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Standards  
& Testing  
Agency

## Key stage 1

### Publication: phonics screening check guidance

The [phonics screening check administration guidance](#) is now available for school staff who will be involved in administering the check in June.

We have also published [monitoring visits guidance](#) to support local authorities in making their arrangements for visits and to inform schools about what to expect if they receive one.

### Information: delivery of phonics screening check materials

Due to some schools being used as polling stations for the general election on Thursday 8 June, we will not attempt delivery of phonics screening check materials on this day. Instead we will deliver your phonics check materials on all other days from 5 to 9 June.

### Reminder: prepare to administer KS1 tests

Schools must administer the KS1 tests between Tuesday 2 May and Wednesday 31 May. You should have received your KS1 test materials at the end of March. Additional materials, including the optional English grammar, punctuation and spelling test, will be available to download from the 'Test materials' section of [NCA tools](#) from Tuesday 2 May.

To avoid potential allegations of maladministration, we recommend you do not print KS1 mark schemes until all pupils have taken the tests.

All staff who will be involved in the administration or marking of KS1 tests should read the [test administration guidance](#).

## Key stage 2

### Information: delivery of KS2 test materials

We're delivering KS2 test materials to schools this week. Headteachers must check their school's delivery against the delivery note to ensure they have the correct number and type of test materials.

You must [keep materials secure](#) and treat them as confidential until Friday 19 May. If you haven't received your test materials by Friday 28 April, contact the national curriculum assessments helpline on 0300 303 3013.

### Information: how to vary the KS2 test timetable

Some pupils may need to take a test at a different time from the rest of the cohort, or up to 5 school days after the date specified in the test timetable.

If the circumstances meet the strict criteria given in the [timetable variation guidance](#), you should complete the appropriate form in the 'Access arrangements' section of [NCA tools](#). We've also published a video explaining [how to apply](#).

You must wait for approval before administering a test on a different day. Under no circumstances should a test be taken before the published test date.

The [guidance](#) also includes a table summarising the action you need to take if a pupil is late or absent on the day of a test.

### Reminder: prepare KS2 test administrators

You should use the [test administration guidance](#) to prepare school staff who will be involved in administering KS2 tests.

We have also published [modified test administration guidance](#). This includes instructions for administering modified large print or braille versions of the KS2 tests, and for administering standard versions to pupils with a hearing impairment.

### Reminder: monitoring visits guidance

Your school may receive a monitoring visit before, during or after test week.

[KS2 monitoring visits guidance](#) supports local authorities in their arrangements for monitoring visits and informs schools about what to expect if they receive one.

## Primary assessment

### Information: local authority (LA) moderators

Following the Secretary of State's [announcement](#) last October, we've been delivering national standardisation training for all LA moderators of the teacher assessment of English writing at KS1 and KS2.

All moderators who have been approved to moderate the teacher assessment of English writing will be issued with a confirmation letter from STA.

### Information: updated primary accountability technical guidance

DfE has published an updated version of the [primary accountability technical guidance](#). This includes information on the proposed changes to the methodology in 2017 for including pupils below the standard of the test in the progress measures. It also confirms that the thresholds for floor standards and the coasting definition for 2017 will be set in the autumn.

### Information: resources for parents

In March we produced a leaflet and 2 videos aimed at parents with children in year 2 and year 6. They provide information on the purpose and format of tests, how parents can support their children and how results will be reported.

You may find these [resources](#) useful during discussions with parents about the KS1 and KS2 tests.

### Information: STA's attendance at the Academies Show, Wednesday 26 April

Due to the forthcoming general election, STA will no longer be attending the Academies Show.

The event will still go ahead. Entry is free and you can register [here](#) for tickets.

### Reminder: spring term survey

Last week we sent out our [spring term survey](#). Thank you to all of you who have responded so far.

For those schools who may have missed the mailing due to Easter holidays, we'd be very grateful if you would complete the survey by Friday 5 May. It should take no longer than 15 minutes to respond and will help us to plan for next year's test cycle.

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