**ISA – Task Timeline, 2017-18**

1. **Meet with Y3-6 Team Leaders (International) - Thurs 11th January**
   * Run through main findings of the ISA results with Team Leaders (from interactive report)
2. **Hand Individual Reports to Class Teachers – Thursday 18th January (After Staff Meeting)**
   * Teachers to identify result anomalies
   * Explain the process/timeline of communicating results to parents
   * EAL/LS teachers to receive soft copy of all results
3. **Team/Year meetings – Wed 24th January**
   * Look through charts/graphs relating to their year level
   * Look at last year’s goals
   * Formalise the goals derived from their results using template
   * Identify an area that the team wish to undertake a more detailed analysis using the Data Discussion protocols.
4. **Class Level Analysis –29nd Jan-13th Feb**
   * Coordinators to meet each Y4-6 teacher to go through results for their class
5. **Staff Meeting - Wed 31st January**
   * Teams to use the data discussion protocol to analyse real data from the ISAs (Y1-2 to use other forms of real data).
6. **Communication to parents re Parent Presentation - Mon 5th Feb**
   * Send blog post to parents notifying them of ISA parent presentation
7. **Whole Staff meeting– Wed 7th February**
   * Show all staff the main parts of the parent presentation
8. **Meet Parents - Mon 12th Feb (TBC)**

Parent Coffee Meeting

* + What are ISAs - explanation
  + How do we use the results:
    1. Individual achievement/progress (Snap-shot)
    2. Comparison with other ‘like’ schools
    3. Identification of areas of strength/areas of development within our English/Maths programmes
    4. Inform future strategic/development plans

1. **Send Individual Reports home (hard copy) – Mon 12th Feb** **(TBC)**

(align with Secondary)