

Sperrinview Special School

School Development Plan

Action Plans

Action Plans

Areas for Improvement:
None

Where are we now? (with reference to areas for improvement noted above):
There is a link between pre-school and Windmill NS

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
Junior school link with Dungannon PS LSU Links to be established with LSU and junior school classes	Pupils from LSU to participate in activities with Junior School at least once a term Plan for activities in place	Agreed activity to take place Dungannon LSU to be invited to participate Junior school to agree a plan for the link Plan devised and agreed for ongoing link	To be agreed		Dungannon LSU attended a dress rehearsal of the Junior Christmas Show. They shared break with staff and pupils after the performance. Initial contact was made with the teacher concerned and the idea of maintaining the link was communicated. Efforts to be made during Term 2 to arrange a Term 3 visit for the LSU. (30/01/2017) J3 are hosting an event for Edendork Primary school in Term 3. Windmill nursery visited on 30/3/17 with PS1. (03/04/2017)	julie.coert_5316523	Term 2016/2017 to -1/0 Action Plan Dates Start Date: 1/9/2016 End Date: 30/6/2017

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
<p>Develop policy for student placements Following consultation, a policy for the student placements will be developed and shared with all relevant stakeholders.</p>	<p>Stakeholders will complete a questionnaire. Draft policy will be produced. Draft policy will be circulated for comment. Final changes made and policy tabled for adoption by Board of Governors.</p>	<p>New policy distributed to relevant schools, colleges and training organisations.</p> <p>Policy adopted by Board of Governors.</p> <p>Policy distributed to key stakeholders for comment and amended as necessary.</p> <p>Policy written.</p> <p>Questionnaire and letter to be written and distributed.</p>	<p>Time, photocopying and postage</p>			<p>ruth.walker_5316 523</p>	<p>Term 2017/2018 to -1/0</p> <p>Action Plan Dates Start Date: 1/9/2017 End Date: 29/6/2018</p>
<p>Middle Sch link with local PPS</p>							<p>Term 2018/2019 to -1/0</p> <p>Action Plan Dates Start Date: 4/9/2016 End Date: 4/9/2016</p>

Areas for Improvement:

Where are we now? (with reference to areas for improvement noted above):

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
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Areas for Improvement:

Where are we now? (with reference to areas for improvement noted above):

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
Medical Update Training							Term 2018/2019 to -1/0 Action Plan Dates Start Date: 4/9/2016 End Date: 4/9/2016

Areas for Improvement:

Where are we now? (with reference to areas for improvement noted above):

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
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Areas for Improvement:

Where are we now? (with reference to areas for improvement noted above):

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
Moving and Handling	All classroom staff will be successfully trained in Moving and Handling Techniques	Existing staff will receive updated Moving and Handling Training in August 2017. New staff will receive core training in this area in term 1.	One full day for update training - 29 August 2017 Two full days for core training as available - subbing costs will apply	Existing staff have received core training and some have also received previous update training(Not Started - 29/08/2017)		mary.jordan_5316523 brian.duffy_5316523	Term 2017/2018 to -1/0 Action Plan Dates Start Date: 4/9/2016 End Date: 4/9/2016

Areas for Improvement:
None

Where are we now? (with reference to areas for improvement noted above):
School leadership have concerns regarding staff attendance, sick leave and stress levels Ms Walker and Mrs Clarke have received First Aid for Mental Health Training

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
Staff Well-Being Staff well-being team to be created Mindfulness training to be provided for all staff	A staff well-being team will be in place to support staff in the effective delivery of education for all pupils Mindfulness training for all staff will help to reduce stress and anxiety in staff to support the effective delivery of education to all pupils	Book Joanne Loughrin for end of year meal 26 June 2017 Book training on Mindfulness for twilight on 21 November 2016 Create staff well-being team	Carecall cost TBC		Training with Carecall booked for 21 November 2016 (28/10/2016 09:26:01) Training took place on 21 November 2016 and was very well received by those in attendance. Staff on long-term sick leave were invited to attend - one took up the offer. (30/01/2017)	ruth.walker_5316 523	Term 2016/2017 to -1/0 Action Plan Dates Start Date: 7/8/2016 End Date: 7/8/2016

Areas for Improvement:

Where are we now? (with reference to areas for improvement noted above):

