



Hunslet Carr Primary School
Leeds



Hunslet Carr Primary School

School Improvement Plan

2017-18

Cross Referenced to the Pupil Premium Strategy

**High Expectations, Caring,
Positive Attitudes and Successful**

Total Cost of Plan £76,200

Last RAG Rated on December 14th 2017

Area of SEF: Effectiveness of Leadership and Management

Priority 1: To maintain and further develop the strength of leadership throughout the school

Priority Leader: **Martin Lumb** Gov Com: **Resources Committee** Link Gov: **Kevin Birkin** Cost of Priority: **£25,100**

Objectives	Success Criteria	Specific Actions	Monitoring arrangements	Evaluation of the impact on Pupil Progress?	Resources
<p>1.1 Continue to increase the effectiveness of the governing body</p>	<p>Governors systematically challenge senior leaders within governor meetings by asking questions and seeking evidence</p> <p>Governors are clear on individual and collective responsibilities with regards to monitoring and supporting the school</p> <p>Governors can articulate the school's vision and key priorities for the school year</p>	<p>Governors to know their specific roles and responsibilities (FGB 27th Sept)</p> <p>Governors to access CPD that ensures they have the knowledge to ask challenging questions</p> <p>Governing body to organise a timetable of monitoring visits/phone calls throughout the year (FGB 27th Sept)</p> <p>Governors to seek multiple sources of evidence to their questions</p> <p>Governors to have a higher profile across the school:</p> <ul style="list-style-type: none"> • Assemblies • Accompanying Trips • Governor Certificate for Children and Staff • Display Board <p>Governors to attend a specific meeting for assessment that focuses on performance data and assessment systems within school (17th Jan 2018)</p> <p>Governing body to work with the RAISE schools on shared school improvement activities</p> <p>Governors to elect a Pupil Premium Governor who meets with school leaders to support and challenge in this area of improvement (1st meeting before Oct half-term 2017)</p>	<p>Link Governor (LG) to check all statutory roles and responsibilities were distributed at FGB 21st Sept.</p> <p>LG to ensure courses are booked based on needs to Govs and Gov Action Plan</p> <p>LG to check that HT has distributed the Assessment Calendar at FGB 21st Sept and that the CoG has arranged for 2 governors to attend each monitoring activity</p> <p>LG to check that CoG and HT have sent notes and that governors are preparing questions to ask in meetings to challenge leaders and these are recorded in the minutes of meetings</p> <p>LG to check assessment results were circulated at FGB 1st Nov and that leaders were challenged about them</p> <p>LG to check that HT has arranged the autumn meeting, that it takes place and that governors understand the data enough to challenge leaders through the minutes of the meeting</p> <p>LG to check the minutes of COGs governance Structure, FGB and committees to ensure that COGs Governance partnership work is taking place</p> <p>LG to check that PP Gov is regularly meeting with DHT to review Pupil Premium Spending and the impact it is having on diminishing the difference</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • FGB and Committee Minutes evidence that governors are asking questions focused on impact and then seeking 2nd sources of evidence in school • These lines of enquiry are then followed up in subsequent FGB or Committee minutes 	<p>Governor CPD £1,000</p> <p>Ian Stokes SLA £2,500</p>

<p>1.2 Develop the Senior Leadership Team (SLT)</p>	<p>Leaders focus consistently on improving outcomes for all children through CPD, Training and monitoring activities</p> <p>Leaders have a deep and accurate understanding of the school's effectiveness</p> <p>Leaders focus on the impact of their actions on key areas & feedback to the SLT termly</p> <p>Leaders provide clarity of expectations around key school areas across the staff team</p>	<p>Increase leadership capacity through embedding the AHT structure and providing non-contact leadership time</p> <p>Ensure that there is effective communication between all leaders throughout the year</p> <p>Setting out clear roles and responsibilities in Job Descriptions and Performance Management Targets before 22nd Sept</p> <p>Giving a clear message and consistent message from the SLT within meetings through the use of staff meetings and clarity documents</p> <p>Provide opportunities for CPD at a leadership level for all members of the SLT</p> <p>SLT deliver the monitoring detailed in the Assessment Calendar (FGB 27th Sept) and use that information to update the SEF Half-termly – See Assessment Calendar for dates.</p> <p>SLT use the SEF to target support in order to consistently improve outcomes for all pupils</p> <p>SLT meet termly (10th Jan/25th Apr) to assess the progress towards meeting the targets they have set in each phase, focusing on the impact of the PL actions</p>	<p>Link Governor (LG) to check Induction meetings took place before 22nd Sept, training on 4th/8th and 18th Sept and PPA calendar in place before the 4th Sept</p> <p>LG to check SLT met on 13th Sept to agree ways of working and share clarity around roles</p> <p>LG to check that JD meetings took place through minutes of meetings and signed JD forms</p> <p>LG to check that Clarity and Assessment documents are shared with AHTs and then the wider staff team</p> <p>Resource committee to check that PM targets are linked to leadership and pay progression is awarded on the basis of effective leadership</p> <p>LG to check that monitoring detailed has been carried out through Gov visit forms or evidence files</p> <p>LG to check that SEF is updated half-termly as stated in assessment calendar and used to justify specific actions</p> <p>LG to check that PL review meetings have taken place through reading the SLT minutes of the meetings</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • Job Description and Performance Management files • SLT meeting minutes • The monitoring files of each AHT for their phase • An updated SEF 	<p>Additional AHT wages and cover costs £8,000</p> <p>3 Days of Cover £600</p> <p>Cost of Leadership Coaching £4,000</p> <p>Cost of NPQML £1,500</p>
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Area of SEF: Quality of Teaching, Learning and Assessment

Priority 2: To maintain the proportion of teaching rated good or better to at least 90% of which 25% would be outstanding

Priority Leader: **Martin Lumb** Gov Com: **Learning and Teaching** Link Gov: **Claire Burgess** Cost of Priority: **£36,100**

Objectives	Success Criteria	Specific Actions	Monitoring arrangements	Evaluation of the impact on Pupil Progress?	Resources
<p>2.1 To have a shared, consistent understanding of what good and outstanding learning looks like</p>	<p>Teachers are clear on what the school defines as good and outstanding teaching of time and as a result, teaching over time improves so that at least 90% is judged to be good and 25% is outstanding</p>	<p>A cohort of 3 teachers to undertake Outstanding Teaching coaching during the autumn term (Dates available from School Calendar)</p> <p>A cohort of 3 teachers to undertake Consistently Good Teaching coaching during the spring term (Dates available from School Calendar)</p> <p>All staff to understand the school's learning and teaching clarity document and to use this during lesson study in the spring term (On website and staff handbook)</p> <p>Self-Review lesson observations to take place during the autumn and summer terms</p> <p>Regular phase monitoring to take place as timetabled on the assessment calendar (FGB 27th Sept):</p> <ul style="list-style-type: none"> • Book Trawls • Learning Walks • Children Interviews <p>Lesson Study during Spring Term to be undertaken by staff to further improve teaching standards through peer support – See Assessment Calendar</p> <p>NQT Mentoring/ to take place: Matthew Farley = Elisa Whitfield Hayley Kenworthy = Michelle Ward</p>	<p>Link Governor (LG) to check that OT coaching group met on 25th September and then undertake the OTC</p> <p>LG to check that CGT coaching group met on 21st November and then undertake the CGT</p> <p>LG to check observation lessons have been taught and evidence of self-review meetings have taken place</p> <p>LG to observe a lesson study lesson and be part of process of improvement and support (January 2018)</p> <p>LG to check that PL review meetings have taken place through reading the SLT minutes of the meetings</p> <p>LG to check that NQT mentoring has been carried out and through meetings/discussions with the NQTs that their development needs are being met.</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • Pre and Post course evaluation of OTC, CGT and Lesson Study teaching courses • Governors to attend Celebration events for OTC and CGT to hear of the impact • Copy of the staff handbook • Reports of the Teaching Overview and analysis of lesson observations shared at FGB and Learning and Teaching Committee • Whole School monitoring files available and shared in HT Performance Management 	<p>18 Days of Cover for OTC £3,600</p> <p>6 Days of Cover for GTC £1,200</p> <p>Cost of Handbook £800</p> <p>4 Days of Cover for Lesson Study £800</p> <p>SLA for NQTs £2,000</p>

