

Delamere C of E Primary Academy
Monitoring and Assessment Policy



At Delamere C of E Primary Academy, we are proud to deliver a rich and creative learning experience that enables all the children to fulfil their potential. Our vision puts children first. As a Christian School, we aim for all children to be successful, independent learners and effective decision makers. We value the individual and are committed to an inclusive education promoting respect for all, working in partnership with governors, parents and the local community.

Safeguarding and Online Safety

All staff have had appropriate child protection and safeguarding training with the Head of School and Assistant Head being the designated leads responsible for monitoring safeguarding issues in school. We actively encourage our children to use modern technology to the fullest of its potential. In this school we believe that the best protection from the dangers that can exist around online safety is to develop pupil's awareness through our teaching and their learning. All staff have had PREVENT training and are aware of the dangers that can exist to children's well-being in its many forms.

The emotional health and wellbeing of all members Delamere C of E Academy (including staff, pupils, parents and carers) is fundamental to our philosophy and ethos 'valuing everyone, caring for each other, achieving excellence'.

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Monitoring of teaching and learning is to ensure the delivery of high quality lessons for all our pupils. Monitoring should be a fair and transparent process that improves outcomes for children.

The way we monitor is structured as follows:

Observations of lessons

These will take place regularly, centered on a whole school theme. Each time there will be a different focus. Observations will involve watching a lesson followed by a discussion with the individual teacher. A write up will be produced and targets will be set based on areas for development.

Drop in observations

From time to time observations of individual teacher's lessons will take place at short notice. This is designed to maintain our high standards throughout school.

Planning, Assessment and Book Scrutiny

During weekly Key Stage team meetings, aspects of planning and assessment will be reviewed. This will be an opportunity for teachers/teaching assistants to discuss how the children have reached specific targets and how their learning is being developed.

To ensure continuity and quality of learning subject leaders will review: lessons, planning and class work. This will be fed back to staff and targets will be given.

Moderation of work and data

All staff will also take part in moderation of test results; data and each other's work through termly moderation meetings that follow assessment week (see time table below).

Performance management

This will take place in the Autumn Term and follow the school policy.

Target setting

Each teacher (Year 1-6) will be set a class target in reading, writing, grammar and maths. This will be for attainment and progress expected for the individual children.

Use of books

All books should focus around the setting and understanding of 2014 curriculum objectives. It is up to us as teachers to ensure standards in learning and teaching are high and that pupils are challenged at an appropriate level in their own learning. We must aim to challenge all pupils through extending and differentiating their work accordingly. We will also work in a 'mastery' approach of learning.

Assessment (SEE ASSESSMENT TIME TABLE)

The aim of assessment in this school is to move forward children's learning.

Assessment takes many forms and it is important that our assessments are always used to inform children's learning. We must strive to maintain the highest standards at all times in all our lessons and assessment is one tool for this.

All assessment will be recorded, using online Insight Tracker.

This should include (with year group variations):

- Autumn and summer assessment to include:
 - Reading, writing, maths and grammar summative assessment.
 - Benchmarking level, reading age
 - Spelling age
 - Phonics stage and for year 1 phonics score
 - EYFS

Reporting to Parents

Parents evening will be held three times a year and pupils will be encouraged to attend so progress, expectations, target setting and support from home can be discussed. Parents will also receive a yearly report.

Each year parents will receive a written school report, which will comment on achievements and successes throughout the school year. This report will also include:

- Reading Age and Benchmarking level
- Spelling Age
- Attainment against standards for the appropriate year group
- Reading



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- Writing
- Grammar
- Maths
- Science
- Phonics score (where applicable)