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
Team Teach Training	Staff who have completed Team Teach core training will successfully complete an update on 27 November 2017 New staff will successfully complete core training as it becomes available	Core training will be sought for new staff TeamTeach Update training will be organised for 27 November 2017	Sub cover will be needed for staff who attend core training	Existing staff have received core training and in some instances, updates as well(Not Started - 29/08/2017)		mary.jordan_5316523 john.o'hare_5316523 mark.ferguson_5316523	Term 2017/2018 to -1/0 Action Plan Dates Start Date: 4/9/2016 End Date: 4/9/2016

Areas for Improvement:
None

Where are we now? (with reference to areas for improvement noted above):
Principal and VP have completed coaching courses. Principal and VP have completed Influence mastery training with Paul Tracey and colleagues from 2 other schools

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
SLT Cluster with Leadership Coach SLT team to develop leadership skills working with SLTs from 2 other schools	SLTs will have improved their confidence in leadership skills resulting in improved management and leadership of whole school issues effecting pupils education	SLTs will work with Nichola Lynagh to develop leadership skills	Potential cost for substitute cover TBC		<p>Work with Paul Tracey re-commenced on 15/09/16 (28/10/2016)</p> <p>Initial meeting to plan has taken place. Training to commence in term 2 (28/10/2016 09:14:22)</p> <p>No further progress to date as N Lynagh has been ill. (30/01/2017)</p> <p>Work with Paul Tracey and 3 SLTs completed march 2017 (10/04/2017)</p>	mary.jordan_531 6523	<p>Term 2016/2017 to -1/0</p> <p>Action Plan Dates Start Date: 1/9/2016 End Date: 30/6/2017</p>
Development of Associate onto SLT	An associate SLT member will have successfully joined the SLT and have completed a set piece of work within the school year. The Associate will also have developed leadership skills as part of his/her own continuing professional development	<p>Agree set piece of work to be completed by Associate SLT member</p> <p>Appoint Associate SLT Member</p> <p>Integrate Associate SLT member to SLT</p> <p>Work with EA re appointment of Associate SLT post</p>	Time cost only	There are 4 members on the SLT - Principal, VP and 2 senior teachers(Not Started - 29/08/2017)			<p>Term 2017/2018 to -1/0</p> <p>Action Plan Dates Start Date: 1/9/2017 End Date: 29/6/2018</p>
Development of larger SLT							<p>Term 2018/2019 to -1/0</p> <p>Action Plan Dates Start Date: 4/9/2016 End Date: 4/9/2016</p>

Areas for Improvement:
There are none

Where are we now? (with reference to areas for improvement noted above):

Thirteen of the permanent teaching staff have completed their 5 day TEACCH Training. Three permanent and one temporary teachers still require the 5 day TEACCH Training. All staff have received basic training from AAIS and MCA.

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
5-day TEACCH Training Two permanent teachers will receive TEACCH training in the second term.	Mrs Savage and Mr Reid will complete the 5-day TEACCH Training in term 2 to ensure that ASD pupils have optimum learning environments	Book Mrs Savage and Mr Reid on training	Substitute cover x 10 days = £1300		<p>Two places have been booked for the 5-day TEACCH workshop in Antrim in February 2017 (28/10/2016)</p> <p>One place has been booked for Mr Feguson to shadow train on the 5-day TEACCH workshop in Antrim in February 2017 (28/10/2016)</p> <p>On target (30/01/2017)</p> <p>Mrs Higgins and Mr Reid have completed the 5-day TEACCH Training and Mr Ferguson has completed 5 days of Shadow Training. (10/04/2017)</p>	mary.jordan_531 6523	<p>Term 2016/2017 to -1/0</p> <p>Action Plan Dates Start Date: 1/9/2016 End Date: 30/6/2017</p>

