

School Improvement Plan 2022-23 (updated Feb 23)

Objective	Action	Success Criteria	Staff	Date	Progress	
Key Objectives identified in the SEF (using SATs and end of year assessment data Jul 22)						
Improve spelling and the teaching of phonics across the school. (Y1 Phonic Screening Check 2022 = 48% (Nat 76%))	Introduce Twinkl phonics/ reading scheme across the school.	Y1 Phonic Screening Check result is closer to National Ave 76%	All	Sept 22	New reading scheme purchased Jun 22 Twinkl Phonics lessons commenced in YR,Y1,Y2,Y3 Sept 22 Phonic Intervention groups started Sept 22 Classroom displays updated Sept 22 Whole staff training 1/12/22 and 2/1/23 Visit to observe Phonics/ writing being taught at Kinsale Infant School 10/1/23	
	HLTA / TA to lead phonic interventions in Y2 and Y1		JF NC LM	Sept 22		Commenced Sept 22
	Training to be arranged for precision teaching for spellings by EPSS		KL	Apr 23		Specialist Teacher to give training to all staff 27/3/23
Improve Writing in Key stage 1 Y2 Writing 2022 = 38% (Nat =58%)	Introduce Twinkl phonics	Y2 Writing result is close to National Ave 58%	KS,KL,TG ,EH, CL, SS	Jul 23	Twinkl Phonics lessons commenced in YR,Y1,Y2,Y3 Sept 22 Visit to observe Phonics/ writing being taught at Kinsale Infant School 10/1/23 Commenced in Y5/6 Oct 22	
	English Catch up groups		KL//MW CT/ETB	Oct 22		Current prediction Y2 writing = 61%

<p>Improve the Attendance rate 2021/22 = 90.5% (Nat=93.8%) Autumn 1 2022 = 93.5% Autumn 2 2022 = 86.6%* Spring 1 2023 = 93.2% Spring 2 2023 to date = 95.2% Nat Ave Autumn term = 93.5%</p> <p>*Autumn 2 was low due to very low attendance (below 70%) in the last 3 weeks of term due to Strep A, flu and covid.</p>	<p>Update Attendance policy and send attendance letter to all parents. TG to attend training and Network training</p> <p>TG to work with Attendance Officer to target PA families.</p> <p>Daily text to parents of absent children. Follow up phone call if no reply received Email/ letter/ home visit if no reply is received.</p> <p>Attendance report to be sent home each term. Attendance to be the main subject in P/T meetings.</p> <p>Weekly attendance prize Weekly class attendance owl prize. Termly attendance family hamper prize. Attendance certificates, 100% attendance tea party each term 100% attendance badge.</p> <p>Complete attendance self review and action plan</p>	<p>Attendance Rate is at Nat Ave in Spring / Summer 23</p>	<p>SW TG TG MA CR SW TG All Staff SS SS SW CR SW SW TG/SW</p>	<p>Sept 22 Oct 22 Sept22- July 23 Sept 22 Jan 23 Sept 22 Sept 22 Feb 23 Sept 22 Sept 22 Apr 23 Dec 22 Apr 23 Sept 22 Apr 23</p>	<p>Completed Sept 22</p> <p>TG attended Fast Track training Sept 22 TG attended Network Oct 22</p> <p>2 families have begun Fast Track Dec 22</p> <p>Commenced Sept 22</p> <p>Commenced Jan 23</p> <p>Commenced Sept 22</p> <p>Completed 13/1/23</p> <p>Completed 10/2/23</p> <p>Commenced Sept 22 Commenced Sept 22</p> <p>Introduced Jan 23</p> <p>Commenced Dec 22</p> <p>Commenced Sept 22</p> <p>Commenced 1/3/23</p>
--	---	--	--	--	--

