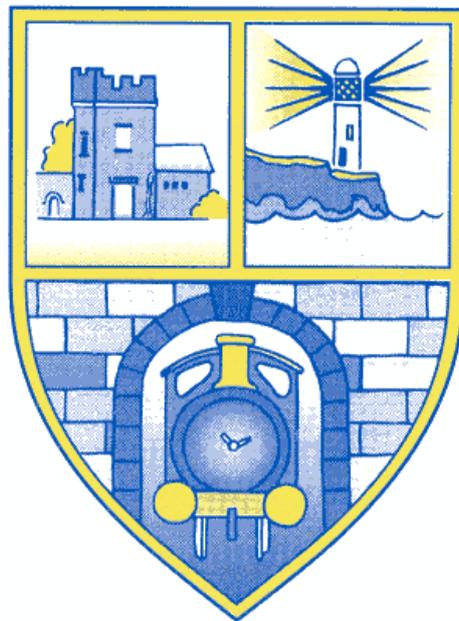


Whitehead Primary School and Nursery Unit

“Learning & Growing Together”



Monitoring & Evaluating Policy

Rationale

The School Leadership Team and staff of Whitehead Primary School recognise the importance of being reflective in our practice and also the need to regularly monitor and evaluate the quality of learning and teaching within the school. It is accepted that agreed forms of monitoring and evaluating with associated recording must be maintained as part of the school's ongoing development plan.

This will form the basis for ongoing performance evaluation and will be part of the whole school's approach to self-evaluation. The overall purpose of such evaluation is to promote relevance and rigour in the practices of the school and maintain standards in learning.

Self-evaluation is not an end in itself. The process and the action which follows, when implemented effectively, will help to bring about important improvements in the quality of learning and teaching, the experiences of the pupils and the standards they attain.

The choice for each focus for monitoring and evaluating will be on the basis of staff agreement and priority and will be recorded on the School Development Plan and relevant Action Plans.

This policy is specific to the role of Whitehead Primary School, but will work closely with the ETI's document, 'Together Towards Improvement – A Process for Evaluation'. The aims, areas of focus and associated criteria in this school document will link directly with the 'Quality Indicators' section of the ETI documents.

Aims

- To reflect on current practice;
- To identify and celebrate the strengths of the school;
- To identify and address areas for improvement in their work;
- To engage in personal and shared professional development;
- To focus on improving the quality of learning and teaching and the standards of achievement in the school;

- To ensure that parents are well informed about the curriculum, attainment and progress and about the contribution they can make to achieve the school's targets for improvement.

Purpose

- To establish a climate where all involved are encouraged to be open about their work, evaluate, and where necessary, improve on their own performance;
- To evaluate the effectiveness of existing provision and the pupils' achievements;
- To recognise the need for the Board of Governors and staff to have a clear view of the school's current stage of development and, through school development planning, to identify priorities which will have a positive effect on learning and teaching;
- To inform and influence classroom practice and the quality of learning and teaching and to promote development and improvement;
- To encourage the staff to evaluate their work critically and reflect on the extent to which expectations are being realised in the work of the school;
- To establish a clear vision and future for the school.

Outworking

- Ongoing evaluation on a daily basis by every teacher in their own classroom. Evaluations will be recorded as part of a teacher's half termly plans.
- Literacy & Numeracy Curriculum Leaders will monitor and evaluate their own subject area by collecting books once per year in the second term. They will feed back their findings to SLT and individual teachers.
- During the course of the year all Curriculum Leaders will monitor & evaluate their own subject area in terms of planning notes. Any concerns raised will be addressed to individual teachers / year groups. They will also provide feedback to SLT.
- Each year, 2 classroom observations will take place, one being undertaken as part of PRSD. The 2 classroom observations will afford opportunities for the

Principal, designated Curriculum Leaders (as based on SDP) and peers to monitor & evaluate classroom practice.

- Each year the staff (teaching and non teaching) will decide on a particular aspect of school life for evaluation. This area will be noted within the SDP.
- On an annual basis, we will use data in numeracy and literacy to inform us of areas requiring development. This will be led by the Numeracy & Literacy Curriculum Leaders.

Reviewed by: **Jim Loughins**

Last reviewed: **August 2018**

Next review: **August 2019**

Whitehead PS & Nursery Unit



Monitoring & Evaluating

Class _____

Date _____

Monitoring & Evaluating	Observations & Action Required
Presentation of books	
Marking	
Differentiation	
Content	

Monitored & evaluated by: _____

Class Teacher: _____