

Sinclair Academy

School Improvement Plan

2024-2025



Head Teacher's Introduction

Values are at the centre of all we do as a Catholic school community and shape our daily existence within Sinclair Academy. Through consultation with our wider school community including our local parishes, our school values represent "Our Aims":

Aspiration

Integrity

Mercy

Service

Sinclair Academy strives to develop our community by the key features of Margaret Sinclair ensuring our young people are:

Confident learners ready for the world

Courageous and willing to accept challenges

Committed to Succeed and Develop Their God Given Talents

Dedicated to be the best version of themselves

We will achieve this through striving to ensure:

- We create a Catholic school community which engages with our local community in building a strong identity.
- Our curriculum is innovative, creative and meets the needs of all learners to develop of skills for life, learning and work beyond life beyond Sinclair Academy
- We provide effective universal and targeted support which allows all learners to achieve success. This includes effective intervention and partnership working to develop positive outcomes.
- The highest quality of learning and teaching is consistent throughout all areas of our curriculum and learners experience pace and challenge to develop their skills across the curriculum.
- Participative practice is a key part of our daily school life centred around the partnership working of all stakeholders.
- That effective self-evaluation processes are prevalent through all aspects of our school

Raising Educational Attainment Strategy 2023-2028

Outcome 1 – Learning & Curriculum Ensuring every child and young person experiences varied, vibrant and challenging learning experiences which are built on the provision of high quality and inclusive learning, teaching and assessment. Fundamental to this is the design and implementation of a curriculum that creates the conditions, culture and ethos for all four capacities (successful learners, confident individuals, responsible citizens and effective contributors) to thrive and be equally valued.

Outcome 2 – Wellbeing, Inclusion & Attendance Improving wellbeing, inclusion and attendance for all children and young people, promoting confidence, independent thinking and resilience. Fundamental to this is working with families and partners to support the highest possible levels of engagement and equity for all. Improving health and wellbeing for all children and young people will lead to raised educational attainment and achievement, ensuring that learning promotes confidence, resilience, engagement, independent thinking and positive mindsets which in turn increases personal, social, cultural and economic opportunities.

