



LINDFIELD PRIMARY ACADEMY
ACADEMY IMPROVEMENT PLAN
2015-16 SUBJECT ACTION PLANS



ACTION PLAN FOR CURRICULUM MAP 2015-2016

Targets	Success Criteria/ Outcomes	Tasks	Person(s) Responsible	Resources/ Time/Finance	Evaluation/Review	Completed Target? Met/ Partially Met
1. To develop and embed a new RE <u>Curriculum.</u>	1) All staff to implement new curriculum. 2) Subject specific vocabulary consistent throughout the school. 2) Children will have access to resources and improve understanding of Religious Education.	<ul style="list-style-type: none"> • Purchase new curriculum • Use staff meeting to introduce the new curriculum • Update curriculum map across the whole school • Ensure all staff are using the new curriculum and teaching to the new plans. • SMC books or folders to show evidence 	HA SO EB RCo JG	RE / Curriculum budget		
2.To update procedures in assessment in Science	1)To review and update assessment in science, 2)To pilot assessment strategies in Year 3, 4 and 5	<ul style="list-style-type: none"> • To look at assessment in relation to the new curriculum. Identify progression in year groups. • Identify clear procedures to support with assessment in Science, particularly in relation to "Working scientifically" • To work closely with Science team from Brighton University to assess children in Science. 	JG and VS working with TLR members	2 day supply		
3. To review planning formats	!)Review the planning	<ul style="list-style-type: none"> • Look at planning formats from other schools 	SMT, LD and the key target	2 days supply		

and the impact on teaching and learning. (Ofsted planning format).	format to reflect children's learning and amend if necessary.	<ul style="list-style-type: none"> Review the weekly plans Work with English Co-ordinators to review planning structures Identification of different learning styles 	group	Staff meeting for all staff to celebrate children's work by sharing books. Also review planning formats and discuss.		
4.To raise profile of Science	<p>1) All staff to be involved in a science week</p> <p>2) Improve resources to support children's understanding of Science</p> <p>3) Look at planning and learning journey</p>	<ul style="list-style-type: none"> A curriculum themed week with Maths and English Review planning formats and weekly plans Scrutiny of Science books 	JG, DS and all staff			
5. To develop and embed a new PSHE Curriculum	<p>1) All staff to implement new curriculum.</p> <p>2) Subject specific vocabulary consistent throughout the school.</p> <p>2) Children will have access to <u>resources and improve understanding of PSHE</u></p>	<ul style="list-style-type: none"> JIGSAW / Curriculum map Assembly whole school approach -questioning -philosophy SMC books or folders to show evidence 	HA SO EB RCO	New Curriculum budget		
6. To develop enquiry based learning and promote curriculum links	1)All staff to feel confident to teach through enquiry, as	<ul style="list-style-type: none"> Review the mapping of skills in Geography and History Build up a central resource pool to support the skills being 	JG and SG	Staff meeting to enable staff to plan an enquiry		

	part of the Geography and History curriculum	<p>taught.</p> <ul style="list-style-type: none"> • Look at how other schools plan in order to ensure best practice. • Build a portfolio of examples of key questions/enquiries in Geography and History 	JG and SG			
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EVERY CHILD MATTERS

Targets	Success Criteria/ Outcomes	Tasks	Person(s) Responsible	Resources/ Time/Finance	Evaluation/Review	Completed Target? Met/ Partially Met
To undertake submission of the International School Award	Action Plan – to be successfully submitted and accepted by British Council	<p>Liaise with staff and agree 7 key International events – 3 with partner schools</p> <p>Write and submit action plan to British Council</p>	<p>RC</p> <p>RC</p>	<p>Staff Meeting</p> <p>1 day to collate and write up Autumn Term</p>		
To achieve re-accreditation of International School Award	ISA awarded	To monitor and collate evidence of the International events held throughout the year and complete British Council evidence requirements and assessment forms	<p>RC</p> <p>Staff to supply info as required</p>	<p>1 day to collate file</p> <p>1 day to submit evidence Summer Term</p>		
To support Maths Key Target	Positive feedback from parents regarding info.	<p>To help support the delivery of maths presentation to KS2 parents and to re-introduce maths into 6 weeks in project</p> <p>To assist with the evaluation and</p>	<p>JS/RC</p> <p>JS/RC</p>	<p>Spring Term KS2</p> <p>6 Wks In – Autumn 2016</p>		

