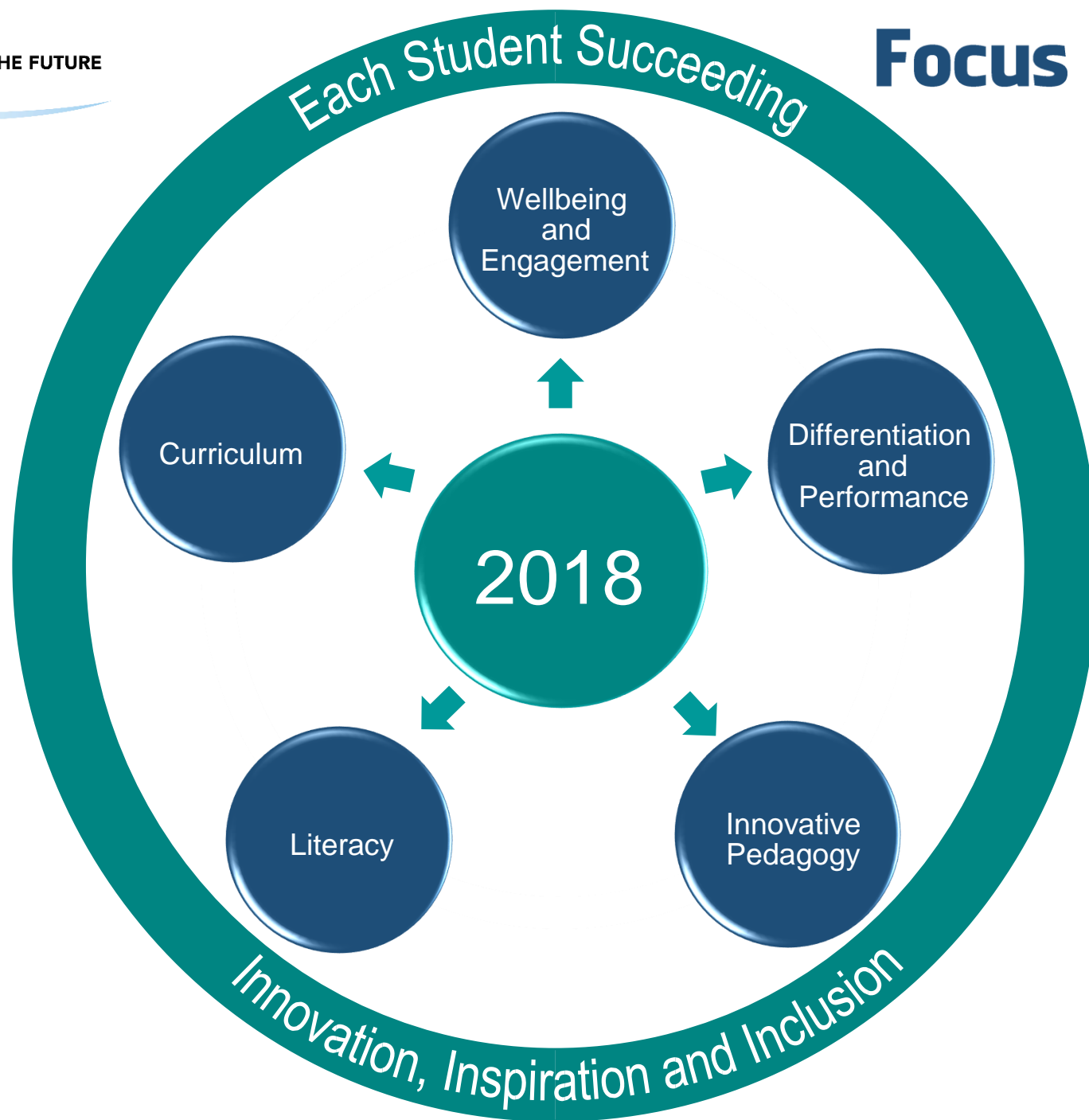


# Annual Implementation Plan 2018



**“Each student succeeding through Innovation, Inspiration and Inclusion”**





## Foreword

### Purpose

This implementation plan:

- provides an overall direction and purpose for the school for the 2018 school year
- drives individual sub-school, department and faculty activities and actions in 2018
- aligns the deployment of our resources with specific outcomes
- reflects the corporate directions and expectations expressed in the Department of Education and Training's planning documents
- addresses major priorities, student needs, aspirations and issues identified through school and system based research, data analysis and consultation
- is a dynamic working document; one that will be regularly reviewed and varied due to changing circumstances and emerging issues and needs

### Our explicit improvement agenda:

In 2018, our improvement agenda will focus on **each student succeeding through inspiration, innovation and inclusion.**

### Strategic Plan Priorities:

- Successful Learners: Each student engaged in purposeful learning
- Effective Partnerships: Engaging families and global networks
- Quality Teaching: Delivering inspiring teaching through an engaging online environment
- Innovative Curriculum: Embedding 21<sup>st</sup> Century Learning
- Leadership and Capability: Professional commitment to ongoing learning and collaboration
- Effective and Efficient Operations: Strategic responses to maximizing resources.

### During 2018, we will specifically focus on:

- Curriculum
- Literacy
- Innovation Pedagogy
- Differentiation and Performance
- Wellbeing and Engagement

## Resource allocation

We will deploy our resources in a strategic and effective manner to:

- fund innovative and inspirational curriculum initiatives that prepare students for knowledge based economy and a digitally connected world
- further develop flexible and innovative program delivery
- provide a sound, safe, supportive educational and digital environment for students, parents and staff members
- enhance the individual and professional growth of our staff members through the provision of timely and responsive professional development opportunities

## Contextual documents

- DET Strategic Plan 2017 – 2020
- DET State Schools Strategy 2017 – 2021
- DET P-12 Curriculum, Assessment and Reporting Framework
- Metropolitan Regional State School Improvement Plan – 2018
- AITSL Professional Standards For Teachers
- Brisbane School of Distance Education (BrisbaneSDE) Strategic Plan 2017-2020
- Brisbane School of Distance Education (BrisbaneSDE) Financial Statement October 2017
- Executive, HOD and staff recommendations and feedback, Semester 2, 2017

## Key

Plan and Prepare	Implement	Consolidate Implementation	Embed

## Annual Implementation Plan 2018

**“Each student succeeding through Innovation, Inspiration and Inclusion”**

### 1. School Improvement priority area – **Successful Learners**

Goal: Each student engaged in purposeful learning

Budget Alignment	200110-Schedule Computer Replacement 201110-Impact Centre 201117-Primary 201120-Junior Maths and Arts 201121-Junior Science and HPE 201123-Senior English 201129-Senior Science 201130-Senior Social Science 201131-Business, Accounting and VET 201134-Learning and Student Support	201136-Kindy Operations 201139-Kindy Pilot 201142-Hos Performance and Engagement 201143-Hos P-9 201144-Hos 10-12 201145-Hod Engagement 201146-Hod Inclusion 201147-Hod Curriculum 202500-Indigenous Education 203211-Literacy Numeracy Grant 203410-Temp Employees-Non Teaching	203515-Projects 203544-Principal’s students assistance fund 203600-Marketing and Promotions 203900-Motor Vehicles 204810-Discovery Centre 205411-Guidance 207000-I4S 200710-Minor Capital Works 200711-Capital Improvement Grant 201500-Students in Care of the State 203535-Textbook Allowance	20536-Computer Hardware/Software 203541-E Kindy ICT Subsidy 203545-TAE and VET 206510-VET SATS 201126-RREAP 201127-Senior Maths 201138-Innovation 203500-Coorparoo Management 203512-School Nurse 205612-TRS Course Development 203510-Senior Pathways			
Focus Area	Strategies					Responsible Officer/s	Measures of Success
<b>1.1 Sharpen whole school focus on each student succeeding through engagement</b>	1.1.1 Consolidate and implement student engagement process involving Engagement team including GOs, and role of YLCs and case managers (use of senior and senior experienced teachers)			√		HOS P&E	<b>We will measure our success against the following targets:</b> -Students achieving an A or B on Semester reports >55 % -QCE attainment >96 % -Students achieving and ‘N’ rating on Semester reports <12 % -Students participating in NAPLAN tests >25 % -% of students participating in NAPLAN tests in U2Bs >50 % -100 % of year 3 students performing above NMS on NAPLAN -100 % of students leaving prep with a PM reading level >5
	1.1.2 Consolidate and implement a school wide engagement and attendance plan			√			
	1.1.3 Consolidate and implement engagement flow chart to demonstrate links across all areas of the school.	√					
	1.1.4 Embed the work of the Engagement team				√		
	1.1.5 Maintain the engagement and absentee HR	√				HOS P&E HOS P-9	
	1.1.6 Implement and track intervention by Engagement team, focusing on case management		√				
	1.1.7 Develop processes to track student progress & achievement	√					
	1.1.8 Develop data and data analysis plan to gather Student performance data – Whole School Data Plan		√				

