

Expansion plan

Evidence	Priority	Actions	Led By	Date	Monitoring, Evaluation and Review.	Impact	Gov Com
Expansion Plan	Create new leadership structure for the expansion.	 Recruitment to posts Induction for new leaders Evaluate, cost implications & recruit to TLR posts 	LH SLT ASh	Aut 21	 New Structure circulated to all stakeholders. Recruitment action plan in place. Decision regarding financial impact of additional positions. Consider acting / temporary posts. Report on impact to Governors. Termly at SLT meetings. Evaluate impact of new roles. 	Clear senior leadership roles and responsibilities that can be developed across both sites after the expansion. Middle leadership roles consolidated and developed. Greater capacity at leadership level and greater support to all staff.	F&R
Expansion plan	Create new admin structure for the Expansion.	 Develop specialist posts e.g. H & S Evaluate needs at two sites Recruitment to posts Job evaluations 	LH Ash	Aut 21	 Develop an admin structure. Estimate costings. Develop a plan for any new roles Develop a financial model. Create a time plan. Recruit. 	 Planning in place for the expansion. Spending calculated and changed according to student numbers and needs. Plan in place for admin staffing model. Recruitment and staged spending plan implemented. 	F&R
Expansion Plan	Develop additional roles for the Expansion.	 Evaluate posts needed Develop job descriptions Evaluate models e.g. for Premises Officer, cleaners Recruit to posts 	LH ASh	Aut 21	 Develop a staff structure. Estimate costings. Develop a plan for new roles e.g. Premises Officer / cleaners Job Evaluations in place. Financial model in place. Feedback to S&R Feedback & information to all staff. 	Planning in place for the expansion. Spending calculated and changed according to student numbers and needs. Plan in place for staffing models. Recruitment and staged spending plan implemented.	F&R
Expansion Plan	Create new procedures and protocols specifically for the expansion.	 Identify needs for new protocols Evaluate effectiveness of Waters Road protocols Adapt protocols for new building Training for all staff 	LH DHT/ ASh	Aut 21	Advice taken from appropriate services eg; transport or fire officer. Protocols in place. Protocols disseminated to all staff at MR. Training carried out. Report to ESS committee.	All aspects of students' day carefully developed in advance. For example, arrivals, breaks, lunch and Departure. All evacuation and lockdown procedures fully developed for the new site. Review site security.	F&R



	Detailed expansion plan	 Include plan to move resources Negotiate moving days Liaise with different partners e.g. CoVue List and order additional resources Plan for induction training into new build 	LH SLT	Aut 21	Moving plan in place. Resources purchased. Curriculum review determines resources for new site. Staff training days planned. Feedback given to ESS committee.	 The school will move smoothly to new site and there will be no impact to the school running effectively. Students will have full services at the new site without any issues. All staff will be fully and effectively inducted. 	F&R
Expansion plan	Develop health and safety protocols and procedures for the new building.	 ID needs for new protocols Evaluate effectiveness of Waters Road protocols Adapt protocols for new building Training for all staff 	Ash LA EG	Aut 21	Protocols set up. New protocols fed back to F&R. Staff trained Protocols, policies and school handbook all refer back to protocols.	Students will move to the new site and effectively learn new protocols. Staff will have effective protocols in place.	F&R
Expansion plan	Develop the Mayow Road building.	 Develop building plans Develop ICT plan Develop resources plan Develop transition plan Develop furniture plan 	LH ASh	Aut 21	Building will be effectively designed to enhance student's educational opportunities. ICT will be designed and plans will ensure this is fully in operation by the new build. Students will transition effectively with the careful planning of the	 The school will move smoothly to new site and there will be no impact to the school running effectively. Students will have full services at the new site without any issues. Staff and students will see the benefits of design features to support our young people's learning. 	F&R
Expansion Plan	Develop a roles and more whole school role for middle leaders	 Appoint middle Leaders Develop the middle leadership roles we have in school. Induction to roles. Develop protocols and 	LH Ash	April 22	 Recruitment & JD. Feedback on role development to F&R Mentor reports. Impact on students evaluated. 	 Greater staff responsibilities for student issues in readiness for the expansion. Students will receive greater support from middle leaders. Teachers will receive more support for their classes. 	F&R