	Raise profile of maths in school	improvement of of maths on our website To generate a variety of activities/competitions to raise the profile of maths.	JS/RC			
To develop the KS2 playground area	Pupil questionnaire on attitudes	To purchase a shed for secure storage of equipment. To purchase playground toys. To introduce Cabin Crew to help look after equipment and aim to raise the profile of peer mediators.	RC Liaise with Environment target group	£200 shed – PTA £100 toys – PTA		
To ensure Health and Safety aspects of the school are maintained	CRB's and paperwork up to date – First Aid courses run Child Protection file current	Collate paperwork and follow up on any missing data. Ensure file remains current. Liaise with AW, PB, MS, VS and gov	RC and MS	1 day a term		
To oversee policies	To ensure policies are up to date and relevant ones on website	Read, monitor and proofread and personalise info from Academy. Liaise with subject coordinators on policies	RC and MS			
To monitor and oversee absences	Attendance target to be maintained	Liaise with Janet in the office over attendance figures – ensure letters are sent out where necessary.	RC and MS	½ day per ½ term		

To review and evaluate the progress of children	Effective use of Target tracker by all teachers	Analysis of groups and	SLT			
To utilise 'mobility grant'	Attend French residential course	Book Claro training for Easter holiday Aim to foster links with partner school in France Cascade back language to Year 5	RC	Easter holiday		
To achieve P4C grading	Successful award	Undertake training and cascade back for use in class initially before rolling out	RC	Spring Term		

SUBJECT ACTION PLAN FOR: LITERACY

Targets	Success Criteria/ Outcomes	Tasks	Person(s) Responsible	Resources/ Time/Finance	Evaluation/Review	Completed Target? Met/ Partially Met
1. Improve handwriting	Consistent and progressive teaching of cursive/joined handwriting across the key stages Use of pen licence for chn in ks2 (year 5) who have mastered handwriting. Cursive handwriting	Audit handwriting practise currently taking place in each year group- what year groups write in pen? Met- 30/11/15 Create a whole school handwriting policy Daily handwriting with varying content- spellings, poems etc. Review the 'Spectrum'	LD, SG, BC, RI, SO, CM, JC.	Lunch meeting- 30/11/15 7/11/15 After school meetings Staff meetings		

	<p>to begin in year 1</p> <p>Children to join letters in year 2</p> <p>Reception to use RWInc. handwriting patterns and rhymes</p> <p>Use of support interventions</p> <p>Children will use the correct pencil grip</p> <p>Parents will be aware of the handwriting policy and how to support children to form letters at home</p>	<p>handwriting scheme and varying levels</p> <p>Research handwriting support websites and apps for iPads</p> <p>Run a staff meeting (best practice) to agree formation of each letter and which letters when adjacent to each other are best left un-joined- Provide exemplar sheets for staff</p> <p>Update the website with handwriting information, practise sheets and images for formation</p> <p>Create way forward handwriting stickers for use in children's books</p> <p>Look at and review school interventions with SEN team for developing fine motor skills (Teodorescu, jump ahead, write from the start, write dance etc.) and share with staff</p> <p>Look at interventions for left handed writers- read and trial guidance in the spectrum handwriting scheme</p>	<p>CM</p> <p>LD</p> <p>LD</p> <p>JG</p>			
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		<p>Ensure all staff are using cursive handwriting when modelling writing with/for the chn and marking books</p> <p>Posters for the correct formation of b and d to put up in every classroom</p> <p>Create handwriting prompt cards for use on tables and in home school diaries</p> <p>Embed use of motivational strategies- handwriter of the week etc.</p> <p>Embed correct vocabulary of ascenders and descenders</p> <p>Transfer handwriting practise to English books</p> <p>Embed 'pick and flick' or 'Frog on a log' in Early Years for holding pencils correctly</p>				
2. Improve the planning format	<p>Discrete English skills and GPS will be clear and evident on plans</p> <p>Clear/focused I can and success criteria</p>	<p>Research planning formats from locality and academy schools</p> <p>Review and improve our current planning format</p>	<p>RA/JG/VS/LD/JC</p> <p>Implement in the summer-meet 2nd half of spring term</p>	After school meetings		