	Strategies					Responsible Officer/s
	1.1.9 Support the provision of a programmer (technical officer) to assist in the development of software and data bases to support student tracking and engagement. Further support a teacher HR for Engagement Team	√				HOS P&E
	1.1.10 Review transition across critical junctures including transitioning students into and out of the school	√				HOS P&C HOSP-9 HOS 10-12
	1.1.11 Support for students and families through YLC positions					HOS P&E
<b>1.2 Enhance formal program to celebrate individual success, esp. advising parents</b>	1.2.1 Develop and maintain collation of anecdotal feedback from parents	√				HOS P&E
	1.2.2 HOD Engagement implement processes to celebrate student leadership and individual success		√			
<b>1.3 Enhance and further develop whole school process of goal setting for all students</b>	1.3.1 Implement a whole school approach to goal setting, feedback, data cycles and assessment	√				HOS P&E
<b>1.4 Ensure enrolment process results in the correct placement of students</b>	1.4.1 Consolidate roles of all stakeholders, incl. enrolment team, GO, HOS, HOD, Student Performance and engagement team.			√		HOS P&E
	1.4.2 Embed whole school Enrolment Guidelines				√	
	1.4.3 Consolidate clear procedures for stages of enrolment, including any individual issue identification and provide respectful support to parents.	√				
	1.4.4 Consolidate enrolment flow chart to reflect roles and procedures			√		
	1.4.5 Develop clear roles and responsibilities for the new position of HOD Complex Intake Case Management	√				
<b>1.5 Ensure appropriate inclusion and differentiation</b>	1.5.1 Implement recommendations from the Differentiation Self-Assessment Review		√			HOS DLW
	1.5.2 Implement an intervention flowchart to ensure all faculties are supporting each student who requires additional support	√				
	1.5.3 Prior to enrolling students into a QCIA pathway, ensure each student is given the opportunity to experience success through a QCE pathway			√		
<b>1.6 Enhance student tracking processes</b>	1.6.1 Consolidate student tracking and progression through whole school data plan TRAX and OneSchool			√		HOS P&E HOS P-9
<b>1.7 Improve levels of QCE attainment</b>	1.7.1 Embed SETP process for Year 10 students	√				HOS P&E
	1.7.2 Develop a rigorous early pathway plan coming into Year 10 involving planned interventions	√				
	1.7.3 Maintain the Pathways teachers HR		√			

