

Quality of Education

To embed the school and national assessment systems to support target setting, tracking and pupil progress.

Achievement and Standards

Quality of Education

To further develop the curriculum to support teaching and learning across the range of need at St Giles.

Achievement and Standards

Quality of Education

To ensure the strategies and resources for the teaching of reading support all pupils to maximise skills and engagement.

Achievement and Standards



ST GILES SCHOOL DEVELOPMENT PLAN

2019-2020

Be the best you can be

Rationale – To enable us to meet the educational, health and care needs of children with very complex needs at St Giles and in the wider community.

Leadership expectation—This plan will be achieved through distributed leadership with named staff being accountable for detailed action plans and impact reports.

Personal development

To increase pupil independence across the school day.

Resources

Leadership and Management

To further develop and establish rigorous, fair and transparent systems to support teachers to plan and teach well-structured lessons.

Resources

Leadership and Management

To improve the school environment to meet the needs of all the pupils.

Resources

St Giles' School Development Plan 2019-2020		Quality of Education 1 <i>To embed the school and national assessment systems to support target setting, tracking and pupil progress.</i> <i>Link Governor – Achievement and Standards</i>	
Target	Actions	Lead DHT	Resources / cost / timing
Embed use of Croydon Stepping Stones to support target setting, tracking and pupil progress of pupils working above engagement levels and below bridging.	Maths Maths Stepping Stones document and assessment toolkit shared with teachers.	SRD(Ma)	Croydon stepping stones – September 19
	HT/DHT agree expectations of progress and share with LMT and teachers.	KL(HT) CH(DHT)	DH / HT/ LMT / Teacher meeting time 15.10, 30.10
	Teachers and teams receive guidance on levelling Stepping Stone (S) levels, including point system and target setting.	SRD(Ma) CH DHT)	Teacher meeting time Class team meeting time
	Baseline pupils assessed between old P5 and P8 (June 2019) giving the best fit maths S level.	SRD(Ma) CH DHT)	Teacher meeting time Class team meeting time
	Baseline and end of year targets using S levels recorded in autumn progress report and shared at meeting.	SRD(Ma) CH (DHT)	Teacher meeting time Class team / progress meeting time
	Review progress implementing maths S levels.	SRD(Ma) CH DHT)	LMT meeting time
	S levels used to assess progress of pupils working above engagement and below bridging in maths each term.	SRD(Ma) CH DHT)	Class team meeting time Progress Meetings
	Reading Reading assessment framework adjusted to incorporate new Reading stepping stones.	CH(DHT) SIF (M) KP(Eng)	Bridging the gap working party September - December Release time for CH (DHT), KP(Eng), SIF(Pri)
	Teachers and teams receive guidance on levelling Stepping Stone (S) levels, including point system and target setting.	KP(Eng) CH DHT)	Teacher meeting time 13.11
	Baseline pupils assessed between old P5 and P8 (June 2019) giving the best fit reading S level.	KP(Eng) CH DHT)	Teacher meeting time 13.11 Class team meeting time

	Review progress implementing Reading S levels.	KP(Eng) CH (DHT)	LMT meeting time
	S levels used to assess progress of pupils working above engagement and below bridging in reading each term.	KP(Eng) CH(DHT)	Class team meeting time Progress Meetings
Embed use of Croydon Stepping Stones to support target setting, tracking and pupil progress of pupils working above engagement levels and below bridging.	Writing Writing Stepping Stones to be written with Croydon Working Party.	CH DHT) KP(Eng) SIF(Pri)	Bridging the gap working party 14.10 Release time for CH (DHT), KP(Eng), SIF(Pri)
	Writing assessment framework adjusted to incorporate new writing stepping stones.	CH (DHT) KP(Eng) SIF(Pri)	Bridging the gap working party within school
	Teachers and teams receive guidance on levelling Stepping Stone (S) levels, including point system and target setting.	KP(Eng) CH DHT)	Staff Meeting
	Baseline pupils assessed between old P5 and P8 (June 2019) giving the best fit writing S level.	KP(Eng) CH DHT)	Staff meeting Class meeting
	Review progress implementing Writing S levels.	KP(Eng) CH DHT)	LMT meeting time
	S levels used to assess progress of pupils working above engagement and below bridging in writing.	KP(Eng) CH DHT)	Class team meeting time Progress Meetings

