

# Processing Key Stage 1 Results 2024

**IMPORTANT - An official communication from The Standards and Testing Agency.**

STA [emailed you in June 2023](#) to confirm that end of key stage 1 (KS1) assessments are no longer statutory from the academic year 2023 to 2024 onwards.

They did, however, develop and supply materials for optional end of KS1 tests. These will include optional tests of English reading, English grammar, punctuation and spelling and mathematics. They will also continue to make the [end of KS1 teacher assessment frameworks](#) available for optional use.

The aim of the optional assessments is to give schools access to test papers to assist the measurement of pupil achievement and to help identify where pupils need additional support as they transition into key stage 2. The tests can also be used to inform teacher assessment judgements, using the optional teacher assessment frameworks.

**The Government encourages schools to administer the optional tests and teacher assessments, but there is no requirement to use these or report results to parents or local authorities, and they will not be used for school accountability purposes.**

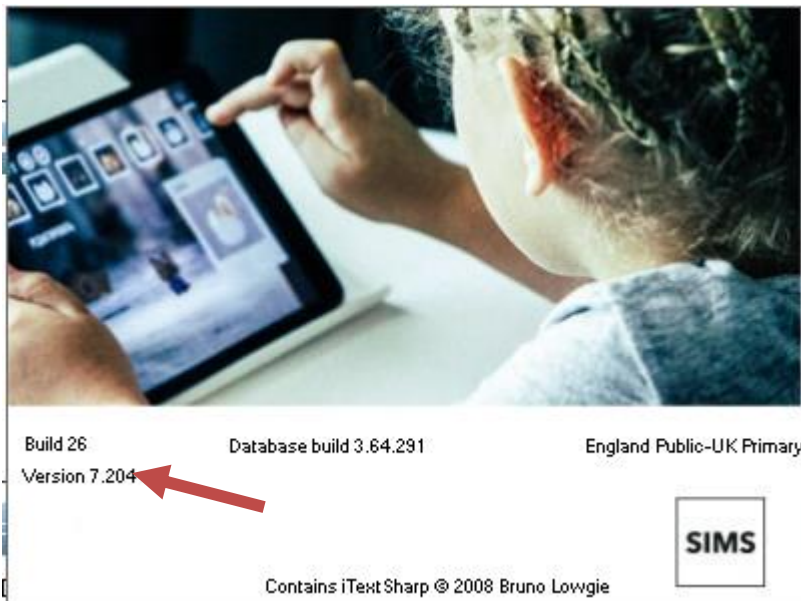
Details of the 2024 Key Stage Assessment Reporting Arrangements can be found on the DfE's web site at <https://www.gov.uk/government/publications/2024-optional-key-stage-1-tests-guidance/2024-optional-key-stage-1-tests-guidance>

## Step 1: Ensure you have the Summer 2024 (Version 7.216) or later version of SIMS.net.

Before continuing with this process, you must upgrade your SIMS.net system to **7.216** or higher.

To check which version, you currently have:

1. Run SIMS.net.
2. On the menu bar click **Help | About SIMS .net.**
3. You should be using version **7.216** or higher.



If you are not using the correct version, then contact your local support team.

## Step 2: Identify the End of Key Stage 1 Pupils

If all pupils taking the tests are in Year 2 this section can be ignored. Go to Step 3

However, if there are pupils assigned to other year groups taking the tests then a **User-Defined Group** must be created to be used in the Wizard.

### Creating a User Defined Group

1. Select **Focus | Groups | User Defined Groups**.
2. Go to the **New** button to create a new group.
3. Insert a suitable name and code for the group e.g., **KS1 2024**.
4. Insert a Short name for the group (KS1 2024)
5. Make the group **Active** in the **Active State** box.

The screenshot shows the 'Group Details' and 'Membership' sections of the software interface. The 'Group Details' section has the following fields: Group Description (KS1 2022), Short Name (KS1. 22), Active State (Active), Current Main Supervisor (Mrs A. Abbas), and Notes. The 'Membership' section has the following fields: Effective Date Range (10 May 2022 - 31 Aug 2022), Academic Year (Academic Year 2021/2022), Cursor Day (<None>), and Cursor Date (<None>). A calendar view is visible at the bottom of the interface.

