



**Rivington Foundation Primary School  
Monitoring and Assessment Cycle**

**September 2018**

<b>September 2018</b>				
<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
3	4	5	6	7
<b>Test Week:</b> _____ Baseline assessments: Spelling ages Reading/Comprehension ages Home reading Book Band audit			→	<b>Data submission:</b> Baseline assessments: SA Spelling ages: SA Reading/Comprehension ages: SA Home reading Book Band audit: RC
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
<b>Writing Walkthroughs (RC, SA)</b> _____				→



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**October 2018**

<b>October 2018</b>				
<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>Maths Book Scrutiny</b> (RC, SA, AD)	2	3	4	5
<b>Teacher Appraisals</b> (SA)				
<b>Appraisal Observation:</b> Writing (see SIP) (RC, SA)	8	9	10	11
				12
<b>Reading Walkthrough:</b> Guided Reading session/reading phase of units/classroom environment (RC, SA)	15	16	17	18
				19
	22	23	24	25
				26
<b>Maths Walkthrough</b> Science books (RC, SA)	29	30	31	



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November 2017				
Monday	Tuesday	Wednesday	Thursday	Friday
1	2			
5	6	7	8	9
		<b>SEN Wave 2/3 reviews: HW</b>		
13	14	15	16	
19	20	21	22	23
26	27	28	29	30
<b>Science Books</b> <b>Gov SEN Writing walkthrough</b> <b>Whole School Test Week:</b> KLIPS Assessment papers: Arithmetic, Reasoning, SPaG and Reading. Spelling ages Reading/Comprehension ages Home reading Book Band audit Update provision tracker/learning maps				<b>Autumn Data submission:</b> Test results/KLIPS levels: SA Spelling ages: SA Reading/Comprehension ages: SA Home reading Book Band audit: RC Prov. tracker/maps: HW



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December 2017				
Monday	Tuesday	Wednesday	Thursday	Friday
<b>Pupil Progress meeting week</b> — 3 <b>Update class trackers</b> <b>Foundation Subjects Books</b>	4	5	6	7 <b>Deadline for class tracker updates</b>
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28



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January 2018				
Monday	Tuesday	Wednesday	Thursday	Friday
31	1	2	3	4
<b>Pupil Premium Writing books</b> RC/SA 7	8	9	10	11
→				
<b>Science Walkthroughs</b> RC/SA/SC 14	15	16	17	18
→				
<b>Maths Book Scrutiny</b> SA/RC/AD 21	22	23	24	25
→				
<b>Second Appraisal Observation</b> <b>Focus: TBC</b> SA/RC 28	29	30	31	1
→				



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February 2018				
Monday	Tuesday	Wednesday	Thursday	Friday
				1
4 <b>Foundation Subjects Walkthrough</b> Subject Leaders	5	6	7	8
→				
11	12	13	14	15
18 <b>Science Book Scrutiny</b> SC, SA, RC	19	20 <b>SEN Wave 2/3 reviews: HW</b>	21	22
→				
25 <b>Writing Book Scrutiny</b> SA, RC	26	27	28 <b>Update provision tracker/learning maps: HW</b>	1
→				



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March 2018				
Monday	Tuesday	Wednesday	Thursday	Friday
				1
<b>Maths Books AD, SA, RC</b> 4 <b>Appraisal lesson observations (inc. SEN):</b> AG/NH/AH <b>English observations/pupil discussions:</b> RC	5	6	7	8
<b>Whole School Test Week:</b> 11 KLIPS Assessment papers: English SPaG and Reading, Maths. Spelling ages Reading/Comprehension ages Home reading Book Band audit	12	13	14	15
				<b>Spring Data submission:</b> Test results/KLIPS levels: SA Spelling ages: SA Reading/Comprehension ages: SA Home reading Book Band audit: SA
18 <b>Pupil Progress meeting week</b> <b>Update class trackers</b>  <b>Foundation Subject books</b> Subject leaders, SA	19	20	21	22
				<b>Deadline for class tracker updates</b>
25	26	27	28	29



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April 2018

April 2018				
Monday	Tuesday	Wednesday	Thursday	Friday
1	2	3	4	5
<b>Maths walkthroughs</b> AD, SA <b>Science books</b> SA, SC	9	10	11	12
15	16	17	18	19
<b>Writing walkthroughs:</b> RC, SA <b>English Pupil discussions- reading for pleasure (We Are Reading):</b> RC	23	<b>SEN pupil discussions:</b> HW	25	26
29	30			





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May 2018

May 2018					
Monday	Tuesday	Wednesday	Thursday	Friday	
Pupil premium/AGT	29	30	1	2	3
KS1 SATs Commence	6	7	8	9	10
KS2 SATs Week	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	31



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**June 2018**

<b>June 2018</b>				
<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
3	4	5	6	7
10 <b>Third appraisal observation</b> <b>Focus TBC</b> SA, RC	11	12	13	14
17 <b>Maths books SA, AD</b>	18	19 <b>Update provision trackers/learning maps: HW</b>	20	21
24 <b>Whole School Test Week:</b> KLIPS Assessment papers: English SPaG and Reading, Maths. Spelling ages Reading/Comprehension ages Home reading Book Band audit	25	26	27	28 <b>Final Summer Data submission:</b> Teacher Assessments / Optional SATs/KLIPS/KS1 English tests/ Maths results: SA Spelling ages: SA Reading/Comprehension ages: SA Home reading Book Band audit: RC <b>Deadline for class tracker updates</b>



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July 2018				
Monday	Tuesday	Wednesday	Thursday	Friday
1	2	3	4	5
SEF/SIP/ACTION PLANS (subject leaders, RC, SA)				
→				
8	9	10	11	12
Moving up Writing books RC, SA				
→				
15	16	17	18	19
22	23	24	25	26
29	30	31		