

2014–2015

National curriculum assessments

Key stage 2 dates and deadlines

Visit **GOV.UK** for support and updates:
www.gov.uk/sta.

Read the:

- **'Assessment and reporting arrangements'**
- key stage 2 **'Test administrators' guide'**.

Use the **NCA tools** website at
<https://ncatools.education.gov.uk>
for all online test administration.

Read **our assessment update emails**.
These are sent to **NCA tools super users**
throughout the test cycle.

Update your school's details on the **EduBase**
website: www.education.gov.uk/edubase.

Contact the national curriculum assessments
helpline on **0300 303 3013** with any queries.

W/C 29 September 2014: Have you
created your new password for the
NCA tools website? All accounts have
been reset for the new test cycle.

Friday 28 November 2014: Have you
used NCA tools to place your test orders?
You can order standard and modified
versions.



September



October



November

Monday 29 September 2014:
'Test orders' section of NCA tools opens.



Standards
& Testing
Agency



January



February



March



April

Monday 2 February:

'Access arrangements' section of NCA tools opens.

Monday 23 February:

'Pupil registration' section of NCA tools opens.

By the end of February:

Schools contacted to confirm modified test orders.

March: 'Test administrators' guide' on GOV.UK, refreshed for 2015 administration period.

Monday 2 March: Have you submitted your applications for early opening and compensatory marks on NCA tools?

Friday 20 March:

Have you used NCA tools to complete pupil registration for all tests?

Level 6 pupil registration

Any pupils not registered for the level 6 tests **by Friday 20 March** will **not** be able to take them. You can withdraw children entered for the level 6 tests after the pupil registration deadline.

Monday 13 April: Have you checked NCA tools for the outcomes of your applications for early opening?

Monday 27 April: Have you submitted your applications for additional time on NCA tools?

W/C 27 April: Look out for your delivery of national curriculum test materials and stationery items. This will include modified and level 6 test materials if you ordered any.

Make sure you contact the national curriculum assessments helpline immediately on 0300 303 3013 if any materials are missing, damaged or open.

Summer term:

LA teacher assessment moderation visits take place.

Final week of spring term:

Schools notified of inclusion in local authority (LA) moderation visits.

Friday 15 May: Access arrangements section of NCA tools open for applications for special consideration.

Friday 8 May: Access arrangements section of NCA tools opens for notifications that a pupil has used a scribe, transcript, word processor or electronic or technical aid.

11 to 14 May:
key stage 2 test week
Remember you can apply for a timetable variation of up to 5 days if a pupil is absent for a test.

Friday 26 June: Have you submitted your teacher assessment data?
Have you checked NCA tools for the outcomes of any special consideration applications you have made?



May



June

Friday 22 May: Have you submitted any notifications that a pupil has used a scribe, transcript, word processor or electronic or technical aid, the headteacher's declaration form and any applications for special consideration on NCA tools.

Friday 22 May: Have all your test scripts been collected for marking? If not contact the national curriculum assessments helpline on 0300 303 3013.

Tuesday 26 May: Levels 3–5 and level 6 English and mathematics mark schemes are published on the 'Test orders' section of NCA tools.

Monday 1 June:
'Teacher assessment' section of NCA tools opens.

Tuesday 7 July: Pupils' results and marked script images published on NCA tools. Have you checked your test results and test scripts?

Level thresholds published on GOV.UK.

Friday 17 July: Have you completed any review applications using the guidance on GOV.UK?

Applications submitted after this date will **not** be accepted.

KEY STAGE 2 TEST TIMETABLE

Date	Levels 3–5 and level 6 test
Monday 11 May	Levels 3-5: English reading test Level 6: English reading test
Tuesday 12 May	Levels 3-5: English grammar, punctuation and spelling test Level 6: English grammar, punctuation and spelling test
Wednesday 13 May	Levels 3-5: mental mathematics test and mathematics Paper 1 No level 6 tests timetabled for this day
Thursday 14 May	Levels 3-5: mathematics Paper 2 Level 6: mathematics Paper 1 and Paper 2

The levels 3-5 tests **must** be taken before the corresponding level 6 tests on the scheduled day. All pupils who are entered for a level 6 test **must** also complete the corresponding levels 3-5 test.

Task	Deadline	
Order your key stage 2 tests	Friday 28 November	<input type="checkbox"/>
Submit any applications for early opening and compensatory marks	Monday 2 March	<input type="checkbox"/>
Complete your pupil registration for key stage 2 levels 3-5 and level 6 tests	Friday 20 March	<input type="checkbox"/>
Submit any applications for additional time	Monday 27 April	<input type="checkbox"/>
Submit the key stage 2 headteacher's declaration form	Friday 22 May	<input type="checkbox"/>
Submit any notifications that a pupil has used a scribe, transcript, word processor or electronic or technical aid	Friday 22 May	<input type="checkbox"/>
Submit any applications for special consideration	Friday 22 May	<input type="checkbox"/>
Submit your teacher assessment data	Friday 26 June	<input type="checkbox"/>
Submit any review applications	Friday 17 July	<input type="checkbox"/>
Report to parents	End of summer term	<input type="checkbox"/>



July

**By the end of the summer term
(or sixth term)**

Have you reported to parents?

National curriculum assessments helpline
For general enquiries about national curriculum tests

Tel: 0300 303 3013
Email: assessments@education.gov.uk
Website: www.gov.uk/sta



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