6. To choose a supervisor click the **Current Main Supervisor** browser after which the '**Manage Group Supervisor**' screen appears. Click **Action** and then **Add Supervisor**.
7. Click **Search**.
8. Choose the appropriate member of staff.
9. Make that person the **Main Supervisor**.
10. Add some notes if you wish and click the **Save** button.
11. Move on to the '**Membership**' section.
12. Click **Action** and **Add Student** to add pupils to the group.

13. Choose the Year Group from which you want to select and click **Search**.

**1 Group Details**

Group Description

Short Name

Notes

Include in Discover

**2 Membership**

Effective Date Range

Cursor Day

Cursor Date

Zoom Action...

Member

Akeman, Richard - 2JB

Akeman, Steven - 2GH

Alamilla, Sofia - 2JB

Balik, Karolina - 2GH

Banin, Valeriya - 2JB

Banks, Chloe - 2GH

**Select Students**

**Find Student**

Search Print View

Links Help

Surname Forename Admission Number Status Current

Tier <Any> Year Group Year 2 Class <Any> House <Any>

Name	Year Group	YTI	Class	House	Gender	Admission Number
Akeman, Richard	2	2	2JB		Male	001397
Akeman, Steven	2	2	2GH		Male	001398
Alamilla, Sofia	2	2	2JB		Female	001480
Balik, Karolina	2	2	2GH		Female	001481
Banin, Valeriya	2	2	2JB		Female	001482
Banks, Chloe	2	2	2GH		Female	001483
Barnick, Molly	2	2	2JB		Female	001484
Browne, Lettie	2	2	2GH		Female	001405
Cain, William	2	2	2JB		Male	001485
Cater, Evan	2	2	2GH		Male	001486

59 matches found

OK Cancel

14. Choose the pupils you require by selecting individuals or in multiples.

15. Click **OK**. The names of these pupils will appear in the box below.

16. Click **Save**.

17. If there are other pupils who are taking the KS1 assessments but have been allocated to other years, then choose the appropriate year again and pick those children out to add to the **KS1 2024** group.

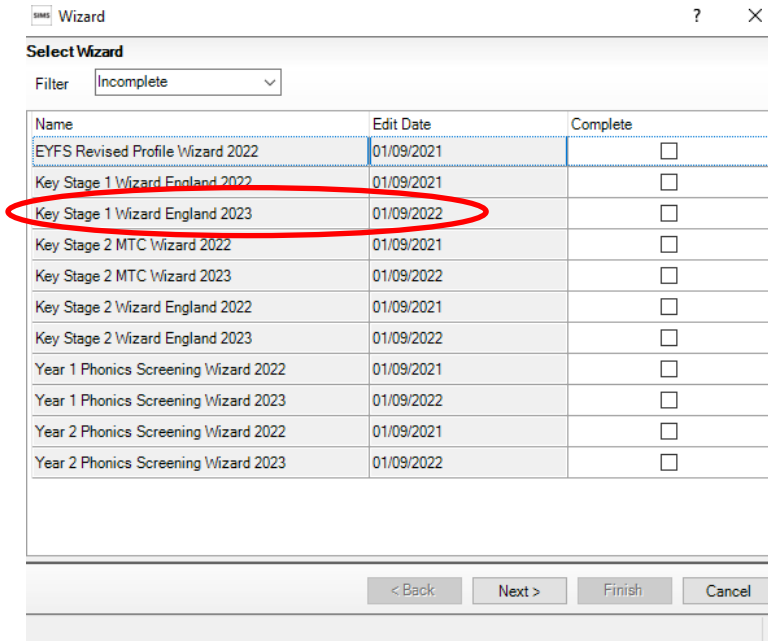
### Step 3: Importing the Assessment Wizard for Key Stage 1

The new routines for importing assessment components as part of the SIMS upgrade process should mean that all statutory assessment wizards have already been created on your system as part of the upgrade to SIMS version 7.216.