Leadership and Management

Evidence	Priority	Actions	Led By	Date	Monitoring, Evaluation and Review.	Impact	Gov Com
Governors minutes/Evaluati on	Develop Governor knowledge and expertise.	 Recruit new governors. Evaluate effectiveness of FGB Training to meet needs Roles within FGB 	LH	July 22	 Recruitment taken place. Feedback to FGB Induction completed. Audit of Governing board Plan agreed with Governors re roles and responsibilities. 	 Governors strengthened to support the expansion. Roles and responsibilities clearer. Audit indicates clear action plan. Governors strengthened and knowledgeable re responsibilities. 	FGB
Challenge Partner QAR	Leaders checked the impact of support for individuals was sustained over time, resulting in embedded learning.	 Reintroduce interventions lead role and interventions base. Review Interventions for each pathway. Develop a rationale for access to interventions. Review the way in which interventions are recorded and assessed. Consider how we track impact 	SLT	April 22	 Analysis of interventions and impact Feedback to governors Lesson/learning walk observation monitoring Data reviews and analysis 	Interventions have long term impact leading to improved student outcomes Students interventions will align more into class teaching Student learning will improve.	ESS
DfE workload toolkit and wellbeing guidance Education staff wellbeing charter Wellbeing Award for Schools	Embed wellbeing for all staff	Continue wellbeing support during and post COVID Develop a role for Lead on staff and student well-being. Embed a cycle of activities that support student and staff well-being. Ensure staff have opportunities to have a voice in school matters Review teachers workload. Create a good behaviour culture Include a sub-strategy for protecting leader wellbeing	LP SLT	July 22	Wellbeing committee meeting notes Staff feedback – resources & Activities. Review of activities by wellbeing committee. Governors meetings	Actions improve culture of wellbeing at school. Staff feel supported during difficult time at work Staff know how to get help if needed Staff feel listened to Staff workload is improved Staff skills are improved to develop their own wellbeing Staff support students Staff support each other Staff know how to signpost help	ESS
Ofsted Framework	Further develop the role of subject leaders across the school.	 Subject Audits. Staff subject skills audits. & development Exploration of progress within subjects 	LRJ	July 22	 Report to ESS Subject audit reviews Interventions to improve staff levels of skill and confidence. Better teaching and support for teacher planning. 	 Better teaching and support for teacher planning. Subject Leaders will understand data and issues within their subject area better. 	ESS



Ensure that the curriculum has appropriate coverage, content, structure and sequencing, and is implemented effectively	 Subject Leaders will understand data and issues within their subject area better. Improved learning as new curriculum tailored to student pathways. Increased staff confidence Staff have improved leadership and management skills to undertake leadership roles. Students' progress is better
	analysed for different subjects.

The Quality of Education

Evidence	Priority	Actions	Led By	Date	Monitoring, Evaluation and Review.	Impact	Gov Com
Rochford review.	To develop more meaningful recording systems in foundation subjects	 Create GV levels for Foundation subjects' DT and RE Share and evaluate appropriateness and coverage 	ES	Dec 21	 Staff to evaluate use of levels and our own meaningful criteria for Greenvale steps in the foundation subjects. Staff meetings will feedback on those subjects undertaken. Report to the ESS committee. Feedback at SLT meetings. 	 Greenvale levels will improve the accuracy and meaningfulness of recording for foundation subjects. Parents will be able to see progress in greater depth. Lesson planning and evaluating -more effective learning outcomes. 	ESS
Teaching observation	To develop further outstanding teaching	 Develop a directory of teaching approaches and pedagogy for different pathways, disabilities and teaching techniques Share teaching best practice Support new staff Develop resources for whole class differentiated teaching to different student groups. Liaise with specialist trainers and groups such as the Downs Syndrome Association to develop practice / training. 	CM & ES & VS	Apr 21	 Feedback from staff Teaching Observations and learning walks across the year. Training in place and feedback given Review of teacher confidence in different pedagogy. Feedback to ESS Committee Student progress and achievement 	 Teachers will increase their confidence with a wide range of pedagogy for our students. Staff will refresh and review their knowledge of different teaching strategies. Students will receive better quality and more targeted interventions. Student learning will improve. 	ESS



Curriculum Review	Review all Area of the Curriculum.	Review the RE & DT Curriculum Modules. Develop an action plan. Develop any new module frameworks. Conduct curriculum development collaborative writing workshops. Write/ Resource new modules.	LRJ Subject leaders	Dec 21	 Action plans developed from curriculum reviews. Staff meetings held. Report to ESS committee. Student Forum feedback. Curriculum modules in place. Audit curriculum area and resources in preparation for split site, paying attention to the curriculum and resourcing needs of each site. List and order additional resources 	•	Curriculum revised and re- written and rolled out across all key stages from January 2022 Better teaching and support for teacher planning. Improved learning as new curriculum tailored to student pathways.	ESS
Curriculum Reading	Implement Outstanding Reading Practice	Implement reading practice at Greenvale and embed reading culture to meet the needs of students on all pathways Targeted CPD in specific reading strategies to support implementation	LA & M	July 22	 Feedback to governors Lesson/learning walk observation monitoring Data reviews and analysis Parent & student feedback. Measuring impact through lesson observations, data analysis and case study 	•	Reading progress will improve Developed reading skills will enable students to access and achieve better across the curriculum and support wider access in Functional Literacy	ESS