<p>2.2 Provide all staff with effective CPD so that they are able to effectively fulfil their role</p>	<p>All staff in school are given access to high quality CPD that impact on their practise and as a result,</p> <p>teaching over time improves so that at least 90% is judged to be good and 25% is outstanding</p>	<p>From the teaching overview and Performance Management targets, clear systems are put in place to identify CPD need (Teaching overview updated on 11th Oct/31st Jan and 23rd May)</p> <p>CPD Coordinator to put in place systems to evaluation and disseminate information after CPD has taken place</p> <p>Ensure the CPD budget is effectively spent through feedback to CPD coordinator, staff questionnaires and reviews of CPD Journals</p> <p>Introduction of the Leverage Coaching Model during Sept/Oct 2017 with teachers able to ask for coaching within specific areas from Nov 2017</p> <p>CPD co-ordinator to ensure that training has a Pupil Premium strand and that teachers are reflecting on what Quality WAVE 1 teaching looks like for these children. See Page 10 of PP strategy document for more info</p>	<p>Link Governor (LG) to check the Teaching overview is updated termly and that CPD is matched to this or anonymised Performance Management targets</p> <p>LG to ensure that CPD is evaluated to ensure it is effective and value for money through meeting CPD coordinator</p> <p>LG to discuss Leverage coaching with Martin Lumb before October 6th and visit school to see a Leverage coaching session in process.</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • Reports of the Teaching Overview and analysis of lesson observations shared at FGB and Learning and Teaching Committee • CPD analysis and evaluation document • Results of the annual staff CPD survey • Pre and Post course evaluation of Leverage Coaching 	<p>16 Days of Cover for Leverage Coaching £3,200</p> <p>6 Days of Cover for GTC £1,200</p>
<p>2.3 Embed the school's approach to developing Growth Mindsets</p>	<p>Children are more resilient and can explain Growth/Fixed mindsets</p>	<p>An introduction of a Growth Mindset leader to introduce and monitor Growth Mindset across the school by July 2017</p> <p>Whole school CPD on Growth Mindset delivered on first inset day of the year Sept 4th</p> <p>Children have lessons on Growth Mindset during the first week in September (Wk Beg Sept 4th)</p> <p>Displays around school and in classrooms to reflect the schools promotion of a Growth Mindset (by Sept 25th)</p> <p>Celebrate children with Growth Mindsets in assembly with certificates</p>	<p>Link Governor (LG) to check that Growth Mindset leader is in place and inset day materials shared with whole school</p> <p>LG to meet with Growth Mindset leader to discuss the impact of the first week of lessons on learning attitudes and outcomes</p> <p>LG to find evidence of the use of Growth Mindset display across the school during in school monitoring</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • Reports from AHT learning walks and governor visits when accompanying AHT on a learning walk • Pre and Post Growth Mindset Surveys • Pupil Interviews 	

