School Development Plan

2015 - 2016

Al Ittihad National Private School /Abu Dhabi Campus

School Vision Statement

A Generation of Heritage Guardians and Global Thinkers

Statement of Purpose

Raising future leaders who are proud of their heritage and legacy, and are able to face the challenges of a most competitive global world with great confidence and resilience.

School Context

Quality of Teaching and Learning جودة مستوى التدريس والتعلم									
Key Performance Indicators (KPI)	Targets	Strategies	Success Indicators	Evidence Source	Costing	Lead	Start	End	Progress Checks of SIP Goal
TL 1. Improve the level of the English Language in grades (6 to 9) from 73.9% to 75.5 % (SDP 2014-2015)	-To raise the academic achievement in English language for grades (6-9):	-Analyzing MAP test data -Analyzing data end of terms assessment (Term 1, 2 and 3) -Adopt action plans accordingly -Encourage students to use online resources -Train students on research skills -Focus on: *Self-assessment(exit pass, checklist) *Peer assessment *Descriptive feedback *oral presentations -Use a specific Rubrics model -Communicate Rubrics with students, and display them in the classrooms -Assign an independent reader program for grades 6-9. -Assign a learning support teacher for grade 6 learning support students	Progress made in summative and International tests in English language (grade 6-9)	- MAP Data analysis -Action plan based on MAP test results -End of term results and data analysis -Action plans based on end of term results -Exit pass -Checklists -Peer assessment -Rubrics -Photos of Rubrics display in classroom -Independent reader program for grades 6-9	5,000 DH	- **Mrs. Muna Al Nasser/ Academic Advisor** - English Coordinators - Middle leaders	09/2015	05/2016	December 2015 March 2016 June 2016
TL 2. Planning activities in lessons that challenge more able students, including beginning their work at a more demanding level (ADEC Recommendation)	-Fulfill the individual needs of the high achievers.	-Unify the criteria of challenging activities. -Train all academic staff on designing more challenging activities. -Set a specific time for teachers of the same grade level to plan together (weekly) -Follow up by the coordinators on the quality of activities set for high achievers in the weekly lesson plan -Follow up on the teachers implementation of appropriate activities for high achievers through classroom observations - Use a lesson plan checklist when checking the weekly lesson plan to ensure quality of activities prepared for high achievers	-85% of teachers plan challenging activities. -10% progress of the students RIT score in MAP test. -Two students' surveys' will be conducted to measure students' engagement and satisfaction.	-criteria of challenging activities -lesson plans samples -lesson plan checklist -students reports -MAP results -students' surveys -observation reports -workshops (CPD) -Rubrics -summative assessments	5,000 DH	- **Mrs. Muna Al Nasser/ Academic Advisor** -Coordinators -Middle leaders	09/2015	06/2016	December 2015 March 2016 June 2016

Key Performance Indicators (KPI)	Targets	Strategies	Success Indicators	Evidence Source	Costing	Lead	Start	End	Progress Checks of SIP Goal
TL 3. **Providing resources that help struggling learners and set tasks which provide suitable scaffolding to their learning.** (ADEC Recommendation)	-Fulfill the individual needs of all struggling learners. -Establish sustainable learning support classes for grades (5-6) (English).	-Identify the struggling learners in the core subjects. -Adapt an intervention program in parallel with the required curriculum. -Train teachers to meet all struggling learners' needs. -Follow up on the teachers' weekly planning (appropriate tasks for struggling learners) - Write an Individual Improvement plan for each struggling learner -Assign space for conducting classes. (grade 5-6) -Provide qualified and experienced teachers for learning support (5-6)	-80% of teachers set appropriate tasks for struggling learners.*(check percentage)* -15% progress of struggling learners results.	-list of struggling learners -lesson plans model -lesson plan checklist -students reports -MAP results -Student Individual plans -workshops -observation reports -summative assessments -data analysis -modifications in the curriculum	5,000 DH	**- Ms. Soumaya/Girls principal** - Coordinators - Middle leaders	09/2015	05/2016	December 2015 March 2016 June 2016
TL 4. **Integrate 21st Century skills across all subjects.** (Strategic Plan)	-Equip all academic staff with the strategies needed to plan and apply the 21st century skills. - Implement 21st century skills in all core subjects	-Conduct a teachers' survey to check prior knowledge on 21st century skills - Trainings with cognition team on the SCF -Cascading in the school on the SCF -Follow up on the training. -Follow up on model planning through the set of SCF rubrics. -Sharing good practices across departments	-Teachers integrating 21st century skills in the lesson plans. -Engagement of students in the activities applied during lessons.	-Teachers' survey -SCF trainings and meetings -SCF action plan -Cascading schedules in departments' meetings -Lesson Plans samples -SCF rubrics - Model lessons	5,000 DH	**- Ms. Hiba Kharouf/ primary principal** -Ms. Hanan/ICT coordinator - Coordinators - Middle leaders	09/2015	05/2016	December 2015 March 2016 June 2016

