

SCHOOLS' TARGET SETTING TIMETABLE

SECONDARY SCHOOLS - AUTUMN 2003

September 2003	Schools receive Management Information sheet and reminder letter outlining the target setting process and Key Stage 3 Fischer Family Trust data. Letter details timescales and activities to be undertaken.
First half of autumn term	Schools bring together school data and discuss with staff to initiate the process of compiling proposed targets
End of October	Schools receive Key Stage 4 Fischer data and Autumn Package
Second half of Autumn Term 2003	RDAs, Headteacher and Governor representative agree targets for the school.
By 19 th December 2003	Governors verify targets; Chair of Governors, Headteacher and RDA complete and sign the target setting pro forma and submit to the LEA

Use the evidence gained from this process to contribute to your School Self Review eg standards section for how well the school cares for its pupils.