maintained schools, academies and free schools: Deadline to order braille versions of the phonics screening check from the modified test agency on 0300 303 3019.

Friday 19 May

- Action for local authorities: Inform schools on, or after, this date if they are going to receive an external TA moderation visit.

Monday 5 June

- Action for schools: Use raw score to scaled score conversion tables for KS1 tests, published on GOV.UK, to identify whether pupils have met the 'expected standard'.
- Action for schools: Submit KS1 TA to LAs by Thursday 29 June.
- Action for schools: Complete and submit the KS1 headteacher's declaration form (HDF) on NCA tools by Thursday 29 June.
- Action for local authorities: Undertake external moderation until Thursday 29 June.
- Information for all: KS1 test materials available on GOV.UK.

w/c Monday 5 June

- Information for maintained schools, academies and free schools: Schools receive phonics screening check materials.

w/c Monday 12 June

- Action for maintained schools, academies and free schools: Administer the phonics screening check this week.
- Action for maintained schools, academies and free schools: Submit phonics screening check results to LA by their given deadline.

Monday 12 June

- Action for maintained schools, academies and free schools: Complete and submit the phonics screening check HDF on NCA tools by Thursday 29 June.

w/c Monday 19 June

- Action for maintained schools, academies and free schools: Administer the phonics screening check to pupils who were absent last week.

Monday 26 June

- Information for all: Phonics screening check materials and threshold mark published on GOV.UK.

Thursday 29 June

- Reminder for schools: Deadline for schools to submit KS1 TA to LAs.
- Reminder for schools: Deadline for schools to submit the KS1 HDF on NCA tools.
- Reminder for maintained schools, academies and free schools: Deadline for schools to submit the phonics screening check HDF on NCA tools.
- Action for local authorities: Submit phonics screening check and KS1 TA data to DfE using COLLECT by Friday 28 July.

End of summer term

- Reminder for maintained schools, academies and free schools: Deadline to submit phonics screening check results to LA by their given deadline.
- Action for schools: Report to parents.

Friday 28 July

- Reminder for local authorities: Deadline to submit phonics screening check and KS1 TA data to DfE using COLLECT.

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