

KS2 Writing Moderation - Additional information for schools

Selection Process

Each year, local authorities are required to externally moderate at least 25% of maintained schools and 25% of academies and participating independent schools that opt in to local authorities' external moderation provisions. However, this may fluctuate year by year depending on a number of factors, including planned revisits, revisits requested by STA, or late-notice school closures impacting scheduled moderation. Local authorities must also ensure that all schools they are responsible for are moderated at least once every 4 years or more frequently if required. You can find examples of when more frequent additional visits may be appropriate in [Local authority responsibilities](#).

Factors that may be considered include:

- teachers who are new to year 6 teaching, such as newly qualified teachers or experienced teachers who are new to year 6 teaching
- a new senior leadership team, such as a new headteacher
- schools who have a year 6 cohort where in previous years they did not, particularly within the 4-year moderation cycle
- concerns from previous local authority visits
- concerns from previously submitted data or test outcome comparisons
- newly converted academies
- Ofsted concerns
- STA notification of concerns
- Data showing significantly different results on moderated years compared to non-moderated years

Escalation Process – when teacher assessment data submitted on the NCA portal does not match moderated data

Each year, we cross check our moderation forms with the data moderated schools submit on the NCA portal. Usually, there are anomalies with around 20% of the moderated schools.

The moderation manager will investigate and resolve the discrepancy; moderated judgements are the ones that should be reported. Schools that are externally moderated are expected to submit their data after the moderation visit and in line with the agreed moderation judgements.

Example timeline of events:

- The local authority compares the submitted data with the moderation record and evidence from the moderation visit
- The school is contacted and asked to explain the discrepancy – this is often just an administration error

- If the submitted judgements are incorrect, the school may be required to amend and resubmit the data so that it reflects the moderated outcome
- The local authority may notify the Standards and Testing Agency (STA) if the school refuses to do this and this would constitute a concern that may trigger a visit the following year
- In more serious cases, where there appears to have been a deliberate failure to report agreed outcomes, the issue could potentially be considered maladministration and would be reported to STA as such

If re-moderation is taking place, schools must provide additional evidence to the moderators, who will approve the level change. This is documented on the moderation visit form. Schools are not authorised to make changes to levels agreed at moderation in any other circumstances.

From a moderation perspective, the key principle is that the data submitted should reflect the final judgements agreed through the statutory moderation process, not a school's pre-moderation judgements or changed judgements, unless a formal re-moderation process has taken place.

For any queries, please contact claire.jones@shropshire.gov.uk