



Beech Hill Junior & infant school
SCHOOL IMPROVEMENT PLAN
Introduction

The SIP will address the main findings of the Ofsted report from January 2008 and analysis of priorities by the Senior Leadership team, the Head teacher, teaching staff, parents, governors and children.

Priority 1: To raise standards in Literacy and Mathematics through the development of a creative, relevant and inspiring curriculum.

Priority 2: To develop EAL provision in the school and raise awareness of attendance throughout the whole school and ensure there is effective use of data to track particular groups of children.

Priority 3: To develop the physical environment to support the curriculum and ensure effective CPD for all staff

Priority 4: To raise the awareness of pupils, parents and staff of the roles of a Governor and for Governors to have more of a presence throughout the school

National Priorities
Implementation of the Creative curriculum from September 2010

Priority 1: To raise standards in Literacy and Mathematics through the development of a creative, relevant and inspiring curriculum		
Objectives	Actions and Personnel	Monitoring, resources and timeline
Analyse summer term assessments to identify areas of strengths and weaknesses	Subject coordinators, FS manager Analyse results for different groups/SEN- SH, SL Feedback findings to SLT Modify planning and priorities for next year	Half day Supply cover for Coordinators - £500
Tracking – identify groups of vulnerable children under achieving and target them with additional support.	Update tracking system – SH Sort intervention groups and vulnerable gps – SL/SH Train support staff to deliver interventions Organise Fresh start groups for new Y5 Monitor effectiveness of interventions and impact made- SH Audit of Gifted and Talented register of pupils	September 10 tracking system update - SH October 10 – intervention groups to begin – SL/Support staff CPD support staff July 2010/Sept 2010 SLT/all staff
Literacy – to improve writing standards in literacy through opportunities for speaking and listening, writing and reading SMART L4 – 80% or expected age related level- 100% 2 levels progress Inspirational L4.	Analyse SAT's – Lit Coordinator Modify planning – SLT/All staff Guided reading review – All staff/Lit Coordinator Read, Write Inc time – All staff Better Reading – T.As in assembly Writing moderation Booster work/interventions – TA'S Author visits / Beader festival / Drama workshops / Visits CCLD Project for FS and Year 1	Monitored Termly through- learning walks, pupil interviews, challenge meeting, planning and work scrutinies- carried out by Lit,Num Coordinator- £500 supply cover to release staff Writing Moderation – All staff to ensure staff are levelling work accurately SH/SL to monitor impact of interventions using tracking system
To develop and enhance cross curricular opportunities to enhance speaking and listening skills as well as using and applying skills	To continue to develop an active student voice through of Junior Street Wardens, Year 6 Prefects, Tree group leaders and School council, Mini Whistlers Drama workshops, visits, Curriculum medium term plans identifying S+L and writing opportunities	Monitored by Curriculum Manager and Literacy Coordinator- release time Planning scrutinies carried out by Curriculum manager £5000
To provide opportunities for parents to develop their Literacy and Numeracy skills	Termly Parents Workshop for reading and Maths – FS, KS1 and 2 – organised by Lit/num/FS Coordinators ESOL and English classes for parents	Supply cover organised for coordinator – Resources to support the workshop – leaflets etc -£250

Priority 1: To raise standards in Literacy and Mathematics through the development of a creative, relevant and inspiring curriculum

Objectives	Actions and Personnel	Monitoring, resources and timeline
To develop practical more hands on experiences to engage boys in learning	To improve boys attainment and engagement. To develop Tai Chi in school. To have an active curriculum	£1000
To ensure that there is a trip or special event is attached to each topic throughout the year.	H Crowther- to provide staff with information on any potential trips or workshops that apply to their topic. To provide support organising such trips including residential. Class teachers- organise trips in accordance with the schools external visits policy or special 'in school' days. J Moss- to check risk assessments.	Ongoing
To create a section on the website for curriculum providing a statement about our curriculum vision, information on the topics covered for parents and celebrating the children's work and experiences.	H Crowther- to check the website regularly to ensure it is kept up to date. R Hodgson- to update the website as requested. Subject Co-ordinators- to update their section of the website regularly. Class teachers- to keep the 'Information for Parents' section up to date.	Curriculum section of website to be up and running by Aug '10. Half termly updating of subject sections and year group sections.
To celebrate and study national and global special events eg World Book day, Arts Week, Remembrance Sunday and One World Week etc,	Subject Co-ordinators- keep abreast of any events/competitions that relate to their subject area and organise to celebrate them in school. To inform governors of such events and organise for them to attend. Class Teachers- support the subject co-ordinators in the delivery of such events.	On going. World Book day- Beginning of March One world Week- Last week of Summer Term Remembrance Sunday- November £1000 to fund workshops etc
To achieve the ARTS MARK GOLD award	H Crowther- to complete the form and gather evidence with the support of The Arts co-ordinator team.	Achieve the award by April '11 £500

