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# Alliance Action Plan

2017-2018

Key Action	Leader/s	Frequency / Dates / Venues	Evidence Required
<p>Invite other partners to take part in activities</p> <ul style="list-style-type: none"> <li>• GG to liaise with Ali from Reach who want to take part in moderation meetings.</li> <li>• Hunslet St Mary's also want to take part in moderation meetings. Tim Smith to inform Mark of the dates.</li> <li>• ML to contact Sherida at Greenmount – what would the new head like to take part in?</li> </ul>	<p>Gary German</p> <p>Martin Lumb</p> <p>Mandi Wilson</p>	<p>See below for moderation meetings</p> <p>Leaders always discuss additional partner schools at leadership and steering group meetings.</p>	<p>Attendance / reports from moderation meetings</p>
<p>Leadership group and steering groups</p> <ul style="list-style-type: none"> <li>• Agree new memorandum of understanding</li> <li>• Analyse reports</li> <li>• RAG action plan</li> <li>• Headspace for leaders</li> </ul>	<p>Gary German</p> <p>Martin Lumb</p> <p>Mandi Wilson</p> <p>Clare Krasinski</p> <p>Faye Pashby</p> <p>James Garden</p> <p>Sarah Millard</p> <p>Dep – IRPS</p> <p>Caroline Carr</p> <p>Dep - GPS</p>	<p>½ termly leadership meetings @10am @SLPS</p> <ul style="list-style-type: none"> <li>• 4<sup>th</sup> Dec</li> <li>• 5<sup>th</sup> Feb</li> <li>• 26<sup>th</sup> March</li> <li>• 21<sup>st</sup> May</li> <li>• 9<sup>th</sup> July</li> </ul> <p>Termly steering group meetings</p> <ul style="list-style-type: none"> <li>• 23<sup>rd</sup> Nov - NBCS</li> <li>• 28<sup>th</sup> Feb – Greenmount</li> <li>• 28<sup>th</sup> June – Hunslet Carr.</li> </ul>	<p>Minute meetings – Circulated 1 week after the meeting</p> <p>Minutes and agendas – circulated 1 week after the meeting. Steering group to feed back to FGBs</p>
<p>Challenge Days with a focus on PWP</p> <ul style="list-style-type: none"> <li>• Safeguarding leads from partner schools to attend too focussing on 1 CP record, SCR and 1 personnel file.</li> </ul>	<p>Gary German</p> <p>Martin Lumb</p> <p>Mandi Wilson</p> <p>Clare Krasinski</p> <p>Faye Pashby</p> <p>James Garden</p> <p>Sarah Millard</p> <p>Dep – IRPS</p> <p>Caroline Carr</p> <p>Dep - GPS</p>	<p>Autumn 2 - Hunslet Carr – 29<sup>th</sup> November with Tim Richards</p> <p>Spring 1 - New Beverley – 16<sup>th</sup> January</p> <p>Spring 2 – Ingram Road – 28<sup>th</sup> February</p> <p>Summer 1 - Sharp Lane – 5<sup>th</sup> June</p> <p>Summer 2 – Greenmount – TBC</p> <p>NBPS, IRPS, SLPS, GPS all to confirm with Tim Richards dates for the Full Challenge Days.</p>	<p>Lesson proformas (partnership) (NBCS)</p> <p>Book look with pupil interviews (NBCS)</p> <p>Report written during the day and shared with leaders before the end of the day. Headings...</p> <ul style="list-style-type: none"> <li>• Activities</li> <li>• Evidence</li> <li>• Strengths</li> <li>• Lines of enquiry</li> </ul>

Key Action	Leader/s	Frequency / Dates / Venues				Evidence Required
To support partner schools with School Improvement Initiatives and Quality Assurance	GG, ML, MW, SM & CC – invited leaders		Autumn	Spring	Summer	<p>Information regarding school improvement focus to be sent 1 week before. Visiting leaders look on school website before the visit website</p> <p>Report written during the day and shared with leaders before the end of the day. Headings...</p> <ul style="list-style-type: none"> <li>• Activities</li> <li>• Evidence</li> <li>• Strengths</li> <li>• Lines of enquiry</li> </ul> <p>School leaders to email reports to all leaders in the partnership. Reports will be shared with the steering group.</p>
		Hunslet Carr		EYFS and Provision <b>James and Jenny Garden</b> <b>14<sup>th</sup> March</b>	Reading <b>Tim Smith</b> <b>+1 27<sup>th</sup> June</b>	
		Sharp Lane	Pupil and Sport Premium <b>22<sup>n</sup> Nov</b> <b>Katie Stamer and Faye Pashby</b>	British Values and SMSC <b>Nikki Carter-Green &amp; Michelle Ward</b> <b>5<sup>th</sup> March</b>		
		New Bewerley	Maths obs and discuss Early Years <b>15<sup>th</sup> Nov</b> <b>Tom Gray and Anna White</b>		Outdoors, Lunchtime routines and behaviours / activities. <b>Kate Standish &amp; Zoe Smith</b> <b>18<sup>th</sup> April</b>	
		Greenmount	EYFS and Provision <b>Date TBC</b> <b>Anna White &amp; Jenny Garden</b>		<b>TBC</b>	
		Ingram Road	Maths <b>27<sup>th</sup> Nov</b> <b>Tom Charlie S &amp; Kathryn J</b>		19 <sup>th</sup> June Focus and staff TBC	

