Managing Assessment during COVID-19 Update #5

As you prepare for teaching, learning and assessment in a remote environment – at least for a time – here's a summary of the work NZQA has underway to assist you and your teachers.

Reviewing your programmes	NCEA's flexibility is its strength. Remember there are no prerequisites for entry into any level of the qualification. At every level an NCEA can be awarded from achievement at that qualification level or higher on the Qualifications Framework. Teachers, students and their parents should focus on what is doable in this environment.
Selecting suitable standards for remote assessment	We are reviewing subject matrixes using colour coding to categorise standards according to their suitability for remote assessment. This should help teachers reviewing their programmes. Check the Drama subject page - Curriculum and standards documents - for an example.
Templates to integrate evidence gathering with teaching and learning	These templates can help schools carry out credible assessment against internal and external standards during the COVID-19 disruption by integrating evidence gathering with teaching and learning. They are available on the relevant subject page, along with our *Guide to managing student assessment during COVID-19*. We're adding templates for more than 500 of the highest use standards to subject pages daily. All high-use Level 3 templates are now on subject pages with Level 2 and Level 1 available in early May. Check the Accounting page - Resources for internally assessed standards – 'Internal Assessment Evidence Gathering Template' for an example. A full list of the standard specific templates is available in your school's general security login under the COVID-19 link. Teachers can adapt the generic templates where a standard specific example will not be available. These generic templates are also available in Te Reo Māori.
Resources for conducting remote assessment	To manage the impact of reduced teaching and learning time on assessment we have prepared a self-directed PowerPoint. It shows teachers how to tailor programmes, evidence gathering and verification practices for remote assessment and is also available in your school's general security login under the COVID-19 link. Our *Guide to managing student assessment during COVID-19* and Mythbusters 1, 2 and 3 also provide useful information on managing assessment programmes, evidence gathering and authenticity.
Remote assessment of performance-based subjects	We are progressively publishing guidance about assessment of standards for performance-based subjects. Information on remote learning in Drama has been completed. Assessment Matters circulars will advise changes to the Assessment Specifications in performance-based subjects. Anyone who has signed up will receive an email alert when they are published.
Managing internal assessment for students absent from school due to COVID-19	General guidance was emailed on 23 March, tailored to the situation before New Zealand moved to COVID-19 Level 4. It may be useful to you again when schools reopen. Look for it in your school's general security login under the COVID-19 link, or on the NZQA website homepage through the News tab or the COVID-19 tile.

Where to find advice

Finding COVID-19 related assessment advice on our website	- On our NZQA website homepage open the COVID-19 tile at the top right or click on News on the top left. - Login to your school's NZQA Provider Login for information on the general security link (previously available through the EmaiLink link). - Go to the Subject pages for subject-specific information and some general information. - Search your emails for updates.
Finding COVID-19 related advice on the MoE website	- Advice and resources for parents and whanau, teachers and leaders can be found at the Learning from home website. - Useful information for schools and parents can also be found in the Ministry of Education's Bulletin for School Leaders | He Pitopito Kōrero

Task List

1 April entry and results file submission	Thanks to all the schools that have already submitted their 1 April entry and results file. If you haven't managed this yet, please do your best to send us a file before **1 May**. This will allow us to get a baseline indication of how many students are intending to be assessed for qualifications this year. Contact your NZQA data liaison and records officer or School Relationship Manager if you are having problems with remote data submission.
SAC management	A SAC newsletter on managing SAC throughout the current situation was sent to your school's SAC contacts on 26 March and is now available on your High Security SAC page. We are processing any applications you have ready. Check the newsletter for details.
External Moderation for schools with April and May submission dates	We have deferred submissions for schools and kura with April and May dates until **1 June**. If you have digital material available and can upload it, you are welcome to do so any time before 1 June. However, please don't send any physical material for moderation until after you are physically open. Any materials in transit to or held at our Wellington or Auckland offices will be returned once schools are physically open to receive them. Ignore any system-generated messages you may get. Please contact your School Relationship Manager if you are uncertain.
COVID-19 cases within your school or kura	Please contact your School Relationship Manager if you become aware of any confirmed cases within your teaching and student body or wider parent community so we can support your needs.