

# Personalised Learning Plans @ CSPS

Baseline data set complete	Baseline data set in place for use in conversations with students and to be able to set measurable targets for improvement over the remainder of the year.
PLP template completed with students	Targets put in place through conversation with students and negotiated in rotation time, individual work, opportunities for one-to-one discussion and during NCT. Targets set for Literacy, Numeracy and Emotional, Social, Wellbeing and/or Leadership.
Draft PLP sent home with students for parents to discuss with them and return <b>(By end of week 3)</b>	PLP sent home with accompanying letter explaining the process and purpose of PLP targets and inviting parents to make an appointment to speak with teacher and student and re-negotiate targets where appropriate.
Opportunity for parents to make appointments to discuss PLP with teacher and student in three-way conversation	Appointments to be made immediately after school when no existing commitments, including professional development identified in term 2 timeline will be impacted. Parents should be provided with teacher contact details to establish appointment (email, school number) in letter sent home with PLP.
Finalise and display students work around 'What are my Learning targets?'	Discuss with students the chance to put their targets into language and pictures that can be shared with their friends. These should be created and shared/displayed so students can refer to these targets in a position of prominence in the classroom during the remainder of 2013.
PLP review meetings in term 3	Parents provided with the opportunity to join teacher and student to review progress to targets, where desired. Teachers to ensure that conversations to review progress towards targets and the reminder of success and progress in this area is shared with students on a regular basis/where opportunities allow throughout the year.
PLP review as part of Term 4 Parent Meetings	PLP targets referred to as an essential part of Parent meetings in term 4 alongside student reports and Evidence of Learning Folios.
Preschool and Transition teams to develop use of <b>Individual Student Record</b> and <b>'Child's Voice'</b> in recording student reflection on work undertaken and goals set. Teachers to maintain record to share with families in accordance with PLP timeline set out above.	

