

THOMAS WILLINGALE SCHOOL – ASSESSMENT YEAR PLANNER 2022-23

	Autumn 1		Autumn 2		Spring 1		Spring 2		Summer 1		Summer 2	
	Start	End	Start	End	Start	End	Start	End	Start	End	Start	End
SEN/GT/PP/EAL	Provision planning meetings start 3 rd Oct Identify and create plans of any new children for SENs or GT-ongoing EAL assessments GT children to be included- ongoing	Lorna to meet with parents- re provision plans 19th		Pupil Premium audit 30 th Nov at staff meeting	11th Jan EAL assessment at staff meeting then to LFR Review Provision plans w/b 9 th Jan			Update PP audit 1 st March W/B 20th March PPMS- SEND Identify and create and review plans of for SENs GT children to be included-ongoing			SEND PPMS create and review Provision plan 27th June GT children to be included-ongoing	Update PP audit 12 th July
EYFS On-entry/end	Early years Baseline completed by 30 th Sept Nursery 17th Oct Baselines to be recorded on TT asap	Completed by 17 th Oct Welcomm assessment	On-going assessment on Tapestry + on-entry baseline of new entrants. Including Welcom								Update data Submit data to LA Date TBA EYFS GLD and Phonics screen. 21 st June	
Assessments (ALL new children must have a baseline assessment within two weeks)	Baseline assessments for year 1 to take place within three weeks. By the 26th Sept. Year 1 to use end of Reception GLD assessments. On TT on Autumn 1 – by 28 th Sept at latest.	Year 6 SATS papers w/b10 th Oct.		W/B 5th Dec Formal assessment s On TT by 14 th Dec. Rising Stars assessment for Y1, 3, 4, 5 – reading and maths. Science - all Year 2 SATS		Year 6 SATS practise papers w/b 30th Jan		W/B 13 th March Formal assessments Science - all Year 2 SATS Times table- Year 4 Writing – all Phonics screen Y1 and any Y2 and KS2 that have not passed.		SATS WEEK 8th May for KS2 15 th for Year 2 Dates for submitting data tbc	Phonics testing w/b June 12th W/B 5 th June Year 4 Multiplication tests (3 week window) 12 th June	W/B 12 th June Formal assessments Year 2, 3, 4 and 5 PTM PTE Year 1 – Rising Stars reading and maths Science Writing – all

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	Use b for expected and b+ for GD. All to do handwriting assessment in purple books			Times table- Year 4 Phonics year 1/2 screener and any in KS2 that have not passed. Date for Y2 check tbc Year 6 SAT All - Non-core assessment s Writing –all On TT 14 th Dec- Autumn 2 – use b+ for expected and w for GD				Rising Stars assessments for Y1, 3, 4 and 5. Non-core assessments On TT 22nd March Year 6 Mock SATs week. Use w for expected and w+ for GD All to complete handwriting assessment in purple books				Y2 and Y6 writing to be submitted date tbc Phonics screen – Reception Year 5 SAT Non-core assessments On TT 21 st June Use S for expected and s+ for GD. All to complete handwriting assessment in purple books
Pupil Progress Meetings					From Thursday 5 th Jan Analysis ready. Target grids in place in books/moderation taken				From Tues 17 th April Analysis ready. Target grids in place in books/moderation taken			Teacher handover. Staff meeting 5 th July Vulnerable child handover 13 th July
Incl. Mgr	Observe all new chn. & identify SEN/GT. Discuss with Incl. Mgr. and/or Phase Leader.											
Planning Scrutinies (general)-incl marking and feedback books	14 th Sept Half term plans to Phase Leader		9 th Nov Half term plans to Phase Leader		Jan 11 th Half term plans to Phase Leader		March 1 st Half term plans to Phase Leader		April 26 th Half term plans to Phase Leader		14 th June Half term plans to Phase Leader	
Medium term maths, science and	Plans to subject Leader 15 th Sept				12 th Jan				April 30 th		15 th June	

