

AC

ARUN COURT

THERAPY & EDUCATION

'Resilience and Perseverance lead to success'



Planning Expectations & Monitoring of Planning Policy

We recognise that quality teachers plan in many different ways, some in a traditional lesson plan, some in power points, some on post-its. We also recognise that planning does not end with paper – excellent teachers continue to plan, and alter their plan dynamically, in response to pupil achievement and participation at different stages of the session. As a new school, with a developing curriculum, it is essential however that medium term planning is carried out and monitored. This will allow us to achieve the very best pupil outcomes for each child.

To support staff Arun Court School has long term curriculum plans, all in line with the National Curriculum. In addition various medium term plans, sourced from a variety of settings, have been included in paper format (as well as on a USB in Word format) as starting points for the new staff to adapt and alter to meet the needs of their specific cohort.

Those in support roles are expected to 'plan' for the small group of children they are working with. Support staff are not teachers, so they are not expected to create medium term plans, but they are expected to be able to follow and adapt resources given to them such as schemes, MTPs or folders of activities. This is the expectation of support staff in every school, and no support staff member should turn up at work unprepared.

Medium Term Planning Format (6 sessions over two – three sheets of A4):

session	Date	No. of students	Staff	Learning Objectives & Success Criteria	Session Format (activities in order) (make differentiation clear) (Note any out of the ordinary resources needed)	Assessing opportunities	Learning styles	Review
1								
2								
3								
4								
5								
6								

Purpose of Planning

- ✓ To enable us to ensure that the curriculum is properly matched to an ever-changing, highly diverse and highly vulnerable group of students
- ✓ To ensure sessions have clear objectives and success criteria, against which pupil outcomes can be measured
- ✓ To ensure that the SLT can monitor that a variety of formats, experiences and learning styles are happening that will challenge but also support a very complex cohort of students

What planning is not for

- ✓ A paper exercise without purpose
- ✓ A tool to reduce student participation in the curriculum and box students into activities
- ✓ A tool that stops negotiated learning

How are staff supported to plan?

- ✓ Opportunity to plan together and designated time for planning
- ✓ Opportunity to look at planning samples and to also plan with more experienced colleagues
- ✓ Starting points continually gathered from other settings, colleagues and friends of the company
- ✓ Use of scheme books where appropriate
- ✓ Written feedback on planning from the SLT

When are plans taken in and looked at by the SLT?

- ✓ At the start of a new 6 week learning block an SLT member will look at planning you've created with you, informally
- ✓ At the end of the teaching block the planning should be handed in with your review comments completed. A copy in 'WORD' should be saved for future teachers of that year group
- ✓ Where an MTP is provided from printed materials please just write so it can be scanned (don't re-type)
- ✓ The SLT will provide written feedback on your planning



over it