

**2020 Key Stage 2 National Curriculum**

**Science Sampling Test (SST) and Technical Pre-test (TPT)**

**Clarification Questions**

**Trialling and Sampling Framework STA-0166 | Call-off 08**

|  |  |  |
| --- | --- | --- |
| **Version** | **Date** | **Notes** |
| 1 | 24/05/19 | Enquiries 1 – 3 in response to pre-ITQ supplier briefing |
| 2 | 15/07/19 | Enquiries 4 – 5 in response to ITQ, received 12/07/19 |
| 3 | 22/07/19 | Enquiries 6 – 12 in response to ITQ, received 12/07/19 |
| 4 | 24/07/19 | Enquiries 14 – 16 in response to ITQ, received 19/07/19 |
| 5 | 01/08/19 | Enquiries 13 | 17 – 23 | 26 received in response to ITQ |
| 6 | 01/08/19 | Enquiries 24 – 25 in response to ITQ, received 29/07/19 |

| **#** | **Date** | **Question** | **STA Response** |
| --- | --- | --- | --- |
| 1 | 26/04/19 | Is the SST to be coded or marked? | We can confirm that the supplier will be required to code the SST as well as the TPT. |
| 2 | 02/05/19 | Could STA provide examples of the coding frames used for Science Sampling in 2018? | Test papers from the 2018 science sampling exercise have not been published as they are intended for use in future live tests. However, the following infomation may be helpful.  A sample of the test materials used in 2016 was published at: <https://www.gov.uk/government/publications/2016-key-stage-2-science-sampling-sample-questions-mark-scheme-and-commentary> however, the published materials include mark schemes for teachers’ use, rather than coding frames. The format of the coding frames has changed since 2016, so the 2016 versions would not reflect current coding principles.  Coding frames used in recent item validation trials are the most accurate available reflection of the format used in science coding.  Attached is a coding frame exemplar, which provides examples of how coding might be presented for a variety of item types. |
| 3 | 09/05/19 | Is the SST and TPT a single project or will it be possible to tender for the TPT separately? | The SST and TPT will be a single project so suppliers cannot bid for one or the other separately. |
| 4 | 12/07/19 | Test administration: There's a discrepancy in the dates for test administration in the ITQ – can STA confirm if the window is 8-18 June or 8-19 June? | Test administration window confirmed as Monday 8 to Friday 19 June 2020 inclusive.  Updated ITQ v2.0 issued 15/07/19. |
| 5 | 12/07/19 | Cost breakdown spreadsheet: The cost breakdown spreadsheet does not have a tab for TPT – can this be added and the spreadsheet reissued please? | Cost breakdown spreadsheet amended to include a separate worksheet for TPT costs.  Updated ITQ v2.0 issued 15/07/19. |
| 6 | 12/07/19 | Test administrator training: IVT/TPT call-offs usually state ‘No more than two training events should be held per year to train all administrators; regardless of the number of call-offs won by a Supplier.’ Can STA confirm that this call-off is entirely separate to that requirement (i.e. administrator training events organised for this call-off would not be counted)? | Yes, the science call-off can be excluded from the requirement for IVT and TPT call-offs to be limited to two training events per year. However, depending on call-offs won, the supplier may choose to combine science administrator training with that for other IVT or TPT call-offs. |
| 7 | 12/07/19 | Coding: Does STA intend (or have a preference) that coding is completed at item, item group or script level (we note that the payment information only quotes per script coding fees)? | STA expects coding quality to be calculated at item level to ensure consistency with the marking quality requirements of other STA assessments. The supplier should propose in their bid how they intend to pay coders. STA expects coders to be trained in a logical fashion and the supplier’s approach must be specified in their bid. |
| 8 | 12/07/19 | Recruitment of Test Administrators: Whilst our intention would be to recruit teachers, in the event that we need to cast our net wider, can STA elaborate on the experience / capability they would be looking for from non-teachers? | STA’s preference is that test administrators are qualified teachers or former teachers. In exceptional circumstances, where a proposed administrator does not have a teaching qualification, approval must be sought from the Department to recruit any other individual. Such individuals must possess the attributes specified in section SA2.3 of the Trialling and Sampling Framework and have experience in working with children. |