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Target	Actions	Lead DHT	Resources / cost/ timing
Pupil progress, target setting and tracking for all pupils is supported through the use of an e-assessment tool	E-assessment tools researched and investigated by LMT. Evidence for Learning purchased.	LMT	£2495
	Training on Evidence for Learning	CH(DHT) HLTA	Training for CH and HLTA
	Agree assessment frameworks to be uploaded onto Evidence for Learning and implement.	KL (HT) CH(DHT)	HT / DH time LMT 7.11
	Pupil profiles on Evidence for Learning loaded with agreed progression.	CH(DHT) HLTA	HLTA time
	Whole school training on Evidence for Learning am	CH(DHT) HLTA	INSET day 25.11.19
	Teachers begin to input evidence related to pupil progress.	CH(DHT) HLTA	Ongoing in class
	Feedback from users / stakeholders on implementation and possible additional training needs.	LMT CH(DHT) HLTA	Department Meetings
	Agree and plan for further assessment frameworks to be uploaded onto Evidence for Learning.	LMT CH(DHT) HLTA	HT / DH time LMT
	Use Evidence for Learning to monitor pupil progress against targets.		DH

St Giles' School Development Plan 2019-2020		Quality of Education 1 <i>To embed the school and national assessment systems to support target setting, tracking and pupil progress.</i> <i>Link Governor – Achievement and Standards</i>	
Target	Actions	Lead	Resources / cost/ timing
Teachers are able to write EHCPs for Reception children which will support their holistic progress.	EHCP timetable agreed.	CH (DHT)	Summer 19
	Cover for EYS Leader organised. Liaison with Croydon for guidelines for Reception EHCP plans.	KL (HT) CH (DHT) DR (L)	Guidance and examples of good practice from Croydon.
	Working party reception teachers to develop timetable / procedures for writing EHCPs.	DR (L) Rec. teachers	Department meeting
	Reception teachers write EHCPs. HT/ DHT check min 3 weeks before EHCP meeting.	KL (HT) CH (DHT)	3 hours cover per first draft of EHC plan.
	Ongoing request for feedback on quality of EHCPs from parents and LA.	KL (HT) CH (DHT) DR (L)	
	Review procedures, identifying success and refining for reception pupils (20/21)	KL (HT) CH (DHT) DR (L)	LMT Meeting

St Giles' School Development Plan 2019-2020			Quality of Education 1 <i>To embed the school and national assessment systems to support target setting, tracking and pupil progress.</i> <i>Achievement and Standards</i>
Target	Actions	Lead DHT	Resources / cost/ timing
All teachers are confident in using the assessment toolkit to produce relevant EHCP annual targets and identify effective next steps and strategies to achieve them.	Review processes for writing annual targets and the next steps.	KL (HT) CH (DHT)	Discussion DHT / HT
	Staff meeting to confirm assessment toolkit, EHCP target setting, next steps and identifying procedures for coming year.	KL (HT) CH (DHT) DR (L)	Staff meeting 30.10, 6.11
	Ongoing EHCP meetings to review progress, new annual review targets and next steps.	KL (HT) CH (DHT) Teachers	Class liaison meetings / EHCP meetings
	Review EHCP process. Identify further action required. Update staff guidance as required.	KL (HT) CH (DHT)	HT / DHT / Admin meeting
	Monitor EHCP timelines and next steps.	KL (HT) CH (DHT)	Class liaison meetings / LMT