	Effective use of the Learning Wall	<p>Create areas for GPS and spelling learning objectives on the planning</p> <p>Staff to complete and update overview of skills for Autumn and Spring</p> <p>GPS planned into learning journey</p>	<p>12/01/15</p> <p>12/01/15</p>			
3. Ensure the curriculum is driven by English skills	<p>Clear text map across year groups</p> <p>Creative and engaging texts used in each year group as a stimulus for writing</p> <p>School English curriculum highlighting skills taught in each term</p>	<p>Update the website with the school English curriculum using year group skills maps</p> <p>Highlight the key texts for each term in each year group</p> <p>Ensure the curriculum skills are embedded in termly topics</p>	JG/LD February	Half a day supply x2		
4. Improve writing in Early Years	<p>Improved fine motor control and letter formation</p> <p>Increased opportunities for writing</p>	<p>Name writing assessment and grouping- support activities from 'Getting Ready for Writing' book</p> <p>Daily phonics handwriting</p> <p>Daily name practise</p> <p>Write dance</p> <p>Funky fingers</p> <p>I can write my name celebration board</p> <p>Peer assessment of handwriting</p>	JC/NC	Class time		

		<p>Adults model writing daily e.g. reminder notes, topic words , story titles</p> <p>Order A5 clipboards- have everywhere</p> <p>Reintroduce writing belts- new hooks and management system</p> <p>Continue star writers board , special stickers- photos on board</p> <p>Introduce regular news writing</p> <p>Long paper</p> <p>Send home key RWinc. words (if blending)</p>				
5. Support for less able writers	<p>Improved teaching of shared writing</p> <p>More opportunities for modelling writing in Early Years</p> <p>More evidence of teachers' handwriting on displays</p> <p>Assessment for learning- peer assessment</p> <p>Interventions- First class @ writing</p>	<p>Staff meeting to model Pie Corbett shared writing strategies</p> <p>TA training in effective shared writing strategies</p> <p>Sandra Garden to oversee the management of First Class writing in years 3 and 4. Karin Mitchka to run the intervention.</p> <p>Embed use of Alan Peat's sentence structures in key stage 2</p> <p>Pie Corbett- shared writing</p>	<p>VS- 29/02/15</p> <p>SG</p> <p>JG/LD/RA- trial</p>	Staff meeting time		

	Use of Alan Peat's sentence structures					
6. Embed the teaching of GPS across Key stages 1 and 2	<p>Developmental marking- book scrutiny will show good evidence and coverage of skills</p> <p>Ways forward will be linked to GPS</p> <p>RWinc. strategies</p>	<p>Purchase practise GPS paper questions for discussion and familiarity in class years 2 and 6- Met Nov '15</p> <p>Book scrutiny- 3/12/15</p> <p>Send home GPS booklets as guidance for children and parents- differentiated for ks1 and ks2 to hand out at parent meetings</p> <p>Staff meeting- staff to complete a GPS grammar paper</p> <p>GPS guidance on the website</p> <p>Use of the online GPS practise tests in KS2</p> <p>Staff meeting- ideas for embedding GPS in your teaching. Use of key texts.</p> <p>GPS displays in the library</p> <p>Year 2 (27/01/15) and 6 (12/01/15) meetings for parents on new SATS info and GPS</p>	<p>LD/RA</p> <p>RA/LD</p> <p>RA/HA- 12/01/15</p> <p>LD- 12/01/15</p> <p>CM</p> <p>LD/JP/SO/RA/HA</p>	£407		

