

Prior Heath Infant School
School Development Plan
2023-24



Respect, Perseverance, Teamwork, Kindness and Responsibility.

Key priorities for improvement 2023-24

Our key priorities for this academic year are:

1. Quality of education

To ensure that play and active learning are used effectively and progressively throughout the school as a means of delivering the curriculum.

Our intent is to focus on whole school CPD and the use of evidence to inform best practice. Progression documents will be created to ensure that the continuous provision and play opportunities that are offered to the children meet the National Curriculum requirements of their year group and enable them to develop age-appropriate skills.

2. Leadership

To strengthen the capacity and effectiveness of leadership at all levels.

Our intent is to continue to focus on the effectiveness of subject leadership. Monitoring proformas will be created to ensure consistency of approach and leaders will be held accountable through the performance management process and governor monitoring. Teaching assistants will be given opportunities to develop their leadership skills through the allocation of specific roles of responsibility. There will also be a renewed focus on children having opportunities to be leaders. Governors will continue to develop their understanding of their statutory duties to enable them to fulfil their roles and support school improvement effectively.

3. Inclusion

To further enhance our inclusive and nurturing environment so that all children can be happy and successful learners.

Our intent is to provide the opportunities, resources and skills that the children need to achieve their full potential. We will ensure that any personal challenges that our children may face do not impact their access to learning. We will use evidence, alongside an understanding of the needs of our children, to develop a more inclusive behaviour policy with relationships being a key focus. We will continue to focus on the well-being of our school community to ensure that everyone is able to thrive within our learning environment.

4. Assessment

To develop a streamlined, effective assessment system in the foundation subjects.

Our intent is to use evidence to create an effective assessment system across the foundation subjects. The assessment leader will work alongside subject leaders to achieve this priority and will monitor the systems that have been set up to evaluate their effectiveness.

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Priority 1 - Quality of education

Intent: To ensure that play and active learning are used effectively and progressively throughout the school as a means of delivering the curriculum.

Actions (Implementation)	Lead member(s) of staff	Resources / time / Cost	By when?	Monitoring / accountability (including governance)
Continue to provide CPD opportunities for all staff including visits to other schools.	Headteacher	Cost of CPD Staff release time	Ongoing throughout the year	Training information included as part of the termly Headteacher's report.
Teachers to read relevant books / up to date research papers on the subjects of continuous provision and play and discuss learning in staff meetings.	Headteacher	Cost of purchasing books	Ongoing throughout the year	Self-initiated CPD included as part of teachers' performance management targets for 2023/24.
Continue to provide continuous provision in Year 1 linked to National Curriculum objectives in and based upon the needs of the cohort.	Year 1 teaching staff (LB, SS and HS)	Cost of purchasing any additional resources	Ongoing throughout the year	Monitored by SLT. Included as part of Governor (curriculum) monitoring visit.
Use GAP data analysis to plan Autumn 1 continuous provision areas for the Year 1 and Year 2 cohorts in 2024/25.	All teaching staff	Cost of purchasing any additional resources	By the end of the Summer term	Monitored by Assessment Leader.
Begin to use continuous provision to deliver some National Curriculum objectives in Year 2.	Year 2 teaching staff (SH and JB)	Cost of purchasing any additional resources	Ongoing throughout the year	Monitored by SLT.
Create progression documents for areas of continuous provision (skills and resources).	All teachers	-	By the end of the Spring term	Monitored by SLT.
Ensure that subject specific texts linked to the National Curriculum objectives are included within areas of continuous provision across the school.	Subject leaders	Cost of purchasing additional texts	Ongoing throughout the year	Monitored by SLT.