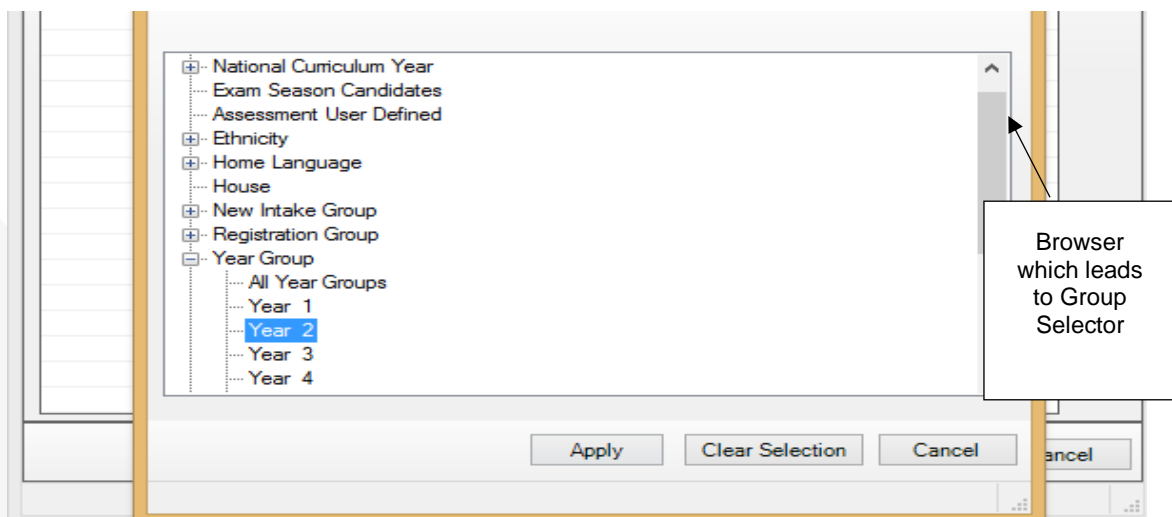
If you are unable to locate the Key Stage 1 Wizard England 2024 as detailed in the following section, please contact ICT Support on 0161 276 0101 for assistance.

## Step 4: Using the Key Stage 1 Wizard

1. Go to **Tools | Performance | Assessment | Wizard Manager**.
2. If you have imported other Wizards in the past they will appear in the list.



3. Leave the filter on **Incomplete** and highlight the Key Stage you are going to work with – **Key Stage 1 Wizard England 2024** in this case.
4. Click **Next**.
5. From the Select Group screen, click the browser (magnifying glass)  
The **Group Selector** appears (shown below).

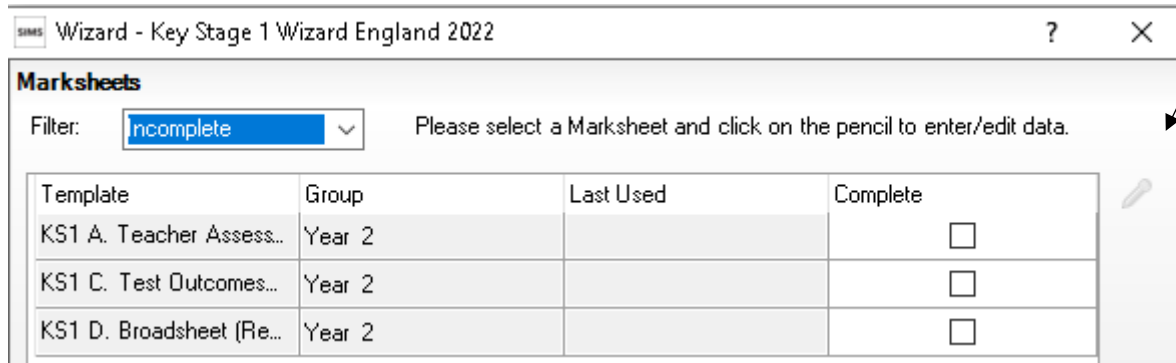


Either:

- Click the + next to **Year Group** and choose **Year 2** or
- Click the + next to **National Curriculum Year** and choose **Curriculum Year 2**
- Click the + next to **User Defined** and select the **KS1 2024** group that you created earlier (through the User Defined Group routine).

6. Click **Next**.

7. A screen like this appears which invites you to choose the **Marksheets** you want to use.



Click on the Pencil to open the marksheet to enter the results.

Alternatively, you can double-click on the marksheet name.

