

ALFRETON PARK COMMUNITY SPECIAL SCHOOL
LEARNING TOGETHER FOR PERSONAL SUCCESS
 SCHOOL IMPROVEMENT PRIORITY GROUPS

PHONICS / LETTERS & SOUNDS ACTION PLAN 2015/2016

ACTION STEPS & STRATEGIES	RESPONSIBILITY	DEADLINE	RESOURCES	IMPACT & PROGRESS
Phonics/Letters & Sounds INSET: Broker support from the 4Derbyshire TSA Run whole school phonics INSET	Rhys / Amy	2/11/2015	Provided by Bolsover Infant School	All staff attended INSET on 2 nd Nov. 2015; 100% rated v. good and useful to role; All staff received same 'message'.
Standardise Approach: Facilitate phonics development session Agree an approach across school	Rhys / Josie / Amy All staff	3/11/2015	Meeting room; Key questions; Boards/markers	Engaged key stakeholders in dialogue; Facilitated coordinated / hybrid approach; Enable flexibility to meet specific needs;
Policy / Procedure: Formalise phonics/letters & sounds policy Publish policy to colleagues / website	Rhys	18/12/2015	Time commitment;	Provide reference point for colleagues; Support the induction of new staff; Facilitate consistent application of strategy.
Access to Resources: Issue letters and sounds book Produce key resources folder & web links	Josie / Amy	18/12/2015	Coordinator time; Folders, files etc.	Access to shared resources for all staff; Facilitate a consistent approach; Provide a reference point for all staff.
Audit of Provision: Audit the implementation of the policy Provide feedback to staff and governors	Cheryl / Rhys	12/2/2106	Audit proforma; Time commitment	Know how policy has been implemented; Clear overview of class specific approach; Identification of 'next steps'.

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