| 9 | 12/07/19 | Administrator questionnaires: Is it STA's intention that questionnaire completion should be a paper-based process, or would online questionnaire completion be considered an acceptable solution? | Administrator questionnaires may be completed on paper or online. If an online questionnaire is proposed, consideration must be given to security arrangements regarding transfer of personal data, and documented in the supplier’s bid. |
| 10 | 12/07/19 | Final data specifications: Can STA confirm that the SST data specifications will not be supplied until 31 July (the same timeline as for TPT) when the preliminary data feed is due on 24 July and complete item level data feed is due on 14 August? | The date of 24 July for the preliminary data feed is not a fixed date.  STA have proposed a date of 31 July for the final data specifications. However, this is dependent on the supplier’s proposed project plan. STA can supply the final data specifications for SST and TPT 5 working days after the last day of the final pre-coding meeting for SST and TPT respectively. |
| 11 | 12/07/19 | Is there a requirement to have a bespoke web-based service for exchanging information with schools? | There is no requirement for a bespoke web-based service for schools; the supplier should submit their proposed solution as part of their bid. |
| 12 | 12/07/19 | Test Administrator training: Can STA confirm that all administrators must attend specific face-to-face training for this test administration, and that the framework guidance stating those who have been trained in the last two years need not have face-to-face training does not apply? | The framework states that those administrators who have been trained in the last two years need not have face-to-face training. This provision only applies if administrators have already been trained in administering a live sample test, which includes administration of modified versions. Face-to-face training must be provided to those who have not administered a live sample test. |
| 13 | 12/07/19 | Printing: In order to accurately quote our print costs, can STA supply full information on all documents that need to be printed by the Supplier, e.g. including the existing training materials for SST? In other call-offs this information is provided via the ‘Test Info Sheet. | Based on print information included in the test information spreadsheet (TIS), we have provided additional information on print requirements in the attached document.    In using this data, please bear in mind the following:   * Requirements outlined in section 1.c (Functional Requirements – Printing) on pages 55-61 of the ITQ, stand. * Some data in the TIS will be dependent on the supplier’s proposed solution – such as: scanning type (black&white or greyscale); the solution for attendance registers; organisation of pre-coding and codug events – and as such can only be a guideline. * For the print colour requirement for black + 319U (science blue), with CMYK equivalent, the supplier may use a standard 4-colour process to reproduce the colour, provided it is close to the PMS colour and consistently reproduced. |
| 14 | 19/07/19 | Braille: How do those pupils receiving Braille scripts provide their response? | Braillists will use separate sheets of braille paper and are not expected to record their answers on the test papers. In order to use double-page spreads, braillists will need sufficient space to lay out their test papers and equipment.  Some pupils using braille papers may have a scribe to transcribe their answers. |
| 15 | 19/07/19 | Items: To assist with our solution for standardisation for SST, can STA confirm how many (unique) items in total appear in the booklets for each subject (Biology, Chemistry and Physics)? | There are 281 unique items across the 15 SST booklets – the average number of items across the booklets is 19, the range is between 18-20. |
| 16 | 19/07/19 | Number of schools: Given that, in some instances, some of the selected 5 pupils will not be available on the day to sit the tests (and given that substitutions are not allowed) are we correct in thinking the actual pupil totals will most likely be less than 9,500 and 4,500? In other words, it will not be necessary to ask STA for "contingency" schools over and above the 1,900 to make up any shortfall in pupil numbers. | It will not be necessary to ask STA for a contingency sample over and above the 1900 schools. |
