

## To be undertaken by the Year 2 teacher(s)

**Note:** TA judgements should be made using the 'pupil can' statements in the KS1 Teacher Assessment Framework from 2018/19 onwards. Pupils working below the national curriculum standard should be assessed against the Pre KS1 'pupil can' statements in the Pre-KS1 TA Framework.

## Enter KS1 TA data directly into NC Key Stage 1 2022 markbook for Reading, Writing, Maths & Science

1. Log in to Unify/Integris > Go to **Modules > Assessment > Markbook** > click + next to **My Markbooks** folder to open that folder. *This will give you the list of the markbooks available to you.*
2. Select the **NC Key Stage 1 2022** markbook for your Year 2 class (or for Year 2 > click **Open a Markbook** icon to open it.
3. **Click + at the top of a blue unit** to reveal the data columns/ click - to hide the columns

*Data columns for completion – see Appendix 2 for data values expected*

Markbook - NC Key Stage 1 2022 - Class 2B (2021/2022)

English												Mathematics	Science
		KS1 En Rea	KS1 En Wri	KS1 En SPE	KS1 En GPV	KS1 En GPS	KS1 En GSS	KS1 En GOU	KS1 En RD1	KS1 En RD2	KS1 En RDT	KS1 En RSS	KS1 En ROU
Name													
Christmas, Evie						0					0		
Gaye, Marv						0					0		
Harsh, Ebie						0					0		

English: complete KS1 En Rea & KS1 En Wri columns only

Markbook - NC Key Stage 1 2022 - Class 2B (2021/2022)

Mathematics												Science
		KS1 Ma TA	KS1 Ma ARI	KS1 Ma TOT	KS1 Ma REA	KS1 Ma SS	KS1 Ma OUT					
Name												
Christmas, Evie						0						
Gaye, Marv						0						
Harsh, Ebie						0						

Maths: complete KS1 Ma TA column only

Markbook - NC Key Stage 1 2022 - Class 2B (2021/2022)

Science												Mathematics	English
		KS1 Sc TA											
Name													
Christmas, Evie													
Gaye, Marv													
Harsh, Ebie													

Science: complete KS1 Sc TA only

**A note about the pupils listed:** Pupil names listed should reflect the pupils in the current roll (i.e. new pupils that have started should also be listed). Please refer to **Appendix 2** for explanation about which pupils should be included – check with your administrator for missing pupils

**Note:** Do you need to print a hard copy of the KS1 TA columns to complete prior to entering into the markbook? If yes, click on Print (top right), remove the ticks in the boxes next to the units (U) and then open each unit and select the following columns by placing a tick into the box next to: KS1 En Rea; KS1 En Wri ; KS1 Ma TA; Ks1 Sci TA. Click 'Show gridlines' and then click OK.

### Entering data

Please note following: Reading, Writing and Maths values are EM, PK1-4, WTS, EXS and GDS  
Science values are EXS and HNM – see Appendix 1 p.3 for further details

#### 4. You can enter a result at a time for each individual pupil

- Click into a cell for a pupil and enter a value and press <Enter> key to move down to the next pupil in the same column or

Double click a cell and select the value from a list and click OK.

**Tip!** You can click on a surname letter in the left margin to view only pupils with surnames starting with selected letter and then click into their individual cells and enter/edit data. [Then click \* at the top of the left margin to view ALL pupils again].

OR

#### 5. You can populate ALL the column with same value and then edit individual pupil results

- Left click the heading cell of the column you want to complete and select **Modify Column Values New Value** in the pop-up window > select the value you want (e.g. EXS) and click **OK**.

You can then make changes to individual cells by either single clicking a cell and entering data or double-clicking cell and selecting value from a list followed by OK.

#### 6. Click Save regularly!

#### 7. Click **BACK** (bottom left of screen) to exit the markbook

When you have completed and checked the NC KS1 2022 markbook, notify your administrator.

## Appendix 1 - KS1 Data Values and explanation

For reading, writing, mathematics and science, use TA frameworks guidance at <https://www.gov.uk/government/publications/teacher-assessment-frameworks-at-the-end-of-key-stage-1> for each subject in the framework to assess pupils working at the standard of the national curriculum assessments.

