



THE BEECHES
INDEPENDENT SPECIAL SCHOOL

Action Plan

Action plan submitted under S.114 of education and skills act 2008

School Name: The Beeches Independent School

School Number: DfE 874/6004

Standard No	Objective	Action proposed	To be completed by	Responsible person	Costs and resources	Success criteria or outcome
Part 1. Quality of education provided (2.1) (a)	to ensure that a written policy on the curriculum, supported by appropriate plans and schemes of work, which provides for the matters specified in subparagraph (2) is drawn up and implemented effectively.	To review the existing curriculum policy to reflect changes to current evolving practice To lead the production of SOW in all subject areas to follow school policy To publish the up to date policy on the school website	06/03/2020	Proprietor to delegate the writing of the Curriculum Policy to the Head of Education. SLT to oversee planning across the curriculum Head of Education to ensure staff read the updated policy.	Staff meeting time for all staff to read and sign the updated policy Staff training on effective planning methods for SOW	Curriculum policy reflecting current practice to be read and signed by all staff. Curriculum policy posted on the school website for parents and stakeholders to access Schemes of work demonstrating appropriate and relevant content for all learners
2)(e)(ii) + (iii) (H)	To ensure pupils have access to accurate, up-to-date careers guidance that— To ensure pupils receive information which enables them to make informed choices about a	To assign responsibility for careers guidance to senior teacher Timetable to accommodate two hours of careers time per week for dissemination through pupil body All pupils to receive a	14/02/2020 14/02/2020 06/04/2020	Proprietor / Head of Education Delegated responsibility to Careers Guidance Co-Ordinator	Teaching time of two hours per week	Robust schemes of work, differentiated to pupil need, are available to meet the Planning For Adulthood objectives. All pupils are able to recognise appropriate career choices and qualifications needed to access Post-16 courses in the local area Pupils show an interested in,

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(H) (ii)	<p>broad range of career options; and</p> <p>To ensure careers guidance helps to encourage them to fulfil their potential.</p>	<p>careers guidance lesson 2 x per ½ term</p> <p>Pupils to be exposed to choices of local provisions and the courses offered Post 16</p> <p>Wall display to promote careers options for all</p> <p>Careers library to be created</p> <p>Explore work experience option in relevant field for Post-16 pupils</p>	<p>06/04/2020</p> <p>06/04/2020</p> <p>20/03/2020</p> <p>20/03/2020</p> <p>06/04/2020</p>		<p>Prospectuses from local provisions to be available to pupils</p> <p>Display resources / posters</p> <p>Transportation/staff support for work experience</p>	<p>and visit, local Post-16 provision.</p> <p>The school creates a 'go to' area for pupils to lead their own learning as appropriate</p> <p>Post 16 pupils to attend a relevant work experience placement on a weekly basis to explore employability options</p>
Part 1 (3) (a)	Secure learning which enables pupils to acquire new knowledge and make good progress according to their ability so that they increase their understanding and develop their skills in the	<p>Ensure staff have access to all current educational data on pupils' abilities</p> <p>To review via audit current resources used across the curriculum for relevance to pupils' objectives</p> <p>To identify the resources most</p>	<p>17/02/ 2020</p> <p>06/03/2020</p> <p>27/03/2020</p>	Head of Education / Senior Leadership Team + Curriculum Leaders	<p>No cost – designed in-house</p> <p>Appropriate online learning resource</p>	<p>Staff can identify the objectives to be met at the current working level of each pupil</p> <p>Teaching materials are appropriate for the learning styles and special needs of our pupils</p> <p>Staff feel autonomous in the best interests of their subject areas, increasing best practice</p>

