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YEAR
7LEVELS
3–4

English tests

Subject-specific guidance

Reading

Reading test: administration in one session

- 15 minutes' reading time
- 45 minutes to answer the questions

Reading test: administration in two sessions

Session one:

- 5 minutes' reading time
- 20 minutes to answer the questions

Session two:

- 10 minutes' reading time
- 25 minutes to answer the questions

Key points

- The reading test must be administered before the writing and spelling tests.
- The reading test is one hour long. It is in two parts and can either be administered in one session or split over two sessions. See below (one session) or overleaf (two sessions) for details.
- You should ensure that each pupil has a *Reading booklet* and a *Reading answer booklet*.

Administration in one session

- Pupils must be instructed to read the whole *Reading booklet* during the 15 minutes' reading time. They must not look at the questions in the *Reading answer booklet* during this time.
- Remind pupils that they will be able to refer to the *Reading booklet* when they are answering the questions.
- After the 15 minutes' reading time, ask pupils to write their name and the name of the school in the appropriate boxes on the *Reading answer booklet*. Explain that the *Reading answer booklet* has questions on each text in the *Reading booklet* and on the booklet as a whole.
- Read the 'remember' section on the front cover of the *Reading answer booklet* to the pupils.
- Explain to pupils that they should work through the whole *Reading answer booklet*, referring to the *Reading booklet* as necessary. If they cannot answer a question, they should move on and return to it later.

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Administration in one session continued

- Explain to pupils that if they have any problems they may ask for help, but they cannot be helped with the answering of any questions or have any words read to them.
- Give pupils appropriate time reminders during the test.

Administration in two sessions

Session one:

- Pupils must be instructed to read only the first section (pages 3–7) of the *Reading booklet* during the 5 minutes' reading time. They must not look at the questions in the *Reading answer booklet* during this time.
- Pupils must be instructed to stop reading when they reach the bottom of page 7.
- Remind pupils that they will be able to refer to the *Reading booklet* when they are answering the questions.
- After the 5 minutes' reading time, explain to the pupils that the *Reading answer booklet* has questions on each text in the *Reading booklet* and on the booklet as a whole.
- Read the 'remember' section on the front cover of the *Reading answer booklet* to the pupils.
- Pupils have 20 minutes to answer the questions. They must be instructed to answer **Part 1** only of the *Reading answer booklet*, stopping at the bottom of page 9.
- Explain to pupils that they should work through **Part 1** (stopping at page 9) of the *Reading answer booklet*, referring to the first section of the *Reading booklet* as necessary. If they cannot answer a question, they should move on and return to it later.
- Explain to pupils that if they have any problems they may ask for help, but they cannot be helped with the answering of any questions or have any words read to them.
- Give pupils appropriate time reminders during the test.
- All pupils' test materials must be collected in and stored safely until they are required for session two.

Session two:

- Pupils must be reissued with their *Reading answer booklet* from session one and a copy of the *Reading booklet*.
- Pupils must be instructed to read only the second section (pages 8–11) of the *Reading booklet* during the 10 minutes' reading time. They must not look at the questions in the *Reading answer booklet* during this time.
- Remind pupils that they will be able to refer to the *Reading booklet* when they are answering the questions.
- Pupils have 25 minutes to answer the questions. They must be instructed to answer **Part 2** only of the *Reading answer booklet*, starting at page 10 and continuing until they have reached the end of the booklet.
- Explain to pupils that they should work through **Part 2** of the *Reading answer booklet*, referring to the *Reading booklet* as necessary. If they cannot answer a question, they should move on and return to it later.
- Explain to pupils that if they have any problems they may ask for help, but they cannot be helped with the answering of any questions or have any words read to them.
- Give pupils appropriate time reminders during the test.