



AS and A Level Physical Education Moderation Process.

What is Moderation?

This is for the NEAs which are internally assessed and externally moderated.

- The Moderator selects a sample of work and considers the accuracy of centre assessment and the application of the assessment criteria (how the teacher has marked their centre's work).
- Moderation is about accuracy of assessment within centres, across centres and the series, to ensure that standards are aligned within and across centres nationally.
- The Moderator also checks that Specification requirements have been met and adhered to.

The Moderation Timeline

Month	Actions
November	The Moderator should introduce themselves to their allocated centres, requesting numbers and range of activities being offered by the centre at both AS and A Level. Request potential Moderation Day dates.
March	Pre-Moderation Mark Sheets should be completed with both practical and written NEA marks and returned to the allocated Moderator by the First Friday in March. Moderation Mark Sheets can be found on the Physical Education webpage – Non- Examination Assessment drop down menu.
March/April/May	Moderation Window Moderation can take place between early March up to the 15th of May. Within 2 weeks of moderation the centre must upload the audio-visual evidence of the Moderation Day to Surpass
May	Post 15th May - Moderators are required to complete their Moderation Reports and confirm moderation outcomes with the Examination Officer

August	Results Day
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Pre-Moderation

- Check all candidates are being assessed as a performer or coach in an activity that is eligible - See Appendix B- as approved by the Department for Education in the Specification.
- Teachers should assess each candidate using the criteria for that activity to arrive at their judgement. For activities that are conducted offsite use audiovisual recordings to support the assessment - these should be available for the Moderator on the Moderation Day.
- Candidates should be assessed based on their performance or coaching evidence produced within the time frame for which the candidate was entered. GCSE performance cannot be used for AS or A Level assessment.
- Assess candidates continually throughout the academic year building up a judgement of their performance.
- We encourage centres to standardise their marks across all activities through robust internal standardisation to ensure consistency.
- Internal standardisation may involve:
 - *all teachers marking some sample pieces of work to identify differences in marking standards.*
 - *discussing any differences in marking at a training meeting for all teachers involved.*
 - *referring to reference and archive material, such as previous work or examples from our teacher standardisation.*
- For summer activities, e.g., athletics and cricket, evidence should be sourced early in the academic year to support the students.
- Use the Centre Mark Sheets to record results for each candidate.
- Use the Candidate Authentication Sheets (check you are using the most recent copy) to declare the work has been produced independently by each candidate. Candidates should be informed of their NEA marks 3 weeks before submitting mark sheets in case the candidate wants to appeal the centre marks (this cannot be done after moderation).
- Complete all aspects of the NEA assessment and submit your Centre Mark Sheets to your Moderator and your Examination Officer by the **First Friday in March**.
- Moderators will select the sample for moderation based on the marks/range of marks in and across activities/range of activities and assessors.
- Centres will be informed of the sample within one week of receiving the mark sheets.

Moderation Day Date (pre- Christmas)

- Each centre is allocated a moderator (not a cluster moderation.)
- Agree moderation dates with your moderator.
- Things to consider:
 - student availability.

- additional student availability to make up teams.
- facility availability- Access to offsite facilities (golf course or swimming pools).
- pitch markings.
- other student commitments (examinations).
- transport to venues.
- Inform your Moderator of the activities and numbers of students/activities/facilities on and off site – live and remote activities. This will allow the moderator to pre plan before receiving mark sheets. This may aid in the booking of facilities or discussions of live vs remote moderation.

The Moderation Day

- Please reassure all candidates that Moderation Day is not a marking day. Moderators understand candidates will be nervous and apprehensive and the process is to check the accuracy of the marking!
- Candidate should already know their centre marks. Plan the day in advance and notify students of the timings.
- The Moderator will require a base room.
- Make sure the Moderator follows your visitor protocols (officially signs in on arrival - they should have WJEC/Eduqas identification.)
- Check candidates' attendance on the day. Any absence for candidates selected for moderation will require a medical note as will injured candidates on the day.
- Provide the moderator with the above information so they can amend their Centre Mark Sheets
- Provide the Moderator with all written coursework and Candidate Authentication Sheets.
- Written coursework will be looked at throughout the day but in some cases if time is an issue may be taken away and returned at a later date.
- A member of staff must accompany the Moderator during the live moderation of activities for both performers and coaches.
- It is the responsibility of the centre to run the practical sessions.
- Please make sure candidates being moderated are easily identifiable without placing undue pressure on these candidates.
- Provide audiovisual evidence and playback facilities for any offsite activities requested. Please do not leave students on their own with the Moderator.
- Within 7 days of your live moderation, you will need to upload the video evidence of your Moderation Day to IAMIS. You will also need to ensure that with this video evidence you include any supporting documents that can help whoever may need to watch this video identify the candidates.
- The Moderator is not allowed to provide feedback of outcomes on the day but will complete a written report which will be available on Results Day.
- The Moderation Day should reflect the equal weighting of both the practical and written coursework elements.

Post- Moderation

- Centres need to submit marks before 15th May into the online system. These marks are the same marks as those provided on the mark sheets. The window to enter marks is from the middle of March onwards. Moderators can only write centre reports once marks are submitted on IAMIS.
- Provide any medical exemption notes if requested.
- Provide any further audiovisual evidence if requested.
- Centres will only find out the outcome of moderation on Results Day.
- Where marking is deemed to be too lenient/severe at moderation, an adjustment to all student marks may be made by WJEC/Eduqas.
- Centres can access centre reports in the IAMIS system where the marks were entered.
- Centres have the right to appeal results - consult with your Examination Officer.

All Centres must record the Moderation Day and upload that evidence to Surpass no more than one week after the moderation.

This will be used for the review of moderation if requested.

This is a regulatory requirement and is compulsory.