



2SIMPLE SCHOOL ACTION PLAN



2018-2019



Subject Coordinator



Mr/Mrs Teacher



Subject Team
Members



Mr/Mrs Teacher



Welfare Officer



Mr/Mrs Teacher



ACTION PLAN GUIDANCE

Use this example Action Plan to get a greater understanding of the typical content and points to consider when producing your own Action Plan.



In this example, it is presumed that Mr Teacher has met all of the following prerequisites before creating the Action Plan:

- ✓ Has a thorough understanding of whole school improvement priorities.
- ✓ Has had discussions with senior Coordinators and teaching staff of how Digital Technologies can support whole school priorities.
- ✓ Obtained school Digital Technologies Policy and related policies and has digested their content.
- ✓ Knows the condition of Digital Technologies in the school from audits, surveys and stakeholder voice.
- ✓ Understands constraints such as budget, resources, release time, etc when formulating new initiatives.



PAGE 2 - KEY PRIORITIES & OUTCOMES

This is the backbone page of the Action Plan. It sets out the key priorities for the year, budgetary implications and the success criteria needed to meet the priority.

Key Priorities

Key priorities should be formulated from whole school priorities, be realistic, measurable and most importantly there shouldn't be too many.

Budgetary Implications

This isn't as always as straight forward as it can appear. You must have a close idea of your budget and know the approximate costs of not just tangible but intangible aspects such as release time, service contracts, infrastructure maintenance, etc.

Success Criteria

All the Key Priorities must be easily measurable; therefore, it must be easy to identify whether success criteria have been met or not.

PAGES 3 TO 5 - DETAILED BREAKDOWN OF EACH ACTION

Objective

This is taken from a priority and may be rephrased if needed. This objective must be realistic and measurable.

Actions required and by whom

Exactly as the sub-title suggests, this is where you need to state which actions are needed to achieve the objective and by whom. Be careful not to overload with actions; think carefully about the most efficient ways of achieving an objective.

Success Criteria

Success Criteria should be easy to evidence and ideally quantifiable, i.e. if you have a success criteria: "Teachers report an improved sense of wellbeing during termly performance management meeting." By what percentage? Has this percentage risen each term? How does it compare to the last academic year?

Resources

This should include everything from tangible to intangible. Consider costs, time, implications of other areas of the curriculum, whole school meetings, etc.

Monitoring

Think about how and when monitoring will take place for specific objectives. What are the most efficient ways of monitoring that are least impacting on others' time? How do you intend to feed back monitoring?

KEY PRIORITIES AND OUTCOMES



2018-2019



KEY PRIORITIES

- ✓ To increase the number of children meeting and exceeding expected attainment.
- ✓ To review and update the safeguarding policy.
- ✓ To support improvement of Maths and English attainment through the use of technology.
- ✓ To improve the profile of online safety with all school stakeholders.
- ✓ To develop a more rigorous assessment and tracking system for Digital Technologies.
- ✓ To support teacher wellbeing through technology solutions.



BUDGETARY IMPLICATIONS

- ✓ Purchase Purple Mash: Software for Digital Technologies curriculum, cross-curricular work and home learning. See great value quote.
- ✓ Hardware upgrade of network.
- ✓ Learning walks during directed teaching time.
- ✓ Release time for extended Coordinatorship time.



SUCCESS CRITERIA

- ✓ Teaching staff will have an increased subject knowledge and improved skill at delivering the curriculum which will lead to more children meeting and exceeding expected attainment based on the last academic year.
- ✓ A reviewed policy which is fit for purpose and stakeholders are aware of amendments and the implications of these.
- ✓ Teachers are utilising the content and tools within Purple Mash as part of the children's daily Maths and English learning. This is having an impact on the attainment.
- ✓ Stakeholders will have an increased awareness and understanding of online safety.
- ✓ Utilisation of a rigorous assessment and tracking system for Digital Technologies is in place and being used effectively by all teaching staff.
- ✓ Teachers report an improved sense of wellbeing during termly performance



OBJECTIVE

TO INCREASE THE NUMBER OF CHILDREN MEETING AND EXCEEDING EXPECTED ATTAINMENT.



ACADEMIC
YEAR



ACTIONS REQUIRED AND BY WHOM

- Set up focused CPD from 2Simple for staff based on skills gap identified from audit. **(Mr Teacher)**
- To utilise the 2Code Crash Course and ensure staff using this from Years 2 to 6. **(Mr Teacher)**



SUCCESS CRITERIA

Teaching staff will have an increased subject knowledge and improved skill at delivering the curriculum which will lead to more children meeting and exceeding expected attainment based on the last academic year.