West Lothian Raising Educational Attainment Strategy 2023-2028

National Improvement Framework Priorities 2024

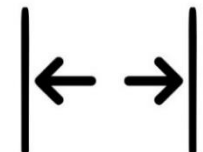


1
Placing the human rights and needs of every child and young person at the centre of education



2
Improvement in children and young people's health and wellbeing

3
Closing the attainment gap between the most and least disadvantaged children and young people



4
Improvement in skills and sustained, positive school-leaver destinations for all young people

5
Improvement in achievement, particularly in literacy and numeracy



2

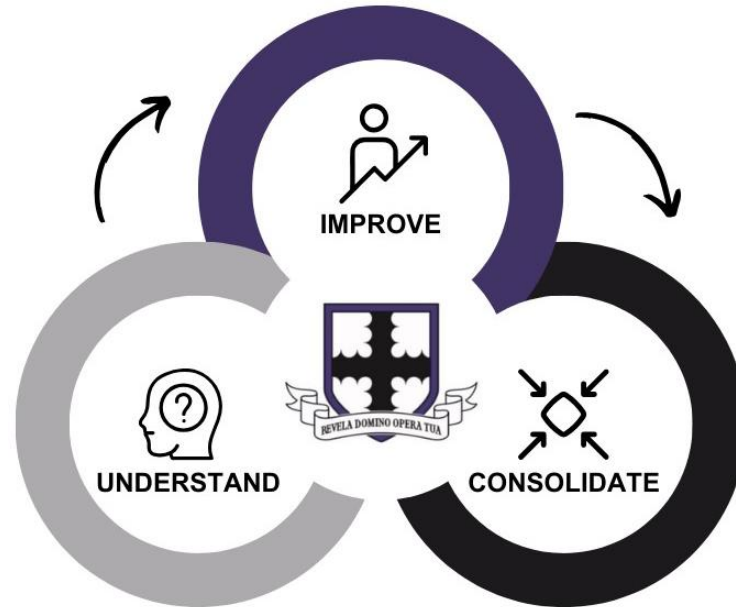


Summary of Sinclair Academy Priorities 2024-2025

Wellbeing, Equality and Inclusion

Meeting Learners Needs

Digital Transformation



Curriculum Development - Questions

Leadership of Change

The Sinclair Lesson

Priorities for Improvement

Meeting Learners Needs

Desired Outcome	QIs	Action	Timeline	Who	Measurement / Evidence	Progress Update
By June 2025, almost all young people have their needs met within the classroom	3.1 2.3 3.2	All staff have participated in CLPL on Meeting Leaders Needs in the classroom	September 2024	All Staff (2 hour CAT)	Attendance at CLPL Measurement of impact through e-form Observation in class of learning Identify Baseline Data (Staff & Pupils)	x
		All staff will participate in CLPL on inclusive pedagogy	Ongoing	All staff	Attendance at CLPL Measurement of impact through e-form Observation of impact Confidence Levels - Staff	
		Parents of pupils with ASN will contribute to a focus group on learning	December 2024	SFL Teacher/SLT	Parental Feedback Student Feedback	
		Literacy & Numeracy Family Learning	December 2024	PT Languages PT Maths	Parental Engagement & Feedback	
		SLT & SFL will have completed at least 30 observations of L&T	November 2024	SFL Teacher/SLT	Pupil Feedback Will this be evidence from observations – pupil feedback?	x
		Pupil focus groups will be undertaken for learners with defined ASN	November 2024	SFL Teacher/SLT	Pupil Feedback	
		Self-Evaluation of differentiation in the classroom	December 2024	SLT	Self-Evaluation Findings	x
		Differentiation staff meeting	January 2025	DHT/SFL	Measurement of impact through e-form Observation in class of learning	
		All staff will have completed at least 2 reciprocal visits of at least 30 minutes	May 2025	All Staff	Observation e-form Feedback to staff	x
		Self-Evaluation of meeting learners	June 2025	DHT/SFL	Self-Evaluation Findings	x

Wellbeing, Equality and Inclusion

Desired Outcome	QIs	Action	Timeline	Who	Measurement / Evidence	Progress Update
By June 2025, almost all relationships across the school community are positive and supportive, founded on a climate of mutual respect within a strong sense of community, shared values and high expectations	3.1	Development of Values based CLPL Programme for all staff.	June 2025	PT Languages & Ethos	<ul style="list-style-type: none"> Visible evidence of values based leadership 	x
		Development of school values based RE curriculum for all learners.	October 2024	PT Languages & Ethos	<ul style="list-style-type: none"> Pupil feedback on school values Classroom observations of pupil relationships 	
		Development of pupil leadership framework based around the house charisms.	June 2025	SLT RRSA Lead	<ul style="list-style-type: none"> Flowchart of pupil leadership Active Pupil Council Effectiveness of House Groups in leading change 	x
		Continued expansion of RRSA Strategy working towards Gold Level.	June 2025	RRSA Lead	<ul style="list-style-type: none"> Evidence of a rights based curriculum from observation Curriculum Plans Pupils being ambassadors for the rights of others. 	
		Development of whole staff CLPL around the nurture principles.	Ongoing	DHT Ed Psych	<ul style="list-style-type: none"> Classroom Observations Ethos & Wellbeing Survey Results Staff Feedback 	x
		Development of an updated Anti-bullying strategy.	October 2024	SLT	<ul style="list-style-type: none"> Ethos & Wellbeing Survey Results PSE Lessons Respect Me CLPL Pupil Feedback Staff Feedback 	x
		Development of an updated equalities strategy.	January 2025	PEF Lead	<ul style="list-style-type: none"> Pupil Feedback Staff Feedback Diversity Group PSE Lessons CLPL on Protected Characteristics 	
		Formation of staff wellbeing working group.	October 2024	Staff Lead	<ul style="list-style-type: none"> Staff Feedback 	

Digital

Desired Outcome	QIs	Action	Timeline	Who	Measurement / Evidence	Progress Update
By June 2025, Almost all young people embrace the importance of developing their own digital skills for learning, life and work.	2.3 3.3	Development of a coherent digital strategy for Office 365 (OneNote, Teams etc.)	October 2024	Business Department	<ul style="list-style-type: none"> Curriculum Plans Classroom Observations Staff Feedback Pupil Feedback 	x
		Family Learning around Office 365 (OneNote, Teams etc.)	December 2024	PT Technologies	<ul style="list-style-type: none"> Parent/Carer Feedback Parent/Carer Engagement Improved HW Completion 	
		CLPL on Promethean use in Learning & Teaching	December 2024	PT Maths	<ul style="list-style-type: none"> Classroom Observations Staff Feedback 	
		Digital Strategy to support learners with ASN	October 2024	PT Maths SFL	<ul style="list-style-type: none"> Classroom Drop-Ins Pupil Feedback Parental Feedback 	
		ELT develop curriculum based strategy on the use of digital technology to support learning.	Ongoing	ELT	<ul style="list-style-type: none"> Curriculum Planning Classroom Observations Staff Feedback Pupil Feedback 	x
		Investment in ICT Resources	June 2025	SLT	<ul style="list-style-type: none"> Infrastructure 	
		Self-Evaluation of Digital Literacy across the curriculum	January 2025	PT Maths	<ul style="list-style-type: none"> Self-Evaluation Findings 	x

