



# Sgoil Lionacleit

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## Improvement Plan

Session: 2009-2010



## Improvement Planning Procedure

The Improvement Planning process is as follows;

- All Improvement planning should begin with an evaluation of the current plan. The Improvement Evaluation Sheet should be used for this.
- Final evaluations of the School Improvement Plan should be with the Head Teacher by the 2<sup>nd</sup> week in March.
- There will be a School Improvement Plan consultation meeting with staff in April.
- The draft School Improvement Plan will be issued by the end of April for consideration and comment. Returns to be completed within one week.
- School Improvement Plan will be issued by beginning May.
- Department Improvement Plans should be completed and submitted to the Head Teacher by the end of May.

For the School Improvement Plan each PT should submit, in consultation with the staff in the department, an Improvement Evaluation Sheet for each relevant project to the Head Teacher as specified on the Quality Assurance Calendar.

For Department Improvement Plans each teacher should submit an Improvement Evaluation Sheet for each project to their PT as specified on the Quality Assurance Calendar.

<b>Project and Outline:</b> Consolidate approaches to self evaluation and development planning, and improving the quality of learning and teaching.		<b>Quality Indicators:</b> 1.1, 5.2, 5.4, 5.9	
<b>Implementation Strategies:</b>		<b>Staff Responsible</b>	<b>Resources/Staff Development Required</b>
Continue the work of Learning and Teaching Committee (Quality Assurance) Ensure implementation of QA calendar Ensure implementation of classroom observation and peer observation policies		SMT, PTs	
<b>Timescale</b>	<b>Monitoring Strategies</b>		
2009 - 2010	Department minutes, submission of relevant documents to Head Teacher		
<b>Success Criteria:</b> Better learning experience for pupils; consistent approach to class/peer observation; consistency in documentation (development plans, observation checklists)			

<b>Project and Outline:</b> Promote parental involvement		<b>Quality Indicators:</b> 2.2, 5.7	
<b>Implementation Strategies:</b> Introduce regular monitoring of pupil diaries/planners by Tutors and weekly approval of diaries by parents/carers; and Review effectiveness of Parents' Evenings (consult staff, parents and pupils)		<b>Staff Responsible</b>  All Staff	<b>Resources/Staff Development Required</b>  Additional time for tutor period
<b>Timescale</b>	<b>Monitoring Strategies:</b>		
2009 - 2010	Sample pupil diaries, short teacher and parent questionnaire		
<b>Success Criteria:</b> Parents involved in the monitoring the progress of their child. Parents aware of strengths and weaknesses of their child and what is being done to address concerns.			

<b>Project and Outline:</b> Prepare for implementation of a Curriculum for Excellence		<b>Quality Indicators:</b>	
<b>Implementation Strategies:</b> Continue collaborative planning with associated schools;  Engage with Building the Curriculum paper on assessment; Develop new timetable and partnership arrangements for August 2010 start; and  Create structures that will facilitate well-planned and sustainable interdisciplinary activities. All teachers will be involved in at least one cross-curricular activity by the end of session 2009-2010.		<b>Staff Responsible</b> Learning Community Principal, all staff All staff including timetabling group	<b>Resources/Staff Development Required</b> Time off classes for staff to plan and engage in CPD activities
<b>Timescale</b>	<b>Monitoring Strategies:</b>		
2009 - 2011	Learning Community to oversee work with associated schools. Regular meetings to evaluate progress of implementation		
<b>Success Criteria:</b> New timetable structures implemented. All staff involved in cross-curricular project.			

**Sgoil Lionacleit - Improvement Plan Evaluation Sheet**

Departmental Improvement Project	How much progress has made with this development objective?	Evidence, including contributions made in developing this project.					
<b>Project</b>	Very Good --- <b>Please tick</b> — Weak						
	6	5	4	3	2	1	
<b>NEXT STEPS?</b>							

