

**Weston Education Partnership
Baseline Quality Framework for Learning & Teaching**

Type Of Monitoring	Responsibility of any or all of the following	Reporting To	Timing	Focus	Resources	Notes
Classroom Observation (1)	Curriculum Team Leaders	Leadership Team	Throughout the Year	Learning and Teaching	<ul style="list-style-type: none"> • School Learning & Teaching Policy • Learning & Teaching Handbook • Lesson Plans • Lesson observation sheets • Lesson observation Code of Practice • KS3 Strategy materials • Scheme of Work 	<p>Team Leaders are expected to observe all members of their team teaching at least once a year. New members of the team must be observed in their first term.</p> <p>Monitoring schedule to be produced and passed to leadership team by the end of term 1.</p>
Classroom Observation (2)	<ul style="list-style-type: none"> • Leadership Team • ASTs 	Leadership Team and Curriculum Team Leaders	Throughout the Year	Learning & Teaching	<ul style="list-style-type: none"> • School Learning & Teaching Policy • Learning & Teaching Handbook • Lesson observation sheets • Lesson observation Code of Practice • KS3 Strategy materials • Scheme of Work 	<p>All curriculum areas to be observed including alternative curriculum arrangements (work experience, link courses etc)</p> <p>Monitoring plans to be produced by the end of term 1.</p>
Work Sampling (1)	Curriculum Leaders	Leadership Team	At least once per year	<ul style="list-style-type: none"> • Learning & Teaching • Progression • Scheme of Work • Marking & formative Assessment • Homework • Presentation 	<ul style="list-style-type: none"> • Learning & Teaching Policy • Departmental Scheme of Work • Marking Policy • Assessment Policy • Homework Policy 	Curriculum Leaders sample work across age, ability and gender to include work from all team members which as a total sample covers all year groups.

Type Of Monitoring	Responsibility of any or all of the following	Reporting To	Timing	Focus	Resources	Notes
Work Sampling (2)	<ul style="list-style-type: none"> Leadership Team ASTs 	Leadership Team and Curriculum Team leaders	Throughout the Year	<ul style="list-style-type: none"> Learning & Teaching and Progression Scheme of Work Marking & Assessment Homework Presentation 	<ul style="list-style-type: none"> Learning & Teaching Policy Departmental Scheme of Work Marking Policy Assessment Policy Homework Policy 	Minimum of 6 students in each year group across all subjects at least once a year.
Agreement Trialling/Moderation by subject departments	Curriculum Leaders	Leadership Team	Throughout the Year	<ul style="list-style-type: none"> Standards of Achievement Consistency of marking and assessment across teams 	<ul style="list-style-type: none"> Curriculum team meeting time Schemes of Work KS3 Statements of Attainment GCSE grade descriptors Exemplar materials 	
Supportive Joint Review	Leadership Team member with responsibility for Quality Framework.	Curriculum Leader and Leadership Team in both schools	Throughout the Year	Thorough review of the work of a team by subject specialist from another Federation school.	<ul style="list-style-type: none"> Supportive Joint Review pack Scheme of Work KS3 Strategy 	<p>Members of each team to be involved in a review either as a review team or being reviewed on a bi-annual basis.</p> <p>Schedule produced by bi-annually by Organisation Strand at end of term 1.</p>
Trawl of Planners	Heads of Year	Leadership Team	Throughout the Year	<ul style="list-style-type: none"> The use of planners by students Checking by Parents Setting of Homework 	Year Team meeting where appropriate	All year groups to include at least 6 students per tutor group.
Student questionnaire.	Leadership Team and Curriculum Leaders	HT	Once a Year	Students views on School	<ul style="list-style-type: none"> OFSTED /KS3 questionnaires or similar Tutor time Clerical time for collation PORTAL Student Council 	<p>To be completed in tutor time by a 20% sample in all year groups.</p> <p>Questionnaires collect views on provision, effectiveness and attitudes.</p> <p>Planning for this to be completed by the end of term 2.</p>

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Parents questionnaires.	Leadership Team and Curriculum Leaders	HT	Once a Year	Parents views on School	<ul style="list-style-type: none"> • OFSTED questionnaire available on PORTAL • Clerical time for collation 	<p>Questionnaires collect views on provision and effectiveness.</p> <p>Planning for this to be completed by the end of term 2.</p>
Monitoring of Data	Data Manager , Leadership Team and Curriculum Leaders	HT	Throughout the Year	Attainment & Achievement	<ul style="list-style-type: none"> • PANDA • LEA Benchmarking Package • Internal Historical • Comparative and Predictive data • CATS Scores • OFSTED Form S4 • Autumn Package • FFT • KS2/3 results 	<p>Monitoring of data is on-going. Curriculum Leaders report to Leadership Team in Autumn Term on KS3/4 performance.</p> <p>Key monitoring dates identified to coincide with Autumn Term performance analysis, internal assessment opportunities and the reporting cycle.</p>
Curriculum Leader / SLT Link Meetings	Leadership Team	HT	At least 6 times a year	Leadership and Management Learning & Teaching Progress toward targets and the SIP Quality Assurance		
Link Governor Visits	Chair of Governors and Leadership Team	Curriculum Leaders Governing Body	Throughout the Year	Improvement Planning and the everyday work of the school	<ul style="list-style-type: none"> • Governing Body Monitoring Guidance • Governing Body Handbook • SIP 	Link Governors visiting at least once a year for structured discussion