St Giles' School Development Plan 2019-2020		Quality of Education 1 <i>To embed the school and national assessment systems to support target setting, tracking and pupil progress.</i> <i>Link Governor – Achievement and Standards</i>	
Target	Actions	Lead DHT	Resources / cost/ timing
Staff are able to assess objectively against Pre Key Stage Standards end of KS 1 and 2.	Teachers unfamiliar with PKS assessment receive training.	SIF(M) DR(L)	Induction
	Assessment procedures and evidence gathering for yr2 and 6 pupils reviewed.	SIF(M) DR(L) CH (DHT)	HT / DHT LMT 1.10, 15.10
	Internal moderation built into termly department meetings.	SIF(M) DR(L) CH (DHT)	Department meetings
	Monitor end of year moderation folders and feedback to teachers.	CH (DHT)	Moderation Meetings - Summer Term
	External moderation.	CH (DHT) SIF(M) DR(L)	External moderation meetings – Croydon - Spring and summer terms
	End of KS moderation meetings	CH (DHT) SIF(M) DR(L)	Moderation meetings - Summer term
	Data entry and preliminary analysis	CH (DHT) SIF(M) DR(L)	CH / LMT – Summer term

St Giles' School Development Plan 2019-2020			Quality of Education 2 <i>To further develop the curriculum to support teaching and learning across the range of need at St Giles.</i> <i>Link Adviser – Achievement and Standards</i>
Target	Actions	Lead HT	Resources / cost/ timing
Impact 1 To work with all staff, pupils, parents and governors to review the impact of the current curriculum offer at St Giles.	Staff teams to understand purpose and aims of curriculum review. Identify areas to celebrate and improve.	KL (HT) CH (DT)	INSET 4.09.19 Ongoing feedback from class liaison meetings and Department meetings
	Survey / Drop in meeting(s) for parents to cover discussion about the curriculum.	KL (HT) KM (LG)	Drop in 19.09.19 Drop in 9.10.19 – send out survey EYFS assembly 18.10.19
	Pupils identify activities they enjoy / make progress with and activities they dislike / make no progress.	KL (HT)	Redesign pupil response from EHCP meetings School Council meeting Ongoing EHC meetings
	Governors to understand purpose and aims of curriculum review. Identify areas to celebrate and improve.	KL (HT) CH (DT)	Strategy Governors Meeting 1.10.19
	Monitoring of curriculum during initial department familiarisation walks. Does it support the needs of all pupils? Areas pupils not making progress?	KL (HT) SIF(M) DR(L) FB(U)	Familiarisation walks with Department Heads during first half of Autumn term
	LMT / Governors to identify and discuss areas where pupils are not making excellent progress and any areas where they are not making expected progress.	LMT A&S Com	A&S Governors meeting 6.11.19 LMT meeting

St Giles' School Development Plan 2019-2020			Quality of Education 2 <i>To further develop the curriculum to support teaching and learning across the range of need at St Giles.</i> <i>Link Adviser – Achievement and Standards</i>
Target	Actions	Lead HT	Resources / cost/ timing
Intent To further develop the curriculum offer ensuring it is rooted in solid consensus about the knowledge and skills pupils need in order to take advantage of opportunities, responsibilities and experiences of later life. It is coherently planned and sequenced and	Ongoing research / discussion about successful curriculum models / offers from other schools.	KL (HT) CH (DT) LMT	Erasmus visits, SLP - Oct, Nov, Apr, May Croydon liaison meetings e.g. Stepping Stones, moderation, Special Heads meetings SLP meetings
	Staff, pupils, Governors, destinations and parents are consulted about pupil preparation for future destinations. Change to survey for Destinations.	KL (HT)	INSET 4.09.19, Strategy 1.10.19, A&S 6.11.19, surveys and drop ins, School council, ongoing class liaison meetings.
	Structure curriculum areas and allocate teachers to lead and support curriculum development. Allocation to relate to teachers' interests and skills.	KL(HT) LMT	LMT meeting 19.9.19 Discussion through appraisal meetings.
	Develop and pilot scaffold for subject leaders and supporting teachers to use for curriculum plan / statement of intent.	LMT KP (Eng)	LMT meetings 19.9, 25.9, 19.11, 26.11 Use Reading as a pilot
	Select and purchase appropriate curriculum materials to support teacher workload with development of curriculum plan / statements of intent.	LMT	EQUALS £120 Pre-formal curriculum £49 Semi-formal curriculum up to 11 x £49 = £539 Total cost £708

