



Performance Management Report Autumn 2018

The appraisal period will run **for twelve months** normally from Autumn term to Autumn term

All appraisers of teachers, other than those appraising headteachers, will be teachers and will be suitably trained. In the case of Middleton School this will usually be the headteacher.

The headteacher will be appraised by the Governing Body, supported by a suitably skilled and/or experienced external adviser who has been appointed by the Governing Body for that purpose.

Other than in exceptional circumstances, no teacher will be given more than three objectives. The objectives set for each teacher are intended to contribute to the school's plans for improving the school's educational provision and performance and improving the education of pupils at that school and will take into account the professional aspirations of the teacher.

The appraisal report includes:

- ✚ details of the teacher's objectives for the appraisal period in question;
- ✚ an assessment of the teacher's performance of their role and responsibilities against their objectives, and against the relevant standards;
- ✚ an assessment of the teacher's training and development needs and identification of any action that should be taken to address them;
- ✚ a recommendation on pay where that is relevant **(N.B. – pay recommendations need to be made by 31 December for head teachers and by 31 October for other teachers)**;
- ✚ a space for the teacher's own comments

Performance Management of all teachers at Middleton School has taken place within the appropriate timescales. And objectives have been reviewed and new ones set.

Performance Management Targets for last year – 17/18

There were two school targets this year:

- ✚ To ensure that all pupils attainment is accurately baselined using the m-scales in literacy and numeracy.
- ✚ To observe a lesson in each of the two departments where you are not currently based.

Individual targets included

- ✚ To continue to work towards your Masters Degree
- ✚ To make time for 1:1 working with all the children in the class for at least 10 minutes a week to focus on specific targets.
- ✚ To (continue to) develop your experience in delivering Outreach to local primary schools (2 staff)
- ✚ To mentor the new members of staff in your department (2 staff).
- ✚ To investigate enrollment on a Masters Level Degree course (2 staff)
- ✚ To set up data reviews for children in your department (3 staff)

Performance Management Targets for 18/19

There are two school targets for this year:

- ✚ To ensure the completion and review of STEPS associated plans and paperwork and to ensure that they are shared and stored on the system.
- ✚ To ensure that all Off Site Learning opportunities have a learning objective that is clear and shared with the children.

Individual targets include:

- ✚ To successfully complete the NQT programme
- ✚ To develop my skills in supporting / teaching reading to pupils who are now functional readers.
- ✚ To develop my understanding of and expertise in the management and organisation of Outreach .
- ✚ To organise and manage shared responsibility for planning and assessment in Robins (2 staff)
- ✚ To enroll on and successfully complete the first year of a Masters degree
- ✚ To develop my role as a department leader in terms of curriculum, team building and monitoring performance.
- ✚ To develop my role as department leader in terms of monitoring the quality of teaching and learning. (2)
- ✚ To complete the writing of PSHE M Scales and market and to arrange at least one moderation session each term for M Scales to include schools using the scales.

Pay progression

With regard to the performance management of main scale teachers who are not at the top of the scale, with due regard to their good to outstanding performance in the classroom and the successful completion of their targets that they be awarded the next level of pay on the main scale (2 teachers).

With regard to the performance management progression of two teachers I would like to recommend to the governors that as a result of their outstanding performance in the classroom that they should move to Upper Pay Scale 1 to be backdated to September.

Support Staff

Support staff performance management for all staff takes place during each Summer Term. Each member of staff, either as an individual or in some cases as a small group have the same questionnaire to complete either in writing or in discussion. Support staff may or may not ask for a target or specific action to be noted on their performance management review.