



Portfield School

School Development Plan 2022 - 24



Portfield School Development 2022/24



Priority 1: School systems and structures

Reason: Improve stakeholder engagement and ownership:
Governance - Improving the strategic footprint and effectiveness of the governing body
Improving stakeholder engagement and involvement

Lead responsibility: Headteacher (DH) and Deputy headteacher (EWC)

Action	Who?	Budget/ Resources & source (Covid Hardship, Education Improvement Grant (EIG)/ Pupil Deprivation Grant (PDG)/ main/ grant)	Timescale	Expected change/impact	Evidence source	Termly RAG Status
Activity 1 Set Governor dates and School Improvement engagement	DH	N/A	Sept 22	Gobs aware of new yearly structures Develop and improve engagement Set foci related to SDP	Reports to GB. GB meeting minutes	Dec
						April
						June
Activity 2 Review Committee Membership and structures	DH	N/A	Sept 22	New structures created and appropriate membership established	Blueprints Meeting minutes	Dec
						April
						June
Activity 3 Engage in Whole training about the strategic role of Gobs and how they hold the school accountable and evaluate effectiveness	DH, EWC	N/A £60 lunch costs	Jan 23	Gobs aware of core purpose Gobs involved with school triangulation and have input int evaluation	Reports to GB. GB meeting minutes	Dec
						April
						June
Activity 4 Organise committee areas of focus relating to SDP and LA Road Map	DH, EWC AG HW	N/A £60 lunch costs	Feb 23	Gobs work aligned to school areas of focus and development	Reports to GB. GB meeting minutes	Dec
						April
						June

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Action	Who?	Budget/ Resources & source (Covid Hardship, Education Improvement Grant (EIG)/ Pupil Deprivation Grant (PDG)/ main/ grant)	Timescale	Expected change/impact	Evidence source	Termly RAG Status
Activity 5 Finance Committee engage in benchmarking and new FMSIS training to ensure best value judgements can be made	DH, EWC, AG HW	Junior SLT leadership training in financial management £60 lunch costs	March 23	Overview of the processes created. Information available for accurate evaluation and reflection. Governors aware of strengths and areas for development AG & EWC gain experience in financial management	Reports to GB. GB meeting minutes	Dec
						April
						June
Activity 6 Standards Group invited to partake in SLT triangulation activities to maintain up to date ownership of SDP	DH, EWC	N/A £60 lunch costs	March 23	Govs work aligned to school areas of focus and development Govs involved with school triangulation and have input int evaluation	Reports to GB. GB meeting minutes School Self Evaluation	Dec
						April
						June
Activity 7 Chair of Govs to engage in Safeguarding training and work with Headteacher to appraise school audit	EWC	N/A Free Pod training	March 23	Chair Of Govs trained in Safeguarding CoG understands and engages in Audit Process	Certification LEA Audit	Dec
						April
						June
Activity 8 Parental Questionnaire sent out to review school engagement with families	SLT, Teachers, Admin	Paper costs £100	Jan 23	School aware of parental feedback and can respond to strategic information from stakeholders	Questionnaire feedback	Dec
						April
						June
Activity 9 Coffee Mornings and school events re-established to reinforce open door policy of school	DH, EWC, AG	Refreshment Costs £200 x 3 NQT £150 x 6	Termly	Open door allows direct engagement with parents Build up positive relationships and trust with parents	Stakeholder feedback	Dec
						April
						June

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Action	Who?	Budget/ Resources & source (Covid Hardship, Education Improvement Grant (EIG)/ Pupil Deprivation Grant (PDG)/ main/ grant)	Timescale	Expected change/impact	Evidence source	Termly RAG Status
Activity 10: Enrol parents to and develop use of Class Dojo to improve parental engagement in school systems and pupil learning	DH, EWC	N/A	Termly	Percentage engagement increases Parents and school develop trusting and speedy system of strong communication	Dojo analysis Staff feedback	Dec
						April
						June

Portfield School Development 2022/24



Priority 2: Mental Health and Well-being

Reason: Local and National Priority

Ensure that the Wellbeing and mental health of pupils and staff inform and improve the effectiveness of school systems and processes.

Motional

New Trauma platform

ELSA

Well-being wheels

Lead responsibility: Headteacher (DH), Deputy headteacher (EWC), Assistant Headteacher (AG & HW)

Action	Who?	Budget/ Resources & source (EIG/PDG/ main/grant)	Timescale	Expected change/impact	Evidence source	RAG Status
Wellbeing Committee to inform school strategic systems and organisation	EWC HW New / existing members of wellbeing committee	N/A	Ongoing	Support wellbeing of staff to implement changes following audits. Support whole school inset events. Organise events and talks for staff e.g. menopause café.	Completed RAG audits. Wellbeing Action plans. Wellbeing Committee minutes	
Create Relationship Policy / Working document / film	All stakeholders & Pupils	Work with local film company / TBC Pembrokeshire County Council costs TBC	July 23	School ethos to be relaunched and shared within community. Further embed new vision and school ethos with all stakeholders.	Production shared via social media. Updated section via website.	Dec
						April
						June
Renew Wellbeing policy and ensure policy impacts on Pupils and Staff	EWC HW AG	N/A	Aut Term 22	Reviewed wellbeing policy in line with ethos and national priority. Reflective of Welsh Curriculum and ethos of school to pupils and staff. Contribute to Healthy Schools Initiative award renewal.	Wellbeing policy on website. Wellbeing AOLE Group planning. School Council meeting minutes.	Dec
			Spr Term 23			April
						June

