



PHOENIX SCHOOL IMPROVEMENT PLAN

AREA	STAFFING
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DATE	2015 - 2016
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PRIORITY ACTIONS	RESPONSIBILITY	TIMESCALE			SUCCESS CRITERIA	MONITORING	EVALUATION	FINANCE & RESOURCES	NOTES ECM LINKS
		Start	Milestones	Finish					
<p><u>1. Convert educational statements to Education Health and Care Plans</u></p> <ul style="list-style-type: none"> ❖ Provide guidance and training for staff and parents ❖ In partnership with LA establish conversion plan. ❖ Assistant head teachers with responsibility for conversions ❖ Implement timetable 	<p>Assistant heads SN SM AS</p>	Nov 15			<p>Staff and parents will understand new plans and conversion arrangements</p> <p>EHC plans will promote interdisciplinary practice.</p>	<p>Liaison with LA</p> <p>Professional dialogue</p>	<p>Feedback from parent / carers</p> <p>Head reports to Governors</p>	School will receive a grant	SEND



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<p><u>2. Expand autism Expertise</u></p> <p><i>Consider existing training programmes develop yearly programme of refresher modules for all staff.</i></p> <p><i>Complete ASD audit</i></p> <p><i>Access online ASD training for staff</i></p> <p><i>Complete initial foundation for Autism accreditation.</i></p>	<p><i>TD</i></p> <p><i>A Ferguson (trainer)</i></p>	<p><i>Sept 14</i></p>	<p><i>Rolling Programme</i></p>		<p><i>All staff further enhanced knowledge of pupils with ASD.</i></p> <p><i>Consistency of approach for ASD pupils continually improved.</i></p>	<p><i>School Consultant AF</i></p> <p><i>Curriculum Governors</i></p> <p><i>Lesson Observation.</i></p>	<p><i>Termly evaluation reports.</i></p> <p><i>Lesson observations</i></p> <p><i>Staff training evaluations</i></p>	<p><i>Cost of trainer.</i></p>	



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<p><u>3.Developing on from Iris pilot study "initiate Year 2 Iris Project"</u></p> <ul style="list-style-type: none"> ❖ <i>Select focus group</i> ❖ <i>Subscribe to scheme (IRIS)</i> ❖ <i>Undertake training</i> ❖ <i>Set up coaching sessions</i> ❖ <i>Embark on Pilot IRIS</i> ❖ <i>Produce bank of evidence showcasing the very best Phoenix practice</i> 	<p>TRUDY DUFFIELD</p> <p><i>Selected teachers</i></p> <p><i>For second year of project</i></p>	<p><i>Sept 15</i></p>		<p><i>July 16</i></p>	<p><i>More effect coaching as a result of IRIS technology</i></p> <p><i>Evidence to show positive impact on developing classroom practice</i></p>	<p>LEADERSHIP</p> <p>CURRICULUM GOVERNOR</p>	<p>BANK OF VIDEO EVIDENCE</p> <p>END OF YEAR REPORT FROM PILOT PROJECT.</p>	<p>IRIS PROJECT</p> <p>£</p>	



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<p><i>4. Initiate first special school SCITT</i></p> <p><i>Identify applicant</i></p> <p><i>Successful application</i></p> <p><i>Prepare for SCITT programme</i></p> <p><i>Attend induction</i></p> <p><i>Identify Phoenix Mentor</i></p> <p><i>Mainstream placement identified embark on year programme</i></p>	<p><i>PP</i></p> <p><i>T Hagues</i></p> <p><i>R Emery</i></p>	<p><i>Sept 15</i></p>		<p><i>July 16</i></p>	<p><i>Unqualified teacher prepared for programme</i></p> <p><i>Key areas of development identified</i></p> <p><i>Programme completed</i></p> <p><i>Inaugural programme for SEND training to be established for LA</i></p>	<p><i>Mentor</i></p> <p><i>Teach East</i></p> <p><i>C Clayton</i></p> <p><i>Teach East</i></p>	<p><i>SCITT</i></p> <p><i>File / portfolio</i></p> <p><i>By head teacher reported to Governing body</i></p>	<p><i>Leadership time</i></p>	



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<p><u>5.Priority</u> <u>Review role of Midday supervisors.</u></p> <p><i>Design school framework of practice / identify lead person / initiate training programme / introduce framework / produce peer coaching / support seek views of participants / developing individual roles through job descriptions and performance management.</i></p>	PP	Oct 15		ongoing	<p><i>Framework in place</i></p> <p><i>All mid days have an opportunity to link with colleagues and share experiences.</i></p> <p><i>Improved training for colleagues.</i></p>	<p><i>Individual class teams</i></p> <p><i>Continuation of current meetings</i></p>	<p><i>Termly feedback from meetings</i></p> <p><i>Annual report on first year.</i></p>	<p><i>Attend in school training</i></p> <p><i>4 hours per term</i></p> <p><i>CPD £500</i></p>	



