

School Development Plan for 2017 - 2018



Area of Development	Lead staff	Desired completion date	Desired outcome	Monitoring	Status	Actual Impact	Comments
					RAG		
Effectiveness of Leadership and Management							
Update School Evaluation Form	Louise	Nov-17	SEF up to date in line with changes since September 2017	SLT/ Governors		New SEF in use with more concise information	
Implementation of roles of SLT and ELT	Louise	Oct-17	SLT and ELT all fulfilling their roles	Louise		SLT and ELT all aware of their roles and fulfilling them	
Induction for TLR post holders (ELT)	Louise	Oct-17	TLR post holders confident in their new roles	Louise		TLR postholders completing their additional responsibilities and staff seeking their advice	
Performance management of teachers	Louise	Oct-17	All teachers have had their initial performance management review and objectives for the year have been set	Governors		All teachers performance reviews were completed and objectives were set for the coming year which reflect the SDP	
Introduce appraisal for all other staff	Louise	Apr-18	All staff within Kingsdown have undertaken an appraisal process	SLT/ Governors			All HLTAs and admin staff have completed their appraisals. SSA's are currently being appraised.
To review the current system of Annual Reviews and EHCP meetings	Louise	Oct-17	Annual reviews organisation is more streamlined and pupils are attending their reviews where appropriate	SLT		Annual reviews turnaround is much quicker and pupils are contributing in their review where appropriate	
To plan and deliver the five inset training days	Louise	Apr-18	Staff have received pertinent training to improve teaching and learning within school	Governors		Inset days have contributed to all staff CPD and have enabled the school to further develop and ensure the pupils have a great education appropriate to their needs	
To undertake joint lesson observations with the Assistant Head and TLR post holders	Louise	Jul-18	All teachers have been observed by two members of the Leadership Team	Louise/ Governors			observed by the headteacher.
To undertake joint learning walks with governors	Louise	Feb-18	The Governing Body has seen all classes within school for a specific focus	Governors			Learning walks have taken place on pupil premium and health and safety.
To update the school website	Linda	Oct-17	Kingsdown website includes all statutory requirements and is accessible to all visitors	Louise		New school website in operation which includes all statutory requirements and is more accessible	
To update school policies and procedures in line with the school's new MAT status	Linda	Dec-17	All policies and procedures are updated according to academy guidelines	Louise			All statutory policies have been updated and are on the website.
To produce a Code of Conduct for staff	Louise	Sep-17	All staff adhering to the Code of Conduct	Louise		Code of Conduct in place and being followed. All staff have signed to say they have read it	

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To review Health and Safety policies and procedures	Donna	Jun-18	All Health and Safety policies are up to date and are being adhered to	Governors			Health and safety policies are currently being reviewed.
To ensure all risk assessments are in place	Donna	Oct-17	Risk assessments are reviewed and implemented	Governors			Risk assessments are currently being reviewed
To research opportunities for teacher training	Louise	Jul-18	Kingsdown is ensuring there are opportunities for SSA's/HLTA's to train as teachers	Louise			There has been some exploration of different routes into teaching
To produce an Action Plan for Pupil Premium spending across the year	Becky	Oct-17	A clear Pupil Premium Plan is in place to ensure pupil premium funds are spent effectively to ensure pupils make at least good progress	Louise		Pupil Premium Action Plan in place with clear direction for each individual pupil to ensure their progress	
To ensure pupils are making at least good progress in English and Maths	Becky	Dec-17	All pupils are making at least good progress in English and Maths	SLT/ Governors			Progress checks are made on a termly basis.
		Apr-18					
To ensure data is monitored for all groups of pupils and that all are making at least good progress	Becky	Dec-17	All pupils are making at least good progress in all areas of the curriculum	SLT/ Governors			Data checks are made on a termly basis.
		Apr-18					
To develop a Kingsdown succession plan	Louise	Jan-18	A clear succession plan is in place	Louise/ Governors			Discussions have been had with teachers about their aspirations for the future.
To review induction system for NQTs and new teachers	Louise	Nov-17	Induction for new teachers is comprehensive	Louise			Items that have been missed out of induction are being noted
To seek the views of pupils, parents and staff	Louise	Apr-18	Views of pupils, parents and have staff have been collected	Louise		Pupils, parents and staff views have been sought and acted on where appropriate	
To produce an Action Plan for Sports Premium spending across the year	Charlie	Oct-17	A clear Sports Premium Plan is in place to ensure funds are spent effectively to ensure pupils progress in their physical development	SLT		Sports Premium Plan in place with clear direction for spending	
To produce an Action Plan for Year 7 Literacy and Numeracy spending	Becky	Oct-17	A clear Action Plan is in place to ensure Year 7 funds are spent effectively to ensure pupils make at least good progress in Literacy and Numeracy	SLT		Year 7 Action Plan implemented and Year 7 pupils have progressed in Literacy and Numeracy.	
To ensure the provision within the Early years meets statutory guidelines	Kirsty	Nov-17	Early Years Foundation Stage statutory guidelines are adhered to	SLT		All EYFS procedures are in place	
Quality of Teaching, Learning and Assessment							