Priorities for Consolidation

The Sinclair Lesson

Desired Outcome	QIs	Action	Timeline	Who	Measurement / Evidence	Progress Update
By June 2025, almost all lessons will exhibit key elements of the Sinclair Lesson Strategy	2.3, 3.2	CLPL for all staff on the Sinclair Lesson Strategy through Faculty Meetings	August 2024	ELT	<ul style="list-style-type: none"> Classroom Observations All new staff will be able to articulate key elements 	x
		Development of Classroom Observation Toolkit to support quality assurance of the Sinclair Lesson	September 2024	ELT Working Group	<ul style="list-style-type: none"> E-form for evidence Toolkit Developed Classroom Observations 	x
		Faculty observations using the observation toolkit for self-evaluation to develop capacity	Ongoing (As per Faculty QA Plan)	ELT All Staff Young People/Parents	<ul style="list-style-type: none"> Observation Evidence Termly L&T report (PT/Class Teacher/Pupils) 	
		Undertaking of thematic reviews of faculty areas focused on the Sinclair Lesson (2.3)	May 2025	DHT	<ul style="list-style-type: none"> Classroom Observations Pupil Feedback Staff Feedback 	November 24 (STEM & Art) February 25 (Technology and Society)
		WLC Validated Self-Evaluation with a focus on 2.3	June 2025	SLT	<ul style="list-style-type: none"> VSE Feedback 	

Priorities for Understanding

Curriculum Development

Desired Outcome	QIs	Action	Timeline	Who	Measurement / Evidence	Progress Update
How well do staff understand what the school is trying to achieve through its curriculum and take responsibility for its development?	2.2 2.3 3.2	Development and refinement of the BGE curriculum.	Ongoing	All Staff	Curriculum Rationale/Plans	x
		Quality Assurance of curriculum planning to ensure consistency	Ongoing	ELT Young People	Faculty Minutes Curriculum Plans	x
		Building Thinking Classrooms in Mathematics principles are consistently used within the maths curriculum	Ongoing	PT Maths	Classroom Observations (Teacher Rubric) Engagement in CLPL	
		Review of tracking system to provide leaders with an overview of progress across all curricular areas and wider achievement of different cohorts leading to appropriate strategic interventions	September 2024	<ul style="list-style-type: none"> PT Technologies Staff Working Group 	Review outcomes Updated Tracking System	x
		Review of implementation of Gen+ skills framework and its coherence across the curriculum.	December 2024	PT Technologies	Pupil Feedback Staff Feedback IDL Observations	
		Self-Evaluation of IDL and Skills Framework across the curriculum	May 2025	PT Technologies	Self-Evaluation Findings	x
		Evaluation of Wider Achievement (and tracking) that leads to accreditation of learners.	October 2024	PT Performance	Collaboration with other schools	YSL ASDAN Crest Saltire DofE
		Create position paper in response to desired outcome	June 2025	ELT	Position Paper	

Leadership of Change

Desired Outcome	QIs	Action	Timeline	Who	Measurement / Evidence	Progress Update
How well are we developing collaborative leadership at all levels?	1.3	A coaching approach underpins the PRD process which identifies strengths and improvement priorities.	September 2024	ELT	<ul style="list-style-type: none"> PRD Outcomes/Targets 	
		Development of a practitioner enquiry framework for all staff.	May 2025	DHT	<ul style="list-style-type: none"> Practitioner enquiry outcomes and findings 	
		ELT calendar that supports development of school priorities.	September 2024	ELT	<ul style="list-style-type: none"> ELT 	
		Development of a communication framework within the school.	September 2024	ELT	<ul style="list-style-type: none"> Communication Framework Parental Feedback 	
		Development of a CLPL Calendar	September 2024	DHT	<ul style="list-style-type: none"> Staff Engagement with CLPL 	
		Create position paper in response to desired outcome	June 2025	ELT	<ul style="list-style-type: none"> Position Paper 	