For Key Stage 1 in 2024 there are three Marksheetworks:

**KS1 A. Teacher Assessments 2024** This Marksheet can be used to collect and store the Outcome for the KS1 Reading, Writing, Mathematics and Science Performance Descriptor of the reformed curriculum (Assessment without Levels) Teacher Assessment.

**KS1 C. Test Outcomes 2024** This Marksheet can be used to enter results of the reformed curriculum (Assessment without Levels) tests that support the Teacher Assessments.

**KS1 D. Broadsheet (Review) 2024** This Marksheet can be used to review the Test and Teacher Assessment results of the reformed curriculum (Assessment without Levels) that have been entered. This marksheet is for review purposes only. If you wish to amend any of the data shown in it, please use either Marksheetworks KS1 A. and/or C. as required and then reload this marksheet.

### Marksheet Entry: Key Stage 1 A. Teacher Assessments

1. Enter the performance descriptor outcomes for English Reading and Writing, Mathematics and Science.
2. Click the Calculate button. The final two columns alert you to any missing entries.

Students	KS1 Reading TA Key Stage 1 Validated Result	KS1 Writing TA Key Stage 1 Validated Result	KS1 Maths TA Key Stage 1 Validated Result	KS1 Science TA Key Stage 1 Validated Result	Missing Entries Check	No of Missing Entries
ABBAS, Latif	ExS	ExS	GDS	ExS	Ok!	0.00
ACKTON, Simon					Fail	4.00
ANDREWS, Meili					Fail	4.00

3. Review the outcomes and repeat the process, if necessary.

4. Click the **Save** button. Validation checks are performed for missing result entries and an indication given of the number of missing entries that still require completion.

**IMPORTANT NOTE:** Pupils who are working below the standard of the Pre-Key Stage in Reading, Writing or Mathematics, or who have not met the expected standard in Science, should be recorded as EM (Engagement Model).

### **Marksheet Entry: Key Stage 1 C. Test Outcomes**

This marksheet can be used to enter results of the new curriculum (Assessment without Levels) tests that supported the Teacher Assessments.

Students	KS1 EPVS Tests	KS1 EPV Mark Key Stage 1 Validated Result	KS1 Spelling Mark Key Stage 1 Validated Result	KS1 EPVS Total Mark Key Stage 1 Validated Result	KS1 EPVS Scaled Score Key Stage 1 Validated Result	KS1 EPVS Outcome Key Stage 1 Validated Result
ABBAS, Latif		14	15	29	100	
ACKTON, Simon						
ANDREWS, Meili						
ANDREWS, Melissa						
BHANDARI, Firoz						
BLAKEMORE, Vincent						

Grade	Description
AS	Achieved Standard
NS	Not Achieved Standard
B	Working below the standard of the test
A	Absent
L	Left
M	Missing
J	Recently arrived in the school
U	Unable to access test
F	Pupil will take test in the future
P	Pupil has taken test in the past

### **Marksheet Entry: Key Stage 1 D. Broadsheet (Review)**

The results displayed in the Broadsheet Review marksheet are separated by coloured spaces, to differentiate between the different teacher assessments and tests.

**NOTE:** This marksheet is for review purposes only. If you wish to amend any of the data shown in it, please use Marksheets KS1 A or KS1 C, and then reload this marksheet.

## Step 4 (A)

### Results Entry: Teacher Assessments KS1

The Key Stage 1 Teacher Assessments for 2024 consist of:

- English Reading
- English Writing
- Mathematics
- Science.

1. From the list of marksheets select **KS1 A. Teacher Assessments 2024** by clicking on the Pencil (**Edit**) button or double clicking the marksheet name.  
Do **not** click **Next** at this stage.
2. You will then get a Marksheet with your Y2 pupils, or the User Defined Group you created earlier, and columns that relate to the assessments that need to be entered.
3. Enter grades for **all** children in the white columns. If you enter an invalid grade, it will tell you.