Focus Area	Strategies					
<b>1.8 Enhance the whole school student wellbeing program</b>	1.8.1 Analyse student needs to ensure program is targeting essential Developmental Assets				√	HOS DLW
	1.8.2 Embed mindfulness principles and student activities into lessons				√	
	1.8.3 Develop new strategies to ensure 100 % implementation by teachers				√	
	1.8.4 Analyse effectiveness of program			√		
<b>1.9 Enhance the performance and engagement for all Indigenous students</b>	1.9.1 Consolidate the Champion strategy to support the engagement of each students				√	HOS DLW
	1.9.2 Ensure each student is aware of available of existing and new scholarships and grants				√	
	1.9.3 Ensure each student is allocated teacher aide time to support their learning				√	
	1.9.4 Track every individual indigenous student to ensure success		√			
<b>1.10 Provide differentiated in class learning support; enrichment and extension for students</b>	1.10.1 Review/research outreach services including swim schools; Enrichment Days	√				HOS P-9
	1.10.2 Engage all teachers in exploring extension opportunities for students	√				HOS T,L,C
	1.10.3 Provision of real world learning with a focus on STEM, Coding and project based learning through the Futures Academy	√				HOS T,L,C
	1.10.4 Provide differentiated in class learning teachers through HR positions P-12	√				HOS T,L,C

2. School Improvement priority area – **Effective Partnerships**

Goal: Engaging families and global networks

Budget Alignment	201110-Impact Centre 201136-Kindy Operations 203616-Marketing Overseas Visitors 204810-Discovery Centre	203544-Principal's student assistance fund 203600-Marketing and Promotions 201122-Senior Technology, Arts & Graphics 201123- Senior Secondary English & Philosophy & Reason	201126-RREAP 201138-Innovation 205612-TRS Course Development 205411-Guidance
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Focus Area	Strategies					Responsible Officer/s	Measures of Success
<b>2.1 Develop effective Community Engagement Systems and Processes</b>	2.1.1 Develop clear roles and responsibilities and expectations	√				BM EP	<b>We will measure our success against the following targets:</b> <i>Increase level of satisfaction in School Opinion Survey:</i> -Parents -Students -Staff  <i>Enhanced:</i> -Communication -Consultation -Collaboration
	2.1.2 Review and develop whole school marketing and communication plan including website, newsletter, Facebook		√				
	2.1.3 Embed an effective complaints process			√	√		
	2.1.4 Conduct further research and gather feedback from Home Based Supervisors/Parents and Families			√		HOS T,L,C	
	2.1.5 Embed training, access and support services for parents with IT enquiries				√		
	2.1.6 Develop appropriate training program and enhanced outreach experiences for Home Based Supervisors and parents, including "Partners for Learning reading program for Home Based Supervisors	√					
<b>2.2 Enhance existing and develop new relationships with external providers</b>	2.2.1 <b>Target group: isolated students</b> Identify possible additional service providers for "isolated" students. Assist students and parents with whole of government support.	√				HOS P-9 HOS 10-12	
	2.2.2 <b>Target: Universities</b> Develop a central strategic approach to engagement with universities Continue Griffith University current IMPACT research project Implement mentoring and support program for early career teachers (pre-service and beginning) through the early career teacher advisor and mentor	√				HOS T,L,C	
			√				
			√				
	2.2.3 <b>Target: Schools</b> Implement School-based marketing strategy focused on "School of the Future" e.g. symposiums, engagement with local alliance and conduct collegial visits and exchanges with local schools	√				HOS T,L,C HOS P-9 HOS 10-12	
	2.2.4 <b>Target: Industry</b> Review, map and explore industry involvement in school including ICE, google etc. Review IT skills internships (2018) and STEM industry links.	√				HOS T,L,C	
	2.2.5 <b>Target: Other Educators</b> Review existing links with other on line providers – Qld: Australia and international. Research opportunities for International sister school relationships.	√				EP	
2.2.6 <b>Target: Education Queensland International Professional Visit</b> Develop school capability statement for inclusion in EQI professional visits marketing. Conduct professional visit program.	√						
<b>2.3 Improve Internal, External School Communication</b>	2.3.1 Engage all Senior Leaders in effective communication and consultation processes	√				EP	
	2.3.2 Plan and prepare an effective Senior Leadership Team process for communication and consultation	√				EP	
	2.3.3 Review feedback from staff, students and parents to inform decision making – School Opinion Survey/Parent Forums	√				EP	