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Objectives	Actions and Personnel	Monitoring, resources and timeline
<p>To embed SEALS throughout the school through having: a designated session at least once a week, SEALS based assemblies, Classroom displays and a SEALS corridor display.</p>	<p>D Swift- monitor the teaching of SEALS and carryout informal observations and to keep samples of work, photographs etc. Set up a SEALS Display in a prominent place. To look at the new curriculum and see if SEALS units can be linked into the topics. Keep evidence of any SEALS based assemblies. H Crowther- to provide support for Daniel</p>	<p>Release Time for Daniel- 1 day £180</p>
<p>To develop the role of subject co-ordinators through training and mentoring.</p>	<p>H Crowther-Curriculum Manager- to meet regularly with the co-ordinator teams to check files, discuss issues and provide support where needed. F Lewis-CPD Co-ordinator- to arrange for our co-ordinators to attend network meetings and any relevant training.</p>	<p>Subject Co-ordinator teams to be finalised by Aug '10. CPD- money allocated in CPD Budget On going meetings with co-ordinators.</p>
<p>To devise and implement a curriculum that is relevant to our children and ensures National Curriculum coverage and to incorporate opportunities for literacy outside of the Literacy Hour. Monitoring of curriculum provision throughout the year.</p>	<p>H Crowther- learning journey walks on a half termly basis, Planning scrutinise. Deliver staff training sessions on the new curriculum. To order the relevant materials from the library service on a termly basis. SLT- devise curriculum-ensuring coverage. Class teachers- implement curriculum and create short term plans. Subject Co-ordinators- monitor their subject in terms of progression. Order resources. Keep samples of work, photographs etc. Look at assessment of their area.</p>	<p>SLT Planning Session- May 2010 Staff Meetings for planning- June '10 Sorting of resources into boxes and stored in the hall- Aug '10 Implementation of curriculum- Sep 2010 Monitoring- Ongoing by H Crowther Resourcing-£2000</p>
<p>To have a half termly display in both KS1 and 2 that reflects and celebrates the fantastic work that has gone on in the previous topic.</p>	<p>Subject Co-ordinators- to collect in samples of work and create the display.</p>	<p>Half termly- Teaching Assistant time to be allocated for this.</p>

Priority 2: To develop EAL provision in the school and raise awareness of attendance throughout the whole school and ensure there is effective use of data to track particular groups of children.

Objectives	Actions and Personnel	Monitoring, resources and timeline
To Improve resource provision for EAL – books and posters, audio books etc.	Every classroom will have a range of dual language resources available in appropriate languages for children in class	EAL co-ordinator / EAL manager- December 2010 £2000
Continue to improve communication with EAL parents	School literature and videos will routinely be available in appropriate languages	EAL manager /Office staff - December 2010 £2000
Develop staff awareness of children’s proficiencies in home language	Every teacher will compile a language profile for all children in class	Class teachers - December 2010 Audit available to Ofsted
To develop home language use in classrooms	Some children will be taught in some lessons in home language and this will be identified in teacher’s planning	EAL co-ordinator / EAL manager – Dec 2010 Training from LA
To develop EAL team - including an EAL teacher, office staff and translators	NTE children will be well supported on admission to school	EAL manager – December 2010 £1000
To increase Czech translator support	Czech families will be better supported and included in life of school and will attend school events/extended activities Czech children will be better supported and included in classroom and be able to take part in a wider range of classroom activities	EAL Manager/HT – September 2010 £20000
To review systems for planning and assessment for NTE children	Class teachers will identify provision for NTE children in short term planning There will be consistency in class teachers assessments of NTE children	EAL manager / September 2010
To review curriculum planning to ensure inclusion of all groups in school community	Develop a Positive school ethos where all children are included, are learning and making progress	EAL manager Curriculum manager/L.Team – Dec 2010 £1000

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Objectives	Actions and Personnel	Monitoring, resources and timeline
To ensure staff have clear roles and responsibilities in relation to attendance.	F. Lewis to lead on attendance. S. Younis Attendance Officer May '10 Teacher to be given clear guidelines as to their responsibilities in relation to attendance and be held accountable for the attendance of their class. Staff to be given a weekly report on attendance inside their registers and use this to conduct a weekly conversation on attendance with their class.	F. Lewis to line manage S. Younis – weekly report on attendance to be produced and taken to EWO meeting. F. Lewis to provide training to staff on improving attendance. Oct '10 £2000
To ensure that each classroom has an attendance display outside the classroom.	F. Lewis to provide each classroom teacher their own chart to display the attendance for their class, this will include the number of children in class that day and any late children to be recorded and displayed in the corridor or on classroom doors.	F. Lewis to monitor effective use of displays in promoting attendance through the school. Displays implemented September '10 £2000
To develop good communication between class teachers and the attendance officer.	Class teachers to fill in the weekly attendance record sheets inside registers, Attendance Officer to check sheets daily and investigate reason for absence and report back to class teacher via attendance sheet.	F. Lewis/S. Younis to monitor use attendance record sheet.
To raise parental awareness of attendance.	Teachers to include attendance in the agenda for their meetings with parents at beginning of year. Attendance should also be mentioned on curriculum letters that go out to parents termly, as a reminder. Highest attending class to be mentioned in the weekly newsletter to inform parents.	K. Stevenson to include attendance in weekly newsletter. F. Lewis to monitor communication between teachers and parents.
To develop strategies to improve persistent absences throughout the school.	Children with attendance below 80% to be identified. Attendance Officer to identify P.A. children to class teachers and F. Lewis. Attendance officer & E.W.O to visit identified families. P.A. Clubs to be initiated as rewards and encouragement to attend.	Ongoing Termly report to SLT