<p>2.4 Provide clarity to all staff around the school's assessment systems; DoL and BSquared</p>	<p>Lesson are personalised to meet the needs of children through accurate assessment and as a result,</p> <p>teaching over time improves so that at least 90% is judged to be good and 25% is outstanding</p>	<p>(also see separate Assessment Action Plan)</p> <p>Assessment Leader meets with Govs from the learning and teaching committee to ensure they are clear on the school's assessment procedures (6th Dec)</p> <p>All staff and governors are aware of the school's assessment calendar (FGB 27th Sept)</p> <p>Target setting meetings are held with the Assessment leader in Sept (Wk Beg 18th Sept)</p> <p>Moderation meetings are timetabled throughout the academic year (See Assessment Calendar)</p> <p>Pupil Progress meetings will take place termly (See Assessment Calendar)</p> <p>Staff meeting time dedicated to assessment updates</p> <p>CPD provided for all staff involved in National tests</p> <p>Moderation in key year groups organised and run within the COGs groups of schools</p> <p>New Teachers and all Support Staff to access BSquared training provided by the Inclusion Team</p> <p>DOL training given to all teachers so they can successfully use the system to find next steps in learning provided by Faye Pashby</p> <p>Governors to attend a specific meeting for assessment that focuses on performance data and assessment systems within school (Jan 17th 2018)</p>	<p>Link Governor (LG) to check that as well as nationally published data the assessment meeting covers a section on how the school assesses Core subjects across the school, SEND progress and EYFS progress</p> <p>LG invited to attend or shown minutes of moderation Twilight/Staff meetings</p> <p>LG invited to attend or shown the minutes and action plans from Pupil Progress Meetings</p> <p>LG to see evidence of CPD for national tests and in house assessment systems and to discuss with staff their levels of confidence in using the systems</p> <p>LG to check that HT has arranged the autumn meeting, that it takes place and that governors understand the data enough to challenge leaders through the minutes of the meeting</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • Evaluations and analysis of Internal and external assessment information presented to the appropriate committees • Assessment Calendar • Minutes from Pupil Progress Meetings • Reports from COGs challenge days and moderation activities shared with COGs steering group • Attendance at or notes from Ian Stokes' data presentation to the governors • Governor notes of visit when attending Pupil Progress Meetings, SEND reviews or meetings with SLT 	<p>3 Days of Cover for Target setting £600</p> <p>12 Days of Cover for PPMs £1,200</p> <p>Ian Stokes SLA £2,500</p>
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<p>2.5 Continue to Successfully implement the whole school approach to the teaching of Writing through the Primary Writing Project (PWP)</p>	<p>All stakeholders are aware of the need to adapt a consistent, whole-school approach to Writing and the changes made</p> <p>Teachers are consistent in using the techniques and strategies within the PWP</p> <p>Pupils are more engaged in Writing and as a result outcomes improve so that R/W/M is at least FFT50 target in each year group</p>	<p><i>(also see separate English Action Plan)</i></p> <p>PWP Leadership team to attend all training sessions 12/9, 22/3 & 8/5</p> <p>Provide CPD for new and returning teachers who didn't access the training from the first year (Sept 28th)</p> <p>Create a PWP Clarity Document and 'This is how we do it...' guide so that all staff, parents and children know how Writing is taught at HCPS (by 30th Oct)</p> <p>PWP leadership to provide clear messages through staff meetings to ensure a consistent approach throughout the school (See Assessment Calendar, Staff Meeting column –PWP)</p> <p>PWP leadership to provide monitoring of PWP priorities over the school year</p> <p>Through training and then monitoring ensure that there is a consistent approach to the teaching of basic writing skills across the school:</p> <ul style="list-style-type: none"> • Handwriting <ul style="list-style-type: none"> • SPaG • Vocabulary <p>Increase parental engagement with writing by posting the story maps and video retellings on the school website</p> <p>Pupil learning behaviours and attitudes improve as measured by pre/post surveys (Pre = Sept 16 / Post = July 17)</p> <p>PWP is a key component in addressing Priority C on the PP Strategy document. See p5 of document for more details.</p>	<p>Link Governor (LG) to discuss with the PWP leadership team the CPD that has been undertaken to train new/returning staff and to continue to develop existing staff</p> <p>LG to have evidence of the Clarity document and 'how to...' guide</p> <p>LG to have seen evidence that key features of PWP are consistent across the school using a range of sources such as learning walks, book trawls and pupil interviews</p> <p>LG to have seen evidence that basic skills are being taught consistent across the school using a range of sources such as learning walks, book trawls and pupil interviews</p> <p>LG to check website for PWP information and discuss with the PWP team how this information is shared with parents</p> <p>Through COGs governance ensure the network with NBPS and SLPS continues to share good practice and take part in Learning Reviews</p> <p>HCPS – TBC / NBPS – TBC SLPS – TBC</p> <p>LG to discuss with HT, DHT or Eng ML PWP impact on attitudes to writing using the survey as a basis for comparison</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • Reports from COGs challenge days and moderation activities shared with COGs steering group • Evaluations and analysis of pupil attitude surveys around writing • Reports from AHT learning walks and governor visits when accompanying AHT on a learning walk • Evaluations and analysis of Internal and external writing assessment information presented to the appropriate committees termly • Reports from COGs writing moderation activities shared with COGs steering group 	<p>Cost of PWP £12,500</p> <p>PWP CPD £2,000</p>
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<p>2.6 Improve the teaching and learning of Reading in KS2</p>	<p>All stakeholders are aware of the need to adapt a consistent approach to Reading in KS2</p> <p>Teachers are consistent in using the techniques and strategies within the Clarity Document</p> <p>Pupils are more engaged in Writing and as a result outcomes improve so that Reading is at least FFT50 target in each year group</p>	<p><i>(also see separate English Action Plan)</i></p> <p>PWP Leadership ensure that all KS2 classes have adopted the features of the Reading Clarity Document by end of Sept 17</p> <p>Staff to receive training on Reading on 7th and 28th November, to undertake a gap task and then to undertake paired observations of GR within their phase by end of December</p> <p>KS2 staff to undertake 5 days of Reading training delivered by Steve Dawson in Jan 2018 followed by a range of monitoring and support in Feb/Mar 2018</p> <p>School to ensure that the Reading as a Reader and Reading as a Writer elements of PWP are being taught effectively as Whole Class Shared Reading through training on 7th and 28th Nov and then monitoring of sessions.</p> <p>School to explore the process of Reading in KS2 through the use of Reading Reconsidered to support vocabulary and inference 7th and 28th</p> <p>School to continue to invest in activities to promote reading for pleasure such as:</p> <ul style="list-style-type: none"> • Reading corners (in place by 25th Sept), • book fairs and stay and read • Boys and Girls book clubs • A world Book day every term • Comics and Newspapers <p>GR document, training and support are key components in addressing Priority B on the PP Strategy document. See P4 of the document for more details.</p>	<p>Link Governor (LG) to discuss with the PWP leadership team the CPD that has been undertaken to train new/returning staff in KS2 in effective Guided Reading strategies</p> <p>LG to have evidence of the Clarity document and 'how to...' guide for Reading</p> <p>LG to have seen evidence that paired GR observation with KS2 AHTs and teachers looking at Guided Reading</p> <p>LG to have seen evidence that vocabulary and inference are being taught consistent across KS2 a range of sources such as learning walks, book trawls and pupil interviews</p> <p>LG to discuss the report on Whole Class Reading with the PWP before submitted to FGB</p> <p>LG to discuss with HT, DHT or Eng ML PWP impact on attitudes to Reading using a survey as a basis for comparison</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • Reports from COGs challenge days focused on GR in KS2 shared with COGs steering group • Reports from AHT learning walks and governor visits when accompanying AHT on a learning walk • Evaluations and analysis of Internal and external Reading assessment information presented to the appropriate committees termly 	<p>Cost of Gareth Davies £2,000</p> <p>Reading for Pleasure budget £2,500</p>
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<p>2.7 Successful implement Maths no Problem! in Year1 and 3</p>	<p>All stakeholders are aware of the rationale behind the school choosing MNP!</p> <p>Pupils are more engaged Reasoning and Using and applying and as a result outcomes improve so that R/W/M is at least FFT50 target in each year group</p>	<p><i>(also see separate Maths Action Plan)</i></p> <p>Maths Leader to write a document for all stakeholders to explain the process we undertook in deciding to choose to use MNP! to teach a mastery approach to maths at HCPS by Nov 1st</p> <p>Training to be provided to the 4 class teachers who will be teaching MNP! in 2017-18 (July 2017)</p> <p>Teachers are supported in the teaching of MNP through the support of Charlie Sharpe, visits from the Yorkshire Maths Hub team and visits to other schools. (See School Calendar)</p> <p>Initiatives such as Abacus, Active Maths etc are being implemented and for further information please see the Maths Action Plan</p> <p>Introducing MNP, Active Maths, Times Table Rockstars and Vocab boxes in books are key components in addressing Priority E on the PP Strategy document. See Page 8 of the document for more details.</p>	<p>Link Governor (LG) to discuss with the Maths Leader why MNP! was chosen by the school</p> <p>LG to have evidence of the 'how to...' guide for Maths</p> <p>LG to have seen evidence from observations and monitoring that MNP! are developing so that they become effective in promoting a mastery understanding of maths for the children</p> <p>LG to discuss the training and support provided to the class teachers in preparation for teaching MNP!</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • Reports from Yorkshire Maths Hub from their challenge days focused on MNP! and Mastery maths in our school shared with Learning and Teaching Committee • Reports from AHT learning walks and governor visits when accompanying AHT on a learning walk • Reports on Lessons Observations and drop ins on MNP! sessions • Evaluations and analysis of Internal and external Maths assessment information presented to the appropriate committees termly 	<p>Cost of MNP! £6,000</p> <p>Cost of MNP! CPD £2,000</p> <p>Cost of MNP! resources £450</p> <p>Cost of Maths initiatives £1,000</p>
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Area of SEF: Personal Development, Behaviour and Welfare

Priority 3:

To improve attendance to at least 96%

To continue to improve behaviour across the school

Priority Leader: Elisa W & Kate S

Gov Com: Pupil Support

Link Gov: Martyn Stenton

Cost of Priority: £6,600

Objectives	Success Criteria	Specific Actions	Monitoring arrangements	Evaluation of the impact on Pupil Progress?	Resources
3.1 To improve attendance and punctuality across the school so that attendance is above 96%	<p>The number of children who are late twice or more in one week is reduced from 40 children per week in Sep 17 to 20 children per week by July 2018</p> <p>Attendance increases to 96% and is above the JESS cluster average by July 2018</p> <p>PA falls below 10% and below the JESS cluster average by July 2017</p>	<p>(see separate action plan for attendance/punctuality)</p> <p>School Attendance Officer (SAO) to create an attendance action plan</p> <p>Leeds City Council Attendance Officers to work with SAO on further developing strategies to develop attendance/punctuality by Sept 17</p> <p>Fast track interventions are identified and implemented by SAO as early into the new academic year as it is possible to collect evidence for</p> <p>Increased profile of SAO before and after school, home visits, Late Gates</p> <p>SAO to meet with Elisa Whitfield once a week to discuss attend/punctuality</p> <p>SAO to discuss any identified children that are causing concern due to attendance or lateness in weekly inclusion meetings</p> <p>Delegate attendance admin tasks to enable AIO to work directly with families e.g. Late Gates</p> <p>Tackling lower attendance rates of PP children is a key Priority in the PP Strategy document. See desired outcome F on Page 9 of the document for more details.</p>	<p>Link Governor (LG) to ensure that attendance figures, punctuality figures and PA figures are presented at FGB and Pupil Support Committees throughout the year</p> <p>LG to have seen evidence of attendance action plan or for SAO to share RAG rated plan at the termly Pupil Support meetings</p> <p>Through evidence files, LG to check that evidence is being collected in order to quickly process PAs through the legal procedures</p> <p>SAO to report the number of Late Gates, Meetings, Door Knocks they have completed each term to the Pupil Support committee to show that it has become difficult again to not come to school</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> Attendance Officer File Attendance Officer report to Governors Evaluation of Attendance for specific groups and PAs Reports from COGs challenge days focused on Attendance and reducing PAs in school 	<p>SLA with Leeds re Attendance £2,500</p> <p>Attendance budget £1,000</p>

