**GCE Initial Contact with Moderator Questionnaire**

**e-portfolio moderation**

**First contact date**

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| --- |
| CENTRE DETAILS |
| NAME  |  | CENTRE NUMBER  |  |
| CENTRE TEL NO |  | CENTRE email |  |
| CENTRE FAX NO  |  |  |  |
| TEACHER i/c |  | email  |  |
| **INFORMATION**  | **AS LEVEL – 6PE02** | **A2 LEVEL – 6PE04** |
| NUMBERSRESITS  | 6PE02 BOYS   GIRLS 6PE02 BOYS GIRLS  | 6PE04 BOYS   GIRLS 6PE04 BOYS  GIRLS |
|  |    E-portfolio Hard copy/DVD Please tick to acknowledge that you are aware of the arrangements for e-portfolio submission* Moderator agreed on e-portfolio submission deadline prior to

  15th May The date agreed is...................................................* If the moderator informs the centre of any missing evidence or piece of work this must be submitted must be submitted before 15th May.

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| Please tick to acknowledge that you are aware of the following:* Centre is aware of the moderation window? (1st March – 15th May)

  * Centre is aware of the need for each candidate to present evidence of an

  8 week participation log in each of their activities  * Centre is aware that each candidate must have taken part in and have evidence

  of a minimum of 3 formal/competitive situations  * Centre is aware of the requirement for each candidate to present evidence

 of their knowledge/understanding of health & safety/child protection issues  for each performance role and child protection issues for Leader and Official roles |
| For the following tasks please indicate below the numbers offering the formats indicated **NB** Where candidates offer power point they should be filmed making their presentation

|  |  |  |  |
| --- | --- | --- | --- |
| Task | Written hard copy | Written CD | Power point |
| 2.1 Local Study |  |  |  |
| 2.2 National Study |  |  |  |

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| **REMINDERS**  | * Candidates folders should be clearly labelled. Full details of how to submit the e-portfolio can be found in the Internal Assessment Guide (IAG)
* Candidates have each submitted the required compulsory evidence
* The candidate can be clearly identified on any DVD clips that are included
* Any DVD clips that are included should be able to be played using Power DVD, Media Player, Quick Time
* Word counts are not exceeded on written tasks
* Tasks 2.4, 4.2and 4.4 to be sent to moderator named on OPTEMS
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| **E9 REPORT**  | Have you read your E9 report from last year? YES/NOHave you been able to address any issues/advice highlighted last year?**Moderator’s comments**: |
| **PAPERWORK** **Pre-Submission****Post Submission**  | CRAFS 6PE02CRAFS 6PE04OPTEMS 1E/EDI print out | **DATE RECEIVED** |