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Action	Who?	Budget/ Resources & source (EIG/PDG/ main/grant)	Timescale	Expected change/impact	Evidence source	RAG Status
Portfield Pathway – All pupils RAG / actions planned	SLT / Teachers / LSA /PST	N/A	Nov 22 Sum Term 23 - review	Consistent strategic approach to intervention based pupil support. Accountability and quality checked for equity/ Positive working relationships between multi agencies, triangulation of actions to ensure pertinent support is given to pupils and families.	PHP documentation updated in line with pathway. Interventions / Multi agency meeting minutes.	Dec
						April
						June
Creation of Parent Council	HW SH DH	N/A	Spr Term 23 Termly	Collaborative working with Neyland Community School developing professional relationships. To establish parent relationships and engagement within school processes and events.	Parent Counsel organised. Meetings per term. Actions to be developed.	Dec
						April
						June
Creation of Staff Wellbeing Calendar	HW SH Wellbeing Committee	N/A Close links with multi agencies e.g. education support	Aut Term 22 Termly	Staff to receive ongoing support and recognition to ensure wellbeing and motivation. Wellbeing days / events to be part of inset calendar to develop comprehensive approach to wellbeing.	Calendar created Questionnaire feedback Committee minutes	Dec
						April
						June
Portfield Wellbeing Wheel – Staff toolkit for wellbeing	HW JO LP Wellbeing Committee	Online support tool / APP development TBC	Spr Term 23 Termly	Platform to support staff in an equitable and confidential manner. Staff able to receive help and guidance in the key 5 areas of wellbeing ranging from physical to psychological.	Staff feedback demonstrates positive interventions that have aided staff wellbeing and good health	Dec
						April
						June
ELSA developed into a specific strategic model of support	SLT ELSAs	Inset NCT 6x £350	Termly	Proactive use of ELSA to support regulation and repair	Staff referral Pupil reports	Dec
						April
						June

Portfield School Development and Action Plan 2022/24



Priority 3: Portfield Curriculum & Accreditation

Reason: National Priority, Post Inspection Action Plan

Ensure that the learning pathways, teaching context and assessment of the pupils is appropriate to pupil need.

Interventions

Forest Schools

Pupil Support Team

Post inspection recommendations

R2: Improve the consistency of teaching and learning support so that all practice matches the best in the school.

R3: Ensure that quality assurance processes focus clearly on the quality of teaching and the assessment of pupils' work.

Lead responsibility: Deputy headteacher (EWC), Assistant Headteacher (AG)



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Action	Who?	Budget/ Resources & source (EIG/PDG/ main/grant)	Timescale	Expected change/impact	Evidence source	RAG Status
Professional Development To develop staff's professional learning journey and understanding of the national pedagogical principles of the Welsh Curriculum.	SLT Teaching Team	Inset PDG Partnarieth NCT £560 x 6	Termly	A developed whole school vision which incorporates: <ul style="list-style-type: none"> • All staff will have a understanding of the Four Core Purposes. • All staff will have ownership of a clear vision with the Four Purposes at its core. • Reviewed policies and plans. • Collaboration of all stakeholders. • Continuous learning opportunities for staff. • Creating systems for collecting and exchanging knowledge for learning. 	Inset Notes SSE Website	
Planning Revise teacher planning in line with Welsh Curriculum.	SLT Teaching Team	N/A Inset	Termly	Refreshed curriculum maps which will ensure consistent AOLE approach. Revise, Refresh and Roll out new mid term / weekly planning documents – department specific to reflect coverage of 'What Matters' statements and 4 Core Purposes.	SSE	Dec
					Planning	April
					Assessment records Partnarieth	June
Assessment Establish teaching & learning calendar to ensure all formative and summative assessments are undertaken in line with dates set out.	SLT Teaching Team	N/A SLT Inset	Termly	Rigorous assessment for all pupils to inform teaching & learning. Class on a Page in place for all teaching groups.	SSE	Dec
					Planning	April
					Assessment records	June