<p>Assessment Week (To include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Bench Marking level <input type="checkbox"/> Reading age <input type="checkbox"/> Spelling Age and standardised spelling age <input type="checkbox"/> Curriculum points (using summative assessment): · Reading · Writing · Maths · Grammar Yr2-6 · Science <input type="checkbox"/> Phonics score <input type="checkbox"/> Baseline EYFS 	<p>Assessment Week To include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Bench Marking <input type="checkbox"/> CAT testing (Yr. 4 and new pupils) <input type="checkbox"/> Curriculum level and points for: (using Teacher Assessment based on block and Unit testing) <input type="checkbox"/> Reading <input type="checkbox"/> Writing <input type="checkbox"/> Maths <input type="checkbox"/> Grammar yr2-6 <input type="checkbox"/> Phonics <input type="checkbox"/> EYFS updated 	<p>Assessment Week (SAT's Week) To include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Bench Marking <input type="checkbox"/> Reading Age <input type="checkbox"/> Spelling Age and standardised score. <input type="checkbox"/> Curriculum and points (using summative assessment) for: · Reading · Writing · Maths · Grammar yr2-6 · Science · <input type="checkbox"/> Phonics EYFS final reporting
<p>Maths In Year 1 – 6 teachers will test before and after each unit using test base questions (Rising Stars). Using the diagnostic test at the beginning and the end of unit test at the end of each unit, the teachers will analyse the results to inform planning and track progress.</p>	<p>Maths In Year 1 – 6 teachers will test before and after each unit using test base questions (Rising Stars). Using the diagnostic test at the beginning and the end of unit test at the end of each unit, the teachers will analyse the results to inform planning and track progress.</p>	<p>Maths In Year 1 – 6 teachers will test before and after each unit using test base questions (Rising Stars). Using the diagnostic test at the beginning and the end of unit test at the end of each unit, the teachers will analyse the results to inform planning and track progress.</p>
<p>English Unit testing Writing-The children will be assessed at the end of each unit against the 2014 National Curriculum expectations. Grammar- (yr2-6) The children will complete half termly assessments that support TA. Reading- (yr3-6) The children will complete half termly assessments to support TA.</p>	<p>English Unit testing Writing- The children will be assessed at the end of each unit against the 2014 National Curriculum expectations. Grammar- (yr2-6) The children will complete half termly assessments that support TA. Reading- (yr3-6) The children will complete half termly assessments to support TA</p>	<p>English Unit testing Writing- The children will be assessed at the end of each unit against the 2014 National Curriculum expectations. Grammar- (yr2-6) The children will complete half termly assessments that support TA. Reading- (yr3-6) The children will complete half termly assessments to support TA.</p>
<p>Science In year 1 – 6 teachers will test before and after each unit using test base questions (Rising Stars). This is to inform planning and track progress.</p>	<p>Science In year 1 – 6 teachers will test before and after each unit using test base questions (Rising Stars). This is to inform planning and track progress.</p>	<p>Science In year 1 – 6 teachers will test before and after each unit using test base questions (Rising Stars). This is to inform planning and track progress.</p>

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School National Curriculum Scoring System- Standards and points

Age at the end of the school year	Year group	Curriculum Points	Attainment Descriptor
6 years old	Year 1	10	Below expectations (lower emergent) yr1
		11	Below expectations (upper emergent) yr1
		12	Expectation (secure) year1
7 years old	Year 2	13	Below expectations (lower emergent) yr2
		14	Below expectations (upper emergent) yr2
		15	Expectation (secure) year2
8 years old	Year 3	16	Below expectations (lower emergent) yr3
		17	Below expectations (upper emergent) yr3
		18	Expectation (secure) year3
9 years old	Year 4	19	Below expectations (lower emergent) yr4
		20	Below expectations (upper emergent) yr4
		21	Expectation (secure) year4
10 years old	Year 5	22	Below expectations (lower emergent) yr5
		23	Below expectations (upper emergent) yr5
		24	Expectation (secure) year5
11 years old	Year 6	25	Below expectations (lower emergent) yr6
		26	Below expectations (upper emergent) yr6
		27	Expectation (secure) year6
12 years old	Year 7	28	Below expectations (lower emergent) yr7

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Assessment, Monitoring and Moderation Timetable.

Date	Time	Who	Focus
NQTs observed every 2 weeks – JC/RH/GP			
14.9.20	1 week	ALL	Initial Assessment week – test on previous years assessment
16.9.20	PM	RH	Class reader review/ audit
18.9.20	1 Week	ALL	Review Subject leader action plans and plan for 2020-21
21.9.20	1 Week	ALL	Pupil target setting meetings
28.9.20	1Day	All	PM Audits and previous years PM to be given out
29.9.20	½ Day	RH/CW	Learning Walk (Displays)
12.10.20	1 Day	JC/SIP	Learning Walk. PM for JC. All pupil targets, progress and attainment.
5.10.20	2 Weeks	ALL	Performance Management
4.11.20	PM	RH GP	Book scrutiny- Marking Policy and full NC being followed
9.11.20	Full week	All	Assessment week
16.11.20	PM	RH/JC	Assessment week moderation (focus writing) <i>All data must be on insight for this date.</i>
17.11.20	1 day	JC RH	Lesson Observations (Teaching and Learning Review). All year groups.
24.11.20	1.00- 2.00pm	RH/JC	Topic books and planning- evidence of writing and full curriculum coverage. <i>Please have skills and knowledge sheet.</i>
3.12.20	1.00pm	GP	Maths Book Scrutiny – Focus on evidence of practical and open-ended activities.
14.01.21	1 DAY	SB	RE book scrutiny.
05.02.21	INSET DAY		
11.2.21	PM	RH/JC	Book Scrutiny – Full set. Curriculum coverage and content.
01.03.21	Full week	All	TA – assessment week, writing, BM- All data on insight at the end of the week.
08.03.21	Staff Meeting	ALL	Reflect on Performance management targets and update SL action plans- PM review meetings
28.04.21	1Day	All	Lesson Observations
10.5.21	Full week	ALL	Year 6 SATS
May 2021	WB 04.05.21	ALL	Year 2 SATS

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7.6.21	Full week	SB	Phonics testing
29.6.21	N/A	ALL	Year1,3,4,5 Assessment weeks
8.7.20	Day	JC/RH	Moderation- All Data on Insight.

~~Reviewed September 2018~~

~~Reviewed September 2019~~

~~Reviewed September 2020~~

To be reviewed September 2021