

POLICY STATEMENT: USE OF DATA TO SUPPORT SCHOOL IMPROVEMENT

RATIONALE

There is an ever increasing expectation that schools will use much of the data that is available to them to help bring about school improvement with regard to examination performance. The Dfes and UEA place considerable emphasis on the efficient collation, use and dissemination of pupil data to support such improvement.

There is now an enormous bank of data available to schools and teachers, almost too much data. The careful scrutiny of all available data with a view to what might be the best for teachers to use is now very important.

It is also important that the data to be made available to the teaching staff is efficiently collected, collated and then presented in such a way that it is not too complex to use, in fact it should be easy to use. This should be routinely carried out and staff should now expect certain data to be available at set times throughout the academic year.

Having made the data available, it is important that it is consistently used throughout the school in a continuous effort to bring about improvement in the school's performance. Consistency of use is the key to good monitoring of the progress being made by departments, and therefore the school, in achieving targets set both internally and externally. A common language can be spoken in terms of the targets set, the progress being made and the final outcomes in terms of performance.

It is with these issues in mind that the following policy has been created. It is to be used alongside the booklet entitled "Using Data to Improve School Performance" which includes a calendar of events.

POLICY

- 1 The CAT's tests will be administered to Year 7 during their first half-term (Level D).
- 2 The YELLIS test will be administered to Year 10 during their first half-term.
- 3 The ALIS+ test will be administered to Year 12 during their first half-term.
- 4 Year 13 will complete the Extended Questionnaire just before completion of their courses.
- 5 Following the receipt of the results of these tests, datasheets will be created containing **key results and key indicators** and which are not complex to read.
- 6 These datasheets will then be immediately distributed to teachers and are to be used throughout the Key Stages.
- 7 All teachers of Years 7, 8 & 9 should ensure that the SAS scores, KS2 and KS3 data are clearly visible in their markbooks.

- 8 All teachers of Years 10 & 11 should ensure that the SAS scores, KS3 data, plus KS4 data from the YELLIS test are clearly visible in their markbooks.
- 9 Teachers should constantly refer to this data when assessing students work and progress.
- 10** Individual student targets should be set for the end of the Key Stages 3, 4 & 5 which are **challenging**.
- 11 Heads of Faculty and Subject should use the available data to help them set their targets.
- 12 Heads of Faculty and Subject should use the available data to help them monitor student progress and to therefore identify student under-performance.
- 13 In order to do the latter, Heads of Faculty and Subject should collect data measuring student performance on a regular basis.
- 14 The booklet "Using Data to Improve School Performance" will indicate the minimum use of data throughout the school.
- 15 A calendar of events will inform teachers of when to expect new data to be available for their use and will indicate when data from them is to be made available to the Assessment manager.
- 16 Departments should be encouraged to do their own analysis of available data and to collect their own data in an effort to improve performance.
- 17 The Assessment office will provide data for the Headteacher & SMB so that appropriate and challenging targets may be set.
- 18 The Assessment office will provide data for the Headteacher & SMB so that progress of the school's performance can be closely monitored.
- 19 Certain data should be used to inform the teaching & learning in the classroom.
- 20 Intervention strategies need to be developed and shared by departments.
- 21 The last two points should be major issues for development during the next 12 months.

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