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Action	Who?	Budget/ Resources & source (EIG/PDG/main/grant)	Timescale	Expected change/impact	Evidence source	RAG Status
Reevaluate school Target Setting ensuring that it is outcome driven / pupil centred	SLT	Inset	Termly	Targets will be accurate and related to pupil need Pupils placed on appropriate learning pathways	Pupil centred assessments	Dec
	Teaching Team					April
						June
Review and quality assure pupil progression in AOLE's through partnership working	SLT	Inset Partnarieth £1000 grant £1000 NCT	Termly	School will be confident that pupil progression will be an accurate reflection of pupil need and aspiration	Microsoft Visio Tool to aid QA Progression plans Partnarieth project evidence	Dec
	Teaching Team					April
						June
Review school use of Pupil Portfolio's – evidence Location / Content revised Guidance shared with team Audit current why and for whom Paperless / digital – workload considerations	SLT	Inset	Termly	School ensure that pupil portfolio accurately capture pupil engagement, development and progress	Microsoft Visio Tool to aid QA Progression plans Partnarieth project evidence	Dec
	Teaching Team					April
						June
Develop Curriculum Content through: AOLE Enrichment weeks AOLE Action Plans / development Curriculum Workshops Whole School Events	SLT	Inset Peer QA Partnarieth	Termly	Staff engaged to ensure curriculum engagement is deep and meaningful Curriculum content developed to be engaging, fun and memorable for pupils to reinforce learning	Termly Plans Gov reports SSE	Dec
	Teaching Team					April
						June
Ensure new RSE / RVE Curriculum content embedded in planning	SLT	Inset NCT £560	Termly	School to ensure that new statutory guidelines are firmly embedded in Portfield Curriculum	Curriculum plans SSE	Dec
	Teaching Team					April
						June



Portfield School Development and Action Plan 2022/24

Priority 4: Maintaining excellence in pedagogy during school transformation and building transition (building & site locations)

Reason:
 Ensure that the new school organisations are strategically considered and inform or influence practice.
 Ensure that building conditions do not have a negative effect on teaching and learning

Sixth Form build, Y Porth, Upper School, Lower School and Preschool setting

Post inspection recommendations
 R2: Improve the consistency of teaching and learning support so that all practice matches the best in the school.
 R3: Ensure that quality assurance processes focus clearly on the quality of teaching and the assessment of pupils' work.

Lead responsibility: Headteacher (DH), Deputy headteacher (EWC), Assistant Headteacher (AG & HW)

Action	Who?	Budget/ Resources & source (EIG/PDG/ main/grant)	Timescale	Expected change/impact	Evidence source	RAG Status
Activity 1: Covid response: Adapt planning, timetable and access to facilities and equipment	SLT Teaching Team	Inset	Sept 22	School prepared and ready for any potential movement to virtual learning due to class closures Classes create partial opening lists and bus lists to react to outbreaks	School plans	Dec
						April
						June



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Action	Who?	Budget/ Resources & source (EIG/PDG/main/grant)	Timescale	Expected change/impact	Evidence source	RAG Status
Activity 2: Teachers to develop awareness and understanding of the pedagogical approaches embedded in the new teaching standards through self and peer assessment and shared good practice.	SLT Teaching Team	Inset	Aut Term 22 Sum Term 23	Team aware of new expectations and process for Performance development Teacher standards integral to self-evaluation systems within the school	Inset records Per Dev Documentation SSE	Dec
						April
						June
Activity 3: Encourage innovative staff to carry out small scale action research and enquiry projects. (Schools as Learning Organisations). Triangulation of impact frameworks.	SLT Teaching Team	Per Dev Inset NCT - £3,000	Termly	School benefits from innovative practice and new initiatives Considered engagement with Partnarieth working enhancing T&L Projects develop and extend curriculum delivery for our school	Inset records Per Dev Documentation SSE	Dec
						April
						June
Activity 4: Planning revised across the school.	SLT Teaching Team	Inset	Termly	Streamlined planning that follows new Wales Curriculum and allows for class and pupil personalisation	Planning records	Dec
						April
						June
Activity 5: Develop practice of lesson observations and learning walks to evaluate the impact of specific aspects of teaching and assessment.	SLT Teaching Team Govs	Inset NCT 6x £450	Termly	Learning walk owned by school team and process is collegiate Observations provide strategic information to triangulation & SSE	Observations Inset records Per Dev Documentation SSE	Dec
						April
						June



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Action	Who?	Budget/ Resources & source (EIG/PDG/ main/grant)	Timescale	Expected change/impact	Evidence source	RAG Status
Activity 6: Sensory Curriculum developed with Health.	SLT Teaching Team	Inset N/A	Spr Term 23	Therapy teams ensure that basic pupil needs are being cater for in curriculum delivery and teaching resource Pupils regulated and engaged allowing learning to take place	Observations Inset records Per Dev Documentation SSE	Dec
						April
						June
Activity 7: Tracking and assessment revised in line with new structures	SLT Teaching Team	Inset NCT 6x £450	Termly	Termly triangulation meetings inform how effectively T&L is impacting on pupil engagement & progress	Book Looks Planning scrutiny SSE	Dec
						April
						June
Activity 8: Links to other schools – Develop AOLE progression in schools	SLT Teaching Team	Partnarieth Grant £1000 NCT 6 x £560	Termly	Teachers develop curriculum and progression mapping with other schools School Self Evaluation shared and school benefits from peer critical friendship		Dec
						April
						June
Activity 9: Gobs to review T&L in relation to how it is influenced by environment	SLT Teaching Team Gobs	N/A	Spr Term 23 SumTerm 23	Gobs will have overview and knowledge of how school environment is impacting on T&L	SSE School Visit Documentation LA reports	Dec
						April
						June