



## PHOENIX SCHOOL IMPROVEMENT PLAN

AREA	COMMUNITY
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DATE	2015/2016
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PRIORITY ACTIONS	RESPONSIBILITY	TIMESCALE			SUCCESS CRITERIA	MONITORING	EVALUATION	FINANCE & RESOURCES	REVIEW LINKS
		Start	Milestones	Finish					
<p><b><u>1. Improving transitions between school &amp; Post 19 providers.</u></b>            Supporting families to make the right choice for students.            Consider areas of development by Head Audit year 2014/15.            Submit proposal for future projects.            Set up Transition visits for all year 11 students. Set afternoons/ week to become our transition afternoon.            Students &amp; families to visit different providers, enabling families to learn more about their options. Within set time frame by Easter 2016 destinations secured.            Half termly meetings with Adult Services.            Start booking in careers visits to different colleges and providers.</p>	SM/Maggie Hill	Oct 2015	Meeting with adult services	Ongoing	<p>Students will be making choices based on visits with families and school working very closely together.            School to host an open evening in October 2015 inviting all upper school families and students to hear about different providers from ex-pupils as well as adults from the providers.            Families to feel more informed to make the right choice, re post 16 placement</p>	<p>Regular agenda item on leadership agenda             Governor with responsibility             Adult Services             Transitional Teams</p>	<p>Continued end of year reports             Creation of leaflet explaining post Phoenix options</p>	Staff release time to facilitate transitions	Links to EHC plan conversion



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<p><b><i>2. To review school policies.</i></b></p> <p><i>To produce a calendar of policies to be reviewed and ratified.</i></p> <p><i>Subject managers to update policies.</i></p> <p><i>Specific governor committees to update policies</i></p> <p><i>Present policies for ratification to governors.</i></p>	<p><i>PP &amp; named governors</i></p> <p><i>Julie Skipworth</i></p> <p><i>Julie Miller</i></p>	<p><i>Sept 15</i></p>		<p><i>July 16</i></p>	<p><i>All school stake holders are guided by new and updated school policies.</i></p>	<p><i>Head chair of Governors</i></p> <p><i>Maggie Short</i></p>	<p><i>Governor minutes</i></p> <p><i>School website and staff handbook updated with new policies.</i></p> <p><i>School handbook available for all stakeholders</i></p>		



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<p><b>3. <u>Refresh current induction procedures</u></b></p> <p><i>Clear delegation of responsibilities for induction of different posts (teachers; assistants; MSAs)</i></p> <p><i>Deputy to oversee induction and Co-ordinate which units each person has completed.</i></p> <p><i>Department team leaders allocate mentors for all new people in their part of the school.</i></p> <p><i>Review / revision of induction guidance materials.</i></p> <p><i>Prepare induction timetable</i></p> <p><i>Rigorous processes are implemented by department team leaders to receive feedback from new staff.</i></p>	<b>TD</b>	<b>Oct 15 (initially and through out academic year if needed)</b>			<p><i>Everyone feels welcome and supported in all parts of the school.</i></p> <p><i>New staff settles quickly to make a valuable contribution to learning and progress.</i></p> <p><i>Experienced members of staff are empowered to support and guide others.</i></p>	<p><i>Headteacher</i></p> <p><i>Chair of Governors</i></p>	<p><i>Structured and informal feedback to leadership.</i></p> <p><i>Staff questionnaire.</i></p> <p><i>Feedback from consultation groups such as wellbeing/ staff engagement teams.</i></p>	<b>2 days per term</b>	



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<p><b>4. <u>Continued comprehensive schedule of school self-evaluation and improvement.</u></b></p> <p><i>External support for school improvement established.</i></p> <p><i>Continue current arrangements of termly focussed external consultant visits.</i></p> <p><i>Systematically review SIP and APTGO framework</i></p> <p><i>Create a self-evaluation schedule complete with a range of KPI's leading to subsequent improvement.</i></p>	<p><i>PP</i> <i>Maggie Short</i></p>	<p><i>Nov 15</i> <i>1 termly visit per consultant</i></p> <p><i>Autumn 15</i> <i>Spring 16</i> <i>Summer 16</i></p>			<p><i>There is a rigorous implementation of well-informed improvement plans.</i></p> <p><i>Governors and school staff will feel secure in overall school improvement work and will be able to triangulate their own view with alternative audiences.</i></p>	<p><i>Maria Landy</i></p> <p><i>Julie Miller (governor)</i></p> <p><i>Angela Scott (ELC)</i></p> <p><i>APTGO</i></p>	<p><i>Termly written reports to</i></p> <p><i>Governors</i></p> <p><i>Leadership group.</i></p>	<p><i>£2000</i></p>	



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<p><b>5. <u>Further increase the effectiveness of the Governing body</u></b></p> <p><i>Increase membership with suitable skills.</i></p> <p><i>Increase training</i></p> <p><i>Appointment of associate Governors.</i></p> <p><i>Appointment of lead Governors.</i></p> <p><i>Continuation of Governor self-audit</i></p> <p><i>Annual in house training Evening</i></p>	<p><i>PP</i> <i>Maggie Short</i></p>	<p><i>Jan 16</i></p>	<p><i>Jan 16</i></p> <p><i>Training Evening</i></p>	<p><i>ongoing</i></p>	<p><i>Governors hold the leadership group to account and evidence of school improvement is rigorously reviewed and evaluated.</i></p>	<p><i>Through minutes challenge and monitoring teaching and learning and progression. Pupil progress SIP on line within time scales</i></p>	<p><i>Governing Body meetings x 2 per term</i></p> <p><i>Focussed agenda items</i></p>	<p><i>Nil costs</i></p>	



