

Cavendish Primary School Development Plan
2007/2009

Cavendish Primary School
School Development Plan 2007 – 2009

The Key priorities for the school are:

1. Deliver the five key outcomes for Every Child Matters (Be Healthy; Stay Safe; Enjoy and Achieve; Make a positive contribution; Achieve economic well-being).
2. Raise standards of achievement in literacy and numeracy.
3. Develop ICT capability across the school.
4. Enrich the curriculum and develop creativity.
5. Develop leadership and key roles across the school.
6. Develop Cavendish's role in the local community.
7. Ensure the school building is 'fit for purpose'.

The areas for development in the plan identify by number which key priority they are linked to.

Cavendish Primary School Development Plan
2007/2009

Personnel and Procedures

Reference	Area for Development (Key priority)	Lead Person	Criteria for Successful Completion	Cost/ INSET	Completion			Notes
					07	08	09	
1.	Implement new performance management procedures 5	AI MF SMT	All team leaders understand and implement changes	Supply cover for training and lesson observations £720	✓			All SMT trained in new PM
2.	Improve attendance in line with Local Authority target 1	AI	TA to monitor attendance and follow LA framework. School to work with EWO to raise levels of attendance and punctuality. Policy clearly implemented.	Extra TA hours (in budget)	✓	✓	✓	ongoing
3.	Termly review and update of SEF report.	AI Smt Govs	SEF report regularly updated in consultation with school community.	SMT and Governors meeting agenda item	✓	✓	✓	ongoing
4.	Hold termly work-life balance meetings to review progress towards workforce remodelling	MF	Staff survey and informal observations show improvement in staff work-life balance		✓	✓		Investigate well-being project

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2007/2009

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Reference	Area for Development	Lead Person	Criteria for Successful Completion	Cost/ INSET	Completion			Notes
					07	08	09	
5.	Implement Governors' action plan 5	GB	Governors' action plan, implemented, reviewed and updated	Agenda item at governors meetings	✓	✓	✓	
6.	Set up procedures to monitor ethnic minority involvement in PTA, Governing body and parents' evenings 1, 6	SMT	Analysis completed action identified and implemented	Feedback findings and action to staff and governing body	✓	✓	✓	ongoing
7.	Implement programme of governor visits to support school effectiveness 5	Govs	Regular governor visits continue and develop		✓	✓	✓	ongoing
8.	Work with extended schools coordinator to develop plans for extended schools provision. 1, 6	AI	Cavendish as an active participant in Chiswick extended schools network	Headteacher time	✓	✓	✓	ongoing

Cavendish Primary School Development Plan
2007/2009

Reference	Area for Development	Lead Person	Criteria for Successful Completion	Cost/ INSET	Completion			Notes
					07	08	09	
9.	Work with Local authority to develop plans for a Children's Centre at Cavendish. 6	AI Govs	Plans developed and implemented that benefit the school community.	Headteacher time	✓			
10.	Develop and implement a travel plan 1	MF Govs PTA	Travel plan in place and implemented	Deputy head time	✓			
11.	Develop the role of learning mentor. 1,5		Learning mentor has completed training and has a timetabled programme of support	Additional TA hours (in budget)	✓			
12.	Achieve IIP status 5	AI MF SMT	School achieves IIP status	£1500		✓		
13.	Appoint an Assistant Head 5	AI Govs	Assistant Head appointed and leadership role developed to support key school priorities	£10,000	✓			

Cavendish Primary School Development Plan
2007/2009

Curriculum

Reference	Area for Development	Lead Person	Criteria for Successful Completion	Cost/ INSET	Completion			Notes
					07	08	09	
1.	Provision mapping 1, 2	AC	Provision mapping in place, support is targeted at need and builds on staff areas of strength.	INSET for support staff SENCO time	✓	✓		
2.	ICT mark 2, 3, 4	MF	School develops ICT plan in line with ICT mark Achieves award	Additional release time for Deputy Head to progress plans (6 days)			✓	
3.	Enhance provision for gifted and talented pupils 1, 2, 4	AC SMT	Focus week differentiation	£1,000 for focus week	✓			
4.	Implement primary framework for literacy and mathematics 2	AI SMT	INSET provided Framework adapted to suit needs of school	Release time for literacy and numeracy coordinators (6 days)		✓		

