

Key Area	Action Plan
Specialist Knowledge	<ul style="list-style-type: none"> <li>• Specific: Deliver a CPD session to peers on a specialised topic within the next two months.</li> <li>• Measurable: Receive feedback from attendees via a structured evaluation form.</li> <li>• Achievable: Allocate time each week to prepare materials and rehearse the presentation.</li> <li>• Relevant: Build on existing expertise to support departmental development.</li> <li>• Time-bound: Complete the session and feedback collection by the end of the term.</li> </ul>
Multiple Activities	<ul style="list-style-type: none"> <li>• Specific: Develop a resource bank for at least three differentiated activities per subject, addressing varying pupil abilities.</li> <li>• Measurable: Test the activities in three lessons and collect pupil feedback through short surveys.</li> <li>• Achievable: Dedicate one hour per week to resource creation and trialling within lessons.</li> <li>• Relevant: Enhance lesson engagement and cater to diverse learning needs.</li> <li>• Time-bound: Complete the resource bank and trials within six weeks.</li> </ul>
Up-to-date Online Safety	<ul style="list-style-type: none"> <li>• Specific: Attend an accredited online safety training course within the next four weeks.</li> <li>• Measurable: Pass the course certification and update the school with the latest online safety recommendations.</li> <li>• Achievable: Allocate time during non-teaching hours or inset day for training.</li> <li>• Relevant: Ensure pupils and staff are protected in the digital environment.</li> <li>• Time-bound: Complete the training and share updates by the end of the half-term.</li> </ul>

ICT Integration	<ul style="list-style-type: none"> <li>• Specific: Identify and integrate one new software tool that supports SEN pupils in lessons.</li> <li>• Measurable: Demonstrate the software's use in two observed lessons and gather feedback from pupils and observers.</li> <li>• Achievable: Research tools and trial their use during planning periods.</li> <li>• Relevant: Support inclusive teaching and improve accessibility for SEN pupils.</li> <li>• Time-bound: Implement the tool and complete trials within eight weeks.</li> </ul>
Developing Resources	<ul style="list-style-type: none"> <li>• Specific: Create a digital library of ten interactive teaching resources across core subjects.</li> <li>• Measurable: Use each resource in lessons and track pupil engagement through formative assessments.</li> <li>• Achievable: Develop one resource per week, focusing on interactive elements.</li> <li>• Relevant: Enhance learning through varied and modern teaching tools.</li> <li>• Time-bound: Complete the library within ten weeks and review its impact by the end of the term.</li> </ul>