



Rose Hill Primary School

SEN Action Plan



.	SEN Lead: SENCo	Governing Body Committee / Link Governor:
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Overall Success Criteria for Action Plan	Staff responsible e.g. where priority has more than one aspect to support overall aim
1.1 SEN children to make good progress	HT
1.2	Relevant SLT member to phase or subject.
1.3 Senior leaders (HT, DHT and AHTs) hold MLT to account for planned actions by regular monitoring.	Relevant SLT member to phase or subject.
1.4 Leaders can demonstrate improved outcomes for children in the areas for which they are the lead.	Middle leaders

Commented [MW1]: some leaders have more responsibility e.g. Sophie, Lisa and manage other staff. should there be any more actions for these leaders?

Milestone points and KPIs for this Action Plan:

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By End of December	By End of April	By End of July
<p>In-house and external leadership training have improved the understanding of the role by all in a leadership position</p> <p>All leaders have produced concise plans (no more than two sides of A4) for their area of responsibility.</p> <p>Two meetings have taken place between relevant SLT member and MLT to ensure plans are being implemented.</p> <p>MLT understand what sources of evidence they need to demonstrate their impact.</p>	<p>MLT are able to describe how they have been carrying out their roles.</p> <p>Action plans have been evaluated and updated where required.</p> <p>Four meetings have taken place between relevant SLT member and MLT to ensure plans are being implemented.</p> <p>Evidence from agreed sources is showing the impact of leaders' work.</p>	<p>Evaluation of the role shows leaders confident and competent.</p> <p>All actions on plans have been completed on time.</p> <p>Six meetings have taken place to ensure that plans have been implemented.</p> <p>Evidence from agreed sources shows the impact of leaders' work on children's progress in the relevant areas.</p>

Specific Actions

- The table below highlights the key actions which must take place in order to secure progress in this area – it will not list every activity required, but seeks to identify the most important aspects. As such some activities will require the staff member to carry out various tasks but these do not all need to be listed (unless it would help the staff member to do so)
- The example in blue below is a more complex area where a number of people are involved in supporting the delivering of the whole school key priority, as such it has different sections. In some cases it may have one section if all actions are carried out by one person in pursuit of the key priority

Specific Actions What we will do?	Owner	Resource What do we need (as well as time)?	Timescale / when happening / Deadline
1.1 Expectation of leadership at all levels is reintroduced and understood by all			
Leadership training delivered to leaders at all levels, and leadership action plans drawn up.	HT		June 2018 September 2018
Where appropriate, attendance at external training will be arranged and visits to other schools?	HT	Costs of external training TBC	June 2018 September 2018
2 Middle leaders (i.e. teachers who lead a phase or a subject area) hold their own concise action plan and understand how to implement.			
Concise action planning template introduced to middle leaders, and impact measures agreed.	AHT		By October 2018
Action plans monitored half-termly by relevant SLT member	SLT		October, December 2018 February, April, May and July 2019
1.3 Senior leaders (HT, DHT and AHTs) hold MLT to account for planned actions by regular monitoring	SLT		
See 1.2 above	SLT		
1.4 Leaders can demonstrate improved outcomes for children in the areas for which they are the lead.	MLT		July 2019

Specific Actions What we will do?	Owner	Resource What do we need (as well as time)?	Timescale / when happening / Deadline
Specific sources of evidence identified and agreed (e.g Target Tracker data, evidence in books, evidence from learning walks and lesson observations, pupil voice).	Relevant SLT member		October 2018
Evidence of impact from agreed sources is discussed at monitoring meetings	Relevant SLT member		April and June 2019
Impact of leader's work can be clearly evidenced from agreed sources	Relevant SLT member		July 2019

