

# THE SIX-STEP SCHOOL SELF-EVALUATION PROCESS FOR POST-PRIMARY SCHOOLS

## Step 1

### GATHER EVIDENCE

### Teaching & Learning (*dimension*)

### Literacy/Numeracy/other aspect of T & L (*focus from 2012 - 2016*)

#### EVALUATION THEMES

##### Learner Outcomes

Attainment of subject & programme objectives

Attitudinal surveys  
 Copies, rubrics  
 Class tests, SEC results  
 Standardised tests....

##### Learning Experience

Learning environment  
 Engagement in learning  
 Learning to learn

Surveys  
 Focus groups  
 Self-reflection  
 Team-teaching....

##### Teachers' Practice

Preparation  
 Teaching approaches  
 Management of students  
 Assessment

Reflection, minutes  
 Focus groups  
 Surveys  
 Team-teaching....

#### SUB-THEMES

#### SAMPLE SSE TOOLS

## Step 2 ANALYSE EVIDENCE USING EVALUATION CRITERIA (TABLE BELOW: SUMMARY OF EVALUATION CRITERIA)

**Attainment**  
 Knowledge,  
 Skills,  
 Attitudes,  
 L & N,  
 Attainment trends.

**Learning Environment**  
 Organisation of learning areas,  
 Child protection,  
 Safety,  
 Resources,  
 Displays.

**Engagement in Learning**  
 Active,  
 Collaborative,  
 Challenging,  
 Motivating.

**Learning to Learn**  
 AFL,  
 Skills (JC & LC),  
 Personal organisation,  
 ICT skills in learning.

**Prep for Teaching**  
 Learning outcomes,  
 Written plans,  
 L & N,  
 Resources,  
 Assessment.

**Teaching Approaches**  
 Learning outcomes,  
 Focus of learning,  
 Approaches,  
 Differentiation,  
 Resources,  
 Assessment.

**Management of Students**  
 Behaviour,  
 Interactions,  
 Expectations,  
 Organisation of activities,  
 Student voice,  
 Equal opportunities.

**Assessment**  
 Whole-school & subject-specific assessment policy,  
 Assessment in practice & records,  
 Communication of progress,  
 Analysis & use of information.

### Step 3

**DRAW**

**CONCLUSIONS**

*Benchmark against  
Quality Statements*

Significant  
strengths

Strengths  
outweigh  
weaknesses

Weaknesses  
outweigh  
strengths

Significant  
weaknesses

### Step 4

**SSE REPORT**

Focus of evaluation

Context

Findings

Strengths

Areas for improvement

Legislative requirements

### Step 5

**SCHOOL**

**IMPROVEMENT**

**PLAN (SIP)**

Targets

Actions

Person responsible

Measurable outcomes

Timeframe

Review date

### Step 6

**IMPLEMENT**

**ACTIONS &**

**MONITOR**

**TARGETS**

Actions at class level

Actions at subject department level

Actions at school level

Progress on targets

Changes