



PHOENIX SCHOOL IMPROVEMENT PLAN

AREA	STAFFING
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DATE	2017 - 2018
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PRIORITY ACTIONS	RESPONSIBILITY	TIMESCALE			SUCCESS CRITERIA	MONITORING	EVALUATION	FINANCE & RESOURCES
		Start	Milestones	Finish				
<p><u>1. All staff continue to be fully familiar with Prevent training. Prevent training forms part of induction.</u></p> <ul style="list-style-type: none"> ❖ All teachers and assistants receive Prevent training delivered by a WAP trainer ❖ A member of staff gains WAP trainer status. <p>ON GOING FROM 2016/2017</p>	RE	Nov 17		Ongoing	Staff informed about terrorism and extremism and act to safeguard all concerned,	Curriculum Governors	Feedback from pupils, staff, families, Governors	INSET time overtime £1k WAP trainer course



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<p><u>2. Continue to ensure the effective and consistent use of behaviour plans and strategies</u></p> <ul style="list-style-type: none"> ❖ Regular ongoing review of behaviour plans ❖ Continue to develop family views within planning cycle for supporting behaviour. ❖ Plan yearly framework for team Teach (TT) ❖ Support other schools in developing behaviour frameworks. ❖ Reinstate behaviour briefings ❖ Identify suitable staff members and replace head teacher as TT tutor 	SM	<p>Dec 17</p> <p>Feb 18</p> <p>June 18</p>		ongoing	<ul style="list-style-type: none"> ❖ Maintain Ofsted outstanding judgement ❖ All staff continue to develop expertise within behaviour. 	<ul style="list-style-type: none"> ❖ SLT Monitoring ❖ Serious accident files ❖ Curriculum Governors ❖ Monitoring SIF 	<p>SLT lesson observations.</p> <p>Behaviour analysis shows improving trends</p> <p>Reports termly to teachers/ Governors</p>	NLE



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<p><u>3 Initiate a sustainable leadership team to continue to drive whole school improvement</u> Following last year of Leadership appointments</p> <p>Handovers in August from outgoing Leadership posts to in coming Leaders.</p> <p>CPD for new leaders in partnership with Paragon TSA</p> <p>New Leadership Group working protocols visited Dedicated Leadership time/Weekly meetings</p> <p>New systems shared with staff/Families</p> <p>Governors responsible make more regular checks on how new Leadership is performing</p> <p>“Check and Challenge!”</p>	<p>TD/JM</p> <p>PP Handovers.</p>	<p>SEPT 17</p>	<p>NEW HEAD APPOINTMENT FOR SEPT18</p>	<p>AUG 18</p>	<p>Clear distributed Leadership sustain Ofsted Outsanding judgement</p> <p>Existing leadership team to receive enhanced leadership training including APTGO Training with Angela Scott</p>	<p>CHAIR OF GOVERNORS</p> <p>SIA Michael Thompson SCHOOL 2 SCHOOL Triad</p>	<p>Monitor SIP milestones every half term At Board meetings</p>	<p>CPD BUDGET</p>	



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<p>4. To provide ongoing statutory updates – medical / moving / handling / behaviour 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 replace head teacher</p> <p>ON GOING FROM 2016/2017</p>	<p>TD CPD coordinator</p> <p>School Nurse</p> <p>SERCO moving & Handling facilitator</p> <p>In school team teach tutors</p>	<p>Oct 17</p> <p>DEC 2017</p> <p>T.TEACH RE-ACCRED</p>	<p>Sept 17 Professional day</p> <p>Replace school nurse</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</p> <p>£2000 COVER</p> <p>RE ACCREDITATION T.T TUTORS</p>	



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<p><u>5. To continue to review and further develop healthy and supportive working environment</u></p> <ul style="list-style-type: none"> • Continue links with staff engagement ❖ Re-establish Phoenix well-being task group ❖ Establish framework for well-being programme ❖ Complete on line surveys ❖ Meet external consultants ❖ Develop organisation in light of survey ❖ Develop new well being committee/task group ❖ Implement New Action Plan 17/18 in light of last review ❖ To participate in 	TD/ SM	Nov 17			Continued improved well-being of staff	<p>Well-being focus group</p> <p>Consultants Sue Hugo</p>	<p>Well-being Reports</p> <p>On line surveys</p> <p>Reports focussed on the impact of training and development teaching and learning across the school</p>	Staff release time	

research with Dr Rob Loe about identifying factors that create resilient staff groups and the impact on childrens education.									
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<p>6. <u>Expand autism Expertise</u></p> <p>Consider existing training programmes develop yearly programme of refresher modules for all staff.</p> <p>Complete ASD audit/Compile register of expertise</p> <p>Access online ASD training for staff</p> <p>Complete initial foundation for Autism accreditation.</p> <p>More specific bespoke</p>	<p>TD/CR</p> <p>A Ferguson (trainer)</p>	<p>Sept 17</p>	<p>Rolling Programme</p>		<p>All staff further enhanced knowledge of pupils with ASD.</p> <p>Consistency of approach for ASD pupils continually improved.</p> <p>Register of expertise completed</p>	<p>School Consultant AF</p> <p>Curriculum Governors</p> <p>Lesson Observation.</p>	<p>Termly evaluation reports.</p> <p>Lesson observations</p> <p>Staff training evaluations</p>	<p>Cost of trainer.</p>	

support for staff informal sessions, modelling etc									
Ensure robust Induction for all new staff									
ON GOING FROM 2016/2017									



