

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

## Step 1

### GATHER EVIDENCE

### Teaching & Learning (*dimension*)

### Literacy/Numeracy/other curriculum subject (*focus from 2012 - 2016*)

#### EVALUATION THEMES

##### Learner Outcomes

Attainment of curriculum objectives

Attitudinal surveys  
Copies, rubrics,  
Teacher designed tests,  
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 pupils  
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, Understanding, Skills, Attitudes and dispositions, L & N, Attainment trends.

### Learning Environment

Organisation of learning areas, Child protection, Safety, Resources, Displays.

### Engagement in Learning

Active, Collaborative, Independent Progressive Challenge and support Attitude Learning outcomes Equality of opportunity

### Learning to Learn

AfL, Skills, Personal organisation, ICT skills in learning.

### Prep for Teaching

Learning outcomes, Written plans, Monthly progress reports, L & N, Resources, Assessment.

### Teaching Approaches

Learning outcomes, Focus of learning, Approaches, Differentiation, Resources, Assessment, L & N.

### Management of Students

Behaviour, Interactions, Expectations, Organisation of activities, Pupil voice, Equal opportunities.

### Assessment

Whole-school 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 school level

Progress on targets  
Changes