

Monitoring and Evaluation Schedule 2016/17

TERM 5						
	APRIL		MAY			
	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6
Headteacher SLT		HT/SLT monitor short term planning Monitor curriculum newsletters and topic webs for parents			HT consult with parents/pupils/staff/governors on school performance (annual review) Meet with class teachers to monitor assessment results, attainment and progress Analyse KS1/KS2 assessment results Update Tracker to show attainment and progress	
Subject Leaders	Curriculum topic webs and newsletters out to parents	Intervention Group Surgery for parents	End of Key Stage 2 SATs Year 2 End of Key Stage 1 Teacher Assessments Year 3,4,5 Assessments Year 1 assessments		Complete annual review + issues for possible action Update class tracking system to show attainment and progress	KS1/KS2 Update individual pupil records to show progress
Governing Body			Monitor policies		Complete annual review	