

## NOTICE TO CENTRES

FAO: Exams Officer/Head of Art and Design

Date: 16 January 2012

Subject: Entry Level Certificate Art and Design (R300–R306)

### RETURN TO VISITING MODERATION FROM JUNE 2012 SERIES

The Entry Level Certificate (ELC) in Art and Design (R300–R306) will change from postal to visiting moderation from the June 2012 series onwards.

The specification documentation and support materials have been updated to reflect this change and are available from the qualification page of the website at

[http://www.ocr.org.uk/qualifications/type/el\\_2010/amlw/art/documents/](http://www.ocr.org.uk/qualifications/type/el_2010/amlw/art/documents/)

Below is a brief summary of the key changes to the moderation process. Please download the specification from the OCR website for more detail.

- **Appointment of a moderator** – The moderator will, where appropriate, also be the GCSE moderator for your centre. This allows the moderation visits to be organised in an integrated way, which we hope you will find helpful.
- **Photographing candidate work** – We recommend that centres, if appropriate, allow candidates to photograph their work during the year for the purpose of keeping a record should it be selected by the moderator for award or training purposes.

Photographing work also enables candidates to build an e-portfolio which can be used for reference purposes if required. Teachers may also access this if it assists with their marking and feedback to candidates throughout the year and may be used, suitably acknowledged, to build in-house reference material.

- **Moderation sample** – The moderation sample will be communicated to you in writing by email or letter and during the phone call from your moderator to arrange the visit.

When preparing the sample for the moderator's visit, it is suggested that 2 x A1 boards or equivalent, plus the final outcome(s), would be an appropriate amount of work for each candidate to display if sampled for the coursework portfolio. A similar amount would be sufficient for the sampled OCR-set work.

Your moderator will be happy to discuss any concerns or queries you may have regarding this change when they contact you to arrange the moderation visit(s).

Alternatively, the Subject Area Support Team (a group of experienced assessors/practitioners) is available to support you throughout the year. Please call our Customer Contact Centre on 01223 553998 for more information about this support.