



St. Mary's Catholic Primary School

At St. Mary's we live and learn, sharing God's love.

MONITORING AND EVALUATION POLICY

We believe it is essential that the quality of teaching and its impact on children's learning is both regularly monitored and evaluated throughout the school.

Monitoring will be undertaken by:

- Headteacher
- Senior Leadership Team
- Subject Coordinators
- Governors
- External advisors

Aims

- To ensure that both teaching and learning are regularly monitored throughout the school
- To have in place a robust, termly system for monitoring and evaluating
- To have in place a system for evaluating performance, target setting, planning, taking action and monitoring progress

Quality of Teaching

The quality of teaching is observed by the Head teacher, Deputy head teacher, subject leaders and external advisors using the following criteria:

- timetable for observing teaching
- the focus of the observation
- an agreed format for recording the observation
- an agreed format for giving feedback on the observation
- an agreed timescale for any development points to be actioned and their implementation monitored

Quality of Children's Learning & Standards Attained

- Termly book, planning and assessment scrutinies are undertaken by the head teacher, deputy head teacher and/or subject leaders
- Evidence can also gathered of pupil's attitudes to work via pupil interviews, walkthroughs, questionnaires etc

Quality of Teachers' Planning

- Planning is monitored by department coordinators and subject leaders

- Planning is uploaded onto OneDrive
- Any member of the SLT can request to see planning at any time

Targets

- Targets set in the SIP are monitored by Governors when they visit the school and from meetings with the Head teacher
- Individual teachers are set targets as part of the appraisal process and these are monitored throughout the year

Effectiveness

We believe this policy will be effective only if we ensure consistency across the school by regular and robust monitoring. Please refer to the termly monitoring timetable.

Reviewed February 2024