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2007/2009

Curriculum

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					07	08	09	
5.	Develop learning platform / personalised learning 3, 1	MF LW	Learning platform is in regular use by all members of the school community	LA INSET Release time for lead teachers		✓	✓	Ongoing
6.	Address any discrepancies in attitudes and achievement of boys and girls 1, 4	AI MF SMT	School offers a broad range of extra-curricular clubs (some targeted at girls) Staff to be aware of any gender imbalance and take positive remedial action	SMT and staff discussion time Additional clubs	✓	✓	✓	Ongoing
7.	Continue to develop speaking and listening curriculum to raise standards in English 2, 4	HH	NLS and Primary Strategy guidance for speaking and listening in place and adapted to meet the needs of the school. Whole school INSET on drama.	Release time for HH £10,000 for drama tuition and training		✓		

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2007/2009

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					07	08	09	
8.	Develop the use of differentiation in teaching and learning to raise standards and support the needs of individual pupils. 1, 2	AI MF SMT	Differentiation clear in planning and evidenced in lesson observations.	INSET needed	✓			
9.	Develop the leadership role of the Foundation Stage coordinator 5	AI SP	FS action plan implemented	Release time for FS coordinator and FS staff (3 days per term)	✓			
10.	Achieve Healthy Schools Standard 1	SP	School is reaccredited as a Healthy School	Release time for PSHCE coordinator		✓		
11.	Update PSHCE scheme of work to reflect SEAL materials 1	SP	SEAL materials in regular use and new scheme of work in place	Release time for PSHCE coordinator	✓			

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2007/2009

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					07	08	09	
12.	Implement, review and update subject coordinator action plans 5	All staff	Coordinators take responsibility for implementation of their action plans	Release time for coordinators in line with monitoring timetable	✓	✓	✓	Ongoing
13.	Re-accreditation for Basic Skills Quality Mark 2	SS HH	School maintaining standards	Literacy and numeracy coordinator time				
14.	Develop school library provision to allow library curriculum to be effectively taught. 2,4	AI SMT Govs	School has a dedicated library in regular class use.	£10,000?		✓		

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2007/2009

Finance and Premises

Reference	Area for Development	Lead Person	Criteria for Successful Completion	Cost/ INSET	Completion			Notes
					07	08	09	
1.	Develop Early Years provision so that nursery and reception are close together with integral outdoor learning environment. 1, 4	AI Govs	New reception class built as part of proposed Children's Centre development.	£50,000 (in budget)		✓		
2.	Rolling programme of redecoration 7	AI Govs	Redecoration prioritised.	To be assessed			✓	Ongoing
3.	School security 1	AI Govs	Governors' working party develop proposals to improve school security and plan is costed and implemented	£20,000		✓		
4.	Rolling programme of furniture replacement. 7	AI Govs	New matching furniture in each class.	£2,000	✓	✓	✓	Year 6 & nursery next priority

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5.	Boiler and water tank replacement 7	AI Govs	Improvements made in line with Asset Management Plan	Grant for boiler replacement Water tank £46,000 approx	✓			
6.	Learning Centre and ICT suite 2, 3, 4, 7	AI MF Govs	School has a dedicated learning resource centre with ICT and library facilities.	£20,000 in budget		✓		
7.	Cloakroom space 7	Ai Govs	Additional cloakroom space provided (Linked to library move)	Part of costs for Learning Centre		✓		
8.	Planned development of extra space created by children's centre 7, 1	AI SMT Govs	Careful consideration is given to the needs of the school and best use is made of any additional areas	Dependent on plans		✓		

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					07	08	09	
9.	Prioritise building improvement work in line with Asset Management Plan priorities 7	Govs	Building maintenance and improvement completed in order of priority	As AMP	✓	✓	✓	Ongoing
10.	Review staff accommodation and plan upgrade. 7	AI SMT GB	Staff accommodation fit-for-purpose	£4,000		✓		
11.	Interactive whiteboards in new nursery and reception classes 2, 3, 4	MF	ICT provision in the Early Years is fit for purpose	£6,000		✓		
12.								