

Shenington Church of England Primary School

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Excellence Through Endeavour

"Let your Light Shine" – Matthew 5:16



POLICY DOCUMENT

Teaching and Learning Monitoring Policy

Purposes

To enable children to reach their full potential.

To enable teachers to teach to their full potential.

To provide secure evidence of the quality of teaching and learning.

To enable the Head Teacher to fulfil Conditions of Employment of Head Teachers i.e. 'Evaluating the standards of teaching and learning in the school and ensuring that proper standards of professional performance are established and maintained.'

To comply with the performance management policy-and in line with agreements made with unions where possible and appropriate.

Guidelines

Formal monitoring will follow these procedures:

The Head Teacher/subject leaders will often:

- arrange with the teacher of the lessons to be observed
- collect some or all of the class' work to observe:
 - Quality of teaching and learning and assessment
 - Quantity
 - Match of tasks to age and ability
 - Differentiation
 - Expectations
 - Match of work done to the medium term plan
 - Continuity
 - Progression
 - Marking
 - Provision for children who are able, gifted and talented and children who have additional needs
- cross reference medium term plans to long term plans
- cross reference the short term plans to the medium term plan
- provide formal feedback to the teacher noting strengths and identifying areas for improvement

The feedback will comment on some or all of:

1. The quality of teaching and learning
2. The children's attainment
3. The children's responses
4. The children's progress
5. The appropriateness of the tasks set in relation to the children's abilities
6. The teaching environment
7. The accuracy of record keeping
8. The use of assessment to inform planning
9. Strengths of the lesson observed
10. Areas for future development
11. Provision for children who are identified as able, gifted and talented.
12. Provision for children with additional needs.
13. Judgements linked to Performance Management targets and linked paperwork/Teachers Standards and Upper Pay Scale standards as well links to Ofsted framework/ judgements.

The information gathered through this monitoring process will remain confidential between the senior leadership team, the teacher observed and the Chair of Governors. General information about the standards of teaching and learning will be reported to the school's governing body without identifying individual teachers. The Head teacher will be accountable to the Chair of Governors for the correct implementation of this policy which should be read in conjunction with the performance management policy.

Policy approved by:	The Full Governing Body
Policy adopted:	November 2023
Policy review date:	November 2026