

Optional Area Moderation in AQA GCSE Art and Design (4201 – 4207, 4211)

Instructions to Centres

In GCSE Art and Design moderation is normally carried out by moderation visits. However, an alternative procedure involving area meetings is available to centres. Meetings can be arranged only where a reasonable number of centres (normally at least four) in a given area wish to participate, and where AQA can provide a moderator on a date convenient to all the centres.

If you wish to participate in area moderation please apply using by completing the on-line form located at: www.aqa.org.uk/areamod2012. Each centre participating in an area moderation meeting must submit a separate application form.

If your centre took part in area moderation in 2011, you do not need to complete the on-line form. Where possible we will attempt to re-allocate you to an area meeting for 2012.

However, you will need to complete and submit the form by the 14th November 2011, if any of the following apply.

You wish to be visited by a moderator instead of attending an area moderation meeting in 2012.

Your centre no longer intends to host an area moderator meeting in 2012.

Your centre can now host an area moderation meeting in 2012.

Your centre contact details have changed since 2010/11.

Submission of the application form signifies that the centre accepts the following conditions:

1. Costs

Any costs relating to the area moderation meeting, including the release of teachers from timetabled and other normal duties, and payment for travel, are the responsibility of the centres concerned. AQA will provide the moderator, the venue and lunch for all participants.

2. Transportation of work

AQA will provide centres with details of the date of the meeting and a map of the venue. Teachers must be able to commit to transporting **all** the work required in the sample to and from the meeting.

3. Attendance at the meeting

If your centre offers **more than two** endorsements please ensure that **two** teachers attend the meeting. The teachers participating in the area moderation meeting must attend for as long as is necessary to complete the work, in the judgement of the AQA moderator leading the meeting.

Your application should be submitted on-line by **14 November 2011**. The subject department will then communicate with each centre taking part in area moderation, normally in April.