<b>Key Action</b>	<b>Leader/s</b>	<b>Frequency / Dates / Venues</b>	<b>Evidence Required</b>
To re-brand the partnership with a new name and logo.	Gary German Martin Lumb Mandi Wilson	To be decided during November's leadership meeting. Agreed that it needs to end with sp or lp for school partnership or learning partnership. Logo to be professionally designed. This will be used on letterheads and websites.	
NQTs to meet regularly and receive high-quality mentoring.	Tracey Cunningham – New Bewerley	Half-termly - Tracey to determine dates and venues. Final celebration meeting to take place at the Village Hotel.	Action Plan Provide notes from meetings and gap tasks outcomes
Partnership schools to moderate writing judgements in R, Y1, Y2, Y4 & Y6.  <ul style="list-style-type: none"> <li>Tim to invite teachers from other schools – Reach &amp; St. Mary's</li> </ul>	Tim Smith Sharp Lane	Year 6 teachers to attend LA moderation on 30 <sup>th</sup> October. Meetings should happen, at least, every half term. There should be two year 2 meetings and two year 6 meetings. The frequency of R, 1 and 4 is to be decided by TS.	Action Plan Provide notes from meeting and moderation outcomes
Form a maths leadership network with a MASTERY focus  <ul style="list-style-type: none"> <li>Charlie to invite other maths leaders from Reach and St Mary's</li> </ul>	Charlie Sharpe Hunslet Carr	<ul style="list-style-type: none"> <li>Maths leaders to attend Leeds moderation meetings</li> <li>Charlie to host termly maths leader partnership meetings</li> <li>Charlie to schedule meetings</li> </ul>	Action Plan Provide notes from meetings
Science	Science Leaders	Go to the science network meeting	Feedback to heads / deputies.
Spending	Ann Simpson New Bewerley	How can they compare budgets / spending? Termly	Feedback to heads / deputies.

## Appendix 1

### Form a maths leadership Network with a Mastery focus.

<b>Key Action</b>	<b>Leader/s</b>	<b>Frequency / Dates / Venues</b>	<b>Evidence Required</b>
For the Learning Partnership to have effective Maths Moderation at EYFS, Yr2, Yr4 and Yr6	Charlie Sharpe Hunslet Carr	Termly meeting timetabled two or three weeks before national submission deadlines.  The aim is to get all year groups to moderate at the same time to allow moderation across the year groups as well as within them.  Charlie to email HTs with 3 possible dates for each term before Monday 13 <sup>th</sup> November and to have confirmed by 20 <sup>th</sup> November.	<ul style="list-style-type: none"><li>• Notes of each year group's discussions including the initials of children, the school they attend, the level they were assessed prior to the moderation and the agreed level after the moderation</li><li>• Notes to be sent to HTs within 2 weeks of the meetings</li></ul>
For all schools in the partnership to have access to materials and information from the Yorkshire Ridings Maths Hub	Charlie Sharpe Hunslet Carr	Termly meeting timetabled two weeks after Charlie has attended the 2 <sup>nd</sup> Half-term's Yorkshire Ridings Maths Hub meeting.  The aim is to share the national maths picture and any relevant research, strategies and information from the hub across the COGs group.  Charlie to email Maths Leaders with 3 possible dates for each term before Monday 13 <sup>th</sup> November and to have confirmed by 20 <sup>th</sup> November.	<ul style="list-style-type: none"><li>• Notes of each meeting's discussions including papers shared between the maths leaders.</li><li>• Notes to be sent to HTs within 2 weeks of the meetings</li></ul>
For all schools in the partnership to have the opportunity to observe mastery maths taught using Maths No Problem!	Charlie Sharpe Hunslet Carr	COGs schools to be invited to attend a Maths No Problem! open morning at Hunslet Carr in February 2018  Charlie to email HT with 3 possible dates within February before Monday 13 <sup>th</sup> November and to have confirmed by 20 <sup>th</sup> November.	<ul style="list-style-type: none"><li>• A Hunslet Carr Drop In form completed by the visiting teachers</li></ul>

Appendix 2  
Form an NQT Network.

