

FAO: English Lead / Headteacher

CHILDREN'S SERVICES & SKILLS

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Your ref:

Date: 28 November 2018

Our ref: SH/FC

Dear Colleagues,

Writing Moderation Spring Term 2019

Y1 & Y2: Monday 4th February, 9.00 – 11.30am at Sans Souci

Y3 & Y4: Monday 11th February, 1.30 – 4.00pm at The Loft, Bluebell Centre, Chelmsley Wood

Y5 & Y6: Tuesday 26th February, 1.30 – 4.00pm at Sans Souci

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 working at greater depth within the expected standard. 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 working at greater depth or on track to be. 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.

Yours sincerely

S. Hickerton

Susan Hickerton

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