SUBJECT ACTION PLAN FOR MATHEMATICS

Targets	Success Criteria/ Outcomes	Tasks	Person(s) Responsible	Resources/ Time/Finance	Evaluation/Review	Completed Target? Met/ Partially Met
To challenge more able mathematicians on a day to day basis	Children who reach mastery level in Year 2 will be higher than National average Children who reach mastery level in Year 6 will be higher than National average	<ul style="list-style-type: none"> - JS to meet with CL to discuss G&T lessons throughout the school and refine the programme where necessary – look at which children are coming out. HA or G&T - Introduce challenge boxes into each class with a bank of problems - Share the ‘Nrich’ and NCETM websites with the staff. Also show staff how it can be used in planning lessons as well as for extension tasks - Introduce the ‘mini maths moment’ during the day including coming up with ideas for this e.g. Number of the day etc. Particularly in EYFS/KS1 	<p>JS/CL</p> <p>JS/CL</p> <p>Key Target Team</p> <p>JP/NC</p>	<p>Afternoon out of class – free (CPD teacher to cover)</p> <p>Books/resources £100</p> <p>At maths staff meeting and through year group planning sessions - free</p> <p>Planning sessions</p>		
To create more opportunities for maths at home	Positive feedback from parents in the evaluation sheets from the meetings	<ul style="list-style-type: none"> - Present to parents in KS1 about how to help with maths at home - Present to parents in UKS2 about how to help with maths at home - Present to parents at ‘6 weeks in’ 	<p>JS/CL/JP</p> <p>JS/RC</p> <p>JS/NC</p>	<p>Meeting in May 2016</p> <p>Meeting in March 2016</p>		

	<p>More children completing optional maths tasks</p> <p>Positive response from children in pupil voice questionnaires</p>	<p>about strategies in maths in Early Years</p> <ul style="list-style-type: none"> - Present to parents in LKS2 about how to help with maths at home - Look at and evaluate the website and the maths sections - Review maths subscriptions and websites - Reception – Maths challenge on notice board regularly - Check that teachers are providing ‘examples’ when setting maths homework & encourage maths challenges on KS2 homework challenge grids - Pupil voice questionnaire - Maths competitions (maths photo) 	<p>JS/AB/SG</p> <p>JS/RC</p> <p>RC</p> <p>NC</p> <p>All staff</p> <p>JS/VS</p> <p>RC</p>	<p>Meeting in October 2016</p> <p>Meeting in October 2016</p> <p>By end of Spring Term - £100</p> <p>January 2016</p> <p>January 2016</p> <p>January 2016</p> <p>Summer Term 2016</p> <p>January 2016</p>		
<p>To introduce more problem solving and ‘real life’ maths into maths lessons</p>	<p>Focussed week All classes to teach the maths through stories</p>	<ul style="list-style-type: none"> - To have a ‘Maths through stories’ week. Teachers to teach maths through a story for a whole week - Problem solving embedding throughout the school in maths lessons: 	<p>JS/LD/JG & all staff -</p> <p>Key Target team</p>	<p>February 2015 £100 for books</p> <p>By Summer Term</p>		

	Evidence of Problem Solving in Planning & Book Scrutiny	<ul style="list-style-type: none"> ▪ Introduce Problem Solving Character to promote problem solving in maths ▪ Develop and share pro-formas to help evidence in books ▪ Maths staff meeting on promoting problem solving in maths ▪ Buy problem solving resources, books etc. and share at the staff meeting ▪ Summer peer observations on Maths with a problem solving focus ▪ Book scrutiny with focus on Problem Solving <ul style="list-style-type: none"> - Boost the profile of maths starters <ul style="list-style-type: none"> ▪ Change the planning format of maths to a daily structure ▪ Buy starters book for every year group - Develop links with Brighton University. Look into students coming down and teaching problem solving in groups. Also look into INSET training for all staff if available - Maths Hub project 	<p>JS/CL/AB</p> <p>JS/MS/VS</p> <p>JS/VS</p> <p>JS/SG</p> <p>JS</p> <p>JS/AB – 4 x ½ day - £200</p>	<p>Staff Meeting March 2016</p> <p>Summer 2016</p> <p>April 2016</p> <p>Spring Term £70 for books 2 x ½ supply £200</p> <p>Summer Term</p> <p>Spring Term</p>		
To develop the use of resources in maths lessons particularly in	Improved end of year results in EYFS	<ul style="list-style-type: none"> - To audit the resources we have in the school. To create a wish list for each year group with £100 to spend. - To organise resources in a suitable 	<p>All staff</p> <p>Key target</p>	<p>March 2016 - £700</p> <p>April 2016</p>		

