

### Subject Leader Action Plan September 2022-2023

Objectives	Action	Who	When	Resources/Co st	Monitoring /Evidence	Success Criteria / Impact on Learning	RAG
Ensure units are clearly marked and segmented in books.	All teachers to create a front cover or get the children to design covering page to indicate the start of each unit.	All staff.	Term 1 - 6	Book look	Book monitoring Term 3 and Term 6.	<ul style="list-style-type: none"> <li>Lessons follow the Jigsaw scheme of work.</li> <li>Each 'puzzle piece' clearly marked.</li> <li>Dates presented on every piece of work (including floor books).</li> </ul>	
Ensure KS2 record all lessons, including practical lessons.	Ask children to complete a self-assessment form that can be stuck into books to show that the objective has been met. This only needs to be done when a practical lesson takes place in order to show progression.	KS2	Term 1 - 6	Learning walk of KS2.  Book look.  Staff meeting.	Book monitoring Term 3 and Term 6.	<ul style="list-style-type: none"> <li>Teachers to familiarise themselves with the Jigsaw self assessment sheet (found at the end of each puzzle piece).</li> <li>Children to complete.</li> </ul>	
To ensure there is progressive coverage of PSHE across the whole school.	Update current PSHE teaching materials.  Implement weekly PSHE sessions throughout the year –majority teacher taught.	JR	Term 1 - 6	Staff meeting.	Term 5 – Lesson observations.	<ul style="list-style-type: none"> <li>Weekly PSHE lessons are taught. - PSHE curriculum is fully covered.</li> <li>Evidence of progression seen in books across all year groups.</li> </ul>	