<p>3.2 To embed the Good 2 B Green behaviour system so that behaviour in school is outstanding</p>	<p>Pupils have excellent attitudes to learning, leading to positive impacts on their progress 90% of all lesson observations have Behaviour as either good or Outstanding over time</p>	<p><i>(see separate action plan for behaviour)</i> Kate Standish to monitor class behaviour records on a weekly basis and discuss with teachers and parents where children are falling below our expectations as stated in the policy Kate Standish oversees the introduction of the Trackit Lights a computer programme that is a virtual representation of our traffic lights on the whiteboard (by October 1st 2017) Letters to parents are rewritten to make them clearer and easier to read and then sent as appropriate to reinforce school expectations at the start of each ½ term Individual Behaviour Plans written to support high tariff children in school, monitored on SIMs and evidence collated in case we need to involve other agencies Positive Behaviours, including learning behaviours, are celebrated during weekly assemblies through Good to be Green (G2BG) Whole-school to take part in anti-bullying week between 13th-17th Nov HT ensures that Staff Induction handbook clearly identifies the school's updated policy on dealing with bullying Anti-Bullying display in school to support children with appropriate strategies Improving behaviour across school and in particularly of PP children is a key Priority in the PP Strategy document. See desired outcomes on Page 11 of the document for details.</p>	<p>Link Governor (LG) to ensure that behaviour figures are presented at Pupil Support Committees throughout the year LG to have seen evidence of RAG rated behaviour action plan shared at the termly Pupil Support meetings Through evidence files, LG to check that evidence is being collected so that letters are sent to the parents and meetings can take place that discuss children's poor behaviour Kate Standish to report the number of internal isolations, serious incidents and incidents of bullying each term to the Pupil Support committee LG to ensure that Inclusion team plans and monitors appropriate interventions for pupils involved in bullying in some form</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • Behaviour File • AHT Leader for Behaviour's report to Governors • Evaluation of Behaviour for specific groups • Reports from AHT learning walks and governor visits when accompanying AHT on a learning walk 	<p>Cost of Trackit Lights £1,000</p> <p>Behaviour budget £1,000</p>
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<p>3.3 To further improve children's behaviour and communication skills at dinnertimes</p>	<p>The school complies with the School Food Plan</p> <p>Children develop dinnertime routines and improve their communication and language skills.</p>	<p>Kate Standish (KS) works with class teachers to arrange the children to sit at seats for Autumn term mixing all the packed lunches and dinners together (Wk Beg 4th Sept)</p> <p>KS to lead KS1 and KS2 assemblies focused on expectations in the hall with children and adults (Wk Beg 11th Sept)</p> <p>KS to lead staff meetings with all adults focused on expectation in the hall for children and adults (12th Sept)</p> <p>SLT timetabled so that they are in the dining room over the course of the week to help monitor expectations and standards in the hall (Wk Beg 11th Sept)</p> <p>Food nutritionist invited in to ensure portion sizes are appropriate and food is meeting national guidelines during autumn term</p> <p>KS to work with school council and healthy schools team to introduce a healthy packed lunch policy in spring term</p>	<p>Link Governor (LG) to experience a dinnertime sitting to see that all children are mixed, that expectations are being adhered to and that children are developing their routines and language skills</p> <p>LG to have seen evidence from the Food Nutritionist describing whether school dinners are meeting national standards</p> <p>LG to ensure that a healthy packed lunch policy is in place before Easter and that school is actively promoting a healthy lifestyle</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • Reports from governor visits to experience school dinners for themselves • Report from Nutritionist 	<p>Cost of Nutritionist £1,000</p>
<p>3.4 To engage with parents so they have a greater say within school</p>	<p>Parents are encouraged to be part of their child's education through activities at school</p>	<p>Open morning/afternoons and opportunities to support key skills in reading, writing and maths are timetabled in to assessment calendar</p> <p>Carrie Parish and Lisa Lilley to attend parent events in school to advertise events and increase engagement</p> <p>Carrie Parish to attempt to organise a termly Parents Forum, starting with informal coffee afternoon working towards a forum</p> <p>Developing stronger home/school links are a key Priority in the PP Strategy document. See desired outcome G on Page 8 of the document for details.</p>	<p>Link Governor (LG) to ensure that all governors are made aware of the dates for open mornings and stay and read</p> <p>LG to check the attendance at parental events</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • Headteacher Report to FGB • Reports from Governors who attend the events 	<p>Cost of Refreshments £100</p>

Area of SEF: Outcomes for Pupils

Priority 4:

R/W/M attainment is at least equal to the FFT50 target for each year group

Reading attainment is at least equal to the FFT50 target for each KS2 year group

Priority Leader: Faye Pashby

Gov Com: Learning and Teaching

Link Gov: Claire Burgess

Cost of Priority: £11,700

Objectives	Success Criteria	Specific Actions	Monitoring arrangements	Evaluation of the impact on Pupil Progress?	Resources
4.1 Ensure that children not achieving R/W/M are identified and intervention put in place	<p>All teachers are aware of the starting point of their class in RWM using a Venn Diagram</p> <p>Specific pupils who are not on track in 1 or more area are identified and effective intervention is put in place</p> <p>Interventions are monitored to ensure they are having an impact on pupil progress</p>	<p>Faye Pashby to meet with teachers in Sept to show them the baseline information from their class including the RWM Venn Diagram – See Data File for Target setting sheets and emails (Wk Beg 18th Sept)</p> <p>Faye Pashby to revise Class Target sheets to reflect vulnerable groups of children including children who are boys, SEND and Pupil Premium</p> <p>HT, DHT and AHT attend Pupil Progress Meetings with class teachers to identify children not making expected progress and not achieving RWM (Wk Beg 27th Nov, 26th Mar & 2nd Jul)</p> <p>SENCo to monitor interventions for soft/hard impact on children's attainment & progress linked to R/W/M</p>	<p>Link Governor to check that Venn Diagrams and Class Trackers have been adapted by class teachers to show the children in their class not on track in R/W/M</p> <p>LG invited to attend or shown the minutes and action plans from Pupil Progress Meetings</p> <p>LG to see evidence of impact from Interventions from SENCo reports to Pupil Support Committees</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> Note of visit from School Improvement Adviser's Autumn term visit Evaluations and analysis of R/W/M results from internal tracking shared with FGB and appropriate committees Evaluations and analysis of Interventions and Tutoring presented to the appropriate committees termly Reports from AHT learning walks and governor visits when accompanying AHT on a learning walk 	<p>3 Days of Cover for Target setting £600</p> <p>12 Days of Cover for PPMs £1,200</p>
4.2 Improve the teaching and learning of Reading in KS2	<p>The % of pupils making exceeding or expected progress in Reading is at least 80%</p> <p>and</p> <p>Reading attainment is at least equal to the FFT50 target for each KS2 year group</p>	See Point 2.6			<p>Cost of Gareth Davies £2,000</p> <p>Reading for Pleasure budget £2,500</p>