meets the needs of all learners.	Writing of Curriculum plan / statement of intent using scaffold. Information on sequence and structure of how subject taught.	Subject leaders	Staff meetings
	Review foundation subjects. Does sequence and structure yr 6-8 inform accreditation pathway in yr 9	FB (U) LMT	Staff and LMT meeting time
Implementation Teachers and teams have a good knowledge of the developing curriculum. They deliver it as intended and use assessment well. Planning does not create unnecessary workload.	Ongoing individual pupil monitoring to check appropriate curriculum breadth and progress for each child. Are pupils meeting targets and prepared for next stage?	KL (HT) CH (DT) LMT	Class liaison and progress meetings, timeline and learning journal monitoring, annual reviews, lesson observations, learning walks
	Ongoing monitoring of curriculum and assessment through learning walks and lesson observations. Coherently planned and sequenced?	KL (HT) LMT	Learning Walk Nov 19 and discussion with Department Heads / DHT Lesson Observation Feb 20 Learning Walk Jun 20
	Staff survey on wellbeing to include questions about current curriculum planning / preparation load.	CH (DHT)	Staff survey
Impact 2 To work with all staff, pupils, parents and governors to review the impact of pilot curriculum projects and agree	Small scale pilots using new curriculum model / materials / content.	Sub leads	Staff meeting Extended LMT
	Analysis of pilot feedback	KL (HT) CH (DT)	Meetings with subject leaders
	Feedback - subject leader(s), all staff and governors about any changes to curriculum (20/21).	KL (HT) CH (DHT)	Staff meeting FGB 15.07.20

the final St Giles curriculum offer 2020-21	Final curriculum offer 20-21, Subject leader revise plan / statement of intent. Agree and publish on the website.	KL (HT) LMT	Meetings with subject leaders
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St Giles' School Development Plan 2019-2020		Quality of Education 3 <i>To ensure that the strategies and resources for the teaching of reading support all pupils to maximise their skills and engagement.</i> <i>Link Governor – Achievement and Standards</i>	
Target	Actions	Lead	Resources / cost/ timing
<i>To ensure that the strategies and resources for the teaching of reading support all pupils to maximise their skills and engagement</i>	Review comments about reading from staff survey (summer 19) and consultation on curriculum with pupils, staff, parents and Governors.	KL(HT)	INSET 4.09.19, Strategy 1.10.19, A&S 6.11.19, surveys and parent drop ins, School council, ongoing class liaison meetings.
	English subject leader organising monthly meetings for the Secondary Department. Discussion to include ongoing development of reading.	KP(Eng)	Secondary Literacy meetings – once a month
	Reading assessment framework adjusted to incorporate new Reading stepping stones.	KP(Eng) CH(DHT)	Bridging the gap working party Release time for CH (DHT), KP(Eng)
	Agree appropriate assessment to baseline pupils. Agree formal test to assess pupils already reading.	KP(Eng) LMT	LMT meeting
	Action plan to review content, sequence, structure of curriculum, CPD, resources, strategies, environment.	KP(Eng) LMT	LMT meeting
	Establish sustainable model for subject leadership of English / Communication.	KP(Eng) LMT	LMT meeting, Strategy Governors Meeting, Discussion during appraisal target setting.
	Introduce assessment materials to teachers to baseline pupils.	KP(Eng)	Staff Meeting
	Baseline for pupils established using reading / vocabulary assessments.	KP(Eng)	
	Teachers and teams receive guidance on levelling Stepping Stone (S) levels, including point system and target setting.	KP(Eng) CH(DHT)	Teacher meeting time