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
<p>Whole school training All staff will receive general ASD training from AAIS on 28 November 2016 and sensory processing training from MCA on 29 November 2016</p>	<p>All staff will complete 2 days of ASD specific training in term 1 to ensure that all pupils with ASD have optimum learning environments</p>	<p>Book training for all staff</p>	<p>2 x SDDs</p>		<p>AAIS Team booked to provide training on 28 and 29 November (28/10/2016)</p> <p>The two-day training took place and was excellent. A follow-up session has been booked for 03 April 2017 (30/01/2017)</p> <p>AAIS provided a follow-up session for all staff on 03 April 2017. This session evaluated work carried out following the original training and action planning for next term. (10/04/2017)</p>	<p>mary.jordan_531 6523</p>	<p>Term 2016/2017 to -1/0</p> <p>Action Plan Dates Start Date: 1/9/2016 End Date: 30/6/2017</p>
<p>Improved ASD strategies throughout the school Pupils with ASD will be well supported in class and throughout the school by all staff</p>	<p>Improved behaviour leading to reduction in incidences of challenging behaviour for pupils with ASD Clearly standardised visuals used throughout the school Appropriate visual supports for all ASD pupils in all classes</p>	<p>AAIS referrals for pupils needing support</p> <p>New ASD classes appropriately structured</p> <p>Receiver boards updated</p> <p>Standardised ASD packs distributed to all classes</p> <p>Teachers will provide pupils with appropriate visual supports</p>	<p>ASD packs providing standardised visuals for all classes Receiver boards created and in place Appropriate schedules and visual strategies in place for each pupil with ASD Appropriate physical structure in place for each pupil with ASD</p>		<p>ASD Packs provided to all classes in September 2016. Receiver boards in place around school. Visual timetables in place in all classes. (28/10/2016)</p> <p>On target (30/01/2017)</p> <p>On target (10/04/2017)</p>	<p>mary.jordan_531 6523</p>	<p>Term 2016/2017 to -1/0</p> <p>Action Plan Dates Start Date: 1/9/2016 End Date: 30/6/2017</p>

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
<p>Teacher Training Teaching staff new to ASD require basic training</p>	<p>Mr Reid and Miss Greer will complete 2-day ASD training provided by AAIS in Autumn Term to ensure that ASD pupils have optimum learning environments</p>	<p>Book Mr Reid and Miss Greer on training</p>	<p>Substitute cover x 4 days = £520</p>		<p>Training completed in October 2016 (28/10/2016)</p> <p>Miss C Cahalane also attended a two-day Early Years ASD training on 19and20 January 2017 (30/01/2017)</p> <p>On target (10/04/2017)</p>	<p>mary.jordan_5316523</p>	<p>Term 2016/2017 to -1/0</p> <p>Action Plan Dates Start Date: 1/9/2016 End Date: 30/6/2017</p>
<p>Autism Raise profile of ASD strategies across the school All permanent teaching staff to be trained in 5-day TEACCH workshop</p>	<p>Staff more aware of ASD strategies ASD strategies more in evidence throughout the school All permanent staff will have completed the 5-day TEACCH Workshop</p>	<p>5-day TEACCH Workshop to be hosted in Sperrinview for 2 weeks in term 2 2018</p> <p>Places secured for those permanent teaching staff who have not already completed the 5-day TEACCH workshop</p> <p>Strategies to be cascaded throughout the school</p>	<p>Planning time Set-up time Cost of sub cover for teachers</p>			<p>mary.jordan_5316523 shaunagh.duffin_5316523 ruth.walker_5316523</p>	<p>Term 2017/2018 to -1/0</p> <p>Action Plan Dates Start Date: 6/10/2017 End Date: 6/10/2017</p>

Areas for Improvement:

None

Where are we now? (with reference to areas for improvement noted above):

Pupils have been completing accreditation in food service in the café in SWC on a Friday morning Pupils expressed a desire to start a café in school

