

Autumn Term 2012 – 2013

Just a quick note about this terms Improvement Professional Visits. In light of the Ofsted revised framework I have reworked the agenda and Record of Visit for this year. Importantly I have attempted to keep the visit record short, uncomplicated and matched to the new Ofsted criteria. Hopefully it reflects the new guidance on SEF summaries and so will not require additional work. Also by working in this way it provides you with an external evaluation of the progress your school is making and it is also in-line with the Ofsted criteria and provides your Governors with an independent view on the progress the school is making.

All sections on the record of visit are expandable (but please keep your judgements brief and in bullet point style - no flowing prose in the style of War and Peace!). If you could complete the school sections (left hand boxes) and forward to your Improvement Professional before the visit it would be most helpful and assists the Improvement Professional with their preparation.

In the section relating to achievement please keep your judgements brief – I designed this element in three sections to reflect the reporting arrangements – i.e. progress of pupils / groups in your school at present (plus how you are narrowing the gaps re any underperformance); progress of pupils over the past 3 years and attainment of pupils over the past 3 years. The overall judgement should be based on evidence and not just published data. We just require headline judgements here – the evidence to support the judgements you should have in files or electronically (but accessible) in the school. When making judgements on teaching please ensure you relate this to the promotion of learning and impact on pupils' achievement – it must also relate to learning over time and not merely an aggregation of lesson observation grades.

I have also included at the end key judgements relating to your key strengths, areas for future development and the impact of CPD. As performance management is a key new area of focus this will be an essential area for discussion. In particular there is a need to relate performance management to areas requiring development, the provision of support /continuing professional development and the impact that this has made / is making. Also, as part of the Improvement Professional visit the role of external consultant within the Headteachers performance process is offered. When the visit date for the Improvement Professional is fixed please could you confirm if this service is required?

As you all know David Sheppard retired at the end of August and so all Improvement Professional Visits will be undertaken by myself and Judith Carter – the allocation of Improvement Professional to schools is as follows:

- Chapel Road School – Terry
- Churchill Park School – Terry
- Clare School – Terry
- Eaton Hall – Terry
- Parkside School – Terry
- Short Stay School – Terry

- Fred Nicholson School – Judith
- Hall School – Judith
- Harford Manor School – Judith
- John Grant School – Judith
- Sheringham Woodfields School – Judith
- Sidestrand Hall School – Judith