<p>4.3 Identify the needs of SEND for pupils entering school in Nursery and Reception</p>	<p>All children with a SEND are identified within the 1st half-term on entry to the school</p> <p>The best course of support is identified by the SENCo through the provision map</p> <p>Interventions put in place are effective at narrowing the gap to other pupils</p>	<p>Continue the Early Identification programme that began last year in Nursery during getting to know you sessions in July 17'</p> <p>SENCo to analyse data from meetings and work with teachers and support staff to put in place the correct interventions needed for Nursery/Reception children during Sept 17'</p> <p>SENCo, Interventions Manager and EYFS AHT to work with professionals to complete assessments/reviews and secure funding where appropriate throughout the year</p> <p>SENCo and interventions manager to monitor interventions for soft/hard impact on EYFS children's attainment and progress (See Assessment Calendar)</p> <p>Improving children's language development from a very early stage is a key component in addressing Priority A on the PP Strategy document. See Page 4 of the document for more details.</p>	<p>Link Gov to meet with SENCo and EYFS AHT to feedback the results of Early Identification project including:</p> <ul style="list-style-type: none"> • Results of Early Identification • Training and provision put in place from results • Impact on children's outcomes <p>HT to report back to Resource committee the amount of SEND funding and how it is spent</p> <p>Termly Intervention and SEND information gathered and available to LG and Pupil Support committee</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • Leeds City Council SEND Review report shared with the FGB • SEND funding reported to the Resource Committee • Evaluations and analysis of SEND provision and results from internal tracking using BSquared shared with appropriate committees 	<p>3 Days of Cover for Early Identification £600</p> <p>EYFS CPD costs £1,000</p>
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<p>4.4 Improve outcomes for specific groups of pupils (PP, Boys, SEND) so that they diminish any differences</p>	<p>All teachers are aware of the context of their class</p> <p>Specific groups of children who are not on track are identified and effective intervention is put in place</p> <p>Interventions are monitored to ensure they are having an impact on pupil progress</p>	<p>(see Pupil Premium Strategy, SEND Action Plan and EAL Action Plan)</p> <p>Faye Pashby to meet with teachers in Sept to show them the baseline information from the specific groups of children in their class. (Wk Beg 18th Set)</p> <p>Faye Pashby to alter the Target setting meeting sheet so that it is clear to all teachers about the specific groups of children in their class and their current attainment compared to expected attainment (Wk Beg 18th Sept)</p> <p>Class teachers to have updated their class context list after attending the EAL/SEND reviews and Target Setting meetings in Sept (Wk end 29th Sept)</p> <p>Pupil Progress Meetings with class teachers identify what provision is in place for Specific Groups and whether it is effective (Wk Beg 28th Nov, 27th Mar & 3rd Jul)</p> <p>Faye Pashby to analyse nationally published information to see if we are diminishing the difference and where we are what is it that we are doing that we need to do more of (by Oct 6th)</p> <p>Faye Pashby to track the performance of specific groups each term to see if the difference is diminishing and to create a report shared with the Learning and Teaching committee and FGB (Dates available from School Calendar)</p> <p>Diminishing the difference between PP children and Non-PP children PP Strategy document. See Page 2 of the document for more details.</p>	<p>Link Governor to find evidence that staff are aware of the targets for their class and that they are aware of the children within specific groups in their class</p> <p>LG invited to attend or shown the minutes and action plans from Pupil Progress Meetings</p> <p>LG to see data analysis showing the performance of these specific groups and whether they are diminishing the difference or not</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • Note of visit from School Improvement Adviser's Autumn term visit focused on Assessment • Pupil Premium Information available on the school website • Evaluations and analysis of outcomes for PP compared to non PP (nationally) presented to the appropriate committees termly • Governor Visit forms from the PP Governor when working with Faye 	<p>3 Days of Cover for Target setting £600</p> <p>12 Days of Cover for PPMs £1,200</p> <p>Cost of Depth of Learning software £2,000</p>
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Area of SEF: Effectiveness of Early Years

Priority 5: To develop children who are highly motivated and eager to join in; demonstrate curiosity, imagination and concentration and who are highly responsive to adults and each other

Priority Leader: Tom Gray Gov Com: Learning and Teaching Link Gov: Carla Foster Cost of Priority: £

Objectives	Success Criteria	Specific Actions	Monitoring arrangements	Evaluation of the impact on Pupil Progress?	Resources
<p>5.1 Develop children's communication and language skills</p>	<p>Children would be confident, articulate and expressive communicators</p> <p>At least 55% of all children would achieve the ARE in Nursery and Reception for CLL, Reading and Writing</p>	<p>Oracy</p> <ul style="list-style-type: none"> Jane Wilson (JW) and Tom Gray (TG) to ensure all adults are trained in using SALT strategies to listen and follow single then multi-step instructions by end of Jan 2018 using Jen Camplin (SALT Therapist) Following training by Kate Standish (KS) in Dec 2017, children would be taught using Circle time techniques how to take turns speaking and listening to each other from Jan 2018 onwards Following training from Elisa Whitfield (EW) before Feb 2018 all adults in EYFS would use T4W strategies to model story language that children can use within their own play from Mar 2018 onwards From Jan 2018, children would be exposed to at least 5 stories (stories would be from Pie Corbett's reading spine as well as traditional and well-loved texts), poems or Nursery Rhymes a day (the 5-a-day principle) so that they can confidently join in with the words From Dec 2017, in Reception, during adult-led snack time, children would be taught to use their manners and discuss simple topics about home, family and interests 	<p>Link Governor (LG) to check all training for Oracy has been completed by the end of Feb 2018</p> <p>LG to observe a circle time session to see the calming effect on the children and their development in speaking and listening in the spring term</p> <p>LG to check that children are receiving a diet of 5 stories, poems or nursery rhymes each week</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> LG notes of visit detailing discussions with staff, children and her time in the EYFS Training notes for staff 	<p>CPD £1,000</p>