Behaviour and Attitudes

Evidence	Priority – why?	Actions - What	Led By	Date	Monitoring, Evaluation and Review.	Impact - How do we know?	Gov Com
Behaviour review Current educational theories Challenge Partners QAR	To ensure all behaviour support systems are fully integrated into our systems and protocols to ensure students are offered the best support with their behaviour.	 Review incident form writing and guidance. Monitor effective behavioural strategies used Develop group room guidance Review use of Bound and Numbered book Review effectiveness of CPOMs incl. categories. Develop regular programme of CPD for all staff including scenario based discussions Continue to develop a consistent emotional vocabulary for students, e.g. Zones of regulation 	LA AC EG	July 21	 Updated categories on CPOMS Reports to Governors SLA safeguarding audit Reduced Cpoms for some specific students. More positive plans in place for all students where required. Updated behaviour policy. Staff feedback on confidence and knowledge of behavioural interventions. 	 Staff will have a better understanding of all behavioural strategies. Any review will create opportunities to improve the impact of behavioural interventions. Behaviour will improve across the school. Staff will feel more confident managing behaviour that challenges. 	ESS



LA focus	To embed	•	Review parent attendance	Whole	July 21	•	Action plan formulated.	•	All members of the school	ESS
Race	racial		and target any under-	School	21	•	Race equality Group established.		community will be treated	
Equality	equality		represented groups to			•	Curriculum review summary written.		equitably.	
	across all		improve attendance.			•	Report to ESS.	•	Staff will have improved	
	aspects of	•	Review all curriculum areas to				Parent meetings carried out.		knowledge of equality	
	school life/		ensure that they promote race				3		issues which will improve	
			equality.						equality across the school.	
		•	Review Achievement data to					•	Greater engagement with	
			ensure no groups are						all families across the	
			significantly underachieving.						school.	
		•	CPD activities such as					•	Curriculum improvement.	
			Unconscious Bias training to							
			promote racial equality for all							
			staff.							
		•	Review Curriculum resources							
			in relation to equality and ensure resources are							
			appropriate.							
			Ensure subject area includes							
			activities that actively							
			challenges negative attitudes							
			and promotes equality.							
		•	Avoiding stereotypes in							
			curricular resources and							
			examples.							
			Ensure the curriculum actively							
			represents our student							
			population							

Personal Development

Evidence	Priority	Actions	Led By	Date	Monitoring, Evaluation and Review.	Impact	Gov Com
Development of Transition Support role	To develop a post to provide	 Develop best practice for transitions across sites. Continue to support transition post and pre GV 	Ash LRJ	Apr 21	 Role designed and appointed to on permanent / temporary basis. Review effectiveness of the role. Feedback to Governors. Termly at SLT meetings. 	 Improved hand over of information for all year 6/7 students in all schools. Role developed across sites. 	F&R



	effective transition					Parents and students feel more confident & supported through secondary transfer.	
Covid Catch up report.	To put in place interventions to support young people to make excellent progress following Covid.	 Identify students still requiring curriculum progress 'catch up' (post Covid) and implement strategic short term intervention through quality first teaching and targeted small group/1-1 intervention Review students requiring interventions. OT programmes and interventions set up from external provider. WCT In house core skills interventions. SEMH interventions. Monitoring impact of interventions. 	SLT	Dec 21	 Report to FGB & ESS Report in place on the school website. Teacher feedback on success of interventions. Evidence of impact on the students recorded and reviewed. Report for Website Report to ESS Governors Meeting Targeted quality first teaching impacting on pupil progress Targeted interventions in communication, SEMH and OT impacting upon progress 	 All students making expected/accelerated progress in all curriculum areas. Teaching staff confident and competent in the delivery of Quality First Teaching to close progress gaps. Students catch up on any issues post covid. Students will become better regulated (new Sensory OT service) Students will feel more confident (SEMH input). 	F&R ESS
Preparation for Adulthood	Ensure the emphasis for PfA develops as the school splits across two sites.	 Consider some PfA tasks that can be passed between KS4 & KS5 following the two sites. Embed the PfA work in the curriculum and with all teaching staff. Workshop for parents to explain how the school approaches PfA. Leaflet on PfA prepared. 	EG AC	Dec 21	 Report to ESS PfA paper written. Sessions held at staff meeting for staff, workshops for parents and forum groups for students. Evidence of students accessing PfA activities regularly in KS within the Greenvale PfA Framework. 	 All stakeholders will fully understand how we prepare our young people for adulthood. Staff will ensure this is integral in every class. Students develop new skills new models will evolve across the two sites. 	ESS



