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| **Improvement Priority** | | **East Dunbartonshire Education Service Curriculum for Excellence (CfE) Strategic Plan 2017 - 20** | **Overall Responsibility**  **ML Brogan** | |
| Attainment & Achievement | | **Priority : Curriculum Design** | Head Teacher, SMT and Class Teachers | |
| **Targets** | **Impact on Learners** | | | **Timescale** |
| To raise attainment in literacy and numeracy 3.2  Review and refresh curriculum 2.2  Create a learning pathway to ensure consistent approaches. 2.2 | **Children will have strong, secure knowledge of key aspects of literacy and numeracy**  **Children will make consistent appropriate progress in literacy and numeracy** | | | 2017 |

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| **Measures Of Success** |
| * Improved Staff Confidence – skill set * Consistent approaches across school for literacy * Increased attainment for all * Well resourced literacy base |

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| **Improving the Curriculum**  Tasks | Timescale | Person responsible | Progress Update |
| Audit of 8 curricular areas  New Updated Forwards Plans disseminated Aug 17  SLT input 14/8/17 | Aug 17 | SMT /QIO support |  |
| Programmes of study from Shared area into folder for all stages.  Plans disseminated Aug 17  SLT input 14/8/17 | Aug 17 | SMT |  |
| New Daily/Weekly planning format agreed  Agree weekly planning content to be planned and delivered by all teachers | Aug 17 |  |  |
| New updated and improved Forward Plans used to plan learning  Plans disseminated Aug 17 used to plan August-October  Staff working party to review current maths progression planners   * Include benchmarks in planners * Separate numeracy and maths pathways * Audit Problem solving approaches * Audit digital learning opportunities * Audit outdoor learning opportunities * Audit opportunities for play/application in numeracy | Aug-Oct 17 |  |  |
| Develop and agree format for Effective Maths Lesson and maths policy | September 17 | Input from authority |  |
| Create numeracy & mathematics policy and procedure paper for raising attainment and common approach including:   * Aims/Rationale * Roles/responsibilities * Pedagogy/teaching approaches - Consistent teaching approaches * what makes a good maths lesson at St. Matthew’s PS * weekly balance of math/numeracy * active learning and play/application/problem solving opportunities * Digital learning * Outdoor learning * Presentation and layout * Common language * Assessment Opportunities – Summative/Formative – Recording of data. * Quality Assurance | October 17 | Maths working group led by Damien Kellegher and supported by QIO |  |
| Audit Resources  Staff working party to review resources   * Audit learning resources, textbooks, teachers guides, assessment materials * Audit Problem solving resources * Audit digital learning resources * Audit outdoor learning resources * Audit numeracy and maths equipment | October 2017 | Maths working group led by Damien Kellegher and supported by QIO |  |
| All Staff to take part in monthly curriculum development work for numeracy | October 2017-December 2018 |  |  |
| Communication and Parental Engagement   * PPT for parents/carers during Meet the Teacher * Create Parent/carer information leaflets –how to support at home * Develop school website for supports to be used at home – useful web links   Curricular information event/parents visit maths lessons for parents/carers: Share methodologies, practice used in school.  Homework kits containing games and resources to enhance parental engagement and support numeracy related learning at home | Ongoing |  |  |
| Attendance at SEAL training for Early and First Level children (PEF – Attainment Gap) | February ’17 and throughout session | QIO/HT |  |
| Development of Play/Active maths application opportunities including outdoor learning – creation of Problem Solving Approach for all school with planned programme of activities | November 2017 | Maths working group led by Damien Kellegher and supported by QIO |  |
| Assessment   * Establish Numeracy and mathematics tracking record for all classes   Class teachers to use assessment opportunities and data to identify gaps in children’s learning and plan targeted intervention (term). | October 2017 | Maths working group led by Damien Kellegher and supported by QIO |  |
| Quality Assurance   * Monitoring & Tracking Meetings * Learning and teaching meetings * Classroom Visits.   Tracking records for all classes to be reviewed. Pupil progress, next steps and planned targeted intervention to be noted. | November 2017 | QIO/SMT |  |
| Peer Observations   * Teaching staff engage in peer visits and/or learning walks (in school) * Visits across cluster | December 2017 | All staff |  |
| Professional Learning – Support Staff  Provide CLPL for support staff to enhance impact of support intervention. | October 2017 | SMT |  |