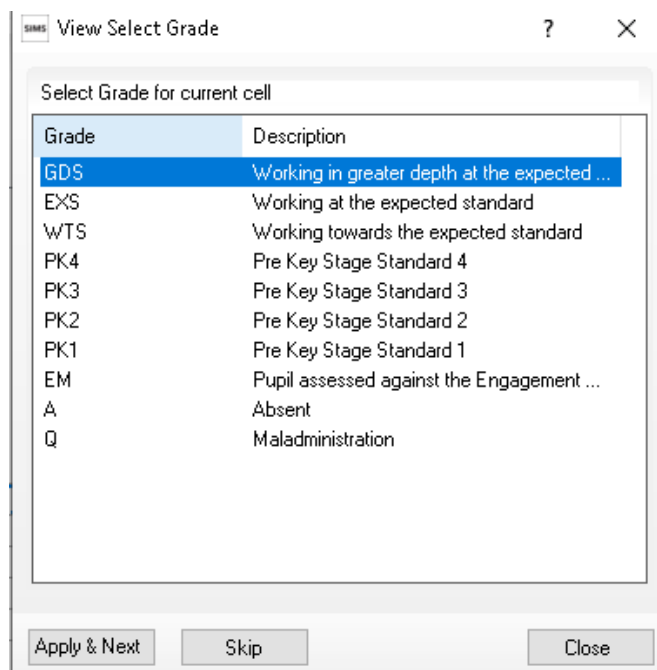
There are two grey columns. Both are formula columns.

The first will calculate if any entries are missing and will put 'Fail!' if pupils do not have the full set of grades.

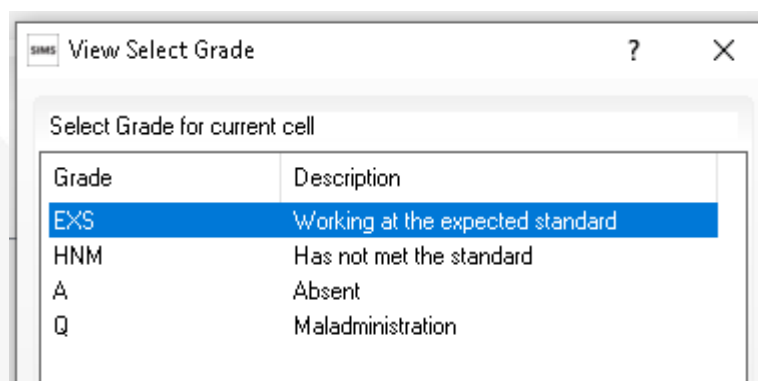
The second will show how many entries are missing for each pupil.

Each of the columns with the label **Key Stage 1 Validated Result** (a Result Set) will contain the results.

- Regardless of whatever systems schools use to record their internal assessments the following *was* the statutory requirement for grades to be returned to DfE (No longer required). Staff entering data into these marksheets should refer to teaching staff for advice if there is any confusion as to which grade to assign to a pupil.








### Key Stage 1 Teacher Assessments in Science:






5. Screenshot of marksheet KS1 A. Teacher Assessments 2024 below:

**2 Marksheet**

Result Date   Group Membership Date    Refresh  Summary 

Group Filter  

Students	KS1 Reading TA Key Stage 1 Validated Result	KS1 Writing TA Key Stage 1 Validated Result	KS1 Maths TA Key Stage 1 Validated Result	KS1 Science TA Key Stage 1 Validated Result	Missing Entries Check	No of Missing Entries
ABRAMS, Paul	GDS	GDS	GDS	EXS	OK!	0.00
AINSLEY, Charlotte	EXS	GDS	GDS	EXS	OK!	0.00
ALBERTS, Courtney	EXS	EXS	EXS	HNM	OK!	0.00
ANDREWS, Ching	EXS	EXS	EXS	HNM	OK!	0.00
ATKINS, Portia	EXS	EXS	EXS	HNM	OK!	0.00
BARNES, Isaac	EXS	EXS	EXS	HNM	OK!	0.00
BARNWELL, Emma-Jane	EXS	WTS	EXS	HNM	OK!	0.00
BOLTON, James	WTS	WTS	WTS	HNM	OK!	0.00
BURROWS, Matthew					Fail	1.00

- Click **Calculate**. This will check for missing results.
- Save** these.
- Exit from the Marksheet by clicking on **Close**. This will take you back to the screen from where you originally chose the Marksheet.