Reduce Staff Absence Rate 2021/22 = 4.3% Autumn 22 = 5.8%	Review Absence Management Policy and procedures.	Reduce staff absence rate in Spring/ Summer 23	SW	March 23	Discussed at P.D day 3/1/23 Policy to be taken to govs Mar 23
Improve Subject leadership	Subject leaders to attend Subject leader briefings. Subject leader and a governor assigned to oversee each subject. Subject leader and governor to meet regularly. Subject leader/Gov to update Subject Statement. Restart moderation meetings with local schools		All All All All SW	Sept 22 -July 23 Sept 22 Dec 22 Dec 22 May 23	English and Maths briefings booked Governor assigned to each subject May 22 Commenced June 22 All have met in Autumn term 22 Subject Statements updated after Subject leader/Gov meetings
Key Objectives from Ofsted (Jun 18)					
Governors are clear about the Key priorities of the school	Share the School Improvement document and SEF with all governors and staff. Governors to set up regular meetings with Subject Leaders. Governors to recommence weekly learning walks.		SW Govs + subject leaders Govs	Sept 22 Dec 22 Sept 22	Updated SEF on the website Sept 22 SIP Shared 3/10/22 Commenced Jun 22. All governors have met with their subject leaders last term - Nov 22 Restarted Sept 22

	Governors to complete more training to fill gaps identified in the skills audit		Govs	Apr 23	Training completed by MP, SB and JS
Teaching of reading is consistently good Reading results have improved consistently since 2018 KS2 Sats = 82% Nat = 74% Ks1 Sats = 63% Nat = 67%	Introduce Twinkl phonics/ reading scheme across the school. SS to attend English subject leader briefings Dailly 1-1 reading with targeted ch 1-1 reading tuition English Catch up groups	KS2 Reading SATs is close to Nat Ave (74%) KS1 Reading SATs is close to Nat Ave (67%)	SS/SW/KL SS All GW KL/SW/CT/ETB	Sept 22 Oct 22 - Jul23 Sept 22 Oct 22 Oct 22	Twinkl Phonics lessons commenced in YR,Y1,Y2,Y3 Sept 22 Training booked Sept 22 Commenced Sept 22 Commenced Oct 22 Commenced Oct 22 Current prediction KS2 Sats 23 = 70%
Improve presentation across all subjects See Presentation Policy	Attach exemplars to the presentation policy. Restart book scrutiny each half term Presentation to be a focus for Governor learning walks	Improved presentation observed by SMT and governors	SW SW Gov	Oct 22 Sept 22- July 23 Sept 22	Achieved Each subject has been given a staff meeting slot each term - Sept 22 Weekly Gov learning walks commenced Sept 22
Pupil Premium funding identifies actions to support the most able children.	Restart more able PP intervention groups. PP Holiday school	PP Gaps = 0	SW SW/SS	May 23 Apr 23	Planned for Easter holiday

<p>PP Gaps have reduced considerably since 2018 2022 KS2 Maths PP Gap = 0 2022 KS2 Read PP Gap = -13 2022 KS2 Writing PP Gap = -10</p>	<p>PP 1-1 Tuition</p> <p>Introduce PP challenge partners</p> <p>Prepare PP case studies</p> <p>Restart Paths, Nurture groups and ELSA</p>		<p>SW/GW</p> <p>SW</p> <p>SW</p> <p>SW</p>	<p>Sept 22</p> <p>Dec 22</p> <p>Mar 23</p> <p>Oct 22</p>	<p>Commenced Sept 22</p> <p>Discussed at PD day Sept 22 to be reintroduced in the Summer term</p> <p>Staff meeting Apr 22</p> <p>Paths restarted Sept 22</p> <p>Current Prediction 2023 KS2 R+W+M PP Gap = -5%</p>
<p>Other objectives from the SEF</p>					
<p>Raise standards</p>	<p>Restart intervention groups</p> <p>1-1 tuition Holiday school Maths/reading</p>	<p>+ve Value Added</p> <p>R+W+M is close to national ave 59%</p>	<p>All</p> <p>SW/GW SW/SS</p>	<p>Sept 22</p> <p>Oct 22 Feb 23</p>	<p>Literacy catch up - Oct 22 Comprehension Booster group - Sept 22 Plus 1/Power of 2 - Sept 22 Commenced Sept 22 Planned for Easter Current Prediction KS2 Sats 2023 R+W+M = 64% (Nat 59%) Maths = 77% (Nat 71%) Reading =69% (Nat 74%) Writing = 69% (Nat 69%)</p>
<p>Improve Speaking and Listening skills in YR</p>	<p>Nuffield Early Language intervention</p> <p>MF to complete Elklan training</p>		<p>KS/KL</p> <p>MF</p>	<p>Sept 22</p> <p>Apr 23</p>	<p>Commenced Sept 22</p> <p>Commenced Feb 23</p>
<p>Curriculum</p>					
<p>Embellish the curriculum</p>	<p>Residential trips</p>		<p>SW/SS</p>	<p>June 22</p>	<p>Horstead completed Nov 22</p>