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
<p>Create a school cafe Senior pupils will set up and run a café for pupils and staff during the school day.</p>	<p>Senior pupils will use their food service skills to run the café</p>	<p>Agree name and opening times for cafe</p> <p>Meet with pupils and staff from Classes S1 and T1</p> <p>Meet with school kitchen staff</p> <p>Official opening of cafe</p> <p>Pupils to complete food hygiene accreditation</p> <p>Purchase required equipment, furniture and uniforms</p>	<p>Staff updated level 2 pupils completed online KS2 workshop</p> <p>Cooking utensils, furniture, uniforms and initial food costs - approximately £250</p> <p>Café running Mon, Tues and Wed mornings 9.30am - 11am</p> <p>Meet with kitchen staff Nov 16</p> <p>New Microwave and coffee machine purchased Jan 2017</p>			<p>john.o'hare_5316523</p> <p>catherine.savage_5316523</p> <p>ruth.walker_5316523</p>	<p>Term 2016/2017 to -1/0</p> <p>Action Plan Dates Start Date: 1/9/2016 End Date: 30/6/2017</p>
<p>Pupil participation in target setting in middle school Middle school pupils will, (where appropriate) set their own target in the area of PDMU. They will also set success criteria for themselves so that they can measure their level of progress and/or success in their chosen target.</p>	<p>A realistic target will have been chosen by each pupil (where appropriate) and will be included in the Oct 17 IEP. Success criteria will also be set so staff and pupils can measure progress and/or success.</p>	<p>Pupil self evaluation where appropriate will be used to establish a baseline/starting point. Discussion and a lot of groundwork in the initial 6 weeks of assessment would need to be done with the pupil to make them aware of what they would have to do in that target in order to achieve success.</p>	<p>During class time, PD lessons, Circle time and discussions around personal care procedures if appropriate.</p>			<p>catherine.savage_5316523</p> <p>mark.ferguson_5316523</p> <p>laura.grimley_5316523</p> <p>kyle.reid_5316523</p>	<p>Term 2017/2018 to -1/0</p> <p>Action Plan Dates Start Date: 1/9/2017 End Date: 30/6/2018</p>
<p>Pupil participation in assessment cycle</p>							<p>Term 2018/2019 to -1/0</p> <p>Action Plan Dates Start Date: 3/9/2018 End Date: 28/6/2019</p>

Areas for Improvement:

None

Where are we now? (with reference to areas for improvement noted above):

SaLT staff are advising the Literacy team on Total Communication Pupils use and have access to Makaton, Boardmaker, Super Symbols and TOBIs. The Literacy team have identified communication issues to discuss with the whole staff

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
<p>Total Communication To monitor pupils' progress in communication. To use an Action Research model to trial new ideas for improving pupil communication.</p>	<p>Communication audit information from 2016/17 will be available to teachers. A small group of teachers will have trialled resources and ideas to promote communication in a group of pupils or individual pupils. Teachers will provide feedback on their findings - specifically on how the intervention/resource improved pupil communication.</p>	<p>RW and JC to transfer pupil information to their new class teachers</p> <p>Teachers will be offered the opportunity to trial new ideas and resources.</p> <p>Teachers will consider a baseline, a short-term intervention and an outcome for each pupil or group of pupils identified in their plan</p>	<p>Teachers wishing to trial new resources will be provided with a budget on production of a proposal.</p>			<p>julie.coert_5316523 ruth.walker_5316523</p>	<p>Term 2017/2018 to -1/0</p> <p>Action Plan Dates Start Date: 2/7/2017 End Date: 29/6/2018</p>
<p>Total Communication To develop a holistic approach to enhance communication approaches/systems for all pupils Current symbol system enhanced by addition of Matrix Maker Pilot a universal approach to labelling public areas in the school using pictorial and written methods</p>	<p>Pupils will benefit from a co-ordinated approach to communication All classes will have a master copy of symbols to ensure a consistent and standardised approach for all pupils Public areas of the school will be labelled to enhance pupils' understanding</p>	<p>Literacy team to pilot agreed communication system</p> <p>Master copy of symbol systems distributed to all classes</p> <p>Professional dialogue with teachers around total communication</p> <p>Total Communication training day to be provided by SaLT staff on 20.02.17</p> <p>Total Communication training day to be provided by SaLT staff on 20.02.17</p>	<p>Time for literacy team to meet Whole school resources to be created ICT/communication devices to be purchased - approximately £500 SDD 20.02.17 All school staff attending</p>		<p>All classes have been issued with standardised TEACCH/schedule symbols. All receiver boards have been updated and standardised. All toilet door symbols have been changed. (08/11/2016)</p> <p>Matrix Maker has been purchased (08/11/2016)</p> <p>Matrix Maker installed on laptop in VP's office (30/01/2017)</p>	<p>heather.rowe_5316523</p>	<p>Term 2016/2017 to -1/0</p> <p>Action Plan Dates Start Date: 7/8/2016 End Date: 7/8/2016</p>

Areas for Improvement:
None

Where are we now? (with reference to areas for improvement noted above):
We have good relationships with local clergy in the Dungannon area and regularly invite them into school to see what we do and to lead school assemblies.

