



West Norfolk
Academies Trust

Primary Assessment Policy

Reviewed by: Governing Body

Approved: November 2023

Review Date: September 2024

This policy sets out the expectations of assessment across all West Norfolk Academy Trust Primary Schools. It is intended to give an overview of the assessment methods that we use and how these are used within individual schools and across the trust.

Types of Assessment

- **Formative Assessment** - a wide variety of methods that teachers use to conduct in-lesson evaluations of children's understanding, learning needs, and progress during a lesson or over a course of lessons e.g. live marking, questioning, observation and discussions.
- **Summative Assessment** – an assessment of where children are up to a given point in time. e.g. end of unit assessments, tests and hot writes.

National Assessments

- **Early Years Foundation Stage (EYFS)** – Baseline assessments are completed within the first three weeks of the academic year. These are completed by the class teacher using the resources and reporting methods provided by the DfE.
- **Phonics Screening Check (Year 1)** – Children are assessed for their phonic knowledge in June using resources provided by the DfE, this information is reported to the DfE and kept on Pupil Asset.
- **Year 2 National Curriculum Tests & Teacher Assessment** - Children take tests for Reading and Maths and this is used to inform teacher assessment alongside their books. Writing is teacher assessed based on evidence in their books, this is moderated in school, as a trust and (when selected) the Local Authority.
- **Year 4 Multiplication Tables Check** – Children take a test to determine if they can recall their times tables fluently. Its purpose is for school to identify pupils who have not yet mastered their times tables, so that additional support can be provided. These tests are completed online using the DfE resources.
- **Year 6 National Curriculum Tests & Teacher Assessment** – Children take tests for Reading, Maths and Grammar, Punctuation and Spelling (GPS) which is externally marked. Writing is assessed using evidence in children's books using the assessment framework provided by the DfE. It is moderated in school, across the trust and (when selected) the Local Authority.

Moderation

- Moderation is the process of teachers sharing, working through and agreeing their understandings of expected levels. It supports teachers to compare their own judgments to either confirm or adjust them. Teachers collaborate to establish a shared understanding of what quality evidence looks like.
- We moderate between classes and year groups in school, across the trust primaries, (when selected) the Local Authority and the DfE exemplification materials.
- Baseline assessments in EYFS are moderated in the first term.

Year Group Assessments

EYFS	Baseline, end of Spring and Summer; 6 weekly Read Write Inc.
Year 1	End of Autumn term teacher assessment; Spring/Summer NFER; teacher assessment for writing; Half-termly phonics and end of year phonics screening check; 6 weekly Read Write Inc.
Year 2	Autumn and Spring term NFER; teacher assessment for writing; Half-termly phonics and end of year Optional National Curriculum Tests; phonics screening check; 6 weekly Read Write Inc.
Year 3	Termly NFER Maths, Reading and GPS, Teacher Assessment for Writing
Year 4	Termly NFER Maths, Reading and GPS, Teacher Assessment for Writing; Half-termly Year 4 Multiplication Test
Year 5	Termly NFER Maths, Reading and GPS, Teacher Assessment for Writing
Year 6	Termly Maths, Reading and GPS using past KS2 papers, Teacher Assessment for Writing

** In addition to the above we use end of unit 'hot writes' for English, extended writing and end of unit assessments for all of the other subjects*

Inclusion

- To support our children with additional needs we provide tests on different colour paper, in braille and in different size font. Should children need additional time to account for delayed processing time, this is applied for.

Reporting to Parents

- Results of end of year assessments and national tests are sent home to parents annually.

Tracking Assessment

- Primary schools within the West Norfolk Academies Trust use Pupil Asset to record and track assessment.

Assessment Schedule

- See appendix 1 for Key Assessment Dates and deadlines.

Appendix 1

Key Assessment Dates 2023/2024



WNAT Primaries Key Assessment Dates 2023/2024



Date		Description	Data Uploaded By
Autumn 1	w/c 11/09	• Reception Baseline (<i>within first three weeks</i>) STA Baseline & Pupil Asset	29/09/23
	w/c 11/09	• Y6 Baseline Assessment (KS2 2022 Paper)	15/09/23
	w/c 16/10	• Foundation Subject Assessments	20/10/23
Autumn 2	w/c 04/12	• Whole School Assessment [EYFS, Y1&2 Phonics, Y4 Multiplication Check, Y1 – Y5 NFER; Y6 (KS2 2019 Paper)]	11/12/23
	w/c 11/12	• Foundation Subject Assessments	15/12/23
Spring 1	w/c 12/02	• Foundation Subject Assessments	16/02/24
Spring 2	w/c 18/03	• Whole School Assessment [EYFS, Y1&2 Phonics, Y4 Multiplication Check, Y1 – Y5 NFER; Y6 (KS2 2023 Paper)]	25/03/24
	w/c 25/03	• Foundation Subject Assessments	27/03/24
Summer 1	w/c 13/05	• KS2 SAT's	N/A
	w/c 20/05	• Foundation Subject Assessments	24/05/24
Summer 2	w/c 03/06	• Y4 Multiplication (<i>over two weeks</i>)	N/A
	w/c 10/06	• Y1 Phonics & Y2 Catch Up – Submit to Education Achievement Service Data Team via Anycomms +	Submit to LA 21/06/24
	Fri 24/06	• EYFS Profile Assessments – Submit to Learning & Achievement Data Team via Anycomms +	21/06/24
	Tues 20/06	• KS2 Teacher Assessments – Submit to STA	28/06/24
	w/c 01/07	• Whole School Assessment [Y1 – Y5 NFER]	08/07/24
	w/c 08/07	• Foundation Subject Assessments	12/07/24

all in exam conditions – Y6 with 121's extra time etc.