					Crowden booked for 26-30th June
Maths Action Plan	Trial the use of WR workbooks in Y4 Embed WR SOW in all classes Reintroduce Maths Cafes Rewrite calculation policy		SS TG TG/All TG	Sept 22 Sept 22 July 23 July 23	Commenced Sept 22, evaluated at staff meeting 27.2.23 Book scrutiny 27.2.23
English Action Plan	Improve the teaching of reading and writing through the Introduction of Twinkl phonics / reading scheme Update reading skills grid		All Staff SS	Sept 23 Jan 23	Introduced successfully Sept 23 Whole staff training completed 1.12.22 and 3.1.23 Observation of Phonics lessons by SS - Jan 23 Book scrutiny 20.2.23 Phonic Assessment sheets 20.2.23 Discussed at staff meeting 28.11.22
Science Action Plan	Staff skills Audit Re establish contact with Sheringham High School Ensure scientists are studied in each year Carry out Pupil interviews LKS2 Science club		CL CL CL CL	July 23 July 23 Dec 22 Dec 22 Jan 23	Staff meeting / book scrutiny 6.3.23 Staff meeting 31.10.22 Completed Oct 22 - staff meeting 31.10.22
Geography Action Plan	Establish links with Norfolk Rivers Trust and Kelling Heath National fieldwork week Carry out Pupil interviews		KS KS/All KS	Dec 22 June 23 July 23	Y5 and 6 river trip with Norfolk Rivers Trust Oct 22 NWT workshop 7.11.22 Pupil interviews with Y5 and 6 Nov 22 staff meeting 3.10.22

	Lesson observations		KS	July 23	
History Action Plan	Commence process of becoming a Heritage school.		GW	Dec 22	Completed Dec 22 - Heritage school training - 23.1.23
	Support teaching of history in KS1		GW	Dec 22	Training modules Sept 22
	Set up a History folder to share useful documents and information		GW	Sept 22	Completed - Staff meeting 26.9.22
	Black History Month		All	Nov 22	completed 21.10.22
	Carry out pupil interviews		GW	July 23	
Art Action Plan	Achieve Artsmark Gold award		SC/EH	July 23	
	Tidelands Project		SC/EH	July 23	Looking out for other projects as insufficient funding
	Audit clay room		SC/EH	Sept 22	Completed Jan 2023
	Specific Art trips		SC/EH	July 23	
	Carry out pupil interviews		SC/EH	July 23	Completed Feb 23
	Ensure artists studied are diverse		SC/EH	Sept 22	Staff meeting 26.9.22 Curriculum progression grid currently being updated
	KS1 art club		EH	Oct-Dec 2022	Very popular
	KS2 Craft club		ETB	Oct-Dec 2022	Very popular

DT Action Plan	Train staff on the use of crumbles and computer aided design Purchase additional construction kits for KS1 DT club Join DT association Enhance links with Greshams		SC/EH Sc/EH SC EH SC/EH	Sept 22 July 23 Jan 23	Purchased May 22 Staff meeting 3.10.22 Used in Y5/6 To be included in budget 2023/24 Commenced Jan 23 To be included in budget 2023/24 DT activity aftn-PP chn/G&T Dec 22 STEAM competition Summer 23
RE Action Plan	Prayer Space PP trip to St Andrew's Restart Open the book/Father Howard assemblies		SW SW SW	Apr 23 July 23 Oct 22	Planned for 16th and 17th May Staff meeting 14.11.22 Restarted Dec 22
PE Action Plan	To be updated following the meeting between the subject leader and governor.				
Special Needs Action Plan					
Pupil Focus Groups	Set up pupil focus groups/learning interviews		KL	Nov 22	
SEND Learning walks	Re-commence regular SEND learning walks		KL	Oct 22	
KS2/KS1 Nurture groups	Daily Nurture groups		KL/SK/AK	Jan 23	
Pupil Premium Action Plan - Pupil Premium Statement					
	To be updated Dec 22				

