

KS2 Access Arrangements

Key Stage 2 Access Arrangements 2018

Some pupils with specific needs may need additional arrangements so they can take part in the KS2 tests in May. Access arrangements are adjustments that can be put in place to support these pupils.

Access arrangements should be based primarily on normal classroom practice and they must never provide unfair advantage. Schools may be asked for evidence of routine and regular provision if subject to an external monitoring visit during KS2 test week.

The type of arrangement available will fall into one of the following categories:

Arrangements requiring **permission** from STA

Access Arrangement	Deadline for applications	Notification by STA
Compensatory marks for spelling	Monday 26 Feb 2018	Monday 9 April 2018
Early Opening	Monday 26 Feb 2018	Monday 9 April 2018
Additional time	Monday 23 April 2018	On submission of the application

Arrangements requiring a **notification** to STA:

Access Arrangement	Notification forms available at NCA tools website
Administering test off the school site	Tuesday 8 May 2018
Use of a scribe	Tuesday 17 May 2018
Use of a transcript	Tuesday 17 May 2018
Use of word processor or other technical or electronic aid.	Tuesday 17 May 2018

All notifications **MUST** be submitted by May 25 2018

School delegated arrangements

All other access arrangements may be used without prior approval or the need to notify STA. The use of the following arrangements in test **MUST** reflect normal classroom practice

Access Arrangement	Subject	Guidance
Written or oral translation (If written see transcription guidance)	Mathematics	Translators cannot be another pupil or a relative, carer or guardian of the pupil.
Readers	GPS Mathematics	See additional guidance for GPS test
Prompters	All subjects	For severe attention problems
Rest breaks	All subjects	All sections of the test to be administered on the timetabled day.
Apparatus	Mathematics	Number apparatus, counters and number squares must not be used.

For detailed information about the appropriate use of access arrangements at the end of KS2 please refer to the STA 2018 Access Arrangements guidance at:

<https://www.gov.uk/government/publications/key-stage-2-tests-access-arrangements>

The Access Arrangements section of the NCA Tools website is now open for applications for compensatory marks, early opening and additional time.

If you have a query about KS2 access arrangements please contact swinter@westst.org.uk or call 01752 891790

KS1 Access Arrangements

Key Stage 1 Access Arrangements

Teacher assessment judgements in reading, writing, maths and science are reported at the end of KS1. TA is based on a broad range of evidence from across the curriculum and knowledge of how a pupil has performed over time and in a variety of contexts. KS1 tests are designed to test pupils' knowledge and understanding of the KS1 programmes of study.

Teachers must administer the reading and mathematics test to help make a secure judgement for their final TA at the end of KS1. Schools may choose to administer the grammar, punctuation and spelling test. The tests make up one piece of evidence for the overall TA judgement. Some pupils with specific needs may need additional arrangements so they can take part in the KS1 tests. Access arrangements are adjustments that can be put in place to support those pupils.

STA have issued specific guidance detailing the access arrangements available for pupils participating in the KS1 tests. Access arrangements should be based on normal classroom practice and they must never provide an unfair advantage. Some pupils may not be able to access tests, despite the provision of additional arrangements.

Schools do not need to request permission from STA to use any access arrangements for KS1 tests. But they must ensure that any arrangements put in place don't advantage or disadvantage individual pupils.

Access arrangements may be appropriate for pupils:

- With a Education, Health and Care Plan or equivalent.
- For whom provision is being made in school using the SEN Support system or whose learning difficulty and/or disability significantly affects their ability to access the tests.
- Who have behavioural, emotional or social difficulties
- With English as an additional language and who have limited fluency in English.

If you have a query about KS1 access arrangements please contact swinter@westst.org.uk or call 01752 891790

Access Arrangement	Subject	Guidance
Additional time	All subjects	The tests are not strictly timed. Consider the pupil's needs and all available access arrangements before making a decision.
Scribes	All subjects	Consider use of a word processor or making a transcript as a more suitable alternative.
Word processor or other technical or electronic aids	All subjects	Ensure that functionality of the equipment is tested. See page 7 for details.
Written or oral translations	Mathematics	A translator must not be another pupil or a relative, carer or guardian of the pupil requiring a translation.
Readers	Mathematics and Grammar, Punctuation and Spelling	GPS—please use the additional guidance see page 9 for details Readers are usually teachers or support assistants.
Prompters	All subjects	Must be used on a one to one basis. Should be the pupil's own learning support assistant.
Rest breaks	All subjects	Think about the logistics of ensuring that tests are not discussed during rest breaks.
Transcripts	All subjects	Complete at the end of the test with the pupil present.. Remember to use a different coloured pen.

For detailed information about the appropriate use of access arrangements at the end of KS1 please refer to the STA 2018 Access Arrangements guidance at:

<https://www.gov.uk/government/publications/key-stage-1-tests-access-arrangements>