


Jesse Gray Primary Monitoring Policy



Head Teacher Signature:	
Date Adopted:	March 2023
Review Date:	March 2024

Jesse Gray Primary Monitoring Policy

What does Monitoring at Jesse Gray look like?

- Daily Classroom visits by the Senior Leadership Team.
Focus: General well-being and atmosphere in the school.
- Termly Maths and English visits from subject leads accompanied by an SLT member on a rotational basis.
Focus: School Teaching and Learning SIP priorities.
- Annual curriculum lead visits accompanied by SLT member on a rotational basis.
Focus: School Curriculum SIP priorities.
- Termly book scrutiny by SLT.
Focus: SIP priorities.
- Twice-yearly moderation with local schools led by class teachers.
Focus: Provided by subject leads in advance.
- Monitoring is currently pupil voice and book based on a regular basis, staff can request an extended and more detailed observation to follow if they wish.

Purpose of Monitoring

- School's central aim is to raise standards of attainment of all pupils. The school is committed to improving the quality of teaching.
- Monitoring is an important means of ensuring that standards are raised and consistency of teaching is maintained.
- Monitoring information is used to ensure that the SIP process remains focused on the strengths and areas of development of pupils' attainment and progress.
- Staff Development is based on the findings of the monitoring process.

What is monitored?

Pupils' Attainment and Progress

- Individual teachers' ongoing assessment and marking of pupils work. This information is used to inform the day-to-day planning and appraisal objectives of individual teachers.
- All teachers have individualised Sonar records in which they record pupils' progress in relation to national curriculum key objectives. Progress in Maths, English, PE and science are particularly emphasised. This information is used continually by each teacher as a normal part of the planning and teaching cycle.
- The school has a comprehensive set of formal assessments that are described in the school's Assessment Policy. This assessment information is used to identify whole school strengths and development needs. The OFSTED Performance Dashboard system and the Nottinghamshire Performance Portal is used to make comparison between the school's attainment and attainment in similar schools regionally and nationally.
- There is a summary of the school's strengths and weaknesses in pupil attainment termly and annual Standards Reports. These inform the School Self Evaluation Form (SEF).
- The Senior Leadership Team, other local schools and Curriculum leaders undertake work analysis and moderation to a timetabled programme. Following work analysis, feedback is given to all staff, and actions are agreed in relation to the main findings. Key issues and trends are built into the SIP.
- Whole staff pupil progress review meetings take place every term. These may have a focus as described above based upon the termly Standards Reports.

The Quality of Teaching

- Monitoring of teaching is undertaken by the Senior Leadership Team and Curriculum area leaders. Monitoring has a specified focus that is agreed with staff prior to monitoring taking place. English and Mathematics are the first priorities for monitoring in line with our SIP priorities.
- There is a timetabled programme (Strategic Calendar) for the monitoring of teaching. A file with the outcomes of monitoring is held centrally by the Senior Leadership Team. Discussions during feedback themselves are confidential to the observer and the teacher who is being observed.

- The monitoring of teaching leads to staff development, either collectively or individually and informs the development planning process.
- Early Careers Teachers are monitored by the senior leadership team and the ECT Mentor in line with their specific learning programme.
- Feedback is given to the whole staff team anonymously regarding general trends and actions at the next available staff meeting.
- Individual feedback is given privately by the subject lead.

Who Monitors?

Governing Body

- Pupils' Attainment and Progress through the termly and annual Standards Reports.
- Policy development and implementation
- All policies are considered by the governing body, initially by a governor with link responsibility. The implementation of policies is monitored through reports by the Head Teacher and subject leaders to the full governing body or sub-committees.
- Teaching- although the governing body does not formally monitor teaching, they observe lessons and see at first hand the teaching and learning of the school. The governing body ensures that the school's policies for monitoring teaching are carried out, including the monitoring of the appraisal policy.

Senior Leadership Team/ Subject Leaders.

- Attainment and progress through work analysis.
- Planning and implementation of the curriculum.
- Termly Assessment staff meetings.
- Observation of teaching.
- Discussion with teachers, pupils, parents and governors.

Pupils

- The school encourages pupils to take ownership of their own learning and progress. This is integral to the Marking and Feedback system in the school. They are taught how to evaluate their own work and are therefore an important part of the monitoring process. This is facilitated through the sharing of success criteria.
- All teachers consistently focus closely on pupil's work as a normal part of their teaching. Throughout the school pupils are taught to look closely at their work and to be aware of exactly how to make improvements in important areas.
- Pupil Survey – a representative sample of pupils are questioned about teaching and learning in the school relating to the SIP.

Analysis of Findings

- The purpose of monitoring is to contribute to the continual development of attainment, teaching and learning in the school. All monitoring information is analysed with a view to ascertaining key messages that are then used to inform the school's development planning and/or staff development activities.
- This policy will be evaluated and reviewed annually.