

# Invermay Primary School

## 0882

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## Annual Implementation Plan 2008

Based on Charter developed for 2003-2006



<b>Endorsement by School Council</b>	Insertion of a tick (✓) in the next column indicates that the School Principal, as Executive Officer of the School Council, verifies that this Annual Implementation Plan was endorsed at a meeting of School Council.	✓
		Henny Schenk 12 March 2008
<b>Endorsement by Regional Director (or nominee)</b>	Insertion of a tick (✓) in the next column indicates that the Regional Director (or nominee) has endorsed this Annual Implementation Plan	[INSERT TICK HERE]
		[INSERT PRINCIPAL NAME]
		[INSERT DATE]

## Strategic Intent

	Goals	Targets	One Year Targets
<b>Student Learning</b>	<ul style="list-style-type: none"> <li>To facilitate the learning of all students so that they are extended and supported to achieve continuous improvement in learning.</li> </ul>	School target is to equal or better the state benchmark	<ul style="list-style-type: none"> <li>Improve the Gr 3-4 cohort scores in English and Maths to benchmark</li> <li>Improve Gr 1 cohort scores in English</li> </ul>
<b>Student Engagement and Wellbeing</b>	<ul style="list-style-type: none"> <li>To provide a safe, tolerant and welcoming environment that encourages personal responsibility and respect for the rights of others.</li> <li>Improve student attendance in all years through 'It's not ok to be away' program with cluster</li> </ul>	School target is to equal or better the state benchmark	<ul style="list-style-type: none"> <li>Lower the rate of absenteeism in the Gr 3-4 cohort</li> <li>Improve on current ClipOn student safety data</li> </ul>
<b>Student Pathways and Transitions</b>	<ul style="list-style-type: none"> <li>Improve the Yr 6-7 transition program to include more visits to a secondary college and taking part in a variety of lessons.</li> </ul>	School target to equal or better state benchmark	<ul style="list-style-type: none"> <li>Transition Variable to improve from 5.5 to 5.6</li> </ul>

# Implementation

<b>Key Improvement Strategies and Significant Projects</b>	<b>Achievement milestones</b> the changes in practice or behaviours	<b>What</b> the activities and programs required to progress the key improvement strategies	<b>Who</b> the individuals or teams responsible for implementation	<b>When</b> the date, week, month or term for completion	<b>How</b> the budget, equipment, IT, learning time, learning space
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Key Improvement Strategies and Significant Projects	Achievement milestones the changes in practice or behaviours	What the activities and programs required to progress the key improvement strategies	Who the individuals or teams responsible for implementation	When the date, week, month or term for completion	How the budget, equipment, IT, learning time, learning space
<ul style="list-style-type: none"> <li>• School review</li> <li>• Writing school strategic plan 2008-2010</li> </ul>	<ul style="list-style-type: none"> <li>• Staff to participate in a collaborative process to reflect on school effectiveness</li> <li>• Staff to be involved in development of goals and targets and have clear understanding of school improvement priorities for new strategic plan</li> <li>• School council to be involved in the development of strategic plan and understanding and commitment to school improvement directions</li> <li>• All key stakeholders have an opportunity to contribute to the development of school vision for future</li> </ul>	<ul style="list-style-type: none"> <li>• Develop review time table/action plan</li> <li>• Staff involvement in reviewing data and discussion related to attainment of charter goals and priorities</li> <li>• Completion of self assessment involving all stakeholders</li> <li>• Establish school vision, purpose and values for inclusion in new plan</li> <li>• Staff involvement in development of goals and targets and improvement priorities</li> <li>• School council involved in development of strategic plan</li> </ul>	<ul style="list-style-type: none"> <li>• Staff meetings – time for discussion, input on Self Evaluation</li> <li>• Staff meetings, school council meeting</li> <li>• School community forum – parents and staff</li> <li>• Staff meetings</li> <li>• Consultation with regional support officers and school reviewer</li> </ul>	<ul style="list-style-type: none"> <li>• Principal/Assistant Principal</li> <li>• Staff and school council</li> <li>• Principal, all staff</li> <li>• School Council members and staff</li> <li>• Parents and staff</li> <li>• Principal and staff</li> <li>• Principal and council</li> <li>• Principal</li> </ul>	<ul style="list-style-type: none"> <li>• Term 1</li> <li>• Term 1</li> <li>• Term1-2</li> <li>• Self assessment completed by early May</li> <li>• End of term 3</li> </ul>

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		<ul style="list-style-type: none"> <li>• Completion of School strategic plan 2008- 2011</li> </ul>			<ul style="list-style-type: none"> <li>• Mid term 4</li> </ul>