Key Action	Leader/s	Frequency / Dates / Venues	Evidence Required
<p>For Cogs schools to have effective support for NQTs.</p> <p>Clear focus for CPD – bespoke to NQTs need.</p> <p>Peer support to meet teacher standards.</p>	<p>Tracey Cunningham            New Bewerley Community School</p>	<p>Half Termly Meetings – CPD/issues arising.</p> <p>The aim is establish links for NQTs and support to achieve teacher standards.</p> <p>Peer support on bespoke areas for development</p> <p>TC to email HTs with possible dates for each half term.</p> <p>TC and NQTs to set agenda on training needs/or target need.</p> <p>TC to liaise with other key staff to deliver a programme of CPD</p> <p>TC to submit minutes of meetings to Heads of Schools.</p> <p>TC to arrange visits to 3 schools looking at provision and teaching.</p> <p>Evaluation of impact of group/training.</p>	<ul style="list-style-type: none"> <li>• Agenda</li> <li>• Minutes of meeting</li> <li>• Report of meeting</li> <li>• Evidence of impact (teacher standards)</li> </ul>

Appendix 3  
English Support

<b><u>Key Action</u></b>	<b><u>Leader/s</u></b>	<b><u>Frequency/Dates/Venues</u></b>	<b><u>Evidence Required</u></b>
For the Learning Partnership to moderate writing judgements in R, Y1, Y2, Y4 & Y6.	Tim Smith Sharp Lane	<p>TS to dictate when meetings will happen and the focus of each meeting. This to be shared with head teachers and added to school's Long Term Plans. (see attached)</p> <p>Each year group to have 2 moderation meetings during the year. Year 6 and Year 2 to have meetings which correspond with data submission deadlines.</p> <p>TS to email head teachers with possible dates at the start of each half term and year group staff and venue to be confirmed</p>	<p>Notes from the meetings to be completed and shared with TS. Each school will make their own notes and an overall document will be completed (see attached document). These notes should include, Key Areas of Strength in schools, Areas for development and possible next steps.</p> <p>TS to evaluate these notes and share with head teachers with suggested next steps and actions.</p>

**Suggested Dates for Moderation Meetings**

<b><u>Half term</u></b>	<b><u>Date for moderation</u></b>	<b><u>Year groups &amp; Focus</u></b>	<b><u>Venue</u></b>
Autumn 2	Wk. Beginning 4.12.17	Year 4 – More able writers	Sharp Lane Primary School
		Year 2 & Year 6 – More able writers	Sharp Lane Primary School
Spring 1	Wk. Beginning 22.1.18	Rec & Year 1 – More able writers	Hunslet Carr
Spring 2	Wk. Beginning 5.3.18	Rec & Year 1 – Lower attainers	New Beverley
		Year 2 & Year 6 – PKF/WTS	New Beverley
Summer 1	Wk. Beginning 30.4.18	Year 4 – ARE	Hunslet Carr
		Year 2 & Year 6 - ARE	Hunslet Carr
Summer 2	Wk. Beginning 4.6.18 (EYFS deadline 19 <sup>th</sup> June TBC)	Rec & Year 1 - ARE	Sharp Lane Primary School

**Evaluation document – individual pupil**

<b><u>Pupil Name:</u></b>		<b><u>School:</u></b>
<b><u>Level Prior to moderation:</u></b>	<b><u>Level Following moderation:</u></b>	<b><u>Date of moderation:</u></b>
<b><u>Areas of strength/Evidence:</u></b>		<b><u>Areas for development:</u></b>
<b><u>Agreed next steps for pupil:</u></b>		



**Evaluation document – overall**

<b><u>Date of moderation:</u></b>		<b><u>Focus:</u></b>	
<b><u>Staff present</u></b>			
<b><u>SLPS –</u></b>			
<b><u>HC –</u></b>			
<b><u>NB-</u></b>			
<b><u>School</u></b>	<b><u>Areas of strength</u></b>	<b><u>Areas of development</u></b>	<b><u>Suggested next steps</u></b>
Sharp Lane Primary School			
Hunslet Carr			
New Beverley			