

POLICY STATEMENT: NATIONAL CURRICULUM/STATUTORY ASSESSMENTS

- It is the Headteacher's general duty to secure in the school the implementation of:
 - the National Curriculum;
 - the statutory assessment arrangements.
- The Headteacher has delegated to Heads of Faculties, to ensure the implementation of the National Curriculum, the following responsibilities related to their subject areas:
 - implement the National Curriculum;
 - identify the pupils to whom end of Key Stage statutory assessment arrangements apply, i.e. **both** compulsory (KS3 and 4) **and** optional (KS4);
 - ensure all such pupils are assessed , in particular that:
 - i. teacher assessments are made against all relevant statutory attainment targets by the date prescribed by the School Curriculum and Assessment Authority (SCAA).
 - ii. National Curriculum tests are administered to all pupils in line with instructions provided
 - ensure (by Faculty/Department standardisation) that the school's assessment standards conform to standards nationally.
- Heads of Faculties will be assisted in the fulfilment of their responsibilities by:
 - i. Deputy Head Liaison, in conjunction with The Directors of Lower and Upper Schools, Learning Support Co-ordinator, Liaison Faculty Reps and external agents, to determine the pupils to whom the arrangements do NOT apply.
 - ii. Assessment Manager, in conjunction with The Deputy Head of Curriculum and Deputy Head Administration, to determine location, timing and conduct of tests.
 - iii. Assessment Manager in conjunction with the Directors of Lower and Upper Schools, as applicable:
 - the recording of TA's and Test Results
 - the reporting of levels to parents
 - the compilation of school results
 - the publication of results in the Prospectus indicating both school and national figures.

E W Lyne
Deputy Head Administration

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