



Key Stages 1 and 2

Key Dates and Actions for the Assessment and Moderation of Communication, Using Mathematics and Using ICT 2019/20

- You have already been notified about your school's participation in moderation for **Communication, Using Mathematics** or **Using ICT** this year.
- As part of the assessment arrangements, your school needs to carry out **internal standardisation**, before moderation.

Moderation Standards Verification (*All schools*)

To confirm that schools share a common, accurate understanding of the standards described in the Levels of Progression:

Your school should submit **samples of pupils' work** to CCEA for the skill you have been assigned (Communication, Using Mathematics or Using ICT). This **school submission** should represent each of the numerical levels that your school intends to report this year.

Key Dates	Communication	Using Mathematics
By 10 February 2020 for Communication and Using Mathematics	For Communication , you must submit a total of six pieces of pupil work for each level you intend to report, to include: <ul style="list-style-type: none"> three Reading samples; three Writing samples; and samples set in a range of contexts. The submission can include any number of CCEA Assessment Tasks or none.	For Using Mathematics , you must submit a total of three pieces of pupil work for each level you intend to report, to include: <ul style="list-style-type: none"> no more than one response per level to a CCEA Assessment Task; and samples that demonstrate breadth across the Requirements and the Knowledge and Understanding.
By 9 March 2020 for Using ICT	Using ICT For Using ICT , you must submit a total of five pieces of work for each level you intend to report, to include: <ul style="list-style-type: none"> evidence of Explore (both bullet points) and Express at each level; samples set in a variety of contexts; and at least two different types of ICT at each level. The submission can include any number of CCEA Assessment Tasks or none.	
By 5 May 2020	CCEA will moderate the school submissions and provide feedback. If CCEA, through your school submission, can't yet verify your school's understanding of the standards, you will be offered additional support by the Moderation Team.	
By 22 May 2020	Your school must submit an Electronic Data Interchange (EDI) file to CCEA through C2k including: <ul style="list-style-type: none"> details of Year 4 and Year 7 pupils; and the levels that teachers have awarded to each pupil in Communication, Using Mathematics and Using ICT. 	

Where possible, the **school submission** should include work produced in the current school year. This can be from any year group. If you don't yet have suitable samples for a particular level at this point in the year, you can include work from the previous two years, unless it is work which has been previously moderated by CCEA.

Moderation Follow-up

(*Only schools whose understanding of the standards has not yet been verified*)

End of May/Early June 2020	CCEA will contact the schools involved in Moderation Follow-up to offer additional moderator support.
June to September 2020	CCEA will provide support to schools wishing to avail of support as appropriate.