RESOURCES

- Staff meeting time allocated for training.
- Follow-up meeting time allocated.



MONITORING

- Monitoring will take place throughout academic year to ensure teacher training has made an impact.
- Monitor: Planning, data and pupil voice.



OBJECTIVE

TO REVIEW AND UPDATE THE SAFEGUARDING POLICY.



TERM 1



ACTIONS REQUIRED AND BY WHOM

- Review policy and ensure it is fully ratified, shared and digested by all stakeholders. **(Mr Teacher and Leadership Team)**



SUCCESS CRITERIA

A reviewed policy which is fit for purpose and stakeholders are aware of amendments and the implications of these.



RESOURCES

- Meeting time set aside.
- Senior Coordinatorship time set aside for ratification of policy.



MONITORING

- Monitor impact of the new policy at the end of term 3.
- Monitor: Student and adult voice.



OBJECTIVE

TO SUPPORT IMPROVEMENT OF MATHS AND ENGLISH ATTAINMENT THROUGH THE USE OF TECHNOLOGY.



ACADEMIC YEAR



ACTIONS REQUIRED AND BY WHOM

- Demonstrate how fluency, problem solving and reasoning skills of pupils can be enhanced through the use of tools and activities in Purple Mash. **(Mr Teacher)**
- Showcase grammar, spelling and array of English tools in Purple Mash. **(Mr Teacher and Mr English)**



SUCCESS CRITERIA

Teachers are utilising the content and tools within Purple Mash as part of the children's daily Maths and English learning. This is having an impact on the attainment.



RESOURCES

- Staff training time.
- Out-of-class release management time.



MONITORING

- Monitor impact of this termly.
- Monitor: Planning, teaching and attainment.



OBJECTIVE

TO IMPROVE THE PROFILE OF ONLINE SAFETY WITH ALL SCHOOL STAKEHOLDERS.



TERM 2



ACTIONS REQUIRED AND BY WHOM

- Utilise the Purple Mash SOW and associated resources. Ensure this is shared with all staff. **(Mr Teacher)**
- Make visible displays and prompts around the school showcasing children's learning with Purple Mash. Use sharing functionality on Purple Mash to reach wider school community. **(Mr Teacher)**
- Conduct regular assemblies and workshops with the children. **(Mr Teacher)**



SUCCESS CRITERIA

Stakeholders will have an increased awareness and understanding of online safety.



RESOURCES

- Staff meeting and training time.
- Meeting with Admin staff to show how easy it is to link display boards and blogs to school website.
- Check backing and display paper supplies for visible display materials.
- Allocated slots on the assembly rota.



MONITORING

- Monitor impact of this termly.
- Monitor: Physical display, website, blog and display board content. Collect and analyse stakeholder feedback.



OBJECTIVE

TO DEVELOP A MORE RIGOROUS ASSESSMENT AND TRACKING SYSTEM FOR Digital Technologies.



SPRING TERM



ACTIONS REQUIRED AND BY WHOM

- Explore using the Purple Mash Digital Technologies Assessment Tracker. **(Mr Teacher)**
- Share how easy it is for teachers to enter data for their class and find exemplification for each objective. **(Mr Teacher)**
- Track using the School Data sheet from the Purple Mash Digital Technologies Assessment Tracker. **(Mr Teacher)**



SUCCESS CRITERIA

Utilisation of a rigorous assessment and tracking system for Digital Technologies is in place and being used efficiently by all teaching staff.



RESOURCES

- Staff time to share the Assessment Tracker.
- Time to review with the staff the success of implementation.



MONITORING

- Monitor impact of new assessment tool during Autumn term.
- Monitor: Whole school data on the tracker.



OBJECTIVE

TO SUPPORT TEACHER WELLBEING THROUGH TECHNOLOGY SOLUTIONS.



TERM 3



ACTIONS REQUIRED AND BY WHOM

- Share spelling Scores Report on Purple Mash and the huge timesaving impact this has on marking. **(Mr Teacher)**
- Show Teachers Area and all the planning, SOW and supplementary materials such as printables to save teacher time. **(Mr Teacher)**
- Ensure teachers are aware of setting 2Dos and the teacher corrections functionality in Purple Mash. **(Mr Teacher)**
- Investigate Serial Mash subscription for use in guided and whole class reading. **(Mr Teacher)**



SUCCESS CRITERIA

Teachers report an improved sense of wellbeing during termly performance review meeting.



RESOURCES

- Staff time to share functionality on Purple Mash.
- Non-contact time to explore Serial Mash.



MONITORING

- Monitor the use of Purple Mash.
- Monitor: Teacher survey (School wellbeing).