EYFS	Good evidence of resources used in peer observations across the school	<p>way so all staff can access them</p> <ul style="list-style-type: none"> - Numicon training for all teachers & TAs in EYFS and Year 1 	<p>team</p> <p>EYFS/Year 1 teachers and TAs/HD</p>	<p>Training free/supply cost 6 x ½ day £300</p> <p>Resources - £300</p>		
To embed how we assess maths in KS1 & KS2 across the school	Teachers are more confident with assessing maths in target tracker and the new curriculum	<ul style="list-style-type: none"> - Implement Rising Stars assessment across the school - Discuss its use with Key Target team in Spring term - Look at spreadsheet function with AB/RC and how this can be useful with assessing and planning in the future 	<p>JS</p> <p>Key Target Team</p> <p>JS/AB/RC</p>	<p>Spring Term</p> <p>Spring Term</p> <p>Summer Term</p> <p>Supply cost 2x ½ day (plus CPD teacher time) £200</p>		

ACTION PLAN FOR COMPUTING 2015-16

Targets	Success Criteria/ Outcomes	Tasks	Person(s) Responsible	Resources/ Time/Finance	Evaluation/Review	Completed Target? Met/ Partially Met
Improve wifi provision across the school.	Robust wireless access across the school site.	<ul style="list-style-type: none"> • Improve network infrastructure in KS1 area to support wifi access. • Increase the number of wireless access points (WAPs) in KS2 	BLA	<p>KS1 cabling - £3000</p> <p>WAPs - £600</p> <p>Switches - £3000</p>		
To replace and upgrade existing server.	Server will have appropriate	<ul style="list-style-type: none"> • Upgrade curriculum and SIMS server. 	BLA	£3000		

	storage space					
To create a link between Lindfield and Blackthorns servers.	Backup of data – alternative solution if the internet goes down.	<ul style="list-style-type: none"> Meetings with UOBAT who will oversee the project. Supply costs covered else where. 	RA BLA	Funded else where.		
Organise effective resources to deliver computing services throughout the school.	Resources appropriate to the needs of our school and the computing curriculum.	<ul style="list-style-type: none"> Install Apple TV / Air server Collaboration between IT technician and Computing co-ordinator to monitor the progress of action plan. Maintain inventory of IT equipment. Repair / replace equipment as necessary. Set up centralised management of iPads. 	BLA BLA / RA BLA BLA BLA	£600 £870 (6 mornings) £1900		
Work with UOBAT to ensure strategic planning.	IT services and strategic planning will be supported by UOBAT.	<ul style="list-style-type: none"> Participate in meetings with UOBAT, one per half term Identify our service provision needs. Providing information as required. 	BLA/RA	£870 (6 mornings)		
Maintain an effective website.	Statutory information is displayed. Staff use website effectively.	<ul style="list-style-type: none"> Ensure all statutory information is available. Evaluate and make changes to website. Support PTA with establishing their area on school website. Continue subscription to website service provider. 	RA RA RA / BLA RA EF			
Effectively develop and maintain computing	Create a curriculum in which	<ul style="list-style-type: none"> Investigate effective schemes of work. Arrange CPD opportunities for staff to 	RA RA			