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Develop and introduce a PMLD curriculum	Louise	Jan-18	PMLD pupils are receiving a broad and balanced curriculum which meets their needs	SLT/ Governors			PMLD curriculum will be further developed in the next academic year.
Introduce Routes for Learning as an assessment system for PMLD pupils	Louise	Jan-18	PMLD pupils are making at least good progress	SLT			Cohort that is trialling the PMLD curriculum has found that Routes for Learning is not appropriate for assessing the pupils.
Introduce the EYFS curriculum to Key Stage 1 classes	Kirsty	Apr-18	Pupils in Key Stage 1 are receiving a broad and balanced curriculum which meets their needs	SLT			Some classes are using the EYFS curriculum with pupils that are not in the EYFS.
To consider introducing the assessment system: Measuring and Assessing Personal Progress	Becky	Oct-17	Kingsdown has researched an assessment system which records progress in a lateral rather than linear system	SLT			MAPP is being trialled with one class group.
To consider how the new Engagement Scale Profile will be introduced	Becky	Apr-18	A smooth transfer of assessment systems has happened to ensure progress is recorded in line with government expectations	SLT			The new Engagement Scale profile has not been released yet.
To develop a new curriculum for SLD pupils	Kirsty	Apr-18	SLD pupils are receiving a broad and balanced curriculum which meets their needs	SLT/ Governors			New SLD curriculum in place, trialled in one class during the academic year and ready to launch in September. Class teachers have written profiles for pupils for September.
To develop a new lesson observation form with the Teachers Standards	Louise	Sep-17	Lesson observation form includes the Teachers Standards	Governors			New lesson observation form in place which clearly reflects the Teachers Standards.
To observe all teachers within Kingsdown	Louise	Dec-17	All teachers have been observed against the Teachers Standards	Governors			All teachers have been observed and all teaching is at least good within the school
To mentor the NQT	Sophie	Jun-18	NQT has completed their NQT year successfully and is at least a good teacher at Kingsdown	Louise			NQT's first assessment has been successfully completed and they have been observed by their mentor.
To update the Marking and Assessment Policy	Becky	Oct-17	A clear policy is in place which reflects marking and assessment at Kingsdown	Governors			With the change in curriculum, this policy is not necessary.

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To ensure workbook evidence and/or Tapestry is consistently kept and monitored	Becky	May-18	Evidence of progress is regularly monitored	SLT/ Governors			Tapestry and work books are monitored on a termly basis.
To ensure a daily act of collective reflection is taking place in classes	Maria	Nov-17	All pupils are involved in a daily act of collective reflection	SLT		All pupils have time in the day for reflection together.	
Personal Development, Behaviour and Welfare							
To create a family room within Kingsdown	Donna	Nov-17	A comfortable family room is in place where coffee mornings and parent meetings can take place	SLT		Family room is now in use for coffee mornings, meetings with parents and counselling.	
To relocate the school nursing team closer to the pupils	Donna	Nov-17	The school nursing team are more readily available to pupils and staff	SLT		The school nursing team are more visible and accessible to staff and pupils	
To ensure behaviour support plans are in place	Ceilidh	Oct-17	A reduction in behavioural incidents within Kingsdown	SLT		Behaviour support plans are in place and have been reviewed for pupils	
To investigate dysphasia training for staff	Becky	Dec-17	Staff are trained to feed pupils	SLT			Although the SALT can deliver some training, if staff have any concerns the SALT service has not been commissioned to assess individual pupils.
To train 4 staff as Manual Handling Tutors	Becky	Sep-17	Kingsdown has four Manual Handling Tutors in place	SLT		Manual handling tutors in school to ensure manual handling plans are up to date	
To introduce annual Manual handling training for all staff	Becky	Sep-17	All staff have received Manual Handling training on an annual basis	SLT		Staff have received annual training to ensure they are adhering to correct manual handling procedures	
To train another member of staff in Paediatric First Aid	Becky	Nov-17	Kingsdown has another Paediatric First Aider in case one is absent from school in line with statutory Early Years Foundation Stage policies	SLT		Three staff trained in paediatric first aid.	
To train more staff as First Aiders	Becky	Nov-17	Kingsdown has more First Aiders in case of long term absences	SLT			More staff to be trained as first aiders.
To review the current system for school attendance	Linda	Apr-18	An improvement in pupil attendance	SLT			SLT meetings include a section on pupil attendance.
To introduce a Junior Leaders system for Key Stage 3 pupils	Ceilidh	Dec-17	There is an improvement in Key Stage 3 pupils self-esteem and independence	SLT			Process has started for pupils to apply and be interviewed.