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
RE Increase pupils' awareness of other faiths	Pupils will be able to identify some aspects of different faiths Faith leaders will have visited school	Introduce these Faiths to the school population through Assemblies Make contact with local religious leaders within these faiths and invite them to visit school	Faith Leaders Faith resources		<p>It has been difficult to make contact with the Jewish and Muslim faith leaders as it is such a small local community. I have been in contact with faith centres in Dublin and Belfast to see if they can allocate someone to come to our school to introduce their faith to our pupils but have been unsuccessful as yet. If I am unable to arrange a visit to school, we will look at major religious events in their faith calendars and introduce the faiths in this way to all our pupils. EG: Ramadan, Eid al Fitr, and Muharram in the Islamic calendar and Yom Kippur, Hanukkah in the Jewish calendar. (08/12/2016)</p> <p>An assembly for senior school has been planned in early term 2 and early term 3 to introduce the Jewish and Muslim faiths to the pupils of our school. (08/01/2017)</p> <p>I have been able to create a short powerpoint presentation on the Jewish faith which can now be presented by myself or senior school staff to pupils during assembly. I will now turn focus to Islam and do the same. (30/01/2017)</p>	shaunagh.duffin_5316523	Term 2016/2017 to -1/0 Action Plan Dates Start Date: 1/9/2016 End Date: 30/6/2017

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
<p>RE R.E co-ordinator to secure chaplains from the different Christian faiths for our school.</p>	<p>I know I will have been successful when I have secured designated chaplains (at least 1) for our school.</p>	<p>Cotact local rural churches and Dungannon Parochial house with a view to securing chaplains specifically for our school who can be called upon when needed for religious occasions and events within school</p>	<p>Time to make contact with the various clergy.</p>			<p>shaunagh.duffin_5316523 ruth.walker_5316523</p>	<p>Term 2017/2018 to -1/0 Action Plan Dates Start Date: 1/9/2017 End Date: 29/6/2018</p>
<p>PE Establish quantity and type of PE lessons currently being taught (to include specialist coaches and class taught PE) Complete an inventory of whole school and class PE equipment PE coordinator to complete training relevant to school needs e.g. planning for dance/gymnastics</p>	<p>Completed questionnaires will be audited to identify baseline Update previous inventory PE coordinator will gain new skills and ideas relevant to Sperrinview pupils. Teachers will feel confident implementing new lessons.</p>	<p>Conduct a class based questionnaire to obtain relevant information Provide staff with an opportunity to return equipment to the PE store and complete a new inventory Research suitable training courses to attend</p>	<p>Term 1 required to allow new classes to settle and structure to be established Inventory of equipment in the PE store and class PE equipment to be completed. Several afternoons required in order to do this. Unknown</p>	<p>(Not Started - 23/06/2017 14:00:55)</p>			<p>Term 2017/2018 to -1/0 Action Plan Dates Start Date: 1/9/2017 End Date: 29/6/2018</p>
<p>PE</p>							<p>Term 2018/2019 to -1/0 Action Plan Dates Start Date: 3/9/2018 End Date: 30/6/2020</p>

Areas for Improvement:
None identified

Where are we now? (with reference to areas for improvement noted above):

Literacy - Fine Motor skills introduced to assist with pre-reading and pre-writing skills. New school Library up and running but requires re-organisation. Bordmaker being updated to ensure continuity across the school. Numeracy - All classes are using Numicon. All classes are taught numeracy for the recommended amount time every day. Where homework is given, at least one piece is always numeracy-based. ICT - Teachers and classroom assistants have been provided with training by iTeach. Apple TV was introduced in 2 classes and was trailed during presentations and assemblies.

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
Literacy							Term 2018/2019 to -1/0 Action Plan Dates Start Date: 9/7/2016 End Date: 9/7/2016
Numeracy							Term 2018/2019 to -1/0 Action Plan Dates Start Date: 9/7/2016 End Date: 9/7/2016
Literacy Pupils will have access to a variety of communication systems both in class and in the wider school community Pupils will be involved in a wide range of pre-reading and writing skills through the continued development of fine motor skill workshops Pupils will have opportunities to use the school library regularly for story time sessions and talking and listening activities	Pupils will have experienced a range of communication systems in class and throughout school. Timetabled evidence of pre-reading and writing activities in classes and evidence of pupils engaged in fine motor skills programmes Pupils will be participating in story-telling and talking and listening activities in the library	Classes will be timetabled to use the library I Labelling will be in place in classes and throughout the school using a variety of formats Mrs Rowe to provide training, ideas and class support The layout of the library will be re-vamped and displays/books changed termly Training for staff	Training and resources from Mrs Rowe and SaLT staff. Mrs Rowe to provide classroom support as necessary		All classes have been issued with standardised TEACCH/schedule symbols. All receiver boards have been updated and standardised. All toilet door symbols have been changed. (08/11/2016) On target (30/01/2017) 10/04/17 On target (10/04/2017 10:56:05)	heather.rowe_53 16523	Term 2016/2017 to -1/0 Action Plan Dates Start Date: 1/9/2016 End Date: 30/6/2017