| Celebration of Good Practice   * Arrange curricular learning open day, ‘Come Count with me’ to provide an opportunity for children to share their new approaches to learning with parents/carers. | December 2017 | All staff |  |
| Review progress   * Finalise Policy * Embed quality assurance processes * Create next steps for review | December 2017 | Authority & SMT |  |
| Audit Planning Structures  Staff working party to review current literacy progression planners   * Include benchmarks in planners * Separate literacy pathways for reading, writing, spelling, grammar, talking & listening * Audit digital learning opportunities * Audit outdoor learning opportunities   Audit opportunities for play/application in literacy | January 2018 | Working party led by Claire Wilson and supported by QIO |  |
| Create literacy policy and procedure paper for raising attainment and common approach including   * Aims/Rationale * Roles/responsibilities * Pedagogy/teaching approaches - Consistent teaching approaches * what makes a good literacy lesson at St. Matthew’s PS * weekly balance of literacy * active learning and play/application/problem solving opportunities * Digital learning * Outdoor learning * Presentation and layout * Common language * Assessment Opportunities – Summative/Formative – Recording of data.   Quality Assurance | February 2018 | Working party led by Claire Wilson and supported by QIO |  |
| Audit Resources  Staff working party to review resources   * Audit learning resources, textbooks, teachers guides, assessment materials * Audit Problem solving resources * Audit digital learning resources * Audit outdoor learning resources * Audit application/play resources | January 2018 | Working party led by Clare Wilson |  |
| All Staff to take part in monthly curriculum development work for literacy |  |  |  |
| Communication and Parental Engagement   * PPT for parents/carers during Meet the Teacher * Create Parent/carer information leaflets –how to support at home * Develop school website for supports to be used at home – useful web links   Curricular information event/parents visit literacy lessons for parents/carers: Share methodologies, practice used in school.  Homework kits containing games and resources to enhance parental engagement and support literacy related learning at home | March 2018 | Working party led by Claire Wilson and supported by QIO |  |
| Attendance at NLC Literacy training for all new staff | As available | SMT |  |
| Development of literacy talking & listening programme with assessment through application opportunities including outdoor learning | March 2018 | Authority support |  |
| Assessment   * Establish Literacy tracking record for all classes   Class teachers to use assessment opportunities and data to identify gaps in children’s learning and plan targeted intervention (term). | January 2018 | SMT/QIO |  |
| Quality Assurance   * Monitoring & Tracking Meetings * Learning and teaching meetings * Classroom Visits.   Tracking records for all classes to be reviewed. Pupil progress, next steps and planned targeted intervention to be noted. | March – June 2018 | SMT/QIO |  |
| Peer Observations   * Teaching staff engage in peer visits and/or learning walks (in school) * Visits across cluster | March-May 2018 | All staff |  |
| Professional Learning – Support Staff  Provide CLPL for support staff to enhance impact of support intervention. | March 2018 | All support staff/Support for learning coordinator |  |
| Celebration of Good Practice   * Arrange curricular learning open day, ‘Come write with me’ to provide an opportunity for children to share their new approaches to learning with parents/carers. | May 2018 | SMT |  |
| Review progress   * Finalise policy * Embed quality assurance processes * Create next steps for review | June 2018 | Working Party/QIO |  |
| Continue a draft curriculum framework  i.e. each stage, what is taught and when, where most pupils should be at key transition points | ongoing | SMT/QIO | Started and ongoing |
| Overview and planning to include assemblies, school outings, enterprise opportunities and wider achievement | Session 17/18 |  | Ongoing – Role of new acting PT to work with staff to audit and track wider achievement; reference Ed Scot Evaluating the Primary Curriculum. |
| Develop a ‘Curriculum Wall’   * Examples of pupils’ work to evidence progression through levels * Outline process of developing curriculum * Develop and share a curriculum framework * Develop and share a Curriculum Rationale | From August 17 | All staff , parents and pupils |  |
| Delivery of 8 Curricular Areas based on skills planning | From August 2017 | QIO input |  |
| Input to develop Curriculum Rationale (VVA)  Leadership Session for teaching staff. (see Leadership of change action plan) | 27/9/17 |  |  |
| Staff Working Groups, at different CfE levels and stages review IDL, complete Audit of current position and adapt/ develop curriculum specific to St. Matthew’s PS context. | August 2018 |  |  |
| Further development of Core Curricular Areas for specific context at St. Matthew’s PS and adapt skills planners as required | August 2018 |  |  |

