

National curriculum tests

# Key stage 1

## English reading

### Paper 2: reading booklet and reading answer booklet pack

Information on when the tests should be administered and instructions on opening the test packs will be provided in this space on the 2016 live tests.

# SAMPLE TEST

Published July 2015

These test administration instructions reflect guidance for the live test in 2016.

As this document supports the sample test materials, any guidance on security and maladministration procedures is not applicable.

Some of the documents or procedures mentioned in these instructions, such as when the test must be administered and the opening instructions, will be applicable to a live test scenario only.

Further information is available on GOV.UK at [www.gov.uk/sta](http://www.gov.uk/sta).

**For test administration**

**2016 Key stage 1 English reading sample test: Paper 2**

The key stage 1 English reading sample test consists of 2 papers. The papers must be administered in order. Pupils may have a break between the papers. However, test packs must not be opened until the pupils are in the test room ready to complete the test.

**Paper 2: reading booklet and reading answer booklet**

The following information explains how to administer the key stage 1 English reading sample test Paper 2: reading booklet and reading answer booklet.

If you have any questions, you should check with your headteacher or key stage 1 test co-ordinator before you administer the test.

Pupils should be given the opportunity to attempt Paper 2 but administrators can stop a pupil at any stage of the test, if they feel that is appropriate for that particular pupil.

Please make sure you follow these instructions correctly to ensure that the test is properly administered.

<b>Format</b>	<ul style="list-style-type: none"> <li>● This test consists of a reading answer booklet and a separate reading booklet.</li> <li>● It is expected that the test will take approximately 40 minutes to complete (not strictly timed).</li> <li>● It is at your discretion to choose when or if pupil(s) require a break during the test or whether, if appropriate, to stop the test early.</li> <li>● There are no practice questions on this paper.</li> </ul>
<b>Equipment</b>	<p>Pupils will need the equipment specified below:</p> <ul style="list-style-type: none"> <li>● a blue / black pen or a dark pencil</li> <li>● a rubber (optional). If rubbers are not provided, you should tell pupils that they may cross out any answers they wish to change.</li> </ul> <p>Pupils may use monolingual English electronic spell checkers or highlighter pens if this is normal classroom practice.</p>
<b>Assistance</b>	<p>You must ensure that nothing you do during the test could be interpreted as giving pupils an advantage.</p> <p>The English reading tests must not be read to individuals or to a group, except for the general instructions.</p> <p>If a pupil asks a question about test content, you must not explain subject-specific terms or expressions. The example below illustrates how to deal with a common situation.</p> <p><b>Q.</b> I don't understand the question.  <b>A.</b> Read the question again and underline key words that tell you what to do.</p>
<b>Before the test begins</b>	<ul style="list-style-type: none"> <li>● Review the list of pupils with any particular individual needs: e.g. pupils who may need a scribe or a transcript made at the end of the test.</li> <li>● Ensure that you know how to administer any access arrangements correctly.</li> <li>● Check that there are enough administrators to maintain supervision and support for the test. You should consider the possibility of at least 1 test administrator needing to leave the room with a pupil.</li> <li>● Ensure that you understand how to deal with issues during the tests.</li> </ul>

<b>How to deal with issues during the test</b>	<p>It is impossible to plan for every scenario. Whatever action you take, pupil safety must always be your first consideration.</p> <p>In the following circumstances, you will need to stop the test either for an individual pupil or for the whole cohort:</p> <ul style="list-style-type: none"> <li>● test papers are incorrectly collated or the print is illegible</li> <li>● an incorrect test has been administered</li> <li>● a fire alarm goes off</li> <li>● a pupil is unwell</li> <li>● a pupil needs to leave the test room during the tests</li> <li>● a pupil is caught cheating.</li> </ul> <p>If you need to stop the test:</p> <ul style="list-style-type: none"> <li>● make a note of the time</li> <li>● make sure pupils are kept under test conditions and that they are supervised</li> <li>● if they have to leave the room, ensure they don't talk about the test</li> <li>● speak to your test co-ordinator or a senior member of staff for advice on what to do next.</li> </ul> <p>You should brief your headteacher on how the incident was dealt with, once the test is over.</p>
<b>What to do at the start of the test</b>	<ul style="list-style-type: none"> <li>● Check that seating is appropriately spaced and that no pupil can see another pupil's answer booklet.</li> <li>● Ensure that each pupil has a copy of the reading booklet and a copy of the reading answer booklet.</li> </ul>
<b>Introducing booklet 2 of the reading test</b>	<p>Booklet 2 does not contain a list of useful words or practice questions and no pages should be read aloud to the pupils.</p> <p>Explain to the pupils that the question types will be the same as those already seen in booklet 1 of the reading test.</p> <p>Ask the pupils if they have any questions about the types of question in the booklet.</p> <p>Tell the pupils that they will have 40 minutes to complete the test, but it is not strictly timed.</p> <p>Tell the pupils they should try to get through as many questions as possible and, if they can't answer a question, they should move to the next one and come back to that one later.</p> <p>Explain if they want to change an answer, they should rub it out or put a line through the response they don't want to be marked.</p> <p>Tell the pupils that they will be working on their own, meaning they should think of their own answers and not discuss them with others.</p> <p>Explain that they must read the questions carefully and they should check their work.</p> <p>If they have any questions during the test, tell the pupils that they should put their hand up and wait for someone to come over, but the test administrator cannot help them answer any of the test questions or read any of the words to them.</p> <p>Tell the pupils that there should be no talking.</p> <p>Ask the pupils if they have any questions.</p> <p>Tell the pupils to write their name on the front of the reading answer booklet and begin the test.</p>
<b>What to do at the end of the test</b>	<p>If any pupil needs a transcript, complete it with the pupil at the end of the test, under test conditions. Particular care should be taken to ensure accurate transcriptions are made and the pupil's answers are not corrected or amended.</p>
<b>Marking the tests</b>	<p>Use the key stage 1 sample test mark schemes to mark the test, following both the general guidance and any specific guidance for each question.</p>

2016 key stage 1 sample English reading  
Paper 2: reading booklet and reading answer booklet pack  
Electronic version product code: STA/15/7352/PKe ISBN: 978-1-78315-893-5

© Crown copyright and Crown information 2015

**Re-use of Crown copyright and Crown information in test materials**

Subject to the exceptions listed below, the test materials on this website are Crown copyright or Crown information and you may re-use them (not including logos) free of charge in any format or medium in accordance with the terms of the Open Government Licence v3.0 which can be found on the National Archives website and accessed via the following link: [www.nationalarchives.gov.uk/doc/open-government-licence](http://www.nationalarchives.gov.uk/doc/open-government-licence). When you use this information under the Open Government Licence v3.0, you should include the following attribution: 'Contains public sector information licensed under the Open Government Licence v3.0' and where possible provide a link to the licence.

Where we have identified any third-party copyright information you will need to obtain permission from the copyright holders concerned.

Sourced from SATs-Papers.co.uk



Standards  
& Testing  
Agency

**OGL**

<https://www.SATs-Papers.co.uk>