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
<p>Numeracy Every class will use the new numeracy baseline assessments By term 2 all teaching staff are to be aware of the new SOW and use it in planning</p>	<p>New baseline assessments completed for each pupil and placed in red files. Planning for pupils in half-termly planners will show evidence of new SOW</p>	<p>New baseline assessments for numeracy to be used during first 6 weeks of term 1</p> <p>Staff to be given the new SOW and have it explained to them.</p>	<p>Time to discuss and explain the new SOW to staff</p>	<p>The new SOW is a work in progress. At present 'Money' is only available to use.(Ongoing - 18/10/2016)</p> <p>The new numeracy baseline assessments are in shared documents. Teachers also have an emailed copy.(Completed - 18/10/2016)</p>	<p>Baseline assessments complete (18/10/2016)</p> <p>SOW ongoing (18/10/2016)</p> <p>John O'Hare is covering Numeracy in the absence of M Tolan (30/01/2017)</p> <p>On target (10/04/2017)</p>	<p>michelle.tolan_5316523</p>	<p>Term 2016/2017 to -1/0</p> <p>Action Plan Dates Start Date: 1/9/2016 End Date: 30/6/2017</p>
<p>ICT Emphasise the use of iPads as a teaching tool with the emphasis on literacy, numeracy and other core areas.</p>	<p>The use of apps to assist pupils' learning with core subjects in 1 to 1 and group sessions. New audio/visual apps and programme used during lessons to enhance learning for pupils Increased evidence of the use of AAC devices in communication</p>	<p>Set up eyegaze and other AAC devices to encourage their use.</p> <p>Short workshops for staff to showcase literacy, numeracy and core apps and programmes</p> <p>Short workshops on audio/visual apps and programmes</p>	<p>Purchasing of apps approx. £40 Purchase of audio/visual apps and programmes approx. £40 Purchase of eyegaze other AAC devices approx. £1000</p>	<p>Starting new action plan (Ongoing - 01/09/2017)</p> <p>Starting new action plan (Ongoing - 01/09/2017)</p> <p>Starting new action plan (Ongoing - 01/09/2017)</p>	<p>use of new apps and programmes to be monitored (01/09/2017)</p> <p>Use of new peogrammes and apps to be montors (01/09/2017)</p> <p>Use of eyegaze and AAC devices to be monitored (01/09/2017)</p>	<p>brian.duffy_5316523</p>	<p>Term 2017/2018 to -1/0</p> <p>Action Plan Dates Start Date: 1/9/2017 End Date: 29/6/2018</p>

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
Literacy Focus on the development of communication throughout the school using a variety of communication systems (see Total Communication AP). Focus on developing Talking and Listening activities through the school and register for "Into Film" for the whole school. Develop Class Libraries to reflect choice and diversity in providing the pupils with the opportunities to access a wide range of reading material	Pupils will experience a range of communication systems in class and throughout the school. Staff will share ideas and partake in training. Timetabled evidence of Talking and Listening in classes. Class libraries will be re-stocked regularly with a variety of books, magazines, sensory stories.	Classrooms and public areas in the school will be labelled using a variety of formats. Ms Walker to provide support. Regular story-telling sessions for groups and individuals Staff training Timetabled class library sessions for pupils to access reading materials.	Ms Walker will provide CPD in conjunction with Speech Therapists. Ms Walker will set up training and provide materials. Ms Walker, Mrs Rowe and Literacy team. Ms Walker and Literacy team.	Total Communication development started last year(Ongoing - 01/09/2017)		ruth.walker_5316523	Term 2017/2018 to -1/0 Action Plan Dates Start Date: 1/9/2017 End Date: 29/6/2018
Numeracy Continue working on the SOW. Distribute one area of the SOW to teaching staff as a trial. Pupils will have the opportunity to work with numeracy resources linked to the curriculum area 'Measures'.	Planning for pupils in half termly planners will show evidence of new SOW. Pupils will be participating in numeracy tasks related to 'Measures'.	Staff will be emailed part of the SOW and asked for their opinion. Training for staff	Training and resources from Mrs Tolan and the numeracy team. Mrs Tolan to provide classroom support if necessary.				Term 2017/2018 to -1/0 Action Plan Dates Start Date: 16/7/2017 End Date: 16/7/2017