### Pre-key stage standards

The pre-key stage standards at <https://www.gov.uk/government/publications/pre-key-stage-1-standards> must be used for pupils working below the standard of national curriculum assessments engaged in subject-specific study. This may include those pupils who cannot communicate in English.

Please note: For KS1 science framework, pupils are judged as either 'working at the expected standard' or 'has not met the expected standard'. They cannot be assessed with the pre-key stage standards.

### The Engagement Model

For pupils working below the standard of the national curriculum assessments and not yet engaged in subject-specific study. Statutory from September 2021 and replaces P scales 1- 4.

The 'D' code, previously used for those pupils 'disapplied' has been withdrawn for KS1 TA.

The Engagement Model - <https://www.gov.uk/government/publications/the-engagement-model>

### KS1 Markbook 2022 - Data Values you can use

Reading	Writing	Maths	Science
EM	EM	EM	HNM
PK1	PK1	PK1	
PK2	PK2	PK2	
PK3	PK3	PK3	
PK4	PK4	PK4	
WTS	WTS	WTS	
EXS	EXS	EXS	EXS
GDS	GDS	GDS	
A	A	A	A

Explanation of codes	
EM	Below the standard of the pre-key stage – assessed against <b>Engagement Model</b>
PK1-4	Pre-Key stage – pupils working below the national curriculum assessment standard TA judgements based on ' <b>Pre Key Stage 1 Standards</b> ' Framework.
HNM	Science only - has not met the expected standard (not defined standard, used for those that have not met the criteria for the standard, but working above p-scales)
WTS	Working towards the expected standard
EXS	Working at the expected standard
GDS	Working at a greater depth within the expected standard
A	Absent for long periods or recently arrived

### Appendix 2 KS1 Test period - Tues 3<sup>rd</sup> May – Fri 27<sup>th</sup> May 2022

#### How to deal with leavers/starters for KS1

##### Q & A about pupils leaving/starting your school

Q: What do you do with pupils that have **left** your school **after Friday 27<sup>th</sup> May 2022** (i.e. effectively, up to half-term) and after the test period?

A: If you are the last school the pupil attends before the half term your school is responsible for reporting KS1 TA data. Therefore, you must ensure these pupils have KS1 data entered for all required columns. These pupils must be included in your return to the LA.

Q: What do you do with pupils that have left your school and started at their new school **on or before Friday 27<sup>th</sup> May 2022** (i.e. effectively before half term) and during the test period?

A: The new school is responsible for finding out which tests have been administered to the pupil and administer any remaining tests. Your school needs to agree with the new school who will report KS1 TA data.

If as the last school, you have agreed with the new school that you are not submitting the TA data for the pupil, the pupil can remain on the markbook with blank TA data boxes. At the point later in the process when the administrator creates the return for the LA, they can be excluded from the return. Of course, your school is still required to send a CTF to the new school.

Q: What do you do with pupils that have left your school **before Friday 27<sup>th</sup> May 2022** and have NOT started at their new school until AFTER half term?

A: As your school is the last school the pupil attended before the half term your school is responsible for reporting KS1 TA data. Therefore, you must ensure these pupils have KS1 TA data entered for all required columns. These pupils must be included in your return to the LA.

Q: What do you do with pupils who have **started** your school **on or before Friday 27<sup>th</sup> May 2022** and during the testing period?

A: As the new school, your school is responsible for contacting the previous school to find out which tests have been administered to the pupil and administer any remaining tests. Your school needs to agree with the previous school who will report KS1 TA data.

If you agree that your school will report KS1 TA data, you must ensure these pupils have KS1 TA data entered for all required columns.

Q: What do you do with pupils who have **started** your school **after Friday 27<sup>th</sup> May 2022**?

A: You do not need to enter any KS1 data for these pupils – they can remain on the markbook with blank data boxes. The previous school the pupil attended prior to summer half-term will be responsible for returning KS1 data. At the point later in the process when the administrator creates the return for the LA, they will be excluded from the return.