3. School Improvement priority area – **Quality Teaching**

Goal: Delivering inspiring teaching through an engaging online environment

Budget Alignment	201110-Impact Centre	201127-Senior Maths	203544-Principal's student assistance fund
	201115-Junior SOSE and Technology	201128-Languages	204810-Discovery Centre
	201117-Primary	201129-Senior Science	204811-Lote Library
	201120-Junior Maths and Arts	201130-Senior Social Science	205411-Guidance
	201121-Junior Science and HPE	201131-Business, Accounting and VET	206410-ICT for Learning
	201122-Senior Arts and Technology	201136-Kindy Operations	207000-I4S
	201123-Senior English	201138-HOD Innovation	203520-Mentoring Beginning Teachers
	2011241-Curriculum Print and Resources	201147-HOD Curriculum	205610-TRS
		201148-HOD Teaching & Learning	205612-TRS Course Development

Focus Area	Strategies					Responsible Officer/s	Measures of Success
<b>3.1 Enhance pedagogical practice across the school</b>	3.1.1 Further develop and implement a pedagogical framework that inspires learning for each student		√			HOS T,L,C	<b>We will measure our success against the following targets:</b> -100% of teaching staff utilising the IMPACT Instructional Model during lessons -100% of teachers trained in TTW books 1 and 2 -Increased number of staff accessing coaching program -Staff engagement in innovative practices
	3.1.2 Develop digital pedagogy based on future learning concepts and IMPACT Instructional Model.	√					
	3.1.3 Implement Australian Professional Standards for Teachers in preparations for LT and HAT	√					
	3.1.4 Build a culture of innovative teaching in the P-12 curriculum for each student's success		√				
	3.1.5 Observational feedback provided for all teachers by HODs, HOSS and colleagues		√				
	3.1.6 Provide opportunities for collaboration between staff across the school.	√					
<b>3.2 Lead and support improvements in teaching practices through instructional Coaching process</b>	3.2.1 Consolidate instructional coaching model including collegial observations and feedback by coaches			√		HOS T,L,C	
	3.2.2 Consolidate coaching model and observational feedback based on Australian Professional Standards for Teachers			√			
<b>3.3 Continue emphasis on literacy</b>	3.3.1 Implement whole school literacy plan through the support of the literacy advisors			√		HOS T,L,C	
	3.3.2 Consolidate Tactical Teaching of Reading			√			
	3.3.3 Plan for implementing Tactical Teaching of Writing	√					
<b>3.4 Enhance teaching staffing knowledge and confidence pertaining to IMPACT Instructional Model</b>	3.4.1 Develop the theoretical and practical IMPACT induction and refresher programs	√				HOS T,L,C	
	3.4.2 Create opportunities for teachers to share IMPACT strategies and innovation	√					
<b>3.5 Enhance teaching staff knowledge of the new taxonomy</b>	3.5.1 Develop a P-12 plan for implementation for the new taxonomy including cognitive verbs and 21 <sup>st</sup> century skills, include reference to Australian Curriculum – Critical and Creative Thinking	√				HOS T,L,C	
<b>3.6 Develop whole school knowledge and implementation of effective research-based online Learning</b>	3.6.1 Research different modes of learning, particularly those compatible with online learning	√					
	3.6.2 Identify and share innovative online teaching practices across schools and within BSDE		√				
	3.6.3 Develop and plan for ways of implementing different modes of learning at BSDE.	√					