		<p>Phonics</p> <ul style="list-style-type: none"> • Through monitoring using the assessment calendar, EW will ensure that children in Nursery will be taught Phase 1 sounds and Reception will be taught Phase 2 – 4 sounds and the 'tricky words' that occur in these phases using the letters and sounds scheme • Through morning meetings in Jan 2018, Polly Cockerham (PC) will ensure all adults in Nursery know the 7 different ways to promote Phase 1 sound discrimination and be able to move children on in their learning • Through monitoring using the assessment calendar, EW will ensure that • EW and TG to monitor the quality of phonics teaching in EYFS to ensure that it is consistent with the school's approach • Through Phonics training delivered by EW and Joanna Roberts (JR) in Jan 2018, all adults in Reception should know how to teach the basic phonics skills of Phases 2 – 4 • TG and EW to ensure through weekly/fortnightly drop ins from Jan 2018 onwards that activities to promote phonic knowledge should be adult-led directly after daily phonics, particularly for children who are identified as needing additional consolidation and those who are SEND • Following the phonic training in Jan 2018, all adults in EYFS should promote the use of phonics in areas of provision through the use of 'in the moment' questioning to extend or consolidate knowledge 	<p>Link Governor (LG) to check that planning and assessment for Phase 1 (Nursery) and Phase 2-4 (Reception) Phonics is in place</p> <p>LG to observe a phonics session to see how the whole class is engaged in activities and the follow up activities in provision in the summer term</p> <p>LG to check that all adults have received phonics training and feel sufficiently confident to support children in lessons and provision</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • LG notes of visit detailing discussions with staff, children and her time in the EYFS • Training notes for staff • Planning evidence 	<p>CPD £500</p>
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		<p>Reading</p> <ul style="list-style-type: none"> • TG and EW to ensure through weekly/fortnightly drop ins from Jan 2018 onwards that children who have successfully acquired a range of GPCs are exposed to these in books, either in provision or as adult led activities in guided reading • TG, EW and Martin Lumb (ML) to audit the EYFS reading scheme in Jan 2018 to ensure it consolidates effective phonic learning and where it does not new books are bought to be used by children from Feb 2018 • From Jan 2018 a system of home reading books will be put in place by the 3 class teachers so that parents and children get into the habit of taking a book home and reading • During the launch of the home reading scheme, workshops for parents will be provided by the EYFS teachers in Jan/Feb 2018 <p>Handwriting</p> <ul style="list-style-type: none"> • TG and EW to ensure through weekly/fortnightly drop ins from Jan 2018 onwards that all children by the end of EYFS will be able to form all 26 letters correctly using the letter patter and correct pencil hold (other than those with a specific impairment) • EW to introduce the new updated version of Penpals for EYFS in phase planning days in Dec 2017 so that all adults can use to support children from Jan 2018 onwards • TG and EW to ensure through weekly/fortnightly drop ins from Jan 2018 onwards that a weekly Handwriting lesson is taught in Reception to practice the graphemes taught that week 	<p>Link Governor (LG) to check that a system of guided and home reading is in place by the end of Feb 2018</p> <p>LG to ensure that EYFS has an appropriate reading scheme that allows children to use the GPCs that they know</p> <p>LG to seek evidence about the parental engagement within the reading workshops</p> <p>Link Governor (LG) to check that Penpals resources are in school and teachers have received training</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • LG notes of visit detailing discussions with staff, parents, children and her time in the EYFS • Training notes for staff • Audit of reading scheme and new books purchased • Penpals scheme ordered 	<p>Reading Scheme £2,000</p> <p>Handwriting Scheme £2,000</p>
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		<p>Writing</p> <ul style="list-style-type: none"> • TG and EW to ensure through weekly/fortnightly drop ins from Jan 2018 onwards that children in Nursery / Reception have a daily writing session using T4W as our model for delivery • Following training from Elisa Whitfield (EW) before Feb 2018 all adults in EYFS would use T4W strategies to model story language that children can use within their own play from Mar 2018 onwards • As PWP Leader, EW to monitor the use of T4W stories as the main driver for the theme of the Areas of Provision so that in all learning walks and lesson observations in the Spring and Summer it is clear what story children are currently learning • Following the phonic training in Jan 2018, all adults in EYFS should promote the use of phonics in areas of provision through the use of 'in the moment' questioning to encourage children to use their phonic knowledge constantly to write words, phrases, captions and eventually, in preparation for Year 1, sentences • Following training in Dec 2017, from JR all teachers in EYFS should use the same writing star system that is successfully used in KS1 – Say it, Count it, Write it, Read it and this should be in place by Jan 2018 • Following training in Dec 2017, from JR all children by the end of Reception should be able to use the Writing Rockets to self-check for CL and Full Stops, Finger Space, Phonics, Handwriting • From Jan 2018, adults to model and demand neat handwriting from children in areas of provision 	<p>Link Governor (LG) to check that T4W is taught in EYFS and that it is clear which story is being taught just by being in provision</p> <p>Link Governor (LG) to check that children are using the Rocket as system of self-checking their work</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • LG notes of visit detailing discussions with staff, parents, children and her time in the EYFS • Training notes for staff 	<p>Resources to compliment the teaching of T4W £200</p>
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<p>5.2 To develop a system of Mastery Maths in EYFS</p>	<p>Children would be confident, able to recognise Concrete, Abstract, Pictorial representations and have the ability to reason</p> <p>At least 55% of all children would achieve the ARE in Nursery and Reception for Number and Calculation</p>	<p>Mastery Maths</p> <p>Teaching of Number and Counting</p> <ul style="list-style-type: none"> • TG, EW and Charlie Sharpe (CS) to ensure, through monitoring on the assessment calendar from Jan 2018 onwards, that children in Nursery / Reception should be guaranteed a daily maths session using a mastery maths approach • Through training from CS and the Maths Hub in Jan/Feb 2018, all adults in Nursery / Reception should be aware of the Concrete, Abstract, Pictorial (CAP) ways to represent ideas in maths as well as the 5 counting principles • TG, EW and Charlie Sharpe (CS) to ensure, through monitoring on the assessment calendar from Jan 2018 onwards that in Reception numbers to 20 should be introduced weekly to allow children the time to explore all the CAPs that can help think of that number • TG, EW and Charlie Sharpe (CS) to ensure, through monitoring on the assessment calendar from Jan 2018 onwards that the use of practical activities and equipment to manipulate is provided within Continuous provision both inside and outside, including: traditional games such as cards, dominoes and in Nursery memory and matching games as part of their 5-a-day. • TG, EW and Charlie Sharpe (CS) to ensure, through monitoring on the assessment calendar from Apr 2018 onwards that children towards the end of EYFS should be taught the number families to 10 in preparation for Year 1 	<p>Link Governor (LG) to check all training for Numeracy has been completed by the end of Feb 2018</p> <p>LG to observe a Math session to see the effect that developing deeper understanding around number has on the children and their development in CAP</p> <p>LG to check that children have the opportunities to continue to develop their mathematical understanding in provision outside of the lesson</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • LG notes of visit detailing discussions with staff, children and her time in the EYFS • Training notes for staff • Numeracy resources purchased to enhance the teaching of maths 	<p>Resources £200</p>
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<p>5.3 To develop a positive Growth Mindset in Children</p>	<p>Children would be confident and happy to make mistakes</p> <p>Children would seek out difficult tasks and understand this is learning</p> <p>At least 65% of all children would achieve the ARE in Nursery and Reception for PSED</p>	<ul style="list-style-type: none"> • Following training in Dec 2017, from JR all teachers in EYFS should use the same writing star system that is successfully used in KS1 – Say it, Count it, Write it, Read it and this should be in place by Jan 2018 • Following training in Dec 2017, from JR all children by the end of Reception should be able to use the Writing Rockets to self-check for CL and Full Stops, Finger Space, Phonics, Handwriting • TG and EW to ensure through weekly/fortnightly drop ins from Jan 2018 onwards that a consistent approach to challenges has been implemented in EYFS so that children can recognise what their next activity/step is and can be rewarded for completing their challenges • Following training by Kate Standish (KS) in Dec 2017, children would be taught using Circle time techniques how to take turns speaking and listening to each other from Jan 2018 onwards • Following training by KS in Jan 2018, all adults would understand the principles and strategies linked to the school's positive behaviour policy – Good to be Green and to reward ALL children when they catch them being good 	<p>Link Governor (LG) to check all adults and children in EYFS are aware of the challenge system and how it helps them to learn</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • LG notes of visit detailing discussions with staff, children and her time in the EYFS 	
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<p>5.4 Play and PSED</p>	<p>Children would be confident to go to any area of provision and play at their own level</p> <p>At least 65% of all children would achieve the ARE in Nursery and Reception for PSED</p>	<ul style="list-style-type: none"> • During morning meetings in Jan/Feb 2018, all adults are shown how to initiate and extend effective play in the areas of provision either through discussion, watching a video or role play • TG or EW to arrange training on playfulness (either through experts in school, Nurture, or an outside agency) to be delivered by the end of Feb 2018 • Following training by the end of Feb 2018, all adults can promote effective play within areas of provision and with our children including playing traditional games such as cards, dominoes and in Nursery memory and matching games as part of their 5-a-day. • TG and EW to ensure that for identified children with social and communication difficulties interventions will be put in place so that they take part in structured games and play from Oct 2017 onwards • Following training by Kate Standish (KS) in Dec 2017, children would be taught using Circle time techniques how to take turns speaking and listening to each other from Jan 2018 onwards • Following training by KS in Jan 2018, all adults would understand the principles and strategies linked to the school's positive behaviour policy – Good to be Green and to reward ALL children when they catch them being good • Following training by Kate Standish (KS) in Dec 2017, all adults will understand the principles behind SEAL and Nurture and children will have a right to receive a daily SEAL/Nurture sessions 	<p>Link Governor (LG) to check all training for Play has been completed by the end of Feb 2018</p> <p>LG to observe children choosing their own learning in provision and the types of play they engage in.</p> <p>LG to observe children engaging in play based interventions</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • LG notes of visit detailing discussions with staff, children and her time in the EYFS • Training notes for staff • Intervention Data to show the impact on the children's PSED 	<p>CPD £500</p> <p>Resources £200</p>
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<p>5.5 Provision</p>	<p>Provision is effective in engaging children in meaningful play and learning and is enhanced to meet the needs and interests of the children</p> <p>At least 55% of all children would achieve GLD by the end of EYFS</p>	<ul style="list-style-type: none"> • As PWP Leader, EW to monitor the use of T4W stories as the main driver for the theme of the Areas of Provision so that in all learning walks and lesson observations in the Spring and Summer it is clear what story children are currently learning • TG and EW through monitoring on the assessment calendar from Jan 2018 onwards that: <ul style="list-style-type: none"> ○ a weekly Provision Plan is created ○ shared with all staff on the Friday prior to the week ○ refer to within morning meetings so that all adults are aware of what is in provision, how to use the provision and how to extend it if needed • Following training by the end of Feb 2018, all adults can promote effective play within areas of provision and with our children including playing traditional games such as cards, dominoes and in Nursery memory and matching games as part of their 5-a-day. • Following the phonic training in Jan 2018, all adults in EYFS should promote the use of phonics in areas of provision through the use of 'in the moment' questioning to encourage children to use their phonic knowledge constantly to write words, phrases, captions and eventually, in preparation for Year 1, sentences 	<p>Link Governor (LG) to check that provision is planned for weekly on their visit to EYFS</p> <p>LG to observe children choosing their own learning in provision and the types of play they engage in.</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • LG notes of visit detailing discussions with staff, children and her time in the EYFS • Training notes for staff • Weekly Provision Planning 	<p>Resources £200</p>
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5.6 Assessment		<ul style="list-style-type: none"> • TG and EW through monitoring on the assessment calendar from Jan 2018 onwards ensure that adults prioritise the learning and teaching of children over assessment and as such an effective and efficient systems of recordings should be introduced • ML to arrange for 30 mins overtime each week per member of support staff to allow sufficient time to write up observations/assessments from Jan 2018 • Faye Pashby (FP) to ensure that all adults in EYFS have a shared understanding of EYFSP statements through effective school, Learning Alliance and Local Authority Moderation (including end of year 2017-18 judgements and baseline moderation in September 2018) • Through target setting meetings with FP in Nov 2017, all adults in EYFS should be aware of the main areas of focus in Nursery and Reception and know the targets that have been set for these which are then used as a measure in pupil progress meetings in Mar and July 2018 • Through training from EYFS teachers in morning meetings during Nov and Dec 2017, all adults should be aware of the main areas the school is focused on for assessment in Nursery and Reception and know what the range of statements from LA to MA to HA would be for these areas so that they can move children on to their next steps 	<p>Link Governor (LG) to check all training for Moderation has been completed by the end of Feb 2018</p> <p>LG to observe an EYFS pupil progress meeting</p>	<p>Evidence to be found in:</p> <ul style="list-style-type: none"> • LG notes of visit detailing discussions with staff, children and her time in the EYFS • Notes from PPM 	
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Priority 1