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<p><u>6. To review and further develop healthy and supportive working environment in light of 2 sites.</u></p> <ul style="list-style-type: none"> ❖ <i>Continue links with staff engagement</i> ❖ <i>Re-establish Phoenix well-being task group</i> ❖ <i>Establish framework for well-being programme</i> ❖ <i>Complete on line surveys</i> ❖ <i>Meet external consultants</i> ❖ <i>Develop organisation in light of survey</i> 	TD	Nov 15			Continued improved well-being of staff	Well-being focus group Consultants	Well-being Reports On line surveys	Staff release time	



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<p><i>7. To provide ongoing statutory updates – medical / moving / handling / behaviour</i> Develop current CPD practice/increase opportunities for all staff to develop range of professional skills</p> <p>Perform skills audit-secure outside providers -create cycle of on-going training</p> <p>Seek replacement for FT when retires</p> <p>Team teach tutors to be re accredited</p>	<p>TD CPD CO COORDINATOR</p> <p>SCHOOL NURSE KS</p> <p>FRAN TOWEL PRIVATE FACILITATOR</p> <p>IN SCHOOL TEAM TEACH TUTORS</p>	<p>Oct 15</p> <p>DEC 2015</p> <p>T.TEACH</p> <p>H RE-ACCREDITED</p>	<p>Sept 15 Professional day</p>	<p>ongoing</p>	<p>Yearly cycle of essential /statutory CPD opportunities available for all staff in line with best value and maintenance of standards.</p> <p>Culture of continuous development prevalent within this workplace</p> <p>Improved staff skills and competencies</p>	<p>LG/CURRICULUM GOVERNORS</p> <p>ENSURE WHOLE STAFF COVERAGE</p>	<p>CPD PRESENTATION /UPDATES THROUGH HT REPORT</p>	<p>SEE PORTFOLIO FOR TRAINING</p> <p>ALL STATUTORY TRAINING COVERED THROUGHOUT THE YEAR £2000 COVER</p> <p>RE ACCREDITATION T.T TUTORS</p>	



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<p><u>8. review school leadership and management structure, including succession planning</u></p> <p><i>Personnel Governors review structure and consult with full Governors in line with budget.</i></p> <p><i>Interview Potential candidates (internal)</i></p> <p><i>Chair to meet and seek view of LG</i></p> <p><i>Leadership courses identified</i></p> <p><i>Rolling programme of training secured</i></p>	<p>PP</p> <p>MS</p>	<p><i>Aug15</i></p>	<p><i>New build Oct 15</i></p>	<p><i>ongoing</i></p>	<p><i>Appropriate management structure in place for sept 15.</i></p> <p><i>Leadership training identified as appropriate for future of school.</i></p>	<p><i>School to school support (TRIADS)</i></p> <p><i>Leadership course (year)</i></p> <p><i>E.L.C</i></p>	<p><i>Course evaluation</i></p>	<p><i>Courses secured through LA sponsorship.</i></p>	



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<p><i>9. To implement a robust appraisal based on teachers standards</i></p> <p><i>Training for teachers</i></p> <p><i>Review current policy</i></p> <p><i>Autumn term – begin PM cycle</i></p> <p><i>Learning walks and observations</i></p> <p><i>Meetings in Spring and Summer terms</i></p>	PP	Sept 15		ongoing	<p><i>Quality of practice and pupil progress improves.</i></p> <p><i>All teachers will be consistently judged 'good' or better</i></p>	<p><i>Professional dialogue.</i></p> <p><i>Feedback from staff</i></p> <p><i>Questionnaires</i></p>	<p><i>Revise Policy Oct 15</i></p> <p><i>Targets inform training and CPD planning and opportunities</i></p>	<p><i>Nil costs</i></p> <p><i>Meeting time.</i></p>	



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1. Convert EHCP	Assistant Heads	October 15
2. Autism Expertise	TD	September 15
3. Iris Project	TD	September 15
4. Initial School SCITT	PP	September 15
5. Review Mid days	PP	October 15
6. Supportive Working Environment	TD	November 15
7. Statutory Training	TD	October 15
8. Review School Leadership	PP	September 15
9. Re-Implement Appraisal for Teacher	PP	September 15

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