Continue to use the Play Project approach (Greg Bottrill) to teach some National Curriculum foundation subject objectives.	All class teachers	-	Ongoing throughout the year	Monitored by SLT.
Trial using the Play Project approach to enable children to explore their own interests.	All class teachers	-	By the end of the Spring term	Monitored by SLT.
Replace adult-created / led role play areas with open-ended deconstructed role-play areas and a home corner (in Year R).	All class teachers	Cost of purchasing additional resources for home corners	By the end of the Spring term	Monitored by SLT.
Replace some existing resources with loose parts.	All class teachers	Cost of purchasing additional loose parts or storage for loose parts	Ongoing throughout the year	Monitored by SLT.
Provide additional CPD about outdoor learning / forest school style activities.	SH	INSET time	INSET day focus on 3.6.24.	Included in HT termly report to Governors.
Provide information to parents about learning through play.	Headteacher and class teachers	-	Include in Autumn term year group meetings Included within newsletters throughout the year	Included in HT termly report to Governors.
Introduce Tapestry into Year 2 as a means of assessment and increasing parental engagement.	Year 2 teachers (SH and JB) and Computing Leader (RB)	Cost of Tapestry	By the end of Autumn 1	Monitored by Headteacher and parent liaison Governor (LI).
Update website with information about continuous provision, play and active learning.	Headteacher and JH	Admin time	By the end of the Autumn term	Governor with responsibility for website compliance to monitor that this action has been completed.
Conduct a uniform consultation with the school community.	Headteacher	N/A	By the end of Spring 1	Results of consultation shared with FGB via parent liaison Governor (LI).

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Priority 2 - Leadership

Intent: To strengthen the capacity and effectiveness of leadership at all levels.

Actions (Implementation)	Lead member(s) of staff	Resources / time / cost	By when?	Monitoring / accountability (including governance)
Headteacher to complete a 360-degree review to evaluate leadership and identify areas of growth.	Headteacher	-	By the end of the Autumn term	Confirmation of review having taken place and action points arising from the review included in the Spring term HT report to Governors.
Increase the number of staff members on the safeguarding team by including an additional DDSL.	Headteacher (DSL)	Cost of training	By the end of the Autumn term	Confirmation of training having taken place to be included within the Spring term HT report to Governors.
Continue to develop the role of the DSL through the set up of formal supervision sessions.	Headteacher (DSL)	Supervision costs	First supervision session set up by the end of the Autumn term	Progress to be reported to Governors within the safeguarding section of the HT report. Governor with responsibility for safeguarding (EBH) to monitor progress towards action as part of monitoring visits.
23/24 subject action plans to be written.	All subject leaders	Staff meeting time	By 22.9.23	SLT to check that all action plans have been completed. Action plans to be uploaded onto the Governor area of the school website. Governors to ensure that this has been completed.
Subject leadership proformas created.	SLT	SLT meeting time	By the end of Autumn 1	Monitored by the Governing Body as part of the monitoring visit schedule.
Subject leadership monitoring schedules written and completed. Actions and outcomes to be identified and addressed.	All subject leaders	Subject leader release time	Ongoing	Subject leaders to attend SLT meetings and performance management review meetings and demonstrate evidence that monitoring activities have taken place. Minutes from staff meetings to evidence key actions / outcomes from monitoring tasks being disseminated to all staff.
Continue to provide leadership CPD for subject leaders.	Headteacher	Staff meeting time / INSET time	Ongoing	Training to be reported in termly HT report to Governors.
Assign leadership roles to support staff based upon skills / expertise / interests.	SLT and SEND assistant	Release time	By the end of Spring 1	Included as part of performance management and monitored by line manager.
Assign leadership roles to teachers on the UPS scale based upon skills / expertise / interests.	Headteacher	Release time	By the end of the Autumn term	Included as part of UPS performance management. Monitored by Governors within the Pay Committee.
Provide further opportunities for SEND coaching and mentoring for all staff.	Headteacher and SEND assistant	Release time	Ongoing	Included as part of the SEND assistant PM targets and monitored by the Headteacher. Monitoring also included as part of the Governor responsible for SEND, monitoring visit.