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	subjects taught;	conducive to the learning of our SEND pupils			systems to be identified	
		Attendance at "Autism and the Curriculum."+ dissemination to the staff team in whole staff meeting	25/03/2020	SLT- Head of Education	£215 + Travel	All staff to be more aware of positive strategies to implement a more Autism friendly curriculum
(3) (c)	The school ensure that teaching involves well planned lessons and effective teaching methods, activities and management of class time;	Senior leaders and governance to complete learning walks and lesson observations listed on the school calendar	17/04/2020 and ongoing	Senior Leadership Team and school governance	No cost	Learning walks are used as a responsive learning tool in order for school staff to improve practice
		Staff to use directed time to complete peer observations	17/04/2020 and ongoing	Senior Leadership Team Line Manager	No cost	Staff share good practice and resources with one another
(3) (d)	Ensure teachers show a good understanding of the aptitudes, needs and prior attainments of the pupils, and ensures that these are taken	Ensure staff have access to all previous educational data on pupils' abilities	28/02/2020	Senior Leadership Team		Senior Leadership and Governance observe lessons which meet the criteria of 'Good' for Teaching and Learning
		Staff to capture the learning of all pupils through appropriate baseline assessment	17/04/2020 and ongoing	Senior Leadership Team + Curriculum Leaders		

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3 (h)	into account in the planning of lessons	Regular analysis of pupil data is completed and reported to SLT for impact on SIP.		Senior Leadership Team + Curriculum Leaders Senior Leadership Team		
	Demonstrate teaching which utilises effective strategies for managing behaviour and encouraging pupils to act responsibly.	Learning Walks and Lesson observations record the implementation of appropriate behaviour for learning strategies	17/04/2020 and ongoing	School Governance Teaching staff SMSC Co-ordinator	Attendance of SLT/Governance to Learning Walks / Obs weekly	School Improvement Partner to reflect the success of behaviour for learning from all teaching staff
		Analysis of incident report data to identify patterns / trends in behaviour for learning	17/04/2020 and ongoing	SLT	Eduspot system – implemented already. Annual cost.	Incidents, including physical interventions, are reduced by a minimum of 20%
		Attendance at “Supporting people with PDA” and subsequent dissemination in staff meeting	23/03/2020		£215 + travel costs. 1hour slot in staff meeting	For staff to implement positive strategies in working with pupils with PDA
	Implement tactile reward systems in order to recognise effective behaviour for learning on a daily basis Wall display to be	14/02/2020		Pupils offered the equivalent to £1 per 10 tokens as reward amount. Average £20 per pupil per year	Pupils choose their own reward level and aspire to earn rewards	

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		<p>produced and updated regularly to reflect rewards earned</p> <p>Implement 'WOW' recognition for SMSC/British Values led learning, including regular update of wall display</p> <p>Behaviour Management Support offered to all staff in response to pupil behaviours</p>	<p>14/02/2020</p> <p>27/02/2020</p>		<p>Wall display resources</p> <p>Gold and green tokens for reward tubes £20</p>	<p>For each pupil to appear on the rewards wall with their chosen individualised reward by the end of the academic year</p> <p>Each pupil will aspire to earn two gold tokens per WOW awarded for their reward tube. Write up to celebrate award on wall display</p> <p>Staff observed to be implementing the 70% proactive and agreed strategies as per Behaviour Management Plan and debriefs in staff briefings / meetings</p>
Part 3. 9(b)	To promote good behaviour amongst pupils by ensuring that the policy is implemented effectively	<p>Ensure all staff members have read and signed the current behaviour policy</p> <p>To update the behaviour policy annually or beforehand if amendments are necessary</p>	06/03/2020	<p>Proprietor / Head of Education</p> <p>Teaching staff</p>	None	All staff to be following the behaviour policy consistently for all learners