Areas for Improvement:
No areas identified

Where are we now? (with reference to areas for improvement noted above):

Audit of equipment completed but due to movement in and out of classes this is difficult to keep track of. Senior school make good use of the teaching kitchen and bedroom as evidenced in sharing of good practice. This needs to be extended to middle school. New PD/PDMU co-ordinator appointed for September 2016

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
Write policy and revise programme for HE	Each class will have a bank of basic HE equipment for use by pupils General HE equipment will be stored centrally in a locked cupboard and borrowed by classes for pupils on a sign out system	All HE equipment to be pooled and divided between classes New equipment to be purchased as necessary Research to be carried out into accreditations for senior pupils in HE as well as occupational studies and LLW in general	£200 is available initially for the purchase of new equipment. More may be required during the year if funds are available. Assistance from staff will be required to collate and label general equipment for use by all.		A cleaning rota for the teaching kitchen and bedroom is now in place and shared between classes S1 and T1 (30/01/2017) No longer attainable due to a change in working circumstances (30/01/2017 15:20:54) On target. Courses attended at CCEA and research completed (10/04/2017 15:55:53)	catherine.savage_5316523	Term 2016/2017 to -1/0 Action Plan Dates Start Date: 1/9/2016 End Date: 30/6/2017
Review PD/PDMU Policy, Practice and Programmes	Co-ordinator will be familiar with the area and the current programmes Audit of current resources will be completed Programme will be written for middle school.	audit of resources to be completed and additional resources purchased as necessary Co-ordinator to read schemes and relevant curriculum information Senior school programme to be reviewed and new programme devised for Middle school for roll-out in September 2018	CCEA Online materials Current school resources New resources to be purchased according to budget (not yet assigned)			paula.kelly_5316523	Term 2017/2018 to -1/0 Action Plan Dates Start Date: 1/9/2017 End Date: 30/6/2018

Objectives/targets to bring about improvement	Success Criteria	Actions to bring about improvement	Time/materials staff/costings	Current Position	Monitoring & Evaluation	Staff/lead Responsibility	Timescale / Resources
Review RSE policy and programmes	Current RSE policy and programmes will be reviewed.	Policy and programmes reviewed and amendments proposed.	Current school policy and programmes.			paula.kelly_5316523	Term 2017/2018 to -1/0 Action Plan Dates Start Date: 1/9/2017 End Date: 29/6/2018
Write policy and revise programme for Employability	Aware of all current staff knowledge. List of current resources. Increased confidence in leading subject and sharing knowledge and best practice. Become familiar with subject file and SoW.	Attend relevant trainings. Attend subject leader training. Liase with Mr O'Hare. Observe lesson in Senior School. Liase with previous leader for employability. Retrieve materials and redistribute. Source new class lists and talk to teachers.	Mrs Grimley to meet with teachers in September. Cost and time of training unknown. Time to complete classroom observations. Time and cost of training unknown. Time to meet with Mr O'Hare.	Awaiting final class lists (Completed - 26/06/2017) I have just been appointed as subject leader for Employability. At present I am trying to get familiar with the subject and relevant publications, resources and materials.(Ongoing - 26/06/2017)	Continued discussion with teachers throughout the year. (06/09/2017 08:46:57) SDP review and EPD target review. (06/09/2017 08:47:25) Revise and keep updated with changes in my subject. (06/09/2017 08:47:52)	laura.grimley_5316523	Term 2017/2018 to -1/0 Action Plan Dates Start Date: 1/9/2017 End Date: 29/6/2018
Review LLW Policy							Term 2018/2019 to -1/0 Action Plan Dates Start Date: 3/9/2018 End Date: 28/6/2019
Write policy and revise programme for Citizenship							Term 2018/2019 to -1/0 Action Plan Dates Start Date: 3/9/2018 End Date: 28/6/2019