

November 2018

To Head Teachers of all infant, junior, JI and special schools (with primary pupils)

Dear Head Teacher

Title:	Assessment data collections : Summer 2019	
Summary:	Key dates for the summer data collections	
Action required:	Please pass this to your school administration team, key stage co-ordinators and to other members of staff involved in the submission of assessment data.	
Contact officers:	James Killan	303 8846
	Russ Travis	303 9066

Here is a list of dates for the submission of assessment data to the LA this summer, including additional dates for secondary transfer and the submission of KS2 teacher assessments to the STA.

This summary sheet is intended for display in your school office and elsewhere to support staff in planning and meeting the relevant deadlines.

KS2 teacher assessments

These assessments are submitted to the STA via their NCA tools website. Schools can submit their assessments from the 20th May 2019 until the STA closes the submission window on the 27th June 2019.

The Assessment and Reporting Arrangements (ARA) contains further details about the submission. It's available at <https://www.gov.uk/government/organisations/standards-and-testing-agency>

EYFSP, KS1 & Phonics

These assessments are submitted to the LA. The recommended LA submission dates are slightly in advance of the final ARA final deadline days to allow us to support schools that may be experiencing difficulties, to give time for any moderation tasks to complete and to work with schools to ensure that the data is fully representative of the achievements of their children.

Schools that submit to these dates will also benefit from early reports detailing the outcomes at school and pupil level.

Separate guidance providing information on each collection will be issued to all schools at the start of the summer term.

Schools that do not get support from Link2ICT should check with their local IT provision to ensure they will be in a position to record the assessments and produce the necessary files.

(For display in your school office)

Assessment Data Collections: Summer 2019

Data to be submitted to the LA Data and Intelligence Team:

- ❖ **EYFSP (Reception Year):** Submit by **Thursday 13th June 2019**
- ❖ **KS1 Teacher Assessments:** Submit by **Thursday 20th June 2019**
- ❖ **Phonics (Yr1 & Yr2):** Submit by **Wednesday 26th June 2019**

Please note that these **recommended** dates are a little earlier than those published in the ARA. This allows us to work with schools to ensure the assessments are accurate and complete. It also enables us to provide reports to schools before final submission to the DfE.

Data to be submitted to the STA:

- ❖ **KS2 Teacher Assessments:** Submit between **Monday 20th May and Thursday 27th June 2019**

Assessments submitted after 27th June 2019 will not be included in the checking data for the performance tables. KS2 teacher assessments are submitted to the STA using the Teacher Assessment section of the NCA tools website at <https://ncatools.education.gov.uk/>

Additional Deadline:

- ❖ **CTFs for Secondary Transfers (Year 6 pupils): CTFs to be made and uploaded (Using S2S via <https://sa.education.gov.uk>) by Monday 15th July 2019**

Support and Guidance:

- ❖ **Data and Intelligence Team** - 0121 303 8834 / 8846 / 9066
- ❖ **Submission guidance for EYFSP/Phonics/KS1** - <http://www.birmingham.gov.uk/primarydata>
- ❖ **Learning & Assessment Service** - 0121 366 9950 Andrew Cooper / Denise Harris
- ❖ **Link2ICT helpline (for subscribing schools)** - 0121 303 5100
- ❖ **Link2ICT collections guidance will be available at <https://link2ict.service-now.com/> for schools that are part of their support package. Other schools should ensure they have equivalent support in place.**
- ❖ **STA guidance** - <https://www.gov.uk/government/organisations/standards-and-testing-agency>

PLEASE ENSURE DATA IS CHECKED AND VALIDATED BEFORE SUBMITTING TO THE LA