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<p><u>7.Ensure detailed information accompanies the pupils on entry into school and throughout all phases</u></p> <ul style="list-style-type: none"> ❖ Set update sessions ❖ Embark Transition 5 Sheets ❖ Produce bank of evidence showcasing the very best Phoenix practice through our Yearly Provision Mapping <p>Ensure all practitioners complete accurate portfolios/share and support</p> <p>Work with L.A for early identification of pupils to help with class</p>	Assistant heads AS/SN	Sept 17		July 18	<p>All information leads to accurate class placements</p> <p>Shared knowledge of pupils ensure smooth transitions.</p> <p>Consistency between classes ensure accurate curriculum planning and more accurate new class baselining.</p>	<p>LEADERSHIP</p> <p>CURRICULUM GOVERNORS</p>	<p>PROVISION MAPPING PORTFOLIOS</p> <p>TRANSITION 5 SHEETS</p>	MEETING TIME	

<i>organisation</i>									
<i>Review methods how families contribute to Transitions.</i>									



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<p>9.FOLLOWING ON FROM PILOT YEAR 2ND YEAR SCITT PLACEMENT THROUGH PARAGON TSA</p> <p><i>Source training placements/submit bids Application /interview process Secure mainstream placement to work closely with Phoenix Finalise agreed time frame SCITT introduction SCITT induction</i></p> <p><i>Meet with HEI Bishop Grott Select In House Mentors Update s for Mentors</i></p>	Td/CHRIS CLAYTON PARAGON	SEPT 17	EASTER 18 MOVE TO PHOENIX		Successful SCITT placement	<p><i>Phoenix Curriculum Governors</i></p> <p>CHRIS CLAYTON PARAGON TSA</p> <p>PHOENIX SIA</p>	TRAINEE PORTFOLIOS	MENTOR TIME/RELEASE	

Start SCITT year Trainee meetings Completion of Practice portfoli									
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<p><u>8 Increased professional development of staff expertise and knowledge within MSI Yr 2</u> <i>Lead staff access appropriate professional training first phase through Birmingham University</i></p> <p><i>Cascade training/twilight workshops</i></p> <p><i>Planned in house training</i></p> <p>GOVERNOR UPDATES</p> <p><i>Identified groups within school for case studies</i></p>	SP	Sept 17		July 18	<p><i>Lead person for MSI created</i></p> <p><i>Embark on appropriate qualification</i></p> <p><i>Pupil achievement increased and documented.</i></p> <p><i>Staff knowledge and expertise enhanced.</i></p>	<p><i>LG/Birmingham university</i></p>	<p><i>Course evaluation</i></p> <p><i>Feedback/updates to whole Governors</i></p>	CPD BUDGET	

**ON GOING FROM
2016/2017**

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PRIORITY ACTIONS	RESPONSIBILITY	START
1. To continue Prevent training	RE	November 17
2. Ensure effective use of behaviour plans	SM	December 17
3. Sustain leadership structure	TD/JM	Sept 17
4. To provide ongoing statutory updates – medical/moving/handling/behaviour	TD	October 17
5. To further develop and sustain a healthy and supportive working environment	TD	November 17
6. Expand Autism expertise	TD/CR	September 17
7. Ensure detailed Information (Transitions)	Ass	September 17
8. Increased professional development within MSI	Heads	
9. Following on from pilot year 2nd year SCITT placement through PARAGON TSA	SP	September 17
10. Increased staff expertise within Grief/Bereavement Training	TD/CC SN	September 17 September 17



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<u>9.FOLLOWING ON FROM PILOT YEAR 2ND YEAR SCITT PLACEMENT THROUGH PARAGON TSA</u>	TD/CHRIS CLAYTON PARAGON	SEPT 17	EASTER 18 MOVE TO PHOENIX		Successful SCITT placement	Phoenix Curriculum Governors	TRAINEE PORTFOLIOS	MENTOR TIME/RELEASE	
<p><i>Source training placements/submit bids Application /interview process Secure mainstream placement to work closely with Phoenix Finalise agreed time frame SCITT introduction SCITT induction</i></p> <p><i>Meet with HEI Bishop Grott Select In House Mentors Update s for Mentors</i></p> <p><i>Start SCITT year Trainee meetings Completion of Practice portfoli</i></p>						<p>CHRIS CLAYTON PARAGON TSA</p> <p>PHOENIX SIA</p>			



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<u><i>10 Follow training 2016 Increased professional development of staff expertise and knowledge within Grief/Bereavement</i></u>	SN	<i>Sept 17</i>		<i>July 18</i>	<i>Staff knowledge and expertise enhanced.</i>		<i>Course evaluation Feedback/updates to whole Governors</i>	<i>CPD BUDGET</i>	

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