curriculum	children develop statutory computing skills. Children develop computing skills across the curriculum.	<p>utilize IT across the curriculum.</p> <ul style="list-style-type: none"> Subscription to PurpleMash. 	EF	£900		
Ensure effective E-safety training for pupils, staff and parents.	All statutory requirements for E-safety are being met.	<ul style="list-style-type: none"> Keep up-dated of statutory requirements. Ensure all staff are aware of statutory requirements and provide training where necessary. Hold an E-safety workshop for parents. Ensure adequate virus protection is installed. 	RA RA RA BLA			
Ensure school is covered by sufficient licensing for products and apps.	Software in school is covered by sufficient licencing.	<ul style="list-style-type: none"> Purchase Microsoft licence based on full time employee count. Set up Apple Volume Purchasing programme for iPad apps. 	BLA	£1500 £500		
To maintain the use of IT across the curriculum.	IT support in the classroom	<ul style="list-style-type: none"> Investigate the possibility of developing digital leaders. 	RA			

ACTION PLAN FOR PHYSICAL EDUCATION

Targets	Success Criteria/ Outcomes	Tasks	Person(s) Responsible	Resources/ Time/Finance	Evaluation/Review	Completed Target? Met/ Partially Met
To maintain and improve the provision of physical education	<p>All teachers (including those in the first half of the week) will have received at least 2 x 6 week blocks of CPD from Premier Sports</p> <p>Teachers will be more confident in teaching areas of PE they were less confident in, in the past.</p>	<p>Continue with CPD from Premier Sports Ensure that all staff have completed CPD training over past 2 years.</p> <p>PE staff meeting looking at targeting those children who are less active</p> <p>All four NQTS to go on course provided by Mid-Sussex Active. These focus on Gymnastics, Games and Dance</p> <p>Offer opportunities for other staff to attend courses in areas they feel less confident</p>	<p>RI & all staff</p> <p>RI & Mid Sussex Active</p> <p>RI & NQTS</p> <p>RI and all staff</p>	<p>£130 per day</p> <p>Part of money paid to Mid-Sussex Active</p> <p>Part of money paid to Mid-Sussex Active</p> <p>Part of money paid to Mid-Sussex Active</p>		
To establish and improve the Intra School Competition program that	<p>Every class will take part in 5+ intra school competitions. Those in KS2 will</p>	<p>Make sure that all classes have completed their competition with results fed back to the PE coordinator by the conclusion of the half-term. The one exception</p>	<p>RI & all staff</p>			

feeds into the Lindfield School Games (Sports Days)	participate in at least 3 different sports Scores will be documented on the Lindfield School Games board	being the Christmas term. Use Sports Crew and older KS2 children to assist the running of competitions in KS1	RI & Sport Crew RI & Sport Crew	Training as part of Mid-Sussex Active money		
To promote Sainsbury's School games and Lindfield School games within our school and maintain the Gold Kite Mark	Set up a new display board in the Sports Hall. Sports board is up to date and used by children and staff	Make sure that board is backed, clear and includes photographs and explanations. Introduce the board to children during an assembly. Regularly review the information on the School Games board to make sure that it is regularly being updated. Sports Crew who have run events for KS2 write up what happened and place on the School Games board.	RI RI	Put up as part of new school hall design None		
To make the wider community aware of Sports and competitions happening at Lindfield Academy	Twitter is used to feedback results of inter and intra school competitions and to keep local community up to	Speak to the university and set up a school twitter to use. Regularly keep twitter up to date with information regarding sport at Lindfield Primary Academy.	RI RI, JS and MS	None		

	date with any information.					
	Links to be maintained with Lindfield Life to allow	Contact Lindfield Life and provide them with information and photos, when necessary, to get articles published about sport in our school.	RI	None		