Provide opportunities for TA shadowing / mentoring / coaching in relation to PM targets that are set.	Headteacher, SLT and SEND assistant	Release time	Ongoing	Included as part of Headteacher termly report to Governors and CPD plan.
Following on from the redundancy of the Music teacher role, provide mentoring and teaching and learning support in for class teachers.	Music Leader (SH)	Release time Cost of new curriculum resources if deemed necessary	Ongoing throughout the year	Included as part of the new Music Leader's action plan and PM targets. Monitored by Headteacher and included as part of the Curriculum Governor's (MK) monitoring visit.
Set up a new school council and further enhance their role within school and leadership opportunities.	RB and BM	Costs associated with opportunities e.g. visits	New school council set up by the end of September Opportunities ongoing throughout the year	Included as performance target and monitored by the Headteacher through the performance management process.
Provide further opportunities for pupil voice across the school.	Subject leaders	Subject release time	Ongoing	Monitored by Headteacher as part of subject leadership monitoring.
Provide additional opportunities for children to develop their leadership skills as part of the wider curriculum e.g. health and safety reps.	Headteacher	Resources associated with roles if needed	Ongoing	
Continue to actively seek to recruit new members of the Governing Body.	CofG, Headteacher	Any costs involved with marketing / advertising	Ongoing (until all places are filled)	N/A
Governors to complete mandatory training identified for their allocated role(s) and disseminate relevant information in meetings.	Training governor	Training costs Governor time	Ongoing	Training records kept by Governor responsible for training and reported on at FGB meetings. Minutes of meetings show evidence that information has been disseminated.
Governors to continue to attend termly monitoring visits.	CofG, Headteacher	Governor time Staff release time	Ongoing	Governing monitoring visit reports produced and disseminated to all Governors. Actions arising from reports included with meeting minutes. Report to parents sent out after each visit and uploaded onto the school website.

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Priority 3 - Inclusion

Intent: To further enhance our inclusive and nurturing environment so that all children can be happy and successful learners.

Actions (Implementation)	Lead member(s) of staff	Resources / time / cost / source	By when?	Monitoring / accountability (including governance)
Neutralise the school environment to reduce cognitive overload.	Headteacher	Resource costs	Ongoing	
Continue to enhance playtime provision and resources to meet the needs of all children.	Headteacher and SEND assistant	Resource costs	Ongoing	
Continue to provide CPD for all staff about interactions and play.	Headteacher	Staff meeting and INSET time Costs associated with any external training	Ongoing	Information about CPD included in Headteacher's termly report to Governors. Evidenced through staff training records.
Monitor staff interactions with children and their facilitation of play.	Headteacher and LB.	SLT release time	By the end of the Autumn term	Monitored through SLT learning walks.
Use evidence-based research to create a new behaviour / relational policy. (Reference Paul Dix)	SLT	SLT meeting time	By the end of the Autumn term	Included as part of Spring term FGB meeting agenda.
Implement new behaviour / relational policy.	SLT	INSET time	By the end of the Spring term	Included as part of Summer term Governor monitoring visit.
Create Education Plans for PLAC in collaboration with parents.	Designated teacher for LAC (LC) and class teachers (SS/HS and SH)	Teacher release time	By the end of Autumn 1	Governor responsible for PLAC (EBH) to monitor that this action has been completed.
Monitor the progress and attainment of vulnerable groups (including PLAC) within pupil progress meetings.	Assessment Leader (SS)	Assessment Leader time	Ongoing	Progress and attainment data reported to the FGB on a termly basis. Actions arising from data monitored by EBH during Governor monitoring visits.
Continue to provide SEND CPD mentoring and coaching to teachers and support staff.	SEND assistant (IN)	INSET, staff meeting time, and staff release time	Ongoing	Training records demonstrate evidence of CPD provided. Information included within termly HT reports to Governors.
Continue to ensure that all staff have an awareness of their	SEND assistant (IN)	INSET and staff meeting time	Ongoing	Monitored through learning walks completed by Headteacher and SEND assistant.

responsibilities outlined in the 'Ordinarily Available' document.				
Subject leaders to highlight curriculum planning documents to show how disadvantaged and SEND childrens' needs are being met. (Smaller steps and progress identified).	Subject leaders	INSET and staff meeting time	By the end of the academic year	Included as part of teacher performance management targets. Monitored by Headteacher and Governor responsible for SEND (EBH) and Governor Pay Committee.
Identify and provide training for a member of staff to become a Thrive Practitioner.	Headteacher	Cost of training	By the end of the academic year	Reported within Headteacher report to Governors.
Identify and provide training for a member of staff to become the new school ELSA.	Headteacher and SEND assistant	Cost of training	By the end of Autumn 1	Reported within Headteacher report to Governors.
Implement the practice demonstrated in HIAS whole-school behaviour training.	Headteacher and SEND assistant (IN)	-	Ongoing	Monitored through learning walks completed by SLT and SEND assistant (IN).
Implement the learning obtained though the Language Project. <ul style="list-style-type: none"> - Hot and cold language areas. - Tiered vocabulary. - Subject specific vocabulary. 	Headteacher and EYFS leader (RB).	-	Ongoing	Monitored through learning walks completed by Headteacher and EYFS leader (RB).
Provide CPD about the 'Engagement Model' assessment process for those children working below the National Curriculum at KS1.	Headteacher and SEND assistant (IN)	Staff meeting / INSET time	By the end of the Autumn term	Included within Headteacher report to Governors and included on CPD plan.
Continue to evaluate the curriculum enrichment opportunities that are provided for the children and provide additional or alternative opportunities where required.	Headteacher	-	Ongoing	

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Priority 4 - Assessment

Intent: To develop a streamlined, effective assessment system in the foundation subjects.

