



AS AND A LEVEL IN
PHYSICAL EDUCATION

FIRST YEAR OF LEARNERS' STUDY

Understanding the assessment process

We advise centres to access [OCR Train](#) to familiarise themselves with the NEA standards and requirements.

Submission of filmed evidence is required as part of this qualification. Please refer to our [guidance on filming](#) for more information.

Activity adjustment process for learners with disabilities

Read guidance on submitting an activity adjustment form (section 1e of the [Guide to Non-Exam Assessment \(NEA\)](#)) and then contact Subject Advisors at pe@ocr.org to discuss required activity adjustments for any learners with disabilities who are in their first year of study.

First half term

By 1 December

Submit activity adjustment forms

Submit [activity adjustment forms](#) to the special requirements team via email to srteam@ocr.org.uk.

OCR will review and provide feedback to the centre by no later than 31 January (unless the centre is notified of any delay in processing submissions in advance).

Late submissions will not be accepted.

Activity adjustment forms returned to centre

All submitted activity adjustment forms will be returned to centres. They will either be approved or returned to centres requesting further information/details if required.

Where necessary, and permitted by OCR, centres will have until 1 March to revise their criteria in line with feedback from OCR and re-submit.

This will be the final submission allowed, unless there are exceptional circumstances.

By 31 January

By 1 March

Centres resubmit activity adjustment forms

Centres to resubmit any activity adjustment forms to the special requirements team via email to srteam@ocr.org.uk for second review if further amendments/additions were required following the first review.

OCR will review and provide feedback to the centre by no later than 1 April (unless the centre is notified of any delay in processing submissions in advance).

Late submission will not be accepted, unless there are exceptional circumstances.

Second submissions of activity adjustment forms returned to centres

All resubmitted activity adjustment forms will be returned to centres by this date.

They will either be approved or declined. If they are declined centres will be expected to assess learners against the full criteria listed in the [Guide to NEA](#).

By 1 April



Submit visit arrangement form

By 14 January – Centre to complete [Visit Arrangement Form \(VAF\)](#) and submit to OCR.

If you wish to act as a host centre please indicate this on the form.

By 14 January

By 20 March

Moderator arranges visit

Moderators contact centres to arrange date and location for moderation. Centres then communicate with moderator to confirm arrangements/make amendments. Moderator contacts centres to confirm:

- The visit arrangements
- Activities to be moderated

Assessment of learners

Ensure that the ongoing assessments are completed for the NEA and finalise marks through [internal standardisation](#).

Provide learners with marks and opportunity to appeal

Centres complete [centre authentication form](#) which is to be retained at centre

Before marks are entered

Submit marks to OCR

Centre submits marks for both NEA components to OCR via [interchange](#) or [EDI](#)

By 31 March

Submit marks and evidence to moderator

- The PE mark input form for [A Level](#) or [AS Level](#)
- [Filmed evidence](#) of all off-site activities and associated logbooks.
- Filmed evidence of a minimum of 6 on-site activities/sports and associated log books.
- Coaching plans & associated filmed evidence for any candidate being assessed as a coach.
- Filmed evidence of all EAPI's that centre have recorded.

If centres require an early moderation between the 15 and 31 March, then they must complete all of the above at least 5 working days before the planned moderation visit.

Moderator contact

Moderators will contact centres to inform them which activities will be moderated and which learners will need to be available on the day of moderation.

Once moderators have your marks

Live Moderation

Centres attend moderation. All candidate performances included in the moderation sample must be filmed.

Centres should make sure that logbooks for learners being sampled are available for the moderator throughout the visit.

The EAPI component is moderated separately from the visit via the filmed evidence submitted.

March to May

Submission of filmed evidence from live moderation

Centres should submit the following within 10 working days of the moderation visit to the address on the moderation day filmed evidence cover sheet:

- [Filmed evidence](#) of all practical performances of learners included in the sample on the moderation day.
- [Moderation day filmed evidence cover sheet](#)

The filming, and submission to OCR, of all moderated performances from the moderation day is an Ofqual requirement. If we do not receive the filmed evidence this will be considered maladministration.

Results issued

Results are issued and reports are released to centres. Centres can access [results reports](#) on interchange and results analysis on [Active Results](#)

August

Post release of results

Post Results Service

If a centre disagrees with their results, they may request a review of results using the [Post Results service](#)