SUBJECT ACTION PLAN FOR RE

Targets	Success Criteria/ Outcomes	Tasks	Person(s) Responsible	Resources/ Time/Finance	Evaluation/Review	Completed Target? Met/ Partially Met
1. To develop and embed a new RE Curriculum.	1) All staff to implement new curriculum. 2) Subject specific vocabulary consistent throughout the school. 2) Children will have access to resources and improve understanding of Religious Education.	- Purchase new curriculum - Use staff meeting to introduce the new curriculum - Update curriculum map across the whole school - Ensure all staff are using the new curriculum and teaching to the new plans. - SMC books or folders to show evidence	HA SO JG	RE / Curriculum budget		
2. To develop links with the wider community	1) Regular guest speakers from the local community will be invited to speak in	-A letter to go out in the Newsletter inviting the local community to speak in assemblies.	HA SO EB RCo	Organisation of community Newsletter		

through assemblies	<p>assembly</p> <p>2) Children experience a wider variety of viewpoints</p> <p>3) Children engage with a variety of different role models</p> <p>4) School and British Values to be embedded.</p> <p>5) RE education review</p>	<p>-An advert to go out in the Lindfield Life to encourage members of the community to speak in assembly.</p> <p>-Create timetable for after Christmas – Wednesday</p> <p>Work closely with the local churches to include a range of people.</p> <p>-Half-termly assemblies on ‘value of the term’ related to the PSHE curriculum.</p>		Lindfield Life		
3.To plan and organise a ‘World Arts Festival’ for the Arts Mark	<p>1) All staff and children to participate in the festival</p> <p>2) To embed the school values and British values through cross curricular activities</p> <p>3) To engage the wider community</p> <p>4) To celebrate a variety of cultures and beliefs.</p>	<p>- Roaming theatre</p> <p>- End of year celebration</p> <p>-PTA – funding?</p> <p>-Workshops over one week</p> <p>-Local community</p> <p>- End with BBQ/Band night?</p>	<p>HA</p> <p>SO</p> <p>EB</p> <p>RCo</p> <p>VS</p> <p>NC</p>	Link with PTA		
5. To create a reflective learning space that is available to all children.	<p>1) Children to have a space to reflect.</p> <p>2) Children to have a space they can go to when they need time out of the classroom.</p> <p>3) Children are able to pose questions about</p>	<p>-Crystal ball</p> <p>-Reflective space in the school – display with chair/cushions. Rotunda option for circle time with different sensory resources and books</p> <p>- Questions on the wall</p>	<p>HA</p> <p>SO</p> <p>EB</p> <p>RCo</p>	Resources to create an environment		

	<p>different cultures, beliefs or values.</p> <p>4) Consistent use of the reflective space across the school.</p> <p>5) Children to have access to range of religious resources and books to read and research from.</p>	<p>relating to PSHE monthly values and big questions from the RE curriculum.</p> <p>-Mindfulness assemblies</p> <p>-Staff meeting to discuss when children can use the space effectively</p>				
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SUBJECT ACTION PLAN FOR MFL 2015

Targets	Success Criteria/ Outcomes	Tasks	Person(s) Responsible	Resources/ Time/Finance	Evaluation/Review	Completed Target? Met/ Partially Met
1. To ensure MFL is being taught Throughout the school	French taught 45minutes a week in KS2 Spanish taught Displays in every class for MFL	Monitor planning and use of French books in KS2 Audit resources Update U drive with French and Spanish resources Celebrate International day of European Languages	JC	½ day CDP teacher	July 2016 September 2016	

2. To complete our British Council French and Spanish project	Use Erasmus+ grant for staff trips to France and Spain	Spanish language and Methodology course in Santander French language and methodology course in Rouen Feedback to staff on return Write report for British Council	JC RC JC & RC JC & RC	Erasmus + grant ½ day CDP teacher	February 2016 March 2016 April 2016 June 2016	
3. To update my own knowledge and skills and share with staff	To learn about current best practice in MFL teaching	Attend MFL conference at Sussex University Feedback to staff at staff meeting	JC & RC	£200 + supply	June 2016	

