

Trialling and Sampling Framework Agreement – STA 0166
Call-Off Contract No: STA0166/14
Title: KS1 Technical Pre-Test Administration Phonics Screening Check (PSC)

Pursuant to the terms of the Trialling and Sampling Framework Agreement (STA 0166):

Service Commencement Date:	Mon 22 November 2021
Call Off Value:	£389,266.96
Trial Type:	Key stage 1 Technical Pre-Test (PSC)
Awarded to:	NFER
Relationship Manager for Department for Education:	[REDACTED]
Relationship Manager for the Supplier:	

1. Background

A Technical Pre-Test Administration (TPT) is required in the following National Curriculum subjects: Phonics Screening Check.

2. Specification of Requirements

1. Specification of requirements – Phonics Screening Check ONLY

1.e Payment milestones schedule

Payment will follow the successful completion of the milestones listed below:

No.	Deliverable/Output	Payment milestone number	Milestone payment %	Dates
1.01	Start-up meeting	1	30%	15-Jun-22
1.03	Equalities Plan (a)			
1.04	School Recruitment and retention strategy			
1.05	Exit and Transition plans			
1.06	Technical scanning requirements			
1.07	Business Continuity			
1.09	Event venues			
2.01	Schools Communication strategy			
2.02	Contacting local authorities and multi academy trusts			
2.03	Contacting schools			
2.04	Contacting schools - top up sample			
1.10	Process walk through meeting			
1.11	Product descriptions			
6.01	Print proofing			

2.05	Submission of report on number of schools participating and visits required			
1.14	Departmental Security Assurance Model			
3.01	Administration guidance	2	35%	15-Jul-22
3.02	School and administrator questionnaires			
3.03	Pupil data forms			
3.04	Recruitment of administrators			
3.05	Training of administrators			
3.06	Training of administrators assurance			
1.12	Final report and questionnaire analysis report			
6.02	Printing confirmation			
3.07	Collate and distribute test booklets to administrators/schools			
3.08	Test administration			
3.09	Test administration			
3.10	Validate returned scripts and report nil responses			
5.01	Electronic delivery of pupil data (fixed date)			
1.03	Equalities Plan (b)			

3.11	Data capture of questionnaires			
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1.02	Checkpoint meetings	3	35%	21-Oct-22
1.03	Equalities plan (c)			
1.08	Management information reports			
5.03	Final Data feed - item level (100% of marks) (Fixed date)			
5.04	Handover electronic archive			
5.05	Trialling administration report			
1.13	Lessons learnt meeting			

3. Supporting documentation

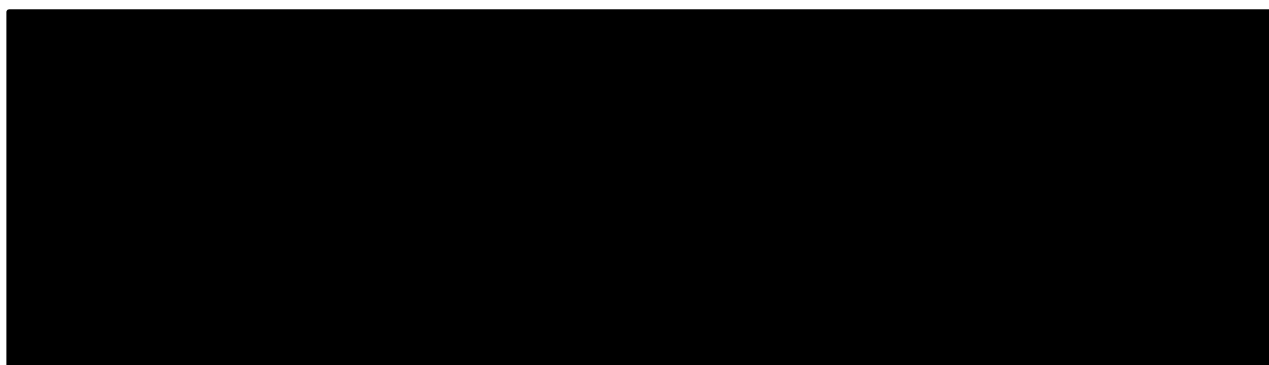
The ITQ document sets out the full specification of requirements including the project deliverables, functional requirements and performance requirements. The original ITQ and the supplier's response are appended to this contract document.



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eening%20Check_Cos alling%20Call%20Offs

Payment Milestones

Payment will follow the completion of the milestones listed below:



In witness whereof this Call-Off Contract has been duly executed.

Signed for and on behalf of the Department for Education:

 - Commercial Lead

Date:

Dec 14, 2021

Signed for and on behalf of the NFER:

 – Commercial Director

Date:

Dec 13, 2021