

## Local Agreement for the Norfolk LA Statutory Moderation Process

This document is a local agreement between schools and Norfolk Local Authority for the elements of statutory moderation of teacher assessment that are non-statutory, as they differ from the statutory requirements of the Standards and Testing Agency (STA). It is a requirement of the STA that schools are consulted and agree to elements of statutory moderation that differ from the STA guidance. Links to the relevant publications can be found on page 2 of this document.

Where headteachers do not agree with elements of the process, an alternative solution would be sought if their school were to be part of the moderation process this year (2025-2026).

Please read through the statements below. All headteachers must complete the response form via this [Microsoft Form](#) to state that they agree or disagree with the Norfolk Local Authority arrangements. Where there is disagreement, please give reasons for this.

Please complete the [Microsoft Form](#) by 9<sup>th</sup> January 2026.

In Norfolk, we carry out the moderation 'visit' at external venues rather than in schools. This enables us to quality assure every moderation and to provide a space where teachers and moderators can have an uninterrupted professional dialogue for half a day. This year our external venues are in Aylsham, Hillington, Wymondham, Norwich, Thetford and Great Yarmouth.

**Due to moderation taking place at a central venue, the following non-statutory procedures are in place:**

### 1. Ask schools to submit interim data by Friday 22<sup>nd</sup> May 2026 and use this to select the pupil sample. The sample is then communicated to the school 24 hours before that appointment

<b>What the statutory requirements state</b>	The Teacher Assessment Guidance states the following: <ul style="list-style-type: none"><li>• <i>STA does not require LAs to ask schools for pupil data in advance of an external moderation visit.</i></li><li>• <i>During the moderation visit, LAs must select an initial representative sample of 15% pupils from across the cohort (this applies to pupils working above pre-key stage standards)</i></li><li>• <i>In advance of the moderation visit schools must ensure that judgements against the TA frameworks are available for external moderation, and should also subject them to internal moderation prior to an LA external moderation visit</i></li></ul>
<b>Why we differ from this</b>	Selecting pupils in advance of the moderation, enables the following: <ul style="list-style-type: none"><li>• Teachers can gather their evidence bases and their thoughts prior to attending the meeting</li><li>• Teachers would only need to bring the pupils selected, along with any additional pupils of</li></ul>

	their choice, rather than bringing an evidence base for the whole cohort.
--	---

<b>2. Require teachers to be released from their teaching commitment for half a day at an external venue.</b>	
<b>What the statutory requirements state</b>	<p>Schools must:</p> <ul style="list-style-type: none"> <li>ensure that year 6 teachers are released for <b>all, or part of</b>, the visit for a professional discussion of the evidence presented</li> <li>ensure that LA moderators have a quiet area to conduct the external moderation visit</li> </ul>
<b>Why we differ from this</b>	<ul style="list-style-type: none"> <li>We moderate at external venues and believe that professional dialogue is integral to the whole moderation process.</li> <li>LA provide the opportunity for year 6 teachers to articulate their understanding of the standards as set out in the TA frameworks</li> </ul>

If you would like to discuss any of the above, please contact Sarah Penfold, KS2 Moderation Manager, NCC at [assessment@norfolk.gov.uk](mailto:assessment@norfolk.gov.uk).

Statutory guidance can be found in the Assessment and Reporting Arrangements (ARA) and the Teacher Assessment Guidance documents:

[2026 Key Stage 2 Assessment and Reporting Arrangements](#)

[2026 KS2 Teacher Assessment Guidance](#)