	Preparation for INSET – Identify set reading groups(?), CPD on phonic stages (?), Different techniques for learning to read. Look at scaffold for curriculum plan / statement of intent.	KP(Eng) LMT	LMT 19.11
	INSET afternoon – whole school - Introduction "Why Reading is important. Focus groups; - 1. Phonics - 2. Other approaches whole word 3. other approaches - reading in the environment	KP(Eng) KL (HT)	INSET – afternoon – 25.11
	Creation of curriculum plan and statement of intent using scaffold. Information on sequence and structure of how subject taught.	KL (HT) KP(Eng)	Release time December/ January
	Pilot (small scale) using new curriculum model / materials / content / organisation.	KP(Eng)	Staff meeting / Department meetings – Spring
	Repeat assessments if appropriate. Moderation for EoKS 1 and 2.	KP(Eng) CH (DH)	Moderation Meetings
	Analysis of pilot feedback and results of assessments.	KL (HT) KP(Eng)	Meetings with subject leader
	Feedback - subject leader(s), all staff and governors about any changes to reading (20/21).	KL (HT) CH (DHT)	Staff meeting FGB 15.07.20
	Final curriculum offer 20-21, Subject leader revise plan / statement of intent. Agree and publish on the website.	KL (HT) KP(Eng)	Staff meeting FGB 15.07.20

St Giles' School Development Plan 2019-2020			Personal Development <i>To further develop pupil independence and prepare pupils for the next stage of education.</i> <i>Link Adviser – Achievement and Standards</i>
Target	Actions	Lead HT	Resources / cost/ timing
All staff develop their understanding on how to support pupil's independence to prepare them for the next stage of education.	Development of pupil independence discussed as part of curriculum consultation with staff, parents and Governors and during class liaison meetings.	HT	INSET 4.9.19, Parent Drop in 19.09 Drop in 9.10, EYFS assembly 18.10, A&S Governors meeting 6.11.19
	Follow up focus on personal care and how to recognise and build into the curriculum. Involve social care team	LMT SG	LMT meetings – November 19, Staff meeting
	Creation of curriculum plan and statement of intent using scaffold. Information on sequence and structure of how subject taught.	KL (HT) Subj Lead	Staff Meeting - Release time February
	Staff survey on wellbeing to include questions about current planning for independence / preparation load.	CH	Staff survey – March 20
	INSET on outcomes for individual pupils and how to achieve them – focus on additional skills and resources needed?	KL (HT) LMT OT	INSET day? – OT?
	Secondary department head to attend Erasmus visit Sweden – Thinking Skills and feedback to LMT	FB	Erasmus visit to Sweden April 20 LMT meeting
	Staff meeting on KS4 Thinking Skills Project.	FB (U)	Staff meeting
	Pilot (small scale) using new curriculum model / materials / content / organisation.	Subj lead	Spring / summer

St Giles' School Development Plan 2019-2020		Personal Development <i>To further develop pupil independence and prepare pupils for the next stage of education.</i> <i>Link Adviser – Achievement and Standards</i>	
Target	Actions	Lead	Resources / cost
All staff are able to deliver appropriate Relationships Education and Relationships and Sex Education (RSE) to support pupils' personal development.	Include RSHE as part of the consultation on curriculum with pupils, parents and Governors.	KL(HT)	INSET 4.09.19, Strategy 1.10.19, A&S 6.11.19
	Attend 'Early Adopters' DfE Conference to receive support and guidance about preparation for changes in curriculum requirement	Subject Leader	November 19
	Creation of curriculum plan and statement of intent using scaffold. Information on sequence and structure of how subject taught.	Subject Leader LMT	Staff Meetings / release time
	Small scale pilot using any new curriculum model / materials / content.	Subject Leader	Spring / Summer term
	Feedback from any small scale pilot. Final curriculum offer 20-21, Subject leader revise plan / statement of intent. Agree and publish on the website.	Subject Leader LMT	Staff meeting, Strategy 28.04.20 FGB 15.07.20

