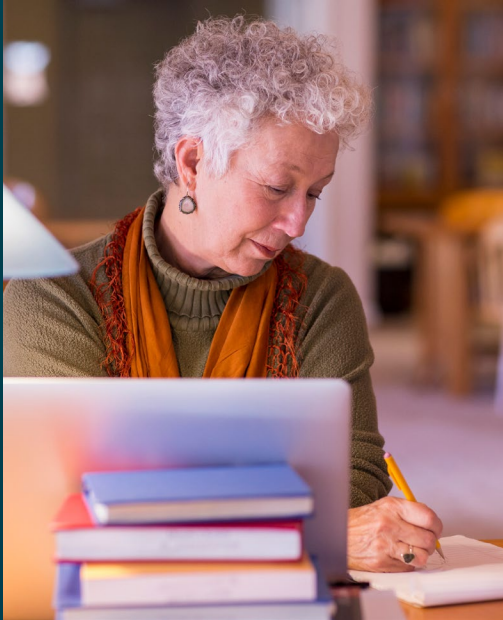


Myth 6

Internal moderation

FACT 1



Schools must

Undertake internal moderation each year to make sure that assessment materials meet the standard, and that teacher judgements are consistent across tasks, classes and years.

Facts

- A sample of student work from each teacher for each standard assessed must be internally moderated every year. This should be strategically selected.
- Schools must report only those internal assessment results which have been subject to an internal moderation process.
- Schools must have a documented internal moderation process to ensure reported results are consistent with the national standard.
- Schools can document their internal process in any way, including adopting or adapting the Internal Moderation Cover Sheet.
- Benchmark samples should be identified during the marking process and kept for future reference and decision making.
- Stored samples should be regularly updated.
- The subject leader is responsible for making sure that internal moderation occurs. Senior management is responsible for ensuring that all assessed standards are subject to internal moderation before results are reported.
- Evidence of grade verification can include:
 - annotated student work
 - records of discussions between teachers
 - the Internal Moderation Cover Sheet.

Myths

- Every piece of student work needs to be verified.
- Not all standards need to be internally moderated.
- The Internal Moderation Cover Sheet must be used to document internal moderation.

More points about assessment opportunities

You can get a better understanding of the national standard by:

- using standard-specific subject experts and colleagues in other schools to verify your grades
- being part of professional associations
- using the internal assessment resources on NZQA's website, such as clarifications and annotated exemplars
- participating in Best Practice Workshops
- completing online workshops and courses hosted on NZQA's Learning Management System (LMS), Pūtake
- referring to benchmark samples from previous years to maintain consistency
- using trade marked Quality Assured Assessment Materials (QAAM) and other NZQA-approved materials.