



Shawlands Primary School

Policy

Monitoring and Evaluation of Learning Policy
REVIEWED ANNUALLY

Reviewed Spring 2020

Approved by the Governing Body on:

Signed.....



Monitoring and Evaluation of Learning Policy

Aims

- to ensure continued school improvement through a cycle of plan, action, implement, review
- to review progress of school improvement priorities as identified on the SDP
- to support all school stakeholders to improve, and ultimately, reach their potential
- to develop and sustain a culture driven by improvement
- to provide information to continually update the SEF and SDP
- to ensure that school policy and practice is implemented consistently
- to share good practice between members of staff and offer support where it is needed
- to ensure accountability as identified in job descriptions and staffing structures
- to support and inform performance management objectives

Objectives

- to monitor and evaluate pupil progress and attainment as described in our assessment policy
- to set robust targets on the basis of teacher assessment supported by contextual data
- to enable teachers to track progress towards these targets
- to identify children through tracking who need additional intervention, following this up with appropriate methods of support
- to analyse the progress of individuals and groups
- to support subject improvement through a range of monitoring activities
- to report to the Governing body accurate data and information on the standard of teaching and learning in school

THE MONITORING AND EVALUATION CYCLE

We believe that an effective school has an open and transparent approach to monitoring. We are proud of the work that we do and are keen to improve our work and outcomes wherever possible.

An academic calendar of monitoring actions is devised in preparation for each new term and shared with all school staff, being displayed in the staff room and in the SLT room. Evaluation from the previous half term will inform the next cycle of CPD. Phase leaders take ownership of planned CPD opportunities and expected outcomes for their team.

The annual evaluation cycle will always include a wide range of evidence, including:

- External Data analysis (including ASP, IDSL and Perspective reports)
- Internal data analysis
- Governor monitoring including the standards committee and through Governor visits
- Informal monitoring; learning walks and leader enquiries

- Formal lesson observations and structured development feedback
- Professional development meetings (including all support staff)
- Pupil progress meetings with class teachers
- SLT, staff and phase strategic meetings
- Discussions with pupils, staff and parents
- Regular stakeholder questionnaires and pupil meetings
- Book scrutiny (and feedback to staff)
- SDP and self-evaluation reviews and updates
- LA and other external monitoring

Leaders of phases and subjects may choose to carry out activities drawn from the following list to supplement the monitoring activities of senior leaders:

- work trawls and informal observations
- peer observations and paired observations (lesson study model)
- reviews of whole-school coverage
- pupil interviews
- pupil work scrutiny
- moderation of data
- action plan reviews
- policy reviews
- subject audit report

We believe that a school community must work together to help every child to reach his/her potential. We believe in a 'no excuses' culture where we work hard and use our resources to their maximum benefit for all pupils and staff. Improvement actions must be recorded and measured for impact (clear objectives will help us to demonstrate this progress by being specific and measurable) so that we, as leaders, can demonstrate the progress achieved by pupils, groups, cohorts and phases of school. Following monitoring a summary of strengths and areas to develop will be captured and the recommendations will be followed up through staff briefings, team CPD and whole school staff meetings and training. More personal feedback will be shared with the appropriate staff members and plans for improvement drawn up if required.

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