Linked to objective:	Evidence collected	Staff Initial	Date
1.1	Governor roles assigned at FGB on 27 th Sept – including monitoring of SIP priorities	ML	27 th Sept
1.1	Timetable of visits/phone calls arranged for Governor Monitoring following 27 th Sept	ML	5 th Oct
1.1	PP Governor James Annetts visited the school on Friday 6 th Oct	FP/JA	6 th Oct
1.1	Assessment meeting for Governors arranged with Ian Stokes for 17 th Jan 2018	ML	9 th Oct
1.2	PPA calendar written to ensure that AHTs receive PPA and AHT time	ML	2 nd Sept
1.2	Staff Question Flow Chart created and shared with all SLT and Middle leaders (and staff)	ML	4 th Oct
1.2	AHT and other members of SLT took part in Job Description meetings	ML	22 nd Sept
1.2	Learning and Environment walks undertaken Week Beg 25 th Sept	AHTs	25 th Sept
1.2	SLT and Gov Book Trawl undertaken	SLT/Govs	4 th Oct
1.2	Autumn Term Lesson Obs all undertaken before the 18 th October	SLT	18 th Oct
1.2	SEF updated on September 14 th and October 15 th	ML/FP	15 th Oct
1.3	Employed new CP and Attendance Office – Inclusion meeting on Tuesday 5 th re Roles	JW	5 th Sept
1.3	Staff Question Flow Chart created and shared with all SLT and Middle leaders (and staff)	ML	4 th Oct
1.3	Members of Inclusion Team took part in Job Description meetings	ML	22 nd Sept
1.3	Weekly Inclusion team meetings every Tuesday starting on 5 th Sept	JW	5 th Sept
1.3	Martin meeting with JW and CP to discuss the new work load and CPOMs	ML/JW/CP	2 nd Oct
1.3	Martin meeting with JW and CP to discuss the new work load and CPOMs	ML/JW/CP	16 th Oct
1.4	Faye P met with CS to discuss Coaching for Middle Leaders	FP	11 th Oct
1.4	Charlie invited to several SLT meetings where Maths is being discussed in Autumn Term	ML	16 th Oct
1.6	Reducing Workload Document used when creating SIP and all Clarity Docs	ML	26 th Sept
1.6	Staff Well-being survey staff meeting run by Sheila Guise from Education Support Partnership	SG	3 rd Oct
1.6	Social Staff Meeting held on 17 th Oct	FP	17 th Oct
1.1	Claire Burgess, Clare Davidson and Martyn Stenton met Martin/Faye to prepare for Ofsted	SLT/Gov	20 th Oct
1.3	Carrie Parish, Tom Gray and Faye Pashby have all undertaken the DSL training	CP/TG/FP	24 th Oct
1.2	Martin, Faye and Elisa undertaking Leadership Coaching	SLT	Various
1.5	Michelle met with all subject coordinators to update action plans and look at assessment	MW	30/31 Oct
1.1	Kevin Birkin attended the Governor CPD Coordinator training	KB	14 th Nov
1.1	Governor Visit Timetable updated to include Learning Walks and Pupil Progress Meetings	ML	22 nd Nov
1.1	50% of Governor Visit time spent in classrooms with children finding multiple sources of evidence	CB	5 th Nov
1.2	SLT meeting on 15 th Nov chaired by ML to improve the effectiveness of the SLT	ML	15 th Nov
1.2	The EYFS section of the SEF audited and action plan targeted to ensure focused on the key issues	ML/EW	16 th Nov
1.1	Members of the Governing Body continue to access training from Leeds Gov Service	Govs	14 th Dec
1.1	All Governors visits now include 50% of the time in class gathering multiple sources of evidence	Govs	14 th Dec
1.2	Kate Standish to access Leadership Coaching from Jan 11 th onwards	KS	11 th Jan
1.2	Sarah Gardener delivered Fierce Conversation Training to all AHTs	AHTs	7 th Dec
1.4	Charlie Sharpe attended NPQML assessment workshop	CS	8 th Dec

1.4	Charlie Sharpe lead on a visit from a Maths Specialist connect to the Yorkshire Maths Hub	CS	28 th Nov
1.6	Faye Pashby lead on an Appreciative Enquiry staff meeting to discuss what is going well and Even Better If	FP	5 th Dec

Priority 2			
Linked to objective:	Evidence collected	Staff Initial	Date
2.1	ML met with the OTC teachers on Wed 18 th Oct	ML	18 th Oct
2.1	Learning and Teaching Policy in staff handbook distributed on Friday 15 th Sept	ML	15 th Sept
2.1	Learning and Environment walks undertaken Week Beg 25 th Sept	AHTs	25 th Sept
2.1	SLT and Gov Book Trawl undertaken	SLT/Govs	4 th Oct
2.1	Autumn Term Lesson Obs all undertaken before the 18 th October (80% Good – 27% Outstanding)	SLT	18 th Oct
2.1	NQT Mentors meeting with NQTs fortnightly	MW/EW	15 th Oct
2.2	SLT met to agree the teaching overview for the end of the 2016-17 cycle	SLT	11 th Oct
2.2	SLT met to agree the teaching overview for the start of the 2017-18 cycle	SLT	11 th Oct
2.3	Joanna Roberts given the Growth Mindset Coordinator Role	ML	4 th July
2.3	ML and JR lead the school inset on Growth Mindset leading to lessons and displays around school	ML/JR	4 th Sept
2.3	Weekly Growth Mindset Certificates in Assembly	JR	15 th Sept
2.4	All Staff emailed the Assessment Calendar, given a paper copy and one in staff room	ML	2 nd Sept
2.4	Faye P met with all teachers to discuss class targets	FP	16 th Sept
2.4	Moderation staff meetings in Assessment calendar and agreed with COGs	ML	2 nd Sept
2.4	BSquared training undertaken by all new staff	JW	11 th Oct
2.5	PWP Leadership team attended training and passed on information back at school	PWP leaders	12 th Sept
2.5	PWP staff meeting Tues 26 th September	PWP leaders	26 th Sept
2.5	PWP story maps and videos on School Website	PWP leaders	13 th Oct
2.6	Guided Reading folders are set up and working by September 29 th	PWP leaders	29 th Sept
2.6	Clear evidence of the PWP process and esp Reading as a Reader and Writer in Book Trawl	SLT	4 th Oct
2.6	Reading corner competition winners announced (Blossom, Willow, Ash)	ML	10 th Oct
2.7	Maths No Problem! training undertaken	MnP leaders	8 th /9 th July
2.7	Charlie Sharpe and Martin Lumb attend Yorkshire Maths Hub welcome event	ML/CS	21 st Sept
2.7	CS and ML attend MnP! conference in Manchester	ML/CS	12 th Oct
2.1	Martin met with Michelle, Katy and Joanna to set out the focus of the OTC	ML	18 th Oct
2.2	All staff have met with their line manager to find out the outcome of their 2016-17 PM cylce	SLT	30 th Oct
2.6	Martin and Faye met Steve Dawson to discuss the 5 days of Reading support	ML/FP	19 th Oct
2.7	CS and MNP! Team visited Peel Park in Bradford to Observe MNP!	CS	17 th Oct
2.7	CS and Martin dropped into MNP! lessons at HCPS	CS/ML	16 th Oct
2.1	Modules 1 and 2 of the OTC programme completed	ML	29 th Nov
2.1	Learning and Environment walks undertaken Week Beg 29 th Nov – Governors accompanied 2 visits	ML	29 th Nov
2.1	NQT assessments for Matthew and Hayley submitted and accepted to Leeds CC	EW/MW	11 th Dec
2.2	Faye Pashby continues to record all CPD and measure its effectiveness	FP	11 th Dec