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| **Improvement Priority** | | **East Dunbartonshire Education Service Curriculum for Excellence (CfE) Strategic Plan 2017 - 20** | **Overall Responsibility**  **ML Brogan** | |
| Assessment of Children’s Progress | | **Priority : Raising Attainment** | Head Teacher, SMT and Class Teachers | |
| **Targets** | **Impact on Learners** | | | **Timescale** |
| To agree and assessment policy and procedure with all staff to track and monitor pupils progress. | **Child’s currilum planning will be based on assessment and achievement data and ensure equity and that learners’ needs are being met.** | | | 2017 |

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| **Measures Of Success** |
| Agreed assessment and tracking procedures and policy  Increase in pupil attainment |

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| Assessment & Attainment | Timescale | Responsibility | Progress To Date |
| Assessment policy and procedures agreed with staff   * Dates of assessments * Content of assessments (what and frequency) * Moderation of process and results * SLT (ensuring assessments are appropriate , analysing results, summarising key themes /gaps, action to close the gap ) * Recording proformas & tracking agreed and shared * Agree content of assessment folders | August 2017-September 2017 | HT |  |
| Tracking Meetings   * Timetable of meetings from collegiate calendar * Clear agendas set and shared minimum of 1 day in advance(to include feedback on observations, assessments periodic and standardised) * Stage partners where appropriate attend meetings together to aid moderation of standards * Challenge and support discussed * Minutes of meetings shared I week following meeting * Actions implemented and impact featured as standing item for future meetings | August 2017 onwards | HT/QIO |  |
| Assessment Folders finalised for all staff | September 217 | SMT |  |
| Learning Booklets are distributed  Whole class (P1-P2)  Individual (P3-P7)   * 3 ‘wishes/aims’ per week (lang/maths/other) * Comment box to review progress * Termly reflection box (child/adult) | October 17 | SMT |  |
| Children’s progress is reviewed by parents   * Parents view learning booklet targets & comment * Follow up on comments | October 17 | All staff |  |
| Tracking pupil achievement   * Introduce a system for tracking pupil achievement (see Meeting Learner’s Needs Action Plan) | September 17 | DHT |  |
| PLC is established to ensure consistent practice in implementation of AifL using (TLC Agendas)(see meeting Learner’s needs Action Plan)  Assembly blocks used | From September 17 | All staff |  |

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| **Assessment & Tracking**  Tasks | Timescale | Personnel Responsible | Progress Update |
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| **Improvement Priority** | | **East Dunbartonshire Education Service Curriculum for Excellence (CfE) Strategic Plan 2017 - 20** | **Overall Responsibility**  **ML Brogan** | |
| School Leadership & Teacher Professionalism | | **Priority : Leadership of Change** | Head Teacher, SMT and Class Teachers | |
| **Targets** | **Impact on Learners** | | | **Timescale** |
| To develop Vision, Values and Aims involving all of our school community  To develop leadership opportunities within the school for all staff members and pupils. | **Learners will have opportunity to lead within the school.** | | | 2017 |

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| **Measures Of Success** |
| Collegiate working and leadership within the school  School has a new VVA Statement |