Actions (Implementation)	Lead member(s) of staff	Resources / time / cost	By when?	Monitoring / accountability (including governance)
Research effective assessment systems for the foundation subjects (including the work of Alex Bedford).	Assessment Leader (SS)	Cost of purchasing books.	By the end of the Autumn term	Included within Assessment Leader's performance management targets for 2023/24. Performance monitored within Pay Committee meetings.
Implement a new assessment system across the foundation subjects.	Assessment Leader (SS) and subject leaders.	Cost of any resources needed.	By the end of the Spring term	Included within Assessment Leader's performance management targets for 2023/24. Performance monitored within Pay Committee meetings. Included in Spring term FGB meeting.
Monitor the effectiveness of the new assessment system.	Assessment Leader (SS) and subject leaders.	Subject leader release time.	By the end of the Summer term	Included within Assessment Leader's performance management targets for 2023/24. Included in Summer term FGB meeting.
Where necessary, make amendments to the new assessment system to be implemented in the 2024/25 academic year.	Assessment Leader (SS) and subject leaders.	Subject leader release time.	By the end of the Summer term	Included within Assessment Leader's performance management targets for 2023/24. Included in Summer term FGB meeting.

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Costing information

Area of spend	Estimated cost
Additional hours for support staff for: <ul style="list-style-type: none"> - CPD (INSET) - Cover to release other TAs for CPD activities 	£4000
Teacher release cover for: <ul style="list-style-type: none"> - CPD - Subject leadership time 	£5000
Training costs	£2700
External consultant costs including safeguarding audit	£3650
Teaching and learning resources	£4000
Curriculum subscriptions including: <ul style="list-style-type: none"> - Tapestry - Assessment system for foundation subjects - ULS - Class Connect for Learn Pads 	£800
IT	£5500

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Other areas of development

Equality and Diversity

- Further promote diversity in the curriculum (resources, planning documents, opportunities).
- Continue to improve access to the curriculum for pupils with SEND.
- Continue to reduce the gender gap that exists within attainment in Reading, Writing and Maths.

Safeguarding

- Personalise the teaching of safeguarding for vulnerable children, including those with SEND.
- Regularly include safeguarding information / updates in newsletters.
- Undertake an external safeguarding audit.
- Continue to develop children's knowledge of safeguarding, particularly in their wider communities e.g. stranger danger, dog safety.
- Improve the visibility of safeguarding around the school e.g. children's displays.

Health and Safety

- Replacement of external fence.
- Replacement of fence surrounding the pond.
- Pupil involvement through the school council.
- Risk assessments completed for new continuous provision areas and new equipment on playground. Rules / guidelines shared with the children.

Environment

- Replace the existing path running around the outside of the field.
- Relocation of two den building structures to outside the Year 1 classrooms.
- Continue to enhance outside environment.
- Continue to fundraise for the new library,
- Continue painting schedule of internal areas.

Pupils, parents and stake holders

- Consider the use of social media to share information about the school.
- Include 'A spotlight on...' sections in school newsletters to further inform parents about the curriculum.
- Increase parental engagement through WOW events and subject information coffee mornings.
- Create curriculum videos and parent guides and share via the school website.
- Invite parents to information / training sessions e.g. subject mornings.
- Continue to develop links with other local schools / trusts.

Well-being

- Continue to promote and explore links between physical and mental health (implementation of Forest School style activities).
- Continue to evaluate the effectiveness of school policies and systems to alleviate unnecessary demands on staff.
- Where possible, implement any recommendations set out by unions.

IT

- Transfer of file storage to the cloud.
- Replace existing PCs to meet Windows 11 spec.

Other

- Research feedback vs. marking policy and implement new policy as appropriate.
- Plan for the implementation of the 32.5-hour week from September 2024.