

It is recommended that:

- ❖ the assessments are spaced out over two to three sessions as appropriate to the age and stage of the learner
- ❖ a variety of assessment tools is undertaken in each session, ie a mix of reading, oral activities, spelling and writing, taking into account the learner's age, stage and levels of concentration
- ❖ written tasks are spread over the sessions, eg spelling of phonic words is split into at least two sessions

Suggested order for administering assessments

Pupil X example

Discussion with the learner

Reading	Phonic words ✓ Common words ✓
Oral assessments	Syllabification ✓ Sequencing ✓
Spelling	Phonic words ✓ Common words (if desired)
Reading	In context
Reading	Non-words ✓
Writing	Sequences ✓ Story writing Handwriting

Reading – Phonic and common words – Record sheet 1

Name: Pupil X

Date:

1

c	✓	e	✓	p	pu	u	✓	d	b	h	✓	l	✓	a	✓	q	✓	r	✓	t	✓	y	LN	i	✓
o	✓	v	✓	s	si	x	LN	f	✓	j	✓	m	mi	k	✓	b	✓	n	✓	z	✓	g	✓	w	✓

sh	✓	ch	✓	th	✓	wh	✓	qu	✓
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2

CVC words

sad
sat

men✓

cod✓

lip✓

jug✓

luck✓

pick✓

3

Consonant
digraphs

shop✓

chat✓

thin✓

whip✓

quick✓

wish✓

much✓

bath✓

when✓

then✓

baf

4

Simple
vowel
digraphs

lay✓

road✓

feel✓

by✓

new✓

tail✓

low✓

hear✓

loud✓

hook✓

law✓

joy✓

fight✓

cow✓

join✓

5

Final
blends

rest✓

jump✓

send
sent✓pick
pink✓

mend✓

soft✓

ring✓

mask✓

belt✓

milk✓

6

Initial
blends

frog✓

plum✓

spin✓

drip✓

step✓

club✓

skip✓

pram✓

slug✓

swim✓

Notes:

A

the✓	and✓
of✓	I✓
he✓	in✓
to✓	you✓
is✓	a✓

B

it✓	was✓
that✓	as✓
on✓	are✓
at✓	have✓
with✓	his✓

C

said✓	for✓
they✓	from✓
had✓	be✓
all✓	not✓
we✓	so✓

Reading – Phonic and common words – Record sheet 2

Name:

Date:

7

Initial and
final blends

plant ✓ spend ✓ trust ✓ spark ✓ stamp ✓

8

Triple
blends

splash ✓ strip ✓ spring ✓ scrub ✓ thrush ✓

9

Magic e

same ✓ bite^{bit} ✓ rope ✓ tube ✓ bake ✓ slide^{slid} ✓

10

Regular

kitten ✓ farmer ✓ forget ✓ monster ✓
animal^{amina} ✓ caravan ✓ fantastic ✓ important ✓

11

Vowel

digraphs etc

mound ✓ claw ✓ chair ✓ spoil ✓ pillow ✓
drew ✓ toast ✓ spray ✓ spoon ✓ employ ✓
haunt ✓ crowd ✓ steam ✓ three ✓ fright ✓
cry ✓ wasp ✓

12

Endings

jumped ✓ funny ✓ bigger ✓ landed ✓
running ✓ handle ✓ filled ✓ shortest ✓
badly ✓ bottle ✓ dry ✓

Notes:

D

but ✓ him ✓
one ✓ my ✓
no ✓ if ✓
by ✓ like ✓
were ✓ go ✓

E

she ✓ this ✓
her ✓ when ✓
there ✓ into ✓
your ✓ do ✓
here ✓ some ✓

F

want ✓ only ✓
made ✓ their ✓
or ✓ what ✓
down ✓ then ✓
went ✓ has ✓

G

me ✓ who ✓
about ✓ will ✓
little ✓ two ✓
look ✓ come ✓
out ✓ them ✓

Oral assessment – Record sheet

Name: Pupil X

Date:

Oral syllabification

Learner's name ✓

Friends' names ✓

Family names ✓

Animals

donkey ² ✓tiger ¹ xdog ¹ ✓alligator ⁴ ✓kangaroo ⁴ xduck ¹ ✓elephant ³ ✓hippopotamus ⁴ xcaterpillar ⁴ ✓

School

pencil

book

teacher

computer

desk

ruler

jotter

Food

banana

melon

spaghetti

tomato

chocolate

soup

haggis

custard

Oral sequences

Alphabet (letter names and letter sounds) A-L ✓ (sequence from M onwards incorrect)

Vowel sounds a e u

Vowel names ✓

Days of the week ✓

Months x

Full name and address full name ✓ address unknown

Number sequence appropriate to age (eg 4 times table) ✓

Learner's birthday ✓

Spelling – Phonic words – Record sheet 1

Name: Pupil X

Date:

A

d	F	i	l	o	v	x		t
h	k	n	c	o	e	m	b	s
a	p	z	g	u	j	w	y	

B

zh	ch	th	wh	go
----	----	----	----	----

C .Ham .cod .yes .Fox
 .rug .lip .wed .van
 .Zip .cid .jet .Pait

D .Shut .rash .chip .rich
 .bath .thin .whin .soc

E .flie .mise .adat .of .ege

F .rayn .coot .Tyo .Noox
 .how .Pool .Low .Neer
 .Pray .lite .dow .coyn

Spelling – Phonic words – Record sheet 2

Name:

Date:

G . Nest . asc . Help . lifie
 . sine . Pond . tent . lap

H . lop . spot . flip . cab
 . stop . crap . scin . plug

I . spend . stop . binc
 . cusp . slac . pant

J

K

L

* assessment stopped at section I due to
 number of errors made

Spelling – Phonic words – Assessment sheet 1

A	d	f	i	l	o	v	x	r	t
Sounds	h	k	n	c	q	e	m	b	s
	a	p	z	g	u	j	w	y	

B
Consonant
digraph sounds

sh ch th wh qu

C
CVC words

ham	cod	yes	fox
rug	lip	web	van
zip	kid	jet	quit

D
Consonant
digraph words

shut	rash	chip	rich
bath	thin	when	sock

E
Twins
(double letters)

fill	miss	add	off	egg
------	------	-----	-----	-----

F
Vowel digraphs
(2 or 3 sounds)

rain	coat	joy	new
how	pool	low	near
pay	light	out	coin

G
Final blends

nest	ask	help	lift
sink	pond	tent	lamp

H
Initial blends

drop	spot	flip	crab
stop	clap	skin	plug

I
Initial and
final blends

spend	stamp	blink
crisp	flask	plant

+ all phonic patterns beyond this point.

Reading – Non-words – Record sheet

Name: Pupil X

Date:

1	jeb ☐	lud ☐ lub	nix ☐	pov ☐	saf ☐	diz ☐ biz
2	shum ☐	goch ☐	whed ☐ wheb	thip ☐	bock ☐	sith ☐
3	fent ☐	wist ☐	nalt ☐	polt ☐	jamp ☐	
4	clup ☐	trum ☐	snod ☐	flib ☐	grod ☐	
5	stend ☐	plost ☐	dromp ☐	smirt ☐		
6	potum ☐ potrum	ruguz ☐ rugzum	koban ☐ Koblan	femat ☐ fermat		
7	pabe ☐ pab	zuke ☐ zuk	mide ☐ mide	gope ☐ gop		

Notes:

Writing Sequences

Name:

Address:

4 flat

Days of the Week:

mon day
tuesday
wednesday
friday
saturday
sunday

Months of the year:

Numbers 1-10:

1 2 3 4 5 6 7 8 9 10