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| Leadership of Change | Timescale | Responsibility | Progress to Date |
| Collegiality workshop   * Working together as a team-shades of perception Myers Briggs * Stakeholder management- looking at holistic engagement- community of learners devise a plan * Communication within a team leading to a communication plan * Strengths and development points for all to take on leadership roles * Professional skills v personal skills ( i.e. don’t take it personally) | August Inservice Day 2 | R. Workman |  |
| Presentation to all staff on Vision, Values and Aims (VVA) to highlight responsibility, accountability of all as a community of learners | August 2017 | HT/QIO |  |
| Audit current VVA   * Staff, parent & pupil working party * Staff discuss current VVA * PC discuss current VVA * JMT present current VVA at assembly with follow up questionnaire for each class | August- September 2017 | HT/QIO |  |
| Key words and phrases selected to reflect VVA by staff , pupils and parents (Questionnaires) | September 2017 | All staff |  |
| Agree key phrases and words via Survey Monkey | September 2017 | All staff |  |
| Agree VVA and share with school community- launch | October 2017 | All staff and pupils led by HT/QIO |  |
| Embed VVA in school life:   * Through Assemblies * In Teaching and learning * In School Procedures (discipline and pastoral support) * In Parent Meetings * In Partnership agreements | October 2017….. | All staff and community |  |
| Involve all staff in the culture of continuous improvement and collegiality   * Staff leading curricular improvements (professional enquiry identified at PRD meetings) * Peer observations * Parent Council * PTA * Anti-Bullying Committee * Able Learners Group * **Staff Consultative Committee (regular meetings attended/supported by authority QIO/RW/PDP team) timetabled meetings arranged** | October 2017….. | All staff led by HT/QIO |  |
| Involve learners in identifying school improvements   * JMT (Junior Management Team) * SMT/Teaching staff leading report to all staff each term   Themes for staff and pupil groups to reflect areas for improvement:   * Vision, Values & Aims * Engaging Lessons/Skills Development/Curriculum * Pupil Voice in learning * Staff collegiate sessions | Dates organised throughout the year October 2017 onwards | Authority & school staff and pupils |  |
| Involve Parents in identifying school improvements:   * Parental Engagement * Curriculum Rationale/Improvements in Curriculum * Vision & Values * Assessment * Support for Learning | September 2017 onwards/parent Council meetings | HT /Parent Council |  |
| Involve Partners in identifying school improvements   * ASN support teachers and psychologists on targeted support * Turnbull High & local nurseries on transitions * Church | October 2017 | HT /partners |  |

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| **Improvement Priority** | | **East Dunbartonshire Education Service Curriculum for Excellence (CfE) Strategic Plan 2017 - 20** | **Overall Responsibility**  **ML Brogan** | |
| Teacher Professionalism | | **Priority : Personalised Support** | Head Teacher, SMT and Class Teachers | |
| **Targets** | **Impact on Learners** | | | **Timescale** |
| Clear procedures of role and responsibilities for Class Teachers, Support for learning coordinator, all in house support teachers, visiting teachers and support staff working with children | **Provision of high quality support that enables all children and young people to achieve success.** | | | 2017 |

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| **Measures Of Success** |
| Attainment raised for identified children |

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| Meeting Learners’ Needs  Personalised Support | Timescale | Responsibility | Progress to Date |
| All staff to be familiar with and implement safeguarding and child protection procedures | August 2017 | HT |  |
| Review current ASN Policy and procedure within school | August 2017 | HT/DHT |  |
| Clear procedures of role and responsibilities for Support for learning coordinator, all in house support teachers, visiting teachers and support staff working with children | August 17 | HT/QIO |  |
| Timetable liaison time for support staff and visiting support teachers | August 2017 | HT/DHT |  |
| SMT timetable to support children requiring targeted support | August 2017 | DHT |  |
| Clear procedures agreed for identification of pupils requiring support including the more able requiring challenge in core areas.  Participation in Challenge Events | August 17 | DHT (ASN)  SMT  CT |  |
| Address vocabulary gap in P1 & P2 (see Literacy Action Plan) | August 2017 | Carol Lennon (PT)  P1 Teachers |  |
| Review of Pupil Support Group   * Audit of current impact * Agree aims * Agree membership * Agree calendar of meetings & themes * Review paperwork * Agree procedures to involve pupils and parents in process | September 17 | SMT |  |
| Staff training on PSG procedures and policy and support in writing and evaluating support plan targets | September 17 | SMT |  |
| Refresh training for all staff on AifL (PLC workshop) | September 2017 | All staff |  |
| Evaluate impact of AifL through classroom observations and teaching and learning meetings | September-October 2017 | SMT/QIO |  |
| Refresh training for all staff on 4 methods of differentiation to ensure pace and challenge for all learners (PLC workshop) | October  2017 | All staff |  |
| Evaluate impact of differentiation through classroom observations and teaching and learning meetings | December 2017 | SMT/QIO |  |
| Audit of existing practice in tracking achievement  Create tracker grids with staff | October 2017 | DHT (SD) |  |