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Performance and Development accreditation in 2007	<ul style="list-style-type: none"> <li>• All staff to participate in an induction program</li> <li>• All staff to participate in one new form of receiving feedback on performance by end of semester one</li> <li>• Staff and whole school PD plans to reflect school goals, targets and key implantation strategies</li> <li>• Staff to complete PDQC survey by end of term 2</li> <li>• P&amp;DC accreditation achieved by school</li> </ul>	<ul style="list-style-type: none"> <li>• Documentation of induction processes</li> <li>• Implement staff induction process with new staff</li> <li>• Staff meetings for staff to develop understanding of potential sources of feedback and effective induction processes</li> <li>• Peer observation – development of protocols</li> <li>• Staff develop individual teacher development plans</li> <li>• Develop and refine review goal setting processes with staff</li> <li>• Develop and implement PD policy, guidelines and whole</li> </ul>	<ul style="list-style-type: none"> <li>• Principal</li> <li>• Principal</li> <li>• Principal</li> <li>• Principal</li> <li>• Principal</li> <li>• Principal</li> <li>• Principal</li> <li>• All staff</li> <li>• All staff</li> <li>• Principal</li> </ul>	<ul style="list-style-type: none"> <li>• Term 1</li> <li>• Term 1</li> <li>• Term 2</li> <li>• Term 1</li> <li>• Term 1</li> <li>• Early Term 2</li> <li>• Term 2</li> <li>• Term 2</li> <li>• Term 2</li> <li>• Term 3</li> </ul>	<ul style="list-style-type: none"> <li>• Principal</li> <li>• Weekly meetings with new staff</li> <li>• Staff meetings</li> <li>• Staff meetings</li> <li>• Term 1 review meeting</li> <li>• Staff meetings</li> <li>• Staff meetings</li> <li>• Staff allocated time</li> </ul>

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		school PD plan  <ul style="list-style-type: none"> <li>• Complete online survey</li> <li>• Prepare documentation of evidence in preparation for accreditation process</li> </ul>			<ul style="list-style-type: none"> <li>• Allocated time</li> </ul>

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<ul style="list-style-type: none"> <li>• Enhanced teaching and learning and VELs implementation in</li> <li>• English</li> <li>• Mathematics</li> <li>• Personal Learning</li> <li>• Communication</li> <li>• Civics &amp; Citizenship</li> </ul>	<p>All teachers using VELs in planning and implementation of all curriculum programs</p> <p>All teachers using VELs standards to assess and report student progress</p> <p>Improved moderation of student achievement against VELs</p> <p>All staff using new reporting format</p> <p>All staff using PoLT to inform planning and assessment of teaching and learning tasks</p>	<ul style="list-style-type: none"> <li>• Develop VELs implementation schedule for year</li> <li>• Further integrate VELs strands into curriculum programs</li> <li>• Develop whole school planner for each term</li> <li>• Develop appropriate               <ul style="list-style-type: none"> <li>-teaching and learning tasks</li> <li>-assessment tasks in relation to VELs standards and progression points</li> </ul> </li> <li>• Moderation sessions at dedicated cluster sessions</li> <li>• Review new reporting program</li> </ul>	<ul style="list-style-type: none"> <li>• All staff</li> <li>• Principal</li> <li>• All staff</li> <li>• All staff</li> <li>• All staff</li> <li>• All staff</li> <li>• All staff</li> <li>• All staff</li> <li>• All staff</li> </ul>	<ul style="list-style-type: none"> <li>• Term 1</li> <li>• Ongoing</li> <li>• Term 1-2</li> <li>• Ongoing</li> <li>• Ongoing</li> <li>• Early term 2</li> <li>• Modules 1-2 term 1</li> <li>• Modules 3-4 term 2</li> <li>• Modules 5-6 term 3</li> </ul>	<ul style="list-style-type: none"> <li>• Staff sharing of practice and classroom visits</li> <li>• Staff meeting</li> <li>• Cluster meetings</li> <li>• Staff meetings</li> <li>• Cluster sessions</li> <li>• Staff meetings</li> <li>• Dedicated meetings with expert / consultant</li> </ul>

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		<ul style="list-style-type: none"> <li>• Participation in PoLT PD modules 1-6 following component mapping</li> </ul>			

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Prepare school for the implementation of use of the Ultranet	<ul style="list-style-type: none"> <li>• By the end of term 3 the school will have established its state of readiness for the adoption of the Ultranet technology.</li> <li>• By the end of 2008 the school will have developed a plan for the phased introduction of the Ultranet through 2009.</li> <li>• All new curriculum documentation will be in a form suitable for Ultranet.</li> <li>• The school parent community is aware of the Ultranet and its implications for families.</li> </ul>	<ul style="list-style-type: none"> <li>• Administer and analyse results of the ePotential survey.</li> <li>• Develop a plan for professional learning aligned to priorities determined by ePotential survey results.</li> <li>• Complete an audit of the school IT infrastructure using DEECD recommended tools: <ul style="list-style-type: none"> <li>• SIPS *</li> <li>• ttPartners Readiness kit **</li> </ul> </li> <li>• New school curriculum documentation collated and stored in an organised fashion on the school network servers.</li> <li>• School Community is informed of</li> </ul>	<ul style="list-style-type: none"> <li>• Principal</li> <li>• Principal and TSSP technician</li> <li>• Principal</li> <li>• Principal</li> </ul>	<ul style="list-style-type: none"> <li>• By end of Term 2</li> <li>• End of Term 4</li> <li>• End Term 1</li> <li>• End of Term 3</li> <li>• End of Term 4</li> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• Ultranet Coaches</li> <li>• TEN PD</li> <li>• Inhouse expertise</li> <li>• Ultranet Coaches</li> <li>• SIPS Documentation</li> <li>• Ultranet Readiness Kit</li> <li>• Ultranet Coaches</li> <li>• DEECD resources</li> <li>• School newsletter</li> <li>• School Website</li> </ul>

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		Ultranet developments.			<ul style="list-style-type: none"> <li>• Ultranet Coaches</li> </ul>

\* SIPS = Schools ICT Progression Strategy

\*\*ttPartners Readiness Kit is being developed