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9(c)	To ensure that a record is kept of the sanctions imposed upon pupils for serious misbehaviour.	<p>Pupil files to contain an individual rewards and sanctions log per pupil</p> <p>Examples of appropriate sanctions list to be published to all staff</p> <p>Overall tracking sheet to be implemented to track sanctions</p>	<p>14/02/2020</p> <p>06/03/2020</p> <p>13/03/2020</p>	<p>SLT + delegation to Keyworkers</p> <p>SLT</p> <p>Head of Education</p>	<p>Rewards and Sanctions Log x1 per pupil each week</p> <p>None</p> <p>Spreadsheet to be created to track sanctions</p>	<p>Pupils to recognise both positive and negative behaviours displayed</p> <p>Staff to converse with pupils in order to better understand behaviours and to implement appropriate levels of sanctions</p> <p>Instant information regarding sanctions given and tracking and analysis to identify trends and learning necessary</p>
Part 4. Suitability of staff, supply staff, and proprietors 18(2)(b)	To confirm no such person carries out work, or intends to carry out work, at the school in contravention of a prohibition order, an interim prohibition order, or any direction made under section 128 of the 2008 Act or section 142 of the 2002 Act, or any disqualification, prohibition or	<p>Each member of staff appointed to be checked for the relevant prohibitions using the DfE website</p> <p>To revoke the employment offer to any member of staff found to be listed with prohibition</p>	17/02/2020 (The recording of this information was amended during the inspection)	Proprietor and Head of Education	DfE sign-in website	<p>All staff checks to be carried out and listed on the Single Central Register prior to commencing employment at the school</p> <p>Suitable staff identified to work with our vulnerable pupils.</p>

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21(3)(a)	restriction which takes effect as if contained in either such direction; in relation to each member of staff ('S') appointed on or after 1st May 2007, whether–					
21(3)(a)(iii)	check to establish whether S is subject to any direction made under section 128 of the 2008 Act or section 142 of the 2002 Act or any disqualification, prohibition or restriction which takes effect as if contained in such a direction;					
21(3)(b)	in relation to each member of staff ('S'),					

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	whether a check was made to establish whether S is subject to a prohibition order or an interim prohibition order, including the date on which such check was completed.					
Part 6. Provision of information 32(1)(a)	Guarantee that information is provided to parents of pupils and parents of prospective pupils and, on request, to the Chief Inspector, the Secretary of State or an independent inspectorate;	School website to be checked and amended where necessary to ensure that all relevant documentation is posted for access by external parties. Updated regularly	28/02//2020	Proprietor Head of Education	School website	For information to be easily accessible to all via the school website
32(1)(b)	Ensure that the information specified in subparagraph (3) is made available to parents of pupils and parents of	School website to be checked and amended where necessary to ensure that all relevant documentation is posted for access by external parties. Updated regularly	28/02//2020	Proprietor Head of Education	School website	For information to be easily accessible to all via the school website

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32(3)(b)	prospective pupils and, on request, to the Chief Inspector, the Secretary of State or an independent inspectorate; Check that the website lists the particulars of educational and welfare provision for pupils with EHC plans and pupils for whom English is an additional language;	EAL policy to be compiled and uploaded to the website SEND Policy to be uploaded to the website	06/03/2020 06/03/2020	Head of Education Head of Education	School website School website	All visitors to the school website will be able to locate the EAL policy with ease All visitors to the school website will be able to locate the SEND Policy with ease
34(1)(a)	To demonstrate good skills and knowledge appropriate to their role so that the independent school standards are met consistently;	Head of Education to ensure that each of the Independent School Standards are met	17/04/2020	Proprietor / Head of Education	School website Governance meetings School Improvement Partner employed for 1 day's input	Relevant action will have been taken to ensure that the school will be fully compliant with Ofsted Independent School Standards

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34(1)(b)	The management will fulfil their responsibilities effectively so that the independent school standards are met consistently.	School management are to ensure that each of the Independent School Standards are met Head of Education to complete NPQH study to demonstrate continued professional development	17/04/2020 17/04/2020 and ongoing to September 2020	Proprietor / Head of Education Head of Education	School website Governance meetings School Improvement Partner employed for 1 day's input Government funded	Relevant action will have been taken to ensure that the school will be fully compliant with Ofsted Independent School Standards To achieve NPQH award to positively impact the school
Schedule 10 of the Equality Act 2010	To ensure that the school is compliant with schedule 10 of the Equality Act 2010. Leaders have not produced an accessibility plan	Produce an appropriate accessibility plan	28/02/2020	Head of Education Proprietors Head of Operations	School website	To demonstrate appropriately that the school site is accessible to all.