2.4	Moderation Meetings for Writing held by Faye Pashby in Year Groups	FP	Nov 17'
2.4	Moderation meetings for English and Maths held between all 5 RAISE Alliance schools	ML	4 th Dec
2.5	RAISE Alliance Challenge Day in school to monitor the standards of PWP in school	ML	28 th Nov
2.5	Elisa Whitfield delivered Handwriting training to all year groups in December planning days	EW	11 th Dec
2.6	ML to deliver Parts 1, 2 and 3 of Reading Reconsidered Training	ML	Nov/Dec
2.6	Book Fair held in school for parents to buy books for Christmas	EW	4 th Dec
2.6	Charlie Sharpe has written a document to explain the process of selecting MNP! for our school	CS	1 st Nov
2.6	Charlie Sharpe lead on a visit from a Maths Specialist connect to the Yorkshire Maths Hub	CS	28 th Nov

Priority 3			
Linked to objective:	Evidence collected	Staff Initial	Date
3.1	Attendance Officer and Attendance AHT create an action plan	EW/LL	18 th Oct
3.1	Leeds City Council Attendance support working with Lisa to put in place actions to reduce PAs	LL	15 th Sept
3.1	Weekly Late Gates with Lisa and AHTs	LL/AHTs	15 th Sept
3.1	Lisa Lilley attended the JESS cluster attendance group	LL	5 th Oct
3.2	Weekly Behaviour information is gathered and analysed and AHT support directed	KS	weekly
3.2	Ofsted Behaviour information updated	KS	11 th Oct
3.2	Behaviour Letters to parents updated ready to present to the governing body	KS	11 th Oct
3.2	Kate Standish trialled Trackit Lights and is now ready to roll out to teachers in PPA	KS	16 th Oct
3.2	Behaviour Policy included in the staff handbook	ML	15 th Sept
3.2	Julie Williams created folder on shared resources with Anti-bullying information on	JW	14 th Sept
3.3	Kate Standish creates new seating plan for dinners with all children mixed on all tables	KS	5 th /6 th Sept
3.3	KS leads assemblies and staff meetings reinforcing expectations in the hall	KS	5 th /6 th Sept
3.3	ML timetables SLT to spend one lunchtime per week in the hall	ML	4 th Sept
3.4	Open Morning postponed to 1 st November	ML	1 st Nov
3.1	Lisa L met with Cassandra on Thurs 19 th to discuss Persistent Absence	LL	19 th Oct
3.2	Dinnertime clubs set up for 8 children identified	ML	16 th Oct
3.2	Trackit Lights successfully trailed in Year 4 and ready to roll out across the school	ML	20 th Oct
3.1	Lisa Lilley and Elisa Whitfield have created the school attendance action plan	LL/EW	1 st Nov
3.1	Lisa Lilley to work with School Attendance team to issue Fast Track notices	LL	18 th Nov
3.1	Lisa Lilley meeting with Elisa Whitfield once a week from 1 st Nov onwards	LL/EW	1 st Nov
3.1	Lisa Lilley is tracking potential PAs to ensure that their attendance improves	LL	18 th Nov
3.2	Kate Standish introduced Trackit Lights to all teachers in PPA week beg 30 th Oct	KS	30 th Oct
3.2	KS and Inclusion team writing Individual Behaviour Plans for all children who require one	KS	30 th Oct
3.2	Julie Williams leads on the Anti-Bullying week activities and exhibition in school	JW	13 th Nov
3.2	Anti-Bullying display in school is updated with 2017 work	JW	13 th Nov
3.4	Carrie Parrish/Lisa Lilley attended Autumn Parents' evening	CP/LL	22 nd Nov

3.1	Attendance Officer and Attendance AHT create an action plan	EW/LL	18 th Oct
3.1	Leeds City Council Attendance support working with Lisa to put in place actions to reduce PAs	LL	15 th Sept
3.1	Weekly Late Gates with Lisa and AHTs	LL/AHTs	15 th Sept

Priority 4

Linked to objective:	Evidence collected	Staff Initial	Date
4.1/4.4	Faye P met with all teachers to discuss class targets	FP	16 th Sept
4.1/4.4	Faye P redesigned class target sheet to show clearly the focus children	FP	16 th Sept
4.3	Jane Wilson, Paula Passey and Inclusion Team assess children during stay and play in July 2017	SEND	July 2017
4.3	Jane Wilson and Paula Passey arrange training for September based on the needs of the children	JW	Sept 2017
4.3	JW and Inclusion team gather evidence to apply for additional funding for 20 children	JW	Sept 2017
4.4	Class teachers to send ML their context sheets before Friday 29 th Sept	ML	29 th Sept
4.4	Faye P to have completed analysis of published data by October 16 th	FP	16 th Oct
4.1	SEND Pupil Progress Meetings took place	JW	4 th Dec
4.3	All SEND funding applications were completed and submitted on time	JW	30 th
4.4	Faye Pashby completed the Autumn Internal Data Analysis	FP	14 th Dec

Priority 5

Linked to objective:	Evidence collected	Staff Initial	Date
5.1/5.3	Tom G to deliver weekly training on 'in the moment planning' on Friday afternoons	TG	8 th Sept
5.1	Tom G to monitor staff in provision and provide support	TG	Weekly
5.2	Tom G attended EYFS Safeguarding training	TG	19 th Sept
5.2	Tom G to plan Safeguarding Questions for his team following training	TG	25 th Sept
5.4	Tom G to work with all adults to baseline children in EYFS	TG	29 th Sept
5.6	Staff to run meet your child's teacher meetings	Teachers	18 th Sept
5.6	Weekly Target children identified and discussed in morning meetings	Teachers	18 th Sept
5.6	Trip to build a bear with bears now being sent home	Teachers	14 th Sept
5.6	EYFS Reading Meeting for Parents held on Monday 16 th October	Teachers	16 th Sept
5.1	Kate Standish delivered Circle time training to the teachers in phase planning day	KS	13 th Dec
5.1/5.3/5.4	Reception Snack Time is not adult-led with opportunities to develop language	Teachers	1 st Dec
5.1	Elisa Whitfield delivered Handwriting training to the teachers in phase planning days	EW	13 th Dec

5.1/5.3	Joanna Roberts delivered Writing Stars and Beanstalk training in phase planning days	JR	13 th Dec
5.4	Early Play and Social Interventions in place and run by Paula Passey	PP	30 th Oct
5.5	Provision clearly reflected the T4W stories in both the challenge day and 11 th Dec	ML	11 th Dec
5.6	Faye Pashby undertook EYFS target setting meetings	FP	27 th Nov
5.6	Morning Meetings are now focused on next step ladders and how to move children forward	EW	20 th Nov