Leadership and Management									فاعلية القيادة والإدارة المدرسية
Key Performance Indicators (KPI)	Targets	Strategies	Success Indicators	Evidence Source	Costing	Lead	Start	End	Progress Checks of SIP Goal
LM 1. Develop a comprehensive follow up system for students and teachers

(Strategic Plan) | - Link all teachers and students to a program that provides individual monitoring and mentoring | -Activate the SIS program for students and teachers' follow up.
-Train all staff on the use of SIS system.
-Communicate the SIS program to the parents
-Assign user name and password for all the students to activate the communication with the parents
-Use the SIS system for students' and teachers' follow up
-Monitor the follow up of the SIS program
-Evaluate the process | -100% of the students and the teachers are linked to a program that provides individual monitoring and mentoring. | -Policy and procedures of using the SIS
-Trainings for staff on how to use the system
-Communication with parents through the SIS
-List of usernames and passwords for all students
- Follow up on teachers' performance through the SIS | | **-Mr. Mouneer/Boys principal**

-Ms. Emma/ school system administrator
-Department Principals
-Departments' Supervisors. | 09/2015 | 06/2016 | December 2015
March 2016
June 2016 |
| LM 2. Update and communicate school policies and procedures according to UAE rules and regulations

(Strategic Plan) | -To operate under principles of transparency and accountability. | -Revise and update policies and procedures.
- Share with relevant stakeholders.
-Implement and follow up.
-Evaluate the process. | -100% of the stakeholders will be aware of the policies.
- Increase level of satisfaction among all stakeholders. | -policies and procedures.
-School website.
-surveys and tests.
-Orientation day with staff
 -pledges signed by staff. | 5,000 DH | - **Ms. Rana/ HR officer**

- Ms. Shaima/ Executive secretary | 09/2015 | 06/2016 | December 2015
March 2016
June 2016 |

Key Performance Indicators (KPI)	Targets	Strategies	Success Indicators	Evidence Source	Costing	Lead	Start	End	Progress Checks of SIP Goal
LM 3. Implement the teachers, middle and senior leaders' appraisal system across the school. (Strategic Plan)	-To create a fair and equal opportunities of evaluation and appreciation. - To improve the quality of teachers, middle and senior leadership performance. -To share good practices	-Communicate teachers' and middle and senior leadership appraisal philosophy with all staff -Set a clear reporting system -Establish training programs for all staff -Follow up on the implementation of the appraisal systems across all the school -Create the SIS LMS as a system of follow up -Activate the SIS LMS as a follow up tool -Evaluate the process of applying the appraisal system for teachers, middle and senior leadership	100% of teachers, middle and senior leadership will be apprised according to the same system.	- Teachers' Appraisal system -Middle and senior leadership appraisal system -Trainings for teachers and coordinators -SIS follow up procedures -Evaluation samples of teachers' performance - Evaluation sample of middle and senior leadership performance - Sample of teachers observations done by middle and senior leadership together -Samples of self-evaluation and goal setting plans for teachers, middle and senior leadership -Teachers' surveys		- Ms. Ruba/ KG principal -Department principals -Coordinators	9/2015	6/2016	December 2015 March 2016 June 2016