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To run internet safety courses for pupils, parents and staff	Becky	Apr-18	Pupils, parents and staff are more confident with internet safety issues	SLT/ Governors			SSA have training booked for internet safety.
To look at different ways of promoting the emotional wellbeing of staff	Donna	Feb-18	Staffs' emotional wellbeing is being addressed to ensure successful outcomes for pupils	SLT			School is involved with the emotional wellbeing project with staff and pupils.
To develop more class led assemblies and invite parents in to watch them	Maria	Jan-18	Parents are more involved in their child's achievements within Kingsdown	SLT			Class assemblies have started this term.
To run some focused coffee mornings for parents	Donna	Feb-18	Various coffee mornings have been held which cover different topics	SLT			Once the family room is in operation, we will be able to run some sessions.
To investigate using the 'MOVE' programme	Becky	Dec-17	Pupils with physical difficulties are accessing a programme addressing their physical needs	SLT		Two training days have focused on the MOVE programme. All teachers and HLTAs have been trained. One teacher is currently trialling the programme with some of her pupils and will be the Move Coordinator	
Research viability of rebound therapy	Louise	Jul-18	A feasibility plan has been developed including cost and location	SLT			A possible location has been identified but no costings have been done.
Consider using the Leading Parent Partnership Award to further develop relationships with parents	Louise	Jul-18	There is more parent partnership at Kingsdown and more parents who were not engaged are involved	SLT			this point with a skeletal SLT. Will instigate in a couple of years when SLT in

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Outcomes for Pupils							
To run a 'breakfast club' using pupil premium funds	Donna	Jun-18	Pupil premium pupils have had breakfast on arrival at school	SLT		All classes are now provided with bread and cereal to give pupils breakfast at school when required	
To train two HLTA's as Makaton tutors	Becky	Jun-18	Makaton signing is consistent within school and all staff have received training	SLT			One HLTA currently undertaking Makaton training prior to starting tutor training.
To induct the new Looked After Children (LAC) teacher	Louise	Oct-17	Kingsdown is following all Looked after Children's statutory requirements	SLT		New LAC member of staff is trained in LAC policies and procedures	
To ensure all new pupils have data from their previous setting	Tracy	Oct-17	All new pupils have historical data to ensure we can record data from their starting points	SLT			Have some information from previous settings but not all.
To ensure all new pupils are baselined against the P Scales	Becky	Oct-17	All new pupils have a P Scale baseline	SLT		8 new pupils have been baselined against the P Scales	
To set challenging realistic outcomes for all pupils	Louise	Nov-17	All pupils have achieved their targets or made at least good progress against them	SLT			Pupils EHCP outcomes have been set for all pupils.
To ensure Year 7 pupils are receiving extra support in Literacy and Numeracy	Becky	Oct-17	Year 7 pupils are being stretched in Literacy and Numeracy	SLT		Year 7 pupils received extra support from Amanda Daines, class teacher and all progressed in their literacy and numeracy	
To ensure Phonics screening checks are completed on Year 1 pupils and Year 2 pupils	Becky	Jun-18	Pupils have made progress in their phonic skills	SLT			Some classes are teaching phonics.