



SENCO Annual Strategic Plan

Weekly protected strategic session: Thursday afternoon 1-3.30pm

Autumn Term 1a

Week	Theme	Comments
1	Update SEN Record, provision map and SEN-D profile and upload to SEN Information report. Audit of SEN intervention resources and equipment.	Completed ok, emailed request for update to school website, chase next week.
2	Remind Teachers to complete 'about me' plans with pupils. Pupil observation – nominated by teachers	Observation of JP in class 3, good discussion with Teacher
3	Quality Assurance observations of sample of TAs delivering interventions focus: Cognition & Learning interventions	Not keen on our working memory games, must ask cluster for other activities.
4	Evaluation of sample of Teacher completed 'About Me' Assess, Plan, Do & review forms for pupils at SEN Support.	All completed but weakness with baseline information – take to SLT.
5	Sample pupil case study – review pupil about me form and complete work scrutiny – evidence of support. SEN Governor Termly Liaison Meeting.	Governor not able to attend so wrote a summary of actions for next governor meeting.
6	Pupil Focus Group – sample of pupils completing intervention, elicit views on effectiveness and impact	Lovely afternoon! Pupils enjoying going out but not sure if applying back in class?

Autumn Term 1b

Week	Theme	Comments
1	Teacher 'coaching' lesson study opportunity – work with Colleague to complete lesson study	
2	Learning Support Walk focus: 'i-spy' evidence of use of QFT resources in classrooms	
3	Quality Assurance observations of sample of TAs delivering in class interventions focus: Yr R, 1, 2	
4	Parent/Carer Focus Group invite SEN Governor	
5	Sample completed 'reviews' of 'about me documents	
6	Phone sample of parents/carers to elicit their views regarding pupil progress and recent SEN Support review meeting with Teacher	

Spring Term 2a

Week	Theme	Comments
1	Update SEN Record, provision map and SEN-D profile and upload to SEN Information report.	
2	Remind Teachers to complete 'about me' plans with pupils. Pupil observation – nominated by teachers	
3	Quality Assurance observations of sample of TAs delivering interventions focus: Communication & interaction interventions	
4	Evaluation of sample of Teacher completed Assess, Plan, Do & review forms for pupils at SEN Support.	
5	Sample pupil case study – review pupil about me form and complete work scrutiny – evidence of support. SEN Governor Termly Liaison Meeting	
6	Pupil Focus Group – sample of pupils completing intervention, elicit views on effectiveness and impact	

Spring Term 2b

Week	Theme	Comments
1	Teacher 'coaching' lesson study opportunity – work with Colleague to complete lesson study	
2	Learning Support Walk focus: 'i-spy' QFT approaches listed in our SEN Information report	
3	Quality Assurance observations of sample of TAs delivering in class interventions focus: Yr 3, 4, 5, 6	
4	Parent/Carer Focus Group invite SEN Governor	
5	Sample completed 'reviews' of 'about me documents	
6	Phone sample of parents/carers to elicit their views regarding pupil progress and recent SEN Support review meeting with Teacher	

Summer Term 3a

Week	Theme	Comments
1	Update SEN Record, provision map and SEN-D profile and upload to SEN Information report.	
2	Evaluate transition priorities – pupils leaving and pupils receiving. Remind Teachers to complete ‘about me’ plans with pupils.	
3	Quality Assurance observations of sample of TAs delivering interventions focus: Social, Emotional & Mental Health interventions	
4	Evaluation of sample of Teacher completed Assess, Plan, Do & review forms for pupils at SEN Support.	
5	Sample pupil case study – review pupil about me form and complete work scrutiny – evidence of support. SEN Governor Termly Liaison Meeting	
6	Pupil Focus Group – sample of pupils completing intervention, elicit views on effectiveness and impact	

Summer Term 3b

Week	Theme	Comments
1	Teacher ‘coaching’ lesson study opportunity – work with Colleague to complete lesson study	
2	Learning Support Walk focus: ‘i-spy’ evidence of mediating questions used by adults with pupils	
3	Quality Assurance observations of sample of TAs delivering interventions focus: Physical & Sensory interventions	
4	Parent/Carer Focus Group invite SEN Governor	
5	Sample completed ‘reviews’ of ‘about me documents	
6	Phone sample of parents/carers to elicit their views regarding pupil progress and recent SEN Support review meeting with Teacher	

Professional Evaluation - Termly Notes to Self

Autumn

Strengths	Areas for Development	Action Required...
<p>Pupils are enjoying interventions and have good relationships with support staff.</p> <p>All 'about me forms completed by all staff</p>	<p>TAs and Teachers to make explicit the purpose of interventions and actively 'encourage' application in class.</p> <p>Quite weak on capturing baseline and starting point.</p>	<p>Discuss methods for capturing starting points with EP at next visit.</p>

Spring

Strengths	Areas for Development	Action Required...

Summer

Strengths	Areas for Development	Action Required...