

FAO: English Lead / Headteacher

CHILDREN'S SERVICES & SKILLS

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Your ref:

Date: 10 October 2018

Our ref: SH/FC

Dear Colleagues,

Writing Moderation Autumn Term 2018

Y1 & Y2: Monday 5th November 2018, 1.30 – 4.00pm at Sans Souci

Y3 & Y4: Monday 12th November, 9.00 – 11.30am at Sans Souci

Y5 & Y6: Monday 19th November, 9.00 – 11.30am at Sans Souci

Please note that all 3 sessions are now full.

If you have a member of staff attending one of the above events, please can you forward this information to them and ensure they bring a collection of evidence to this event. This should include: At least 6 samples of evidence for 1 child in your class that is either working at the expected standard or is on track to be working at the expected standard by the end of the year. Samples should include independent writing from across different genres/subjects, including spelling evidence/dictation etc.

The purpose of this moderation is to ensure that you can provide enough evidence to discuss with a table colleague why you confidently think **this pupil is either working at OR on track to be working at the expected standard by the end of the year**. I have attached the agreed LA teacher moderation sheets which you will need to have completed prior to this event. The work should already have been moderated within your school. I have attached an optional record sheet if you would like to use to record the school moderation of this work. Anything that isn't in the evidence base but has been achieved can be re-evidenced in a small paragraph written by the teacher, which can be referred to during discussion about the pupil.

I will provide you with the Local Authority record of moderation sheets on the day, along with evaluation forms.

I look forward to seeing you all then.

The reading proformas are also attached with this letter so that you have them in advance. Reading and writing moderation dates for spring and summer will be sent out in due course .

Yours sincerely

S. Hickerton

Susan Hickerton

Education Improvement Adviser (English)
Early Years & Education Improvement Service