

Wellsprings Primary School Year: 2022-23

Monitoring, moderation, assessment and appraisal cycle

	Head	Assistant Head (SLT)	Literacy leaders	Maths leaders	Other	Governors	SEND Lead	Assessment
Sept	PM- individual targets Learning Walks ongoing RAP revised Lesson observation	RAP revised	RAP revised	RAP revised	Global Week- evidence of whole school learning (MFL/Geography)		Data analysis Prov Plan revisited IEP writing/ review ongoing	
Oct	Learning Walks ongoing Work scrutiny Lesson observation Questionnaire- parents (Parents Meeting) Scrutiny of work & planning- Computing		Analysis of Reading		Questionnaire- parents (Parents Meeting) Scrutiny of work & planning- Computing	FGB Data Review Questionnaire- parents		Data entry Salfords (KS1/2) Spelling (KS1/2) Data analysis
Nov	Learning Walks ongoing Scrutiny of work & planning- Writing		Scrutiny of work & planning- Writing			Educ SC- Book scrutiny (writing) GB LW- Learning Environment	SEN- GB (Educ)	
Dec	Data analysis Learning Walks ongoing Scrutiny of work & planning- Maths			Scrutiny of work & planning- Maths				Data entry- W/R/M Data analysis
Jan	Learning Walks ongoing Work scrutiny Pupil Progress Meetings Lesson observation	Scrutiny of work & planning- Science		Pupil interviews- calculation review	PPMs- HT/SEND Scrutiny of work & planning- Science	FGB- RAP re-evaluation	Pupil Progress Meetings Data analysis Prov Plan revisited	
Feb	Learning Walks ongoing Lesson observation Environment walk/scrutiny- DT		Analysis of Reading Writing evidence ENG- GB (Educ)		Environment walk/scrutiny- DT	Questionnaire- pupils		Data entry Salfords (KS1/2) Spelling (KS1/2) Data analysis
March	PM- individual targets reviewed Learning Walks ongoing Data analysis Scrutiny of work & planning- Writing	Environment walk/scrutiny- History	Book Week- evidence of whole school learning Scrutiny of work & planning- Writing		Book Week- evidence of whole school learning Environment walk/scrutiny- History	Educ SC- Book scrutiny (Maths) GB LW- SEND	Data analysis Prov Plan revisited	Data analysis Data entry- W/R/M
April	Learning Walks ongoing Pupil Progress Meetings		Writing moderation- KS Analysis of Reading	Scrutiny of work & planning- Maths	PPMs- HT/SEND	FGB- RAP re-evaluation	Pupil Progress Meetings	
May	Learning Walks ongoing Lesson observation	Scrutiny of work & planning- Science			Scrutiny of work & planning- Science			
June	Learning Walks ongoing Work scrutiny Lesson observation Scrutiny of work & planning- Writing		Scrutiny of work & planning- Writing		STEM Week- evidence of whole school learning (Science, DT and technology)	Educ SC- Book scrutiny (Science) GB LW- Cross-curricular		Data entry Salfords (KS1/2) Spelling (KS1/2) Data analysis
July	Pupil Progress Meetings Learning Walks ongoing Data analysis Scrutiny of work & planning- Maths		Pupil Progress Meetings Writing moderation- KS	Scrutiny of work & planning- Maths Pupil Progress Meetings	PPMs- HT/SEND	FGB- End-of-year outcomes and Data Review	Data analysis Prov Plan revisited Pupil Progress Meetings	Data entry- W/R/M Data analysis