



Department  
for Education

Standards  
& Testing  
Agency

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Statutory guidance

# End of key stage 1 assessment arrangements

Updated 30 January 2015

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# 1.

## Summary

Teacher assessment (TA) is the main focus for end of key stage 1 (KS1) assessment and reporting. It is carried out as part of teaching and learning.

The statutory national curriculum tasks and tests must be administered to all eligible pupils who are working at level 1 or above in reading, writing and mathematics. These inform the final TA judgements reported for each pupil at the end of KS1.

Schools are not obliged to report task or test results separately. However, [parents](#) must be allowed access to their child's results on request.

# 2.

## What teachers must assess

At the end of KS1, you must summarise your judgements on pupils' attainment in relation to the [national curriculum level descriptions](#). You should reach a rounded judgement that:

- is based on knowledge of how a pupil has performed over time and across a range of contexts
- takes into account strengths and weaknesses of a pupil's performance through the key stage, including statutory tasks and tests

You need to determine:

- levels for reading, writing, and speaking and listening
- a level for each attainment target in mathematics
- a level for each attainment target in science

# 3.

## Pupils who should be assessed at the end of key stage 1

With some exceptions, all pupils in their final year of KS1 in the school year 2014 to 2015 must be assessed. This includes pupils still on the register at a maintained school or academy who are attending a special school or pupil referral unit (PRU). If you have any queries about which pupils should be statutorily assessed, you should contact your local authority (LA).

Pupils not on the register of a maintained school or academy that attend a PRU or hospital school are not required to be assessed. They are expected to receive a comparable education to a pupil in a mainstream school. Therefore it is recommended that KS1 assessments form part of their educational provision where appropriate.

All pupils moving on to the KS2 programmes of study in the next school year are regarded as being in the final year of KS1. Most of these pupils will be in year 2 and will reach the age of 7 by the end of the school year. A pupil who has been assessed earlier than their peers mustn't be statutorily assessed the following year.

If pupils aren't taught in specific year group classes, a pupil should be assessed in the school year in which he or she reaches the age of 7. This is provided the pupil will be moving on to the KS2 programme of study in the next school year.

Some pupils with special educational needs (SEN) may move on to aspects of the KS2 programmes of study without having completed all the KS1 programmes of study. Pupils remaining at KS1 shouldn't be reported.

### 3.1 Pupils working below level 1 of the national curriculum

The use of [P scales](#) is statutory for pupils with SEN who are working below level 1 of the national curriculum. In this context, SEN is defined by section 312 of the Education Act 1996

by reference to a pupil who has a 'learning difficulty'.

Pupils with SEN who won't progress beyond KS1 should be reported using P scales. You should report their performance when they reach the end of KS1 chronologically, with their initial peer group.

You need to use P scales to record and report the pupils' achievements in English, mathematics and science.

Pupils working towards level 1 of the national curriculum who do not have a special educational need should be reported as 'W' (Working below the level). This includes pupils who are working towards level 1 solely because they have English as an additional language. You should use the code 'NOTSEN' to explain why a pupil working towards level 1 doesn't have P scales reported.

### 3.2 If you're unable to make a teacher assessment

You may not be able to make a full TA judgement for some pupils, eg because of lengthy periods of absence. You should still record and report a [teacher assessment code](#).

# 4.

## Moderating the end of key stage 1 assessments

External moderation is statutory. It gives confidence that schools' TA judgements are accurate and consistent with national standards.

All maintained schools and academies will be moderated by their LA at least once every 4 years. The statutory [guidance for KS1 TA moderation](#) includes details of the moderation process and how visits are carried out. Headteachers and LA moderators must be familiar with this guidance. The following information gives an overview.

## 4.1 Local authorities

LAs are responsible for moderating TA judgements in at least 25% of their maintained schools, this must include 50% of infant schools within the LA. Every school must be moderated once every 4 years. They must also moderate any academies that have chosen to be part of their arrangements. LAs must provide a transparent appeals process.

The Standards and Testing Agency is responsible for monitoring the LA moderation process. We scrutinise all LAs to make sure their processes are robust and meet the [statutory national requirements](#).

## 4.2 Headteachers

Headteachers at participating schools are responsible for:

- ensuring that the required national processes are followed
- ensuring that their school's <sup>TA</sup> judgements are accurate
- submitting accurate <sup>TA</sup> data

You must make sure that those carrying out TA have enough opportunity to become familiar with national assessment standards, using funds available within the school's overall resources.