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<p><b><i>6. In light of new building review the school day on both sites.</i></b>  <i>To review the school day in terms of timings and appropriate breaks and lunchtimes activities to increase learning time. Specifically to review the operation of break and 'snack time' to ensure learning targets are reinforced throughout and part of planned curriculum time.</i>  <i>Legislative check</i>  <i>Teachers planning meeting</i>  <i>Focus group around independent learning opportunities.</i>  <i>Department meetings to discuss change and impact.</i>  <i>Staff to reorganise personal care routines to maximise pupil's learning opportunities.</i>  <i>New plans adapted</i></p>	<p><b><i>Leadership Group</i></b></p>	<p><b><i>Oct 15</i></b></p>	<p><b><i>Ongoing</i></b></p>	<p><b><i>Ongoing</i></b></p>	<p><b><i>Learning time unaffected by changes.</i></b>  <b><i>Quality of personal care maintenance</i></b></p> <p><b><i>New systems are embedded and working seamlessly</i></b></p> <p><b><i>Flexibility around different groups of young people.</i></b></p>	<p><b><i>Assigned</i></b>  <b><i>Governors to meet with department leaders to ensure curriculum entitlement is secure learning time is maximised</i></b></p>	<p><b><i>Reports from assistant heads to whole staff</i></b>  <b><i>Leadership</i></b>  <b><i>Governors</i></b></p>	<p><b><i>Nil</i></b></p>	



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<p><i>Carried forward from 2015/2015</i></p> <p><u><i>7.Explore European Links through British Council</i></u></p> <p><i>Handover to new co coordinator</i>  <i>Review audit current position</i>  <i>Staff inset on Comenius/Seek views/consider project</i>  <i>Access training &amp; development</i>  <i>Grant/access impact for school/ determine bid to work with other schools.</i>  <i>Consider opportunities for student involvement this year draft bid and submit.</i></p> <p><i>Consider aspects of international Schools Award</i></p>	RE	March 16		On going	<p><i>School accessing and developing European partner.</i></p> <p><i>New international dimension added to school</i></p>	<p><i>Lead staff</i></p> <p><i>British Council</i></p>	<p><i>All participants to formally report at staff/governor meetings.</i></p>	<p><i>Nil Costs</i></p>	



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<p><b><i>8.To continue to develop pupil enterprise schemes</i></b></p> <p><i>Audit current schemes and links with other settings. Calendar of enterprise education more formally produced and implemented Create blueprint for Enterprise Education initiate plans for Herlington Hub</i></p> <p><i>Create community team to re-furbish hub</i></p>	RE	Dec 15		Jul 16	<p><i>Increased learning opportunities for pupils</i></p> <p><i>Increased opportunities for pupils within the "world of work"</i></p>	<p><i>Curriculum Governors</i></p> <p><i>Teachers</i></p>	<p><i>End of year report RE purpose and applicability of changes/development</i></p>	<p><i>Nil cost just services for Herlington Hub</i></p> <p><i>Lease paid by LA</i></p>	





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<p><b><u>9. We will investigate which alternative and augmentative communication (AAC) devices and new technologies are in the marketplace.</u></b></p> <p><b>Audit IT Equipment on both sites</b>  <b>Audit staff expertise</b>  <b>Produce strategic programme of upgrading and replacement of hardware and software to be in place to meet changing demands across both sites.</b>  <b>Continue to produce yearly programme CPD/information workshops</b>  <b>Roll out use of I pads</b>  <b>Initiate Eye Gaze assessments</b></p>	SB	Dec 15	New build completion	ongoing	<p><b>All IT equipment being well used to maximize pupil potential.</b></p> <p><b>New technologies embraced and incorporated within individual planning systems</b></p>	<p><b>Ormiston IT department</b></p> <p><b>Leadership</b></p>	<p><b>Termly reports/updates</b></p> <p><b>Assessments</b></p>		



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<p><b>10. Extend multi agency collaboration</b></p> <p><i>Assess current situation through evidence/questionnaires – LG compile action plan. Lead professionals to attend national conference/also LA network meetings. Review previous working protocol re-establish statement of intent for working with outside agencies</i></p>	PP	Jan 16	Continue manager meetings	Ongoing	<p><i>Positive examples of effective multi agency work evident</i></p> <p><i>New refreshed protocol established and delivered</i></p>	<p>LG</p> <p>Laura Staines</p>	<p>Reports to full Governors</p>	<p>Nil cost</p>	



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<b>1. Improving Transitions</b>	<b>SM</b>	<b>October 15</b>
<b>2. Review School Polices</b>	<b>PP/Govs</b>	<b>September 15</b>
<b>3. Induction Procedures</b>	<b>TD</b>	<b>October 14</b>
<b>4. Self Evaluation Tools</b>	<b>PP</b>	<b>November 15</b>
<b>5. Effectiveness Governing Body</b>	<b>PP/MS</b>	<b>January 16</b>
<b>6. School Day on both sites</b>	<b>LG</b>	<b>October 15</b>
<b>7. European Links</b>	<b>RE</b>	<b>March 16</b>
<b>8. Pupil Enterprise Schemes</b>	<b>SE/RE</b>	<b>December 15</b>
<b>9. New Technologies</b>	<b>SB</b>	<b>December 15</b>
<b>10. Extend Multi Agency Working</b>	<b>PP</b>	<b>January 16</b>