Standards: Students' attainment & progress/ Students' personal development/ The protection, care, guidance and support of students									
Key Performance Indicators (KPI)	**Targets**	**Strategies**	**Success Indicators**	**Evidence Source**	**Costing**	**Lead**	**Start**	**End**	**Progress Checks of SIP Goal**
S 1. Improve the behavior and progress of boys (ADEC Recommendation)	- Maintain improvements (outside of classroom) - Understand behavior problem (inside classrooms) -Improve behavior (inside of classroom	- Modify the disciplinary plan for boys -Hold an awareness week for students and parents. -Activate 'Student Conduct profile' on Sis -Activate Sis accounts for parents -Continuous input of conduct information on Sis -Distribute Term Conduct Reports - Specify duty areas and roles on site -Activate follow up on teachers' administrative roles via Sis (ex: Duty, Tardiness, etc) -Attend Subject Meetings -Introduce Social Worker strategies for supervisors -Hold meetings with teachers on Engaging Boys plan -Coach struggling teachers on classroom management routines -Diagnose problem areas -Set plan	-Minimize the number of the students' referral to the supervisors and less interruption outside the classroom -More active engagement of the boys inside the classroom. -An Increase in students' results	-Office referral forms. -Duty attendance log. -Disciplinary plan. -Lesson plans. -Action plan. -Data analysis. -Model lessons. -Students' work. - Videotaped lessons. - Rewards and certificates - Student Conduct profile' on Sis. - Student term Conduct reports. - Minutes of meetings with teachers and supervisors. -Training for teachers' (Classroom management).	7,000 DH	**Mr. Mouneer/ Boys Principal** - Coordinators - Boys supervisors	09/2015	6/2016	**December 2015** **March 2016** **June 2016**

Key Performance Indicators (KPI)	Targets	Strategies	Success Indicators	Evidence Source	Costing	Lead	Start	End	Progress Checks of SIP Goal
S 2.To support student self-assessment through the use of a variety of qualitative assessments information (Strategic Plan)	Assessment for learning: Use data analysis information to improve students' performance	-Cascade Razi's CPDs to all teachers -Identify the skills to be assessed -Design differentiated assessments based on the skills - Design a unified templet for analysis and writing a report on summative assessments. -Analyze the results of summative and formative assessments -Write reports based on data analysis -Set action plans accordingly -Follow up on the results. - Follow up on the implementation of student portfolio, Rubrics, and Exit Pass through lesson planning and classroom observation.	Students are able to set targets and evaluate themselves	-Schedules of cascading of Razi workshops in all departments -sample of lesson plans integrating differentiated assessment -Data analysis of summative assessment - Data analysis of formative assessment -reports and action plans based on data analysis - Rubrics - Exit pass - Student Portfolio	8,000 DH	- Ms. Hiba Kharouf/ primary principal -Ms. Jaeda/Assessment coordinator -coordinators	09/2015	6/2016	December 2015 March 2015 June 2016

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Planning Process
- Evaluation of the school's SDP for the academic years 2014-2015 - SWOT analysis at the end of the school year 2014-2015 for each department based on ADEC standards - Action plan for each department based on their SWOT analysis - Strategic plan 2014-2017 (check goals set for the academic year 2015-2016) - Committee meetings to write the SDP 2015-2016 - Finalizing the SDP 2015-2016 by the school's management team and adopting the plan by the board of governors

Review Process
A SDP follow up team will evaluate the targets achieved by each department and document the evidences needed at the end of each term during the school year 2015-2016

Presentation to Parent Body
The SDP 2015-2016 will be presented to the parent body through the PTA of the school and by publishing the plan on the school website

Approvals

Parent Representative	Mrs. Mouza Al Shamsi	Signature	Date
Principal	Mrs. Fatima Murshed	Signature	Date
Owner, proprietor or board member	Mr. Faraj Bin Hmooda	Signature	Date
Owner proprietor or board member		Signature	Date