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Objectives	Actions and Personnel	Monitoring, resources and timeline
To develop effective use of data at all levels to identify causes of absence.	F. Lewis to work with J. McNulty on analysis of our data in order to map out a course of action, once particular trends have been identified.	Action plan to be created with J. McNulty Sep '10. Termly report to SLT
To ensure we have up to date attendance figures and a breakdown of absence by gender, year group, key stage, FSM, SEN, ethnicity, vulnerable groups etc...	F. Lewis and S. Younis to work with Attendance Officer from Warley Road on how to use SIMS to retrieve relevant information.	S. Younis to produce termly reports on attendance – F. Lewis to monitor and implement relevant actions.
To develop the governors role in helping to improve attendance at Beech Hill.	Attendance reports/updates to be presented to governors. Governors to be challenging the school on attendance and how we can improve it.	F. Lewis to report to governors.

Priority 3: To develop the physical environment to support the curriculum and ensure effective CPD for all staff

Objectives	Actions and Personnel	Monitoring, resources and timeline
To construct a new classroom, hall area, computer suite and intervention area to accommodate increase in numbers on role.	Consultation with staff with regard to ensure the developed areas will be fit for purpose - JM / Architect / Governors	<i>£400,000</i> <i>June-September 2010.</i>
To decorate and refurbish KS1 classrooms in line with KS2.	Consultation with staff –FL (KS1 Manager)	£6000 per classroom x 4 = £24,000
To upgrade play provision in the playground.	Audit current provision. Produce a plan which will	£15,000
To develop halls into effective small group intervention areas	To buy mobile partitions to be used in hall when small group interventions (e.g.RWI)	£1000 to buy 5 partitions.
To increase the amount of space available for curriculum resources.	To enter into a contract with an off site storage company to store admin / school records which school is obligated to store for 5 years. Kirsty Stevenson	Kirsty Stevenson Annual fee (Approx £500)
To ensure that the school site is secure.	Fitting keypads onto all external doors.	£400 per door X 5 doors = £2000
To maintain the garden area in order to create a safe environment to deliver outdoor curriculum.	Increase site manager's hours to maintain areas.	<i>£5000</i> <i>Sue Leaper</i>

Priority 3: To develop the physical environment to support the curriculum and ensure effective CPD for all staff

Objectives	Actions and Personnel	Monitoring, resources and timeline
To develop CPD systems within school for teaching and non teaching staff	<p>All staff will be included in performance management programme snfd CPD priorities identified.</p> <p>All staff will be aware of career development options and requirements</p>	<p>CPD Coordinator-F.L £12000</p>
To increase the professional development opportunities for non-teaching staff.	<p>Look into using NAPTA to support teaching assistants</p> <p>Create professional development portfolios for members of non-teaching staff.</p>	<p>CPD Coordinator- F.Lewis</p>
To develop system of staff reporting back/following up from training experiences	<p>Ideas/skills from training will be shared with appropriate staff.</p> <p>Weekly agenda item.</p> <p>Staff members attending a course must complete a feedback form to be kept in staffroom</p>	<p>CPD Coordinator-D.H</p>
To develop system of evaluating impact of staff training	<p>School will be able to identify areas of improvement and areas for further development</p>	<p>CPD Coordinator-D.H £12000</p>
To develop the role of the leadership team.	<p>Headteacher, Deputy Head and Assistant Head to study for Masters degree.</p> <p>Deputy Heads undertaking NPQH and Leadership Pathways courses.</p> <p>TLR's + 1 other member of staff undertaking Leading from the Middle leadership course.</p>	<p>CPD Coordinator- D.H/HEADTEACHER/EDGE HILL</p>

PRIORITY 4: To raise the awareness of pupils, parents and staff of the roles of a Governor and for Governors to have more of a presence throughout the school.

Objectives	Actions and Personnel	Monitoring, resources and timeline
Governors to attend one staff meeting a term.	Chair of Governors to organise this. Rota established and available to all staff. Governor's termly newsletter with profile to inform parents of responsibilities.	Ongoing on a termly basis £500
Governors to attend school events.	Upcoming school events to be highlighted on the agenda at Governor's meetings- D Cummings/ J Moss. E-mails to be sent out inviting/reminding governors- J Moss/ Subject Co-ordinators.	Termly
Two School Council Members to attend Governors meetings or arrange special meetings with the Governors to discuss issue that have arisen at school council meetings.	H Crowther/ F Lewis to organise these meetings and ensure the council are prepared to present at them.	Termly
Class governors to be allocated and to visit their class at least once a term.	Agenda item at the AGM and then each Governor to be responsible for making contact with their class teacher.	Sep '10 AGM meeting