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| **Improvement Priority** | | **East Dunbartonshire Education Service Curriculum for Excellence (CfE) Strategic Plan 2017 - 20** | **Overall Responsibility**  **ML Brogan** | |
| To raise attainment in literacy and numeracy while closing the poverty attainment gap and increasing wellbeing and engagement | | **Priority : Curriculum Design** | Head Teacher, SMT and Class Teachers | |
| **Targets** | **Impact on Learners** | | | **Timescale** |
| To implement a play approach to learning and teaching across the curriculum with emphasis on literacy, numeracy & health & wellbeing QI 2.3  To raise attainment of children in P1, 2, 3 by shaping their learning experiences QI 3.2  Management of Resources to promote equity QI 1. | * Children and young people’s attainment and achievement is improved * Health and wellbeing are improved for vulnerable children through ensuring equity for all * Children and parents’ views are embedded in Action Plans * Professional Learning will lead to increased confidence of all staff and impact positively on attainment for all children. * Management of resources support the children’s learning | | | 2017-18 |

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| **Measures Of Success** |
| * Improved Staff Confidence – skill set * Consistent approaches across school for play based learning * Increased attainment for all |

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| Tasks/Action Required | **Timescale** | **Resource**  **Requirements (including time allocated)** | **Personnel Responsible** | **Monitoring and Evaluation Arrangements** | **Progress** |
| Attend Play2Learn Conference | Aug  2017 | In-service day 2 | EDC/Carol Lennon | HT/DHT |  |
| Draft Position Statement on Early/First Level Learning Experiences | Aug/Sept 17 |  | HT/DHTs/Carol Lennon | HT/DHT |  |
| Self-evaluate using audit tool-include parent and children’s views | Aug  2017 | Collegiate Time | HT/DHT | Professional Discussion |  |
| Commence project in Collaborative Professional Enquiry Project re play | September  2017 | Collegiate time | Ed Psych/QIO/HT/DHTs/Carol Lennon | Evaluations  Data collection |  |
| Visit other establishments to look at good practice in play | August 2017 |  | HT/DHT/Carol Lennon | Professional Discussions |  |
| HTs /DHTs attend information session re Play2Learn | September  2017 | ½ day per establishment  (am) | Ed Psych | Evaluations |  |
| Present Play2Learn for parents | October 2017 | October 2017 | SLT/Carol Lennon | Parents’ Evaluations/comments |  |
| Attend Professional learning session for all teaching staff and support staff | October 2017 | October Inset 1/2day | SLT/QIO/Ed Psych | Evaluations/Professional Dialogue |  |
| Attend Ferre Leavers Training | TBC | TBC | Deirdre Grogan |  |  |
| Choose area(s) for change and decide on pre and post measures using Ferre Leavers Wellbeing and Engagement, SDQ and identifying relevant benchmarks | October  2017 | Collegiate within own establishments | Class teachers/SLT | Professional dialogue  Teachers’ planning |  |
| Identify and acquire necessary resources | October 2017 | Collegiate within own establishments  PEF as required for individual establishments | Class teachers/SLT | Professional dialogue  Teachers’ planning |  |
| Implement change and use collaborative enquiry model to measure impact of change | October 207 onwards | Classroom planning | CTs/SLT | Monitoring arrangements |  |
| 1. Attend PLC sessions for support and coaching through change methodology | November to May 2017/18  7 sessions | Collegiate Time –twilight sessions | QIO/Ed Psych | Professional dialogue  Teachers’ planning  Data analysis |  |
| 1. Quality Assurance- Self evaluation HGIOS4 2.3, SLT, QIO/Peer Observations | November to May 2017/18  7 sessions | Monitoring calendar  PEF  Cover Costs | HT | Evaluations /Learning/Teaching Meetings |  |
| 1. Evaluation and analysis of data against measures | May 2018 | PLC meeting | QIO/Ed Psych | Data Analysis |  |