4. School Improvement priority area – **Innovative Curriculum**

Goal: Embedding 21<sup>st</sup> century learning

Budget Alignment	201110-Impact Centre 201113- Enrichment Services 201117-Primary 201120-Junior Maths and Arts 201121-Junior Science and HPE 201119-Junior English 201115-Junior Humanities & Technology	201122-Senior Arts and Technology 201123-Senior English 201129-Senior Science 201130-Senior Social Science 201131-Business, Accounting and VET 203510-Senior Pathways 203616-Marketing Overseas Visitors	204811-Lote Library 201128-Languages 201138-HOD Innovation 201140-HOD Student Performance 201147-HOD Curriculum P-10 201148-HOD Teaching & Learning 205612-TRS Course Development
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Focus Area	Strategies					Responsible Officer/s	Measures of Success
<b>4.1 Develop whole school P-12 curriculum framework</b>	4.1.1 Align the intended, enacted, experienced, assessed and reported curriculum		√			HOST,L,C  HOS T,L,C HOS P-9 HOS 10-12 HOS DLW	
	4.1.2 Provide for collaborative planning of curriculum, pedagogy and assessment through Teacher Collaboration Time		√				
	4.1.3 Continue backward by design model for curriculum planning				√		
	4.1.4 Lead development of new curriculum areas		√				
	4.1.5 Introduce rigorous moderation process across the school		√				
<b>4.2 Explore Innovative curriculum and pedagogy</b>	4.2.1 Explore innovative curriculum and pedagogy through the lens of 21 <sup>st</sup> century learning and Critical and Creative Thinking	√				HOST,L,C	
	4.2.2 Implement the use of the Jacaranda Digital Bundle Yr 7-10	√				HOS P-9	
<b>4.3 Implementation of SATE</b>	4.3.1 Develop plan for implementation	√				HOS 10-12	
	4.3.2 Designated SATE HOD	√				HOS 10-12	

5. School Improvement priority area – **Leadership and Capability**

Goal: Professional commitment to ongoing learning and collaboration

Budget Alignment	201110-Impact Centre	204411-PD Impact	204421-SEP
	201117-Primary	204415-PD Exec	204422-PD Performance and Engagement
	201121-Junior Science and HPE	204416-PD P-9	204810-Discovery Centre
	201127-Senior Maths	204417-PD Curriculum Teaching and Learning	204811-Lote Library
	201130-Senior Social Science	204418-PD 10-12	205411-Guidance
	201131-Business, Accounting and VET	204419-PD Non-Teaching	206410-ICT for Learning
	201134-Learning and Student Support	204420-PD Whole School	201122-Senior Art & Technology
	201138-HOD Innovation	201141-HOS Teaching & Learning	201128-Languages
	201140-HOD Student Performance	201147-HOD Curriculum P-10	201129-Senior Science
	201900-Facilities	201148 HOD Teaching & Learning	205612-TRS Course Development

Focus Area	Strategies					Responsible Officer/s	Measures of Success
<b>5.1 Develop leadership capabilities, aligned with Australian professional standards, with all</b>	5.1.1 Continue HOD, Manager and GO leadership projects related to Innovation & 'School of the Future'	√				All Exec Team	
	5.1.2 Review roles and confirm role statements for all leadership positions	√					
	5.1.3 Provide specific Professional Learning activities based on Annual Performance Plans.				√		
	5.1.4 Capability Development for all <b>staff including: members of executive team; HOD team members; EST and STs; Teachers; Admin managers and all admin/support staff members</b>						
<b>5.2 Explore Innovative curriculum</b>	5.2.1 Outline and develop collaborative planning processes, through teacher collaboration time, including accessing specialists within the school e.g.: Literacy advisors		√			HOS T,L,C	
	5.2.2 Engage all teachers and teacher aides in professional learning opportunities including IMPACT instructional model innovative pedagogies and literacy pedagogies		√				
<b>5.3 Enhance our professional learning community</b>	5.3.1 Implement professional learning teams through Teacher Collaboration Time		√			HOS T,L,C	
	5.3.2 Engage school leaders & teachers as part of the professional learning Senior Leadership community		√				
<b>5.4 Develop executive structure to reflect school needs</b>	5.4.1 Review structure and responsibilities that reflects current & future priorities	√				EP	
<b>5.5 Enhance staff wellbeing programs</b>	5.5.1 Conduct evaluation to ensure a staff wellbeing program enhances the wellbeing of all staff				√	HOS DLW	
	5.5.2 Conduct specific training for staff in efficient & effective practices & time management	√					



# Endorsement

This plan was developed in consultation with the school community and meets identified school needs and systemic requirements.

Executive Principal name:	Judy Menary		
Executive Principal signature:	<i>J. Menary</i>	Date:	21-02-18

Assistant Regional Director name:	Ray Johnston		
Assistant Regional Director signature:	<i>Ray Johnston</i>	Date:	1-03-18