If there is evidence that a school has not followed national processes, this may be investigated as [maladministration](#).

If you have a moderation visit you must:

- ensure <sup>TA</sup> judgements have been internally moderated and challenged by the school

leadership

- provide your LA with a ranked list of pupils by class with their TA
- allow the moderator to enter your school at all reasonable times

During the visit you must:

- meet the moderator's requests for samples of pupils' classwork (including tasks and tests administered and results) or any other information reasonably required
- make time for the moderator to discuss the assessments with year 2 teachers

Your LA moderator will make a record of the visit. This will confirm:

- any TA judgements which the LA will consider additional evidence for a higher level
- any TA judgements which the LA will not consider additional evidence for a higher level
- any other TA judgements which the moderator has asked you to reconsider

You must submit accurate TA data to your LA which reflects any changes made as a result of an LA moderation visit. If you wish to submit TA which is different from that agreed during the visit you must contact your LA in advance. You will need to give evidence to justify your changes and reach agreement on final data. There could be a maladministration investigation of your school's TA if you submit changed data without your LA's consent.

## 4.3 Academies

Academies can't opt out of external moderation requirements.

Academies created before 1 September 2014 must choose their LA moderation supplier. This can be your geographical LA or another LA. We will ask you to confirm your choice in the autumn term, 2014.

If you became an academy after 1 September 2014 you will be part of your geographical LA's arrangements for the 2014-2015 moderation cycle.

## 4.4 Independent schools

Independent schools may submit their results to the Department for Education for inclusion in the national summary of results. If you wish to do so, your school must be moderated in the first year it participates and then at least once in every 4 year cycle. You must use an LA to process and verify your TA each year of the 4 year statutory moderation cycle.

Your school can only claim that its results are comparable with national or local results if it has taken part in the moderation process at least once in a 4 year cycle.

# 5.

## Reporting results of the end of key stage 1 assessments

Schools must report end of KS1 TA to their LA by the end of the summer term (or final term).

Some LAs may ask for the results earlier than the end of term. For all pupils you must include:

- a <sup>TA</sup> level in reading, writing, and speaking and listening
- a separate <sup>TA</sup> level for each science attainment target
- an overall <sup>TA</sup> level in mathematics and science

If a pupil transfers schools then you should use the guidance below to submit data.

Scenario	Action
A pupil starts at a new school before the summer half-term holiday	The new school must report the pupil's results to the LA
A pupil starts at a new school after the summer half-term holiday	The previous school must report the pupil's results to the LA, including pupils who transfer to a new school during the holiday

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A pupil moves school within year 2

The new school must report the end of key stage results to the pupil's parents

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You should refer to the [guidance on reporting results](#) for instructions and codes.

The outcomes of KS1 TA are loaded into [RAISEonline](#) during the autumn term, after assessments have been processed.

# 6.

## Maladministration

It is our statutory duty to investigate any matter brought to our attention relating to the accuracy or correctness of a pupil's TA. Our maladministration team will work closely with LAs to investigate any allegations of maladministration. The [maladministration investigation procedures](#) explain how we process allegations, as well as roles and responsibilities for school visits. This is supported by [guidance for LAs](#) carrying out visits on our behalf.

Once an investigation has finished we are responsible for deciding whether the school's TA is accurate. We may void the school's TA judgements if we conclude that there is doubt about the accuracy of pupils' assessments.

'Maladministration' refers to any act that:

- affects the integrity, security or confidentiality of national curriculum assessments
- could lead to results that do not reflect pupils' actual ability or unaided work

You should contact the [national curriculum assessments helpline](#) to report any issue with TA and/or any allegations of maladministration.





# 7.

## 'Parent' – a definition

The term 'parent' is used here as defined in section 576 of the Education Act 1996 as:

- parents of a pupil
- any person who is not a parent of a pupil but who has parental responsibility for the pupil
- any person who has care of the pupil

# 8.

## Getting help

### Standards and Testing Agency

53-55 Butts Road  
Earlsdon Park

Coventry  
CV1 3BH

Email

[assessments@education.gov.uk](mailto:assessments@education.gov.uk)

National curriculum assessments  
helpline  
0300 303 3013

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