



KEY STAGE 1 MODERATION / DATA PROCESSING – 2011

Benchmark North Ltd. has once again been awarded **accreditation** by QCDA, to act as an independent agency in respect of the moderation of Key Stage 1 SATs for schools in the private sector. We are pleased at the continued trust which QCDA place upon us in respect of carrying out this work. In addition to carrying out the full moderation we are continuing to offer the **data analysis** service for those independent schools not required to be moderated.

FULL MODERATION (including processing of teacher assessment data)

The specifications for the **full moderation** includes an attachment and visit of a named person: our experience indicates that this is the best way of ensuring that the administrative requirements of QCDA together with the maintenance of a quality approach to pupils' learning in respect of the Key Stage 1 curriculum, are met. It is our view that this practice benefits the school and maintains the rigour of the moderation. (Note: the requirement for moderation to take place within a four year cycle has not altered)

Successful moderation is a pre-requisite of your school's data being included in the national data analysis along with the opportunity to compare your results to those of other schools or the national figures. Schools that wish their results to be included in the national data require a full moderation if the last one was carried out in the academic year **2006/2007** or any year prior to that.

All personnel involved in the moderating process are experienced in implementing and assessing the national curriculum, either as Heads, Advisers, class teachers, or teacher advisers working from within LEAs. Two of our senior moderators participate in the QCDA training related to writing and have subsequently worked with schools on the provision of writing inset for their staff. Our moderators provide specialist expertise related to the core subjects of English, Mathematics and Science as well as the general classroom experience: they know what is entailed in the process of monitoring and assessment, because they have done it, including the not so easy aspects of work. The use of quality and experienced people in the process of moderating Key Stage 1 is a key element of the Benchmark approach.

We are continuing to offer our guarantees in respect of the speed of turn round of the documentation received from schools.

Scrutiny of Scripts - on the assumption that there are no conflicting views about the accuracy of the marking or interpretation of the levels awarded we will turn the scripts around **within seven working days** of their receipt at the office. Obviously, where there is a disagreement between the moderator and the school it may not be possible to remain within the time scale.

PROCESSING OF TEACHER ASSESSMENT DATA

Independent schools can submit their results to the DCSF for inclusion in the national analysis of data or compare their results to other schools or national figures if a full moderation has been carried out in the academic year **2007/2008** or any year since.

Data processing for Independent schools can be carried out but results will not be forwarded to the DfE or included in the national analysis of data if a full moderation has not been carried out since summer 2007.

You will receive a paper copy and electronic copy of the Independent Schools' spreadsheet; you may choose either method to return your results to us.

Once your results have been verified, Benchmark North Ltd. will guarantee to process your data and return the necessary documentation to you within

- **five working days** (if the completed electronic spreadsheet is returned) or
- **seven working days** (if the completed paper copy is returned)

of receipt of the spreadsheet at the office.

Inaccuracy of completion of the data could well mean that the time scale cannot be guaranteed.

Dispatch of the results to the DfE will be in accordance with the nationally specified time scale.

If we can be of any help or assistance, be it with the Key Stage 1 Moderation process or any other matter, please do not hesitate to give us a call.

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