

Reading Test Year 4 Administration

Timing

The test session consists of the following stages:

- **10 minutes** for the children to read through the story in *Gifts from the Sea: The Sand Horse*;
- **5 minutes** for the teacher to give test instructions;
- **30 minutes** for the children to complete the first section of the *Reading Answer Booklet*;
break (duration to be decided by the teacher);
- **6 minutes** for the children to read through the information text: *Beach Detective*;
- **5 minutes** for the teacher to give test instructions;
- **20 minutes** for the children to complete the second section of the *Reading Answer Booklet*.

The Reading test – first session

1. Each child taking the test should be given a copy of the text: *Gifts from the Sea*.

After handing out all the texts, introduce the topic of the sea and the action of the waves on sand, by reading aloud to the children the Introduction of *Gifts from the Sea*. Explain to the children that they will be doing a test by covering the following points:

- they have **10 minutes** to read the story and afterwards they will have **30 minutes** to answer questions about what they have read;
- they will be able to refer back to the story as often as they wish during the test.

You should not discuss the contents of the story any further with the children at this stage.

2. Allow the children **10 minutes** to read the text.
3. Ask the children to open the first page of the *Reading Answer Booklet* and to listen as you read aloud the instructions and do the practice questions.

Depending on the children's familiarity with tests of this type, you may wish to add further explanation about the different question formats used and indicate the usefulness of the mark allocation (in the margins) in judging how much time and effort is to be invested in each question.

4. In your own words, describe the work entailed in the booklet, ensuring that the following points are covered:
 - most of the tasks in the booklets consist of writing out answers to questions; children should work through the *Reading Answer Booklet* answering as many questions as they can;
 - if they find a question too hard, rather than spending too long on it, they should go on to the next one and come back to it later if they have time;
 - they can look at the story as often as they wish when they are answering the questions;
 - they should not be worried about the spelling of difficult words, punctuation or grammar;
 - if they have problems, they may ask for help;
 - they have **30 minutes** to complete this part of the test.

5. You may use your discretion in reminding the children of any of these points, as appropriate, during the test session.
6. As the session continues, remind the children of the time as necessary. Children finishing early should be encouraged to look over their work.
7. When **30 minutes** have elapsed, please ask the children to finish the question they are answering. No extra time should be allowed except in the special circumstances outlined in this section.

The Reading test – second session

1. After a break, the length of which is left to your judgement, distribute copies of *Beach Detective* and return to the children their own copies of the *Reading Answer Booklet*.
2. Repeat the procedure outlined for the first session. Depending on the length of time that has elapsed between the two sessions, you may wish to remind the children of the relevant points listed under section 4 above.
3. Allow the children **6 minutes** to read the *Beach Detective* newsletter.
4. Allow **20 minutes** for completion of section 2 of the *Reading Answer Booklet*.
5. Collect up all papers.