

Workload Category	What is in place
Data Management	<ul style="list-style-type: none"> Limited to 2 full data collection points a year per year group. Broad window for data collection points allows flexibility for department planning Data analysis through PowerBi at KS3 enables staff to swiftly act upon data outcomes. SISRA effectively provides analysis of KS4 and KS5 grades.
Feedback and marking	<ul style="list-style-type: none"> No marking of classwork or notes across KS3-KS5. Teacher feedback on only two identified pieces of work per half term. Technology/applications available to allow automated marking and feedback for homework eg. Educake/MathsWatch
Curriculum planning and resources	<ul style="list-style-type: none"> Schemes of Work and resources in place for all subjects and accessible on Sharepoint. Opportunities to share planning, expertise and resources across the Trust. Additional collaborative planning /moderation time scheduled into training and development calendar. All work for PSRE/careers sessions is provided for tutors. Continued prioritising of department and development time for collaborative curriculum development
Behaviour management	<ul style="list-style-type: none"> Classcharts facilitates quick and simple recording of behaviour events. Analysis provided to HoD's/Pastoral team weekly. Centralised after school detentions supervised by pastoral team. Majority of contact/meetings with families conducted by the pastoral team/SLT
Communication	<ul style="list-style-type: none"> Daily bulletin to ensure all relevant operational information is shared promptly. Briefing one morning per week face to face and more detailed Friday bulletin shared digitally. Department briefings fortnightly. Use of remote meetings where appropriate for eg. to reduce travel to other Trust schools
Use of directed time	<ul style="list-style-type: none"> Within 1265 limit Yearly publication of 1265 Directed Time Allocation Individual queries addressed