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English scrutiny												
Phase leader triangulation monitoring	Throughout the year your Phase leader will look at your annotated plans as well as books and feedback books. They will tell you which ones they want after looking at the data.			Completed Plans and books with data concerns to Phase leaders		Completed Plans and books with data concerns to Phase leaders		Completed Plans and books with data concerns to Phase leaders		Completed Plans and books with data concerns to Phase leaders		Completed Plans and books with data concerns to Phase leaders
Maths	These are now being conducted in a triangulation format, where the leaders will look at your books, feedback books, data and planning simultaneously, you will be asked for your books and plans according to a timetable they have devised. This will then be revisited to ensure concerns are addressed. This is in addition to working party time.											
English												
Non core monitoring	Write SDP See Intent/implementation/Impact document for Twilight sessions Pupil perceptions, climate walk and resources				See Intent/implementation/Impact document for Twilight sessions Pupil perceptions, climate walk and resources				Update SEF See Intent/implementation/Impact document for Twilight sessions Pupil perceptions, climate walk and resources			
Maths	Write SDP Book scrutiny Pupil perception Medium TP Write SDP See Intent/implementation/Impact document for Twilight sessions				Book scrutiny Climate/ learning walk Pupil perception Medium Term plans See Intent/implementation/Impact document for Twilight sessions				Update SEF Book scrutiny Test and assessment analysis Medium Term plans See Intent/implementation/Impact document for Twilight sessions			
English												
Lesson Obs/ book looks	Climate walks, book looks and drop ins throughout the term Formal observations to start from 3 rd (in line PMR) October. Focus on reading, writing and verbal feedback. (SLT)		Climate walks, book looks and drop ins throughout the term (SLT)		In spring Term formal observations will take place from March 6 th Linked to PPM targets LSA obs March				Climate walks, book looks and drop ins throughout the term		Climate walks, book looks and drop ins throughout the term (SLT)	
Moderation	Phase leaders and English leads to agree non-negotiables for writing moderation. To be shared with staff.		7 th Dec Phase meeting Moderate writing				15 th March Staff meeting Moderate writing				14 th June -Moderation in phases led by leaders. Examples where staff are unsure of final decision to be brought and agreed.	
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Parent/ Teacher Cons.	Beginning of year – year groups to meet with parents as a group to share important information about the classes – Monday 12 th		19 th October All day YN-Y6 Give out targets				29 th March Year 1 phonics 30 th March Year 4 MTC 28 th				Parent Open evening 19/7/20	

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	September Y1 3.45-4.30pm, Y2 4.30-5.15pm Tuesday 13 th Sept – Y3 3.45-4.30pm; Y4 – 4.30-5.15pm Thursday 15 th September Y5 - 3.45-4.30pm; Y6 – 4.30-5.15pm YR – phonics talk to parents – Tues 20 th September – 2.50-3.20pm							March Year 2 SATs 28 th March Year 6 SATs Meetings to parents 29 th March – Parent teacher meetings all day YN-Y6				
Targets/ Reports	Targets Completed and in books by end of Sept These are to be done over time after long writing tasks.			Ongoing target setting	10 th Feb – send out mid-year report to go out					Ongoing target setting	Reports to reader by 16 th June Back to teachers by 11 th July	Reports sent out-18-7-22 Whole school transition day 30-6-22
Subject leader	Subject SEF and SDP to TP 30/09/22		All subject leader files to TP by 4 th Nov		Review SDP and SEF				Review SDP and SEF			Review SDP and SEF
Performance management	All teachers W/B 3rd Oct LSA PMR- W/B 10 th Oct completed by 21 st Oct				By end of Jan Admin PMR		Teachers PMR reviews W/B ^h March 20th					Teachers PMR final review week beginning 3 rd July
Twilights	W/B 19 th Sept 2 hours 4-6pm				W/B 16 th Jan 2 hours				W/B 17 th April 2 hours			W/B 26 th June 2 hours