

SCHOOLS' TARGET SETTING TIMETABLE

PRIMARY PHASE SCHOOLS - AUTUMN 2003

September 2003	Schools receive Management Information Sheet and reminder letter outlining the target setting process. Key Stage 2 schools will also receive indicative targets produced by Fischer Family Trust. Letter details timescales and activities to be undertaken.
First half of Autumn Term 2003	Key Stage 2 - schools bring together school data, Fischer Trust information and Autumn Package and discuss with staff to initiate the process of compiling proposed targets
Second half of Autumn Term 2003	RDAs, Headteacher and Governor representative agree Key Stage 2 targets for the school.
By 19 December 2003	Governors verify targets; Chair of Governors, Headteacher and RDA complete and sign the target-setting pro forma and submit to the LEA
End of Summer Term 2004	Infant/First/Primary Schools – as part of the School Self Review for school set with the RDA the Key Stage 1 targets for Summer 2005

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.