Evidence	Priority	Actions	Led By	Date	Monitoring, Evaluation and Review.	Impact	Gov Com
Expansion Plan	To develop community links on the new site	 Make links with the local community close to Mayow Road. Develop the timetable and curriculum to encompass those links. Training & support for teachers to include local community links. Support parents and students to develop awareness of new community links. Implement links. 	EĞ	July 2022	 Teachers planning and carrying out community links Student feedback on links through the Forum group. Feedback to ESS committee. Parent information via a pamphlet or information meeting. Outline of any changes/ resources necessary for moving to new site. 	Students in Key stage 5 will have access to their local community The curriculum will support students developing community skills as independently as possible. The curriculum will be age appropriate and work related to develop our post 16 students preparation for adulthood.	ESS
Expansion Plan	To prepare students and families for the move to the new site.	 Site visits carried out. Forum discussion and feedback into school plans. Parents meeting to inform parents. Social stories developed for the move to the new site. Liaise with transport concerning new service provision. 	EG LA New Deputy	April 22	 Report to ESS Forum feedback to ESS. Video by students all about the new build. Meetings held with parents and students. Information sheet circulated 	 Parents feel positive and confident about the move Students are confident and excited about the move. Allay any student / parent anxieties. Smooth transition to the new site. 	ESS

Health and Safety, Premises and Admin



Evidence	Priority	Actions	Led By	Date	Monitoring, Evaluation and Review.	Impact	Gov Com
Develop the building for different usage	Create small cupboard spaces utilising the balcony space upstairs.	 Explore possible options and obtain quotes Evaluate plans and recommend plans to governors. Draw up building plan. Carry out works. 	Ash	Oct	 Report to F&R. Building options, costings and plans. Evaluation of effectiveness of project. 	 Staff will have greater storage space upstairs. Staff will use this area as an appropriate 	F&R
Review of the school resources. Implications of OLEZ.	Review transport needs for enrichment once on two sites.	 Review use of current school vehicles. Consider any usage / implications of being on two sites. Create action plan to supplement or replace vehicles. Gather costing information. Gain three quotes. Purchase any additional vehicles/ apply to charities. 	AC	Spring 2022	 Report to F&R Quotes gathered and reviewed. Purchase of vehicles. 	 Students will be enabled to access their local community using school vehicles. Both schools will have access to school vehicles. The school will avoid extra charges 	F&R
Expansion Plan	Establish a plan to develop ICT provision for the Mayow Road Site	 Establish clarity around what ICT will be covered within the expansion costs. Plan requirements for new build. Liaise with partners LA, Osbourne & CoVue. Purchase and install equipment ready for the opening of the new building. Consider any support or training needed. 	EG	Spring 2022	 Report to F&R. Meetings with other partners. Records of purchase and technology plan ready. 	 Students moving to new building will have no slippage in any resourcing or curriculum support when transitioning to the new building. Staff will be ready to teach effectively with resources in place to enable them to do so. 	F&R
Pupil Place Planning information.	Develop the current building to accommodate extra student numbers.	Identify extra classroom capacity post Building Safety Review. Resource extra classes. Develop new protocols for lunchtimes, break times etc. according to the reallocation of rooms. Liaise with stakeholders re new room usage to including MDT parents, students, Bouygues,	SLT	Oct 2021	 Report to ESS. Feedback to KS coordinators at KS meetings. Student opinions via Forum Group. Plan to "decommission" extra classrooms as soon as move has taken place. 	 Students at Waters Road will not be disadvantaged by additional numbers. Staff will be able to teach appropriately within new classrooms. Pupil numbers will be able to grow which will impact positively on the school across two sites. 	F&R



Post QAR Area for Improvement

Evidence	Priority	Actions	Led By	Date	Monitoring, Evaluation and Review.	Impact	Gov Com
Challenge Partners Quality Assurance Review Feb 2020	Teachers ensure that any whole class teaching, incorporated activities to meet the learning needs of all students.	See outstanding teaching in The Quality of Education Pedagogy	ES	Dec 2021	Feedback at next QAR. Learning walk feedback. Lesson Observations feedback.	All students will be catered for in lessons. Staff will develop skills working with all groups of students. All students will receive equally exciting and individualised lessons. All students will make excellent progress.	ESS
	All staff consistently provided oral or written feedback linked to the learning objective for the student.	CPD on feedback policy Share examples of feedback within each pathway	LRJ LA	Dec 2021	 Learning walks and 'book looks' Lessons observations Assessment e.g. SOLAR Moderation (internal and external) 	 Students' know what they have done well, and what they need to do next Teachers receive clearer feedback form support staff to enable planning and assessment 	ESS
	Continue to develop a consistent emotional vocabulary for students.	See Behaviour and Attitudes	LA	Dec 2021	Feedback from Behaviour work. CPoms recordings. Feedback to ESS	Students will all receive common verbal feedback to behaviour across the school. Writing of CPoms will improve.	ESS