



THE LEARNING TRUST

NURTURING • AMBITION • EXCELLENCE

PERFORMANCE MANAGEMENT 2017/2018

Name:

Role:

PM Line Manager:

Salary Scale:

Progress and Outcomes of previous year's personal targets

Targets	Progress and Outcomes, comment on: <ul style="list-style-type: none">• impact on pupil progress• impact on wider outcomes for pupils• improvements in specific elements of practice, such as behaviour management or lesson planning• impact on effectiveness of teachers or other staff• wider contribution to the work of the school.	Teaching Standards Evidenced	Judgement <i>Please use Evidence coding</i>
1. Teaching and Learning -			
2.			

3.			

Evidence Coding: Less than acceptable (L), Partially Met (PM), Met (M), Exceeded (E) or Exceptional (Ex)

Performance = Achievement & Attainment
Excellence = Quality of Learning

Overall Judgement of Teaching & Learning

During your review meeting you may present any other evidence that will aid your line manager come to a conclusion about your performance over the last year in order to allow the Pay Review Committee to make a pay recommendation.

Your line manager must also discuss the following:

Evidence presented/discussed at review meeting	Evidence reviewed
Lesson observation outcomes	
Student achievement and attainment	
Other Quality of Learning data - lesson monitor scores, callouts, any learning behaviour management issues	
CPD and self-evaluation– your contribution to whole staff development, ownership of self-development and reflective practice	
Other Successes	

Summary notes of review meeting/evidence presented:

Personal Targets Coming year

Targets	Agreed Activity Please describe what you will do – including target group of students, dates, timelines, methods and evidence	Expected Outcomes – address all bullet points <ul style="list-style-type: none">• impact on pupil progress• impact on wider outcomes for pupils• improvements in specific elements of practice, such as behaviour management or lesson planning• impact on effectiveness of teachers or other staff• wider contribution to the work of the school.	Teaching Standards evidenced
1. Teaching and Learning -			
2.			
3.			

Professional Development I need in the coming year (CPD, observation, mentoring, coaching, peer observations, visit, county or exam board course)

Signed _____ Date _____

Completing Performance Management - Notes to Performance Management Line Manager

- In signing this Performance Management Proforma you are confirming that the teacher has successfully completed this cycle of Performance Management in which they continue to meet the Teaching Standards.
- You are confirming that you have reviewed and judged the evidence as presented by the teacher
- You are confirming that you have reviewed and judged the performance objectives set for 2013/2014 and set appropriate targets for 2014/2015
- You are confirming that, if eligible, the teacher has met all requirements for the relevant pay progression.

Supporting Comments by PM Line Manager:

Signed _____ Date _____

If applicable:

Year Head signature: _____ Date _____

Please indicate, by ticking the box, if this document forms part of an Upper Pay Range (Threshold) application

Deadline for completion and passing to Head of Staff Development is 31st October 2014