

Subject Leader Action Plan September 2023-2024

Objectives	Action	Who	When	Resources/Co st	Monitoring /Evidence	Success Criteria / Impact on Learning	RAG
Strengthen the use of the Jigsaw Charter-strengthening links between school values, school behaviour policy and Jigsaw.	Recap on INSET or staff meeting to set expectations and Jigsaw charter so that this can be displayed in class. Children to be reminded of Jigsaw charter at the beginning of each lesson.	JR All staff.	Term 1	INSET time Pupil conference	Jigsaw charter evident in classrooms.	<ul style="list-style-type: none"> Children to know the expectations. Children to follow our school rules – Ready, Respectful, Safe alongside the Jigsaw charter. Children to know where the Jigsaw charter is in their classroom. 	
Continue to ensure units are clearly marked and segmented in books across KS1 and KS2.	All teachers to create a front cover or get the children to design covering page to indicate the start of each unit. Unit front cover should have the term and title of the unit.	KS1 KS2 EYFS – floor book	Term 1 - 6	Learning walk. Book look.	Book monitoring Term 3 and Term 6.	<ul style="list-style-type: none"> Lessons follow the Jigsaw scheme of work. Each ‘puzzle piece’ clearly marked. Dates presented on every piece of work (including floor books).. 	
Review assessment procedures for Jigsaw lessons.	Staff meeting to examine options for assessment in Jigsaw e.g. self assessment, formative (ongoing) & summative assessment (e.g. at end of each puzzle)	JR to lead discussion All staff	Term 1	Staff meeting.	Term 3 and Term 6 to ensure assessment is being carried out	<ul style="list-style-type: none"> Weekly PSHE lessons are taught. - PSHE curriculum is fully covered. Evidence of assessment taken during lessons. 	