| 17 | 24/07/19 | Administration report: The High Level requirements state that a Trial Administration Report is required for both SST and TPT, but elsewhere, e.g. Table 1d, there is only specific mention of a Final TPT Administration Report. Can STA confirm if a Final Administration Report is required for SST? | Yes. As stated in the high level requirements on page 6 and the *Administration Report* section on page 50 of the functional requirements, an administration report is required for both the SST and the TPT. ‘Trial administration report’ is common wording used in earlier ITQs which has not been corrected and we apologise for any confusion this caused. |
| 18 | 24/07/19 | Handover electronic archive: Is PDF a prescribed format for the separate page script files? Would an image file format such as JPG be an acceptable alternative to PDF? | PDF is the required format for the electronic archive. |
| 19 | 26/07/19 | Can STA confirm when the Supplier will receive the Coder Register? | The coder register can be supplied at project start-up. |
| 20 | 26/07/19 | Can STA confirm if it is acceptable to hold pre-coding events at Supplier’s premises? | Yes. The ITQ states in the *Coder Training Event Management* section on page 45, that ’Training events for the senior coding team may be held on the Supplier’s premises’ – we can confirm that this applies to pre-coding events. |
| 21 | 26/07/19 | The ITQ states that practice scripts in the OSC system must be science scripts. Will STA supply the science scripts for this part of the training? | Yes. STA would supply science scripts for the practice area. |
| 22 | 29/07/19 | Pre-coding: Please can STA confirm whether standardisation items from SST 2018 can be reused for SST 2020? This could include the replacement of any items that are considered to have performed less well than expected in 2018 with new standardisation items drawn from the archive. (Page 40 | The senior coders will select new standardisation and seeding scripts so that markers aren’t being tested on the same materials as previously. |
| 23 | 29/07/19 | Pre-coding: Please can STA provide additional detail of what is expected in the requirement for UAT of standardisation items? Previously UAT of training, practice and standardisation materials has been a requirement, however it is not clear how it is anticipated that the UAT of standardisation materials should be carried out in isolation. (Page 40, Page 25 refers to provision of UAT data as part of MI reporting) | UAT will involve the senior coders delivering the training and practice booklets in preparation for standardisation, with UAT on all materials. |
| 24 | 29/07/19 | Pre-coding: Please can STA provide any additional detail of the minimum number of days expected for pre-coding meetings/activities for SST and TPT based on feedback from previous rounds? | The following suggested minimum requirements are based on a model of coders coding 3 different booklets:   * PCMs for SST: minimum requirement 4 days * PCMs for TPT: minimum requirement 9 days * UAT: minimum requirement 1 day * Seeding Selection: minimum requirement 2 days |
| 25 | 29/07/19 | Project timeline: Please can STA provide us with some key timescales for the other call-offs expected to be let for 2020 trialling. It would be helpful to know the testing windows, the coding windows and the data handover dates for these trials. (Page 7) | Timelines for the 2020 trials are not yet confirmed. STA will notify suppliers on the framework as soon as dates are confirmed. |
| 26 | 29/07/19 | SST test booklets: The ITQ states that the 15 test booklets for SST will all be re-used from 2018, however the senior coder hierarchy document describes the 2018 model in which there were 6 new tests. Can you confirm that there are no new tests for SST this year, and that the 15 test booklets consist of 3 anchor and 12 re-used booklets? (Page 26) | Yes – there are no new tests for SST this year and the 15 test booklets consist of 3 anchor and 12 re-used booklets. |
| 27 | 29/07/19 | Test Administration: In the ITQ under Management Information the following bullet point mentions:   * agreement to participate in teacher questionnaires   Please can you confirm that only the administrator questionnaire is required? (Page 23) | The supplier is not required to conduct teacher questionnaires. However, STA may contact schools to gain their feedback on the TPT using teacher questionnaires. When contacting schools to confirm their participation in the tests, the supplier is required to confirm whether a year 6 teacher will be available to discuss the TPT tests with an STA representative. This requirement is outlined on page 29. |