Safeguarding - Actions from Safeguarding SEF (July 22)					
CPOMs	Purchase CPOMs Export records onto CPOMs Train all staff		SW SW/KL SW/KL	July 22 Jan 23 April 23	Purchased July 22 Commenced Feb 23 Training day Apr 23
Improve training	Whole governing body to complete Safeguarding training. DSL to complete CSE and CSE multi agency training KL to complete Early Help assessment and planning training Governor to complete Safer Recruitment training		SW/MP SW/KL KL MP	Apr 23 Jul 23 Apr 23 Apr 23	JS, SB have completed training
Single Central record	Update SCR using the latest format Governor to check SCR		LW TG	Sept 22 Oct 22	Completed Sept 22, Updated Jan 23
Health and Safety - based on General Risk Assessment (Sept 22)and Fire Risk Assessment (Jun 22) targets					
General Risk Assessment	Replace 2 finger guards Trees		PT SW	Oct 22 Oct 22	Completed Oct 22
Fire Risk Assessment	Install smoke detectors in corridors Install siren in DT block		SW SW	Dec 22 Dec 22	Completed Nov 22 Completed Nov 22
Finance - based on SFVS (Feb 22)					
Asset Register	Needs to be updated and		TG/AK	Feb 23	

	checked by governor				
Training	Governors to complete more finance training		Govs	Dec 22	SW, CR, MP completed training Dec 22
NAS Themed Audit	Cyber Security		Govs	Dec 22	Discussed at Gov meeting Dec 22
SFVS	Complete SFVS		Govs	Feb 23	Approved by Govs Feb 23
Equality Plan (Jan 22)					
	Governors to consult with a group of pupils about how to improve the school and local community		MP	Jan 23	Questionnaire completed Jul 22 Gov meeting with School Council 22/2/23
	Governors to survey parents about how to improve the school and local community		MP	Jan 23	
	Governors collect the views of the local community about Pupils' interactions with them.		MP	Jan 23	
	All job advertisements to include a diversity and inclusion statement		SW	Jan 23	Statement prepared Feb 22
Building					
Maintenance	Replace blinds in Wolterton classroom Repaint the Junior Corridor		CR PT/SW	Apr 23 Oct 22	Completed Oct 22

New School	Attend meetings with LA		Govs	Ongoing	Meeting held 5/10/22
Policies (Policy grid)					
	Safeguarding Policy			Sept 22	Approved by governors 5/10/22
	Attendance Policy			Sept 22	Approved Sept 22
	Generic Risk Assessment			Sept 22	Approved by governors 5/10/22
	Whistleblowing			Sept 22	Approved by governors 5/10/22
	Accessibility Plan			Sept 22	Approved Sept 22
	Special needs Information			Sept 22	Approved Sept 22
	Performance management			Oct 22	Approval by governors 5/10/22
	Code of conduct			Oct 22	Approved Dec 22
	Pay			Oct 22	Approved 16/11/22
	Single Equality Plan			Jan 23	Approved 18/1/23
	Continuity Plan			Jan 23	Approved 22/3/23
	SFVS			Feb 23	Approved by govs 22/3/23
	Marking			Apr 23	Approved 18/1/23
	Homework			Apr 23	Approved 18/1/23
	Health and Safety			Apr 23	
	Staff discipline			Apr 23	Gov meeting 8/3/23
	Charging			Apr 23	Gov meeting 8/3/23
	Staff absence			Apr 23	Gov meeting 8/3/23
	Finance procedures			Apr 23	Gov meeting 8/3/23
	First Aid/ medicines			Apr 23	
	Fire Risk assessment			Apr 23	
	Online Safety			Jun 23	
	Education Visits			Jul 23	
	British Values			Jul 23	
	Admissions			Jul 23	
	Lettings			Jul 23	
	Data Protection			Jul 23	