St Giles' School Development Plan 2019-2020		Leadership and Management <i>To improve the school environment to meet the needs of all pupils.</i> <i>Link Adviser – Resources</i>	
Target	Actions	Lead HT	Resources / cost
Develop a plan with Croydon for the next 3 years which will inform maintenance and building works.	Review Feasibility Study, identifying short, medium and long term actions.	KL (HT) LN(SBM)	Meeting AF – 26.10.19
	Invite Health and Safety to review parking and any other concerning issues with the site e.g. storage	KL (HT)	Health and Safety visit 26.09.19
	Use the information from the Health and Safety Reviews to inform short and medium term actions.	KL(HT) LN(BM)	
Ensure the classroom and corridor environments meet the needs of current pupils.	Class teams to be given time on INSET day to check the classroom environment using checklist.	KL (HT) CH DHT)	4.09.19 INSET day
	Monitoring of classroom and corridor environments during initial Department Walks. Do they support learning and ASD pupils?	KL (HT) LMT	Familiarisation walk with Department Heads 9.9 and 10.9
	Removal of some secondary displays in secondary corridor to reduce sensory load.	FB(U)	
	Discuss findings with staff at department meetings so that initial changes can be made.	LMT	Department meetings
	Prepare revised action plan for site taking into account staff view and Feasibility Study.	KL (HT) LN (BM)	Resources Governors Autumn term
	CPD for staff if required on meeting the needs of ASD pupils in the classroom environment.	KL (HT)	Staff meetings – Summer Term
	Update governors about progress improving school environment.		Resources Governors Spring Term

St Giles' School Development Plan 2019-2020		Leadership and Management	
		To establish rigorous, fair and transparent systems to review the quality of education, further developing teachers' ability to plan and teach a well-structured curriculum and use assessment effectively. <i>Link Adviser – Resources</i>	
Target	Actions	Lead	Resources / cost
		HT	
To work with LMT to develop appropriate lesson observation protocols that will include both focussed learning walks and formal lesson observations. To agree these with staff and Governors and undertake focussed paired lesson observations of the school with the LMT.	LMT to use Challenge Partners materials to develop appropriate observation protocols including focussed learning walks and formal lesson observations.	KL (HT) LMT	LMT Meetings – Autumn term
	To share and discuss with staff	KL (HT) LMT	Consult with staff at staff and Department Meetings
	To share and discuss with Governors.	KL (HT) LMT	Governors Meetings
	Undertake focussed learning walk – paired observation. Focus on class team. Analyse results – WWW / EBI	KL (HT) LMT	Focussed Learning Walk - LMT
	Prepare, undertake and analyse paired lesson observations – focus on pupil activities reflecting pupil assessment – matched to individual need. Analyse results – WWW / EBI	KL (HT) LMT	Focussed lesson observations - LMT
	Undertake focussed learning walk – paired observation with subject leaders. Focus on curriculum. Analyse results – WWW / EBI	KL (HT) LMT	Focussed Learning Walk – LMT / subject leaders
To further develop the Headteacher and LMT's	LMT to attend SLP senior leader events 2019-20	LMT	Join SLP – cost £200 Curriculum Audit event 3.10.19 Senior leaders / Ofsted update 16.01 and 2.07 St Giles hosting EYFS baselining event 14.11

leadership skills and competencies.	School to join Challenge Partners Network of Excellence - a trusted practitioner-led network from April 20	KL (HT) LMT	Join Challenge Partners – cost £2978 April 20 – 21
	LMT to undertake Challenge Partners Quality Assurance Reviewer training.	LMT	See above + cost of release for 1 day for 4 leaders 2020 Summer / Autumn terms
To foster and develop middle leaders leadership skills and competencies.	Subject leaders to attend core curriculum and foundation curriculum moderation and leadership events.	Subject Leads	SLP Moderation – core subjects 8.10 and 28.4 Foundation subjects 4.02 SLP core subject leaders Meeting 12.11, 30.6