ACTION PLAN FOR ART AND DESIGN 2015 – 2016

Targets	Success Criteria/ Outcomes	Tasks	Person(s) Responsible	Resources/ Time/Finance	Evaluation/Review	Completed Target? Met/ Partially Met
To raise the profile of Art and design throughout the school.	Artsmark award achieved. High quality and informative displays, celebrating art work around the school.	To complete the case study for Artsmark award. (See Artsmark action plan) Lead staff meeting revisiting display policy. Encourage all staff to add a 'learning journey' description of the process of the work. Continue to allocate display boards and change regularly.	NC VS HA NC All staff NC + all staff	CPD teacher release time		
To monitor the skills planning and its effect on	Sketchbook skills will show clear progression	Look at sample sketch books (HA, MA, LA) and work from KS1. Look at end of unit examples of work across year groups.	NC	1 day supply cover		

learning and progression.	<p>from year to year.</p> <p>Units of work in curriculum map will be realistic and manageable.</p> <p>Areas for support will be identified. Staff can use Art virtual portfolio to view HA, MA, LA work as benchmarks to work towards.</p>	<p>Look at planning in Learning Journeys and weekly plans to check for coverage. Evaluate activity ideas given in curriculum map. Highlight skills taught and useful activities.</p> <p>Work with year groups as necessary with skills and planning ideas.</p> <p>Scrutiny of art work to identify areas requiring support.</p> <p>Reinstate the Art Virtual portfolio with examples of high, average and below average samples of work. (Staff to make work available for NC to photograph.)</p>	<p>NC</p> <p>All staff.</p> <p>NC</p> <p>NC</p> <p>NC</p>			
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KEY TARGET/SUBJECT ACTION PLAN FOR PSHE

Targets	Success Criteria/ Outcomes	Tasks	Person(s) Responsible	Resources/ Time/Finance	Evaluation/Review	Completed Target? Met/ Partially Met
1 To organise activities for anti-bullying week	<p>1) Everyone is aware of the anti-bullying message</p> <p>2) The school values and code are embedded across the</p>	<p>* PC Kemp to visit and raise awareness of bullying</p> <p>* Create activities for all staff to complete during anti-bullying week</p> <p>* Ensure all staff are aware of activities</p>	SO	PC Kemp/ Assembly		

	school.					
To develop links with the wider community	<p>1) Regular guest speakers from the local community will be invited to speak in assembly</p> <p>2) Children experience a wider variety of viewpoints</p> <p>3) Children engage with a variety of different role models</p> <p>4) School and British Values to be embedded.</p>	<p>*To promote our assemblies to the community</p> <p>*To build a timetable for assembly</p> <p>* Organise PC Kemp to visit whole school.</p> <p>* Organise Fire Brigade visits to years r, 2 and 5</p>	SO HA	Lindfield Life, Newsletter		
To develop and embed a new PSHE Curriculum	<p>1) All staff to implement new curriculum.</p> <p>2) Subject specific vocabulary consistent throughout the school.</p> <p>2) Children will have access to resources and</p>	<p>- Explore JIGSAW and update the Curriculum map</p> <p>- Create an assembly rota for half term assemblies linked to our school values and British Values.</p> <p>- The whole school to be working towards the same values</p> <p>-Teachers to use questioning throughout PSHE teaching, including a question of the term/week</p> <p>-To introduce SMC books or</p>	HA SO EB RCO	New Curriculum budget		

	improve understanding of PSHE.	folders to show evidence				
To organise activities for safer internet day	1) All staff to implement the activities 2) Children to understand the importance of being safe on the internet	* PC Kemp to deliver workshops across the school * Teachers to carry out e-safety activities * All staff to promote the importance of staying safe online to all children.	SO RA			
To create a reflective learning space that is available to all children.	1) Children to have a space to reflect 2) Children to have a space they can go to when they need time out of the classroom 3) Children are able to pose questions about different cultures, beliefs or values 4) Consistent use of the reflective space across the school	* Staff to use the Crystal ball across all subjects to encourage reflective learning * A reflective space in the school is created in the Rotunda for an option for circle time with different sensory resources and books * questions on the wall relating to PSHE monthly values * Mindfulness assemblies * Staff meeting to discuss when children can use the space effectively	SO HA EB RCo	Resources to create an environment		