



Key Stage 3

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	Using ICT
By 10 February 2020 for Communication, Using Mathematics and Using ICT	For Communication , you must submit a total of six pieces of pupil work (which may include CCEA-Approved/Exemplar Assessment Tasks) 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. 	For Using Mathematics , you must submit a total of three pieces of pupil work (which may include CCEA-Approved/Exemplar Assessment Tasks) for each level you intend to report, to include samples that demonstrate breadth across: <ul style="list-style-type: none"> • the Requirements; and • the Knowledge and Understanding. 	For Using ICT , you must submit a total of five pieces of work (which may include CCEA-Approved/Exemplar Assessment Tasks) for each level you intend to report, to include: <ul style="list-style-type: none"> • evidence of Explore, Express, Exchange and Evaluate; and • samples of work that demonstrate breadth of experience of Using ICT (using different types of software across different Areas of Learning).

The school submission can include work 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 any year since your last moderation in that skill.

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 10 pupils; and • the levels that teachers have awarded to each pupil in Communication, Using Mathematics and Using ICT.

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.