

To Headteachers of Lancashire Primary Schools

Phone: 01772 531555

Email: pst@lancashire.gov.uk

Your ref:

Our ref: LSIS/MT/PB/CM

Date: 10 July 2025

Dear Colleague

Quality Assurance of EYFSP, KS1 (optional) and Phonics Screening Check Data 2025

Firstly, may I take this opportunity to thank you with all your efforts in submitting the considerable amount of performance data required by the DfE in the last two weeks. This always falls at an exceptionally busy time for schools, and it is greatly appreciated by the Assessment Team for the work that you do to meet deadlines. From our part the Data Team have been working hard to 'cleanse' over 2500 individual pieces of data and are now releasing your 'checking files' onto Lancashire [ROSE](#).

Checking of Results

Headteachers are responsible for ensuring the data submitted accurately reflects the assessments of the current cohorts of children. The checking procedure outlined below has been used successfully in previous years and will be in place for the checking of data submission this year for the EYFS and the Phonics Screening Check. Headteachers can for a short time follow up any anomalies and resubmit if there are errors.

To enable the school to check the results submitted, the Assessment Team at Lancashire County Council have uploaded to Lancashire ROSE a checking sheet of results. Headteachers or their delegated authority now need to check that these results are an accurate reflection of the children's attainment. The checking file contains a link to the Microsoft form which needs to be completed by the school to verify that the results are accurate.

Please note it will not be possible to amend results after the end of the summer term.

Please ensure you check your results carefully and discuss them with your adviser if necessary. The results will be reported in publications such as ASP and LSIP, so it is important that you confirm your results are correct.

Lancashire County Council
PO Box 100, County Hall, Preston, PR1 0LD



This is an important part of the process as in the last year a small number of issues were identified such as:

- Child/Children missing from the submitted data
- Accidental incorrect submission of standard or standards
- Standards accidentally assigned to the wrong child
- Spreadsheet of data unreadable/corrupt

In the event that a change is made, the data team will then issue a fresh checking file for you within 48 hours.

If you have any queries about the Quality Assurance Process or your results, please contact the Professional Support Team at Lancashire County Council, by telephone on 01772 531555 or by email on pst@lancashire.gov.uk.

In addition, if you do wish to optionally submit your KS1 Teacher Assessment and Multiplication Tables Check (CTF that can be found on the MTC sign in site for your School), then please do so via the links below. This data can then be included in your autumn term LSIP.

Key Stage 1 Results (optional) –

<https://schoolsportal.lancsngfl.ac.uk/msf/files/upload/?folder=58>

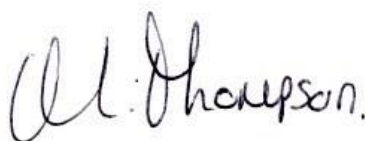
Multiplication Tables Check –

<https://schoolsportal.lancsngfl.ac.uk/msf/files/upload/index.asp?folder=78>

If you are a School with a School Improvement Service Guarantee (SISG) then you automatically receive an LSIP. For Non-SISG Schools, you can still sign up for an LSIP (if you have not already done so) [via this link](#).

Again, thank you for all your work with this process. I wish you all a lovely summer break, when it arrives.

Yours sincerely,



Mike Thompson
Curriculum and Assessment Co-ordinator
CC Primary Advisers, Schools' Portal, AST website