**IMPORTANT NOTES:** Pupils who are working below the standard of the Pre-Key Stage in Reading, Writing or Mathematics, or who have not met the expected standard in Science, should be recorded as EM (Engagement Model).

## Step 4 (B)

### Results Entry: Test Outcomes KS1

The recording of Key Stage 1 Test Outcomes is optional. The header notes for this marksheet say:

*This Marksheet can be used to enter results of the reformed curriculum (Assessment without Levels) tests that support the Teacher Assessments.*

These results are not required by either the DfE or the Local Authority, therefore schools are free to decide if they want to record this information in SIMS. Good practice would suggest that most schools will want to record this information as evidence to support their Teacher Assessment grades. It is also useful information to pass on to a pupil's next school via the Common Transfer File.

#### An example of a completed page below:

*(Please note that scaled scores are shown for illustration only and do not reflect correct values based on Total Marks)*

Students	KS1 GPVS Tests	KS1 GPV Mark Key Stage 1 Validated Result	KS1 Spelling Mark Key Stage 1 Validated Result	KS1 GPVS Total Mark Key Stage 1 Validated Result	KS1 GPVS Scaled Score Key Stage 1 Validated Result	KS1 GPVS Outcome Key Stage 1 Validated Result	KS1 Reading Tests	KS1 Reading 1 Mark Key Stage 1 Validated Result	KS1 Reading 2 Mark Key Stage 1 Validated Result	KS1 Reading Total Mark Key Stage 1 Validated Result	KS1 Reading Scaled Score Key Stage 1 Validated Result	KS1 Reading Outcome Key Stage 1 Validated Result	KS1 Mathematics Tests	KS1 Maths Arithmetic Mark Key Stage 1 Validated Result	KS1 Maths Reasoning Mark Key Stage 1 Validated Result	KS1 Maths Total Mark Key Stage 1 Validated Result	KS1 Maths Scaled Score Key Stage 1 Validated Result	KS1 Maths Outcome Key Stage 1 Validated Result
ABDULLAH, Tamwar	-----	20	20	40	120	AS	-----	20	20	40	125	AS	-----	25	35	60	130	AS
BEYNON, Harvey	-----	15	15	30	100	AS	-----	15	15	30	102	AS	-----	20	30	50	100	AS
CARRICK, Oliver	-----	10	10	20	90	NS	-----	10	10	20	92	NS	-----	10	20	30	90	NS

## Step 4 (C)

### Results Review: Broadsheet Review KS1

This Marksheet can be used to review the Test and Teacher Assessment results of the reformed curriculum (Assessment without Levels) that have been entered.

Please Note!

This marksheet is for review purposes only. If you wish to amend any of the data shown in it, please use either Marksheetworks KS1 A. and/or C. as required and then reload this marksheet.

#### Composition of Key Stage 2 Tests

- The tests consist of: English Spelling (20 marks)
- English Grammar, Punctuation and Vocabulary (50 marks)
- = Total Score (70 marks)
- + Scaled Score (999)
- + Outcome (Performance Descriptor). English Reading Paper 1 (50 marks)
- = Scaled Score (999)
- + Outcome (Performance Descriptor)

**NOTE: There is no longer a separate test for English Writing.**

The screen shot below shows only part of this marksheet as it is too big to fit on the page:

Students	KS1 GPVS Tests	KS1 GPV Mark Key Stage 1 Validated Result	KS1 Spelling Mark Key Stage 1 Validated Result	KS1 GPVS Total Mark Key Stage 1 Validated Result	KS1 GPVS Scaled Score Key Stage 1 Validated Result	KS1 GPVS Outcome Key Stage 1 Validated Result	KS1 Reading Tests	KS1 Reading 1 Mark Key Stage 1 Validated Result	KS1 Reading 2 Mark Key Stage 1 Validated Result	KS1 Reading Total Mark Key Stage 1 Validated Result	KS1 Reading Scaled Score Key Stage 1 Validated Result	KS1 Reading Outcome Key Stage 1 Validated Result	KS1 Mathematics Tests	KS1 Maths Arithmetic Mark Key Stage 1 Validated Result	KS1 Maths Reasoning Mark Key Stage 1 Validated Result	KS1 Maths Total Mark Key Stage 1 Validated Result	KS1 Maths Scaled Score Key Stage 1 Validated Result	KS1 Maths Outcome Key Stage 1 Validated Result	KS1 Teacher Assessments	KS1 Reading TA Key Stage 1 Validated Result	KS1 Writing TA Key Stage 1 Validated Result	KS1 Maths TA Key Stage 1 Validated Result	KS1 Science TA Key Stage 1 Validated Result	P Scales	P Scale: English Key Stage 1 Validated Result	P Scale: Speaking Key Stage 1 Validated Result	P Scale: Listening Key Stage 1 Validated Result	P Scale: Reading Key Stage 1 Validated Result
ABDULLAH, Tamwar		20	20	40	120	AS		20	20	40	125	AS		25	35	60	130	AS		EXS	EXS	EXS	EXS					
BEYNON, Harvey		15	15	30	100	AS		15	15	30	102	AS		20	30	50	100	AS		EXS	GDS	GDS	EXS					
CARRICK, Oliver		10	10	20	90	NS		10	10	20	92	NS		10	20	30	90	NS		WTS	PKF	WTS	HNM					
CARTER, Daniel																				BLW	BLW	WTS	HNM		P3i	P7	P8	P7

## Step 5: Using the Wizards for Reporting to Parents

Once you are sure all the results have been entered on the Marksheetworks, reports can be produced. The Wizards will produce:

- **KS1 P1 Student England TA 2024** - An **Individual Report** for each pupil showing Teacher Assessments only.
  - **KS1 P1 Student England TA and TT 2024** - An **Individual Report** for each pupil showing both Teacher Assessments and Test Outcomes
  - **KS1 P2 Comparative England 2024** - the Comparative Report shows the school's results for year 2024 compared to last year's national results 2024.
1. Go to **Tools | Performance | Assessment | Wizard Manager**
  2. Select the Key Stage 1 Wizard you require.
  3. You can leave the Group Selection as it is.
  4. When presented with the list of Marksheetworks click **Next**.

### To Print an individual Report for each Pupil

Choose **KS1 P1 Student England TA 2024** this will produce reports for all the pupils ticked in the list below.

Name	Edit Date
KS1 P1 Student England TA 2022	01/09/2021
KS1 P1 Student England TA and TT 2022	01/09/2021
KS1 P2 Comparative England 2022	01/09/2021

**Membership Dates for Group : Year 2**

From: 10/05/2022 To: 10/05/2022 Refresh

Group Filter: [ ]

Surname	Forename	DOB	Reg Grp
<input checked="" type="checkbox"/> Abrams	Paul	15/12/2014	2JB
<input type="checkbox"/> Ainsley	Charlotte	02/05/2015	2GH
<input type="checkbox"/> Alberts	Courtney	07/03/2015	2GH
<input type="checkbox"/> Andrews	Ching	28/03/2015	2JB
<input type="checkbox"/> Atkins	Portia	12/01/2015	2JB
<input type="checkbox"/> Barnes	Isaac	02/03/2015	2GH

Select All Deselect All

< Back Next > Finish Cancel

However, you will want to see a **Print Preview** of one of the reports first.

### **Preview**

To see a preview:

1. Choose **Deselect All** in the bottom half of the screen, then tick one of the pupils only. Now click the **Preview Report** button.
2. A Microsoft Word document will then show you this pupil's KS1 Teacher Assessments.
3. When you have finished the preview close Word and return to the Wizard. If you are asked to save the report, click **NO**.

### **Print**

To print a report:

1. If reports for all pupils are required, then choose **Select All**. If not, go through the list and select those that are required by ticking the boxes.
2. Click the **Print** button (printer icon). Reports will be created in Word for those children selected.
3. Again, do not save the Word document that this process produces.

### **Upload Report**

This will save a copy of each report and link it to the main pupil record for the child. These documents can then be accessed via the **Linked Documents** connection from the individual pupil record in SIMS.

To upload a report:

1. Select all the pupils to whom you wish to link their report.
2. Click on the **Upload Report** icon.

After a short pause, the documents will be linked to the selected pupils and a confirmation message will be displayed at the bottom of the screen.

### **General Note on Reporting to Parents:**

Schools are not obliged to report test results to parents in an annual report.

However, parents must be allowed access to their child's results on request.