

School plan 2015 – 2017

Sydney Distance Education Primary School 4586





School vision statement

To improve on our standing as the most innovative and academic Distance Education Primary School in NSW by carefully reflecting upon everything we do.

To provide unequalled support to our families while studying via distance education.

To provide our students with a comprehensive and complete range of educational experiences within a varied and global focus.

To continuously improve our learning materials, methods of delivery and reporting mechanisms to the benefit of all our families.

To ensure that all students studying via distance education are valued, supported and encouraged to achieve within a flexible, challenging and rewarding learning environment.

School context

Sydney Distance Education Primary School (SDEPS) is a distance education facility catering for K-6 students who are unable to attend their local school due to distance or circumstances. The vast majority of students enrolled at SDEPS are travelling within Australia or overseas. Therefore, the school's mobility rate is extremely high and enrolments generally reach 400 students or more during the year.

SDEPS has a long held reputation for high quality teaching practices and learning resources resulting in outstanding student outcomes including the results in national assessments. The school uses innovative technologies to link with its many families throughout the world to provide challenging and engaging learning experiences. It is also a provider of learning resources to its sister distance education schools.

School planning process

SDEPS staff met on two consecutive days to discuss and develop the school's vision, strategic directions and improvement measures.

The staff members were allocated into discussion groups to brain storm the 5Ps planning for each strategic direction.

The ideas formulated were recorded on flip charts and then summarised into each of the strategic directions. Each group reported back their findings for further comment.

The School Council President supported the draft school plan, as discussed at a School Council meeting held in Term 1, 2015.

Parents and supervisors were invited to comment on and contribute to the draft school plan while it was available on the school website. Comments and suggestions were reviewed prior to the plan being finalised.

The school plan was referred to the Director Public Schools, NSW for comment and advice.

The completed SDEPS School Plan was posted on the school's website as per guidelines at the end of Term 1, 2015.





STRATEGIC DIRECTION 1

Teaching and Learning Resources

Purpose:

To provide quality, engaging and scaffolded learning materials for all students across the distance education network.

To provide explicit and structured learning materials for all supervisors.

To provide professional teaching resources that enable teachers to appropriately support students and supervisors, and to assess and report against the outcomes and content points in the NSW curriculum.

STRATEGIC DIRECTION 2

Technology for Teaching and Learning

Purpose:

To provide a simple, interactive digital platform for students, teachers and supervisors to engage in their learning.

To provide live lessons to build student participation and engagement, provide better learning support and improve student outcomes, and to develop peer collaborative skills.

To share professional teaching resources amongst Primary Distance Education (DE) Network schools.

STRATEGIC DIRECTION 3

Marketing and Promotion

Purpose:

SDEPS provides innovative, quality distance education to students who are residents of NSW.

It is important that all eligible students are aware of SDEPS as an option to meet their learning needs and circumstances.

SDEPS is committed to actively promoting its services to Department of Education regions, schools and communities.

We are constantly looking at ways to better connect, manage and share our achievements, while upholding our excellent reputation.

Strategic Direction 1: Teaching and Learning Resources

Purpose

To provide quality, engaging and scaffolded learning materials for all students across the distance education network.

To provide explicit and structured learning materials for all supervisors.

To provide professional teaching resources that enable teachers to appropriately support students and supervisors, and to assess and report against the outcomes and content points in the NSW curriculum.

Improvement Measures

- Improved student outcomes in Mathematics and other learning areas.
- Increased student engagement and attendance.
- Improved teacher understanding of the NSW curriculum.
- Revision of outcomes addressed in teaching and learning resources.
- Development of a new student report template.

People

Students, Parents/Carers:

- Ongoing support to build confidence, knowledge and practices.
- Provision of opportunities to provide explicit and constructive feedback.

Staff:

- Professional development courses in specific areas of teaching and learning resources production process.
- In-house professional development courses in specific areas of teaching and learning resources production process.

Community Partners:

- Consolidation via The Broken Hill Agreement (2014) of the involvement of executive and staff from across the Primary Distance Education (DE) Network participants in funding, decision-making and other roles.
- Increased collaboration and sharing of school developed resources.
- Increased provision of supportive environments for staff development.

Leaders:

- Professional development in relevant areas such as quality assurance practices.

Processes

- Direct line management.
- Development of and adherence to a production timeline.
- Receipt of additional funding from Primary DE Network participants.
- Adequate allocation of resources to enable writing, desktop publishing, video production, proof reading and editing.
- Development of scope and sequence, and production priority frameworks.
- Conversion of Stage 1 resources to enable digital delivery.

Evaluation Plan

- All new learning resources aligned with NSW curriculum.
- All new learning resources available for interactive digital delivery.
- Increased percentage of enrolments electing to receive student programs via interactive digital delivery.
- Evaluation tools to include teacher, student and supervisor surveys and learning resources' feedback from sister distance education schools.

Products and Practices

Products

- Mathematics teaching and learning resources comprising at least 34 units per grade across K-6.
- Production of teaching and learning resources in other learning areas aligned with NSW curriculum.
- Conversion of some student teaching and learning resources into interactive digital resources.

Practices

Teachers will:

- Demonstrate increased explicit teaching of Mathematics in all stages.
- Provide additional learning resources in Mathematics.
- Program an increased number of cross-curriculum units.
- Deliver an increased number of interactive digital student programs.

Teachers' professional development will include knowledge and understanding of:

- NSW curriculum across all Learning Areas.
- Delivery of interactive digital student programs.
- Interactive digital marking and feedback procedures.
- Interaction with students using a range of technologies.
- Assessment and reporting according to the outcomes and content points of the NSW curriculum.
- Production of a new student report.

Strategic Direction 2: Technology for Teaching and Learning

Purpose

To provide a simple, interactive digital platform for students, teachers and supervisors to engage in their learning.

To provide live lessons to build student participation and engagement, provide better learning support and improve student outcomes, and to develop peer collaborative skills.

To share professional teaching resources amongst Primary DE Network schools.

Improvement Measures

- Improved engagement of students
- Improved technology skills of students
- Increase in peer collaboration based on number of collaborative tasks sent, and participation rates in these.
- Reduction in time taken to provide feedback in the teacher to student learning cycle.
- Reduction in time taken to return completed schoolwork in the student to teacher cycle.
- Increased number of live lessons.
- Improved quality of live lessons.
- Improvement in teacher access to materials, developed from teacher feedback.

People

Students: Students use various digital learning initiatives while enrolled at SDEPS. They will be supported in developing required skills through hands-on tuition when visiting and online support resources. There is access to ongoing personalized one-on-one support with their teacher and technology support staff.

Parents/Carers: Ongoing support as listed above to build confidence, knowledge and practices necessary to assist their student in the use of various digital learning programs.

Staff: Staff are supported through on-site training, support materials, equipment and technology support staff. Additional technology-based professional development is available.

Community Partners: Awareness with community partners of the SDEPS Interactive Digital Program. Materials will be provided to other distance education schools by SDEPS to support them in accessing shared resources.

Leaders: Assistant Principal-Technology and IT staff. Leaders to provide training and support in the school.

Processes

SDEPS Interactive Digital Program

- Extend SDEPS Interactive Digital Program across all stages.
- Provide a high quality digital platform for students to receive, complete and submit work, and teachers to receive and provide prompt and quality feedback.
- Evaluate participation rates of students opting to enrol in SDEPS Interactive Digital Program.

Shared Repository for Teachers and other distance education centres

- A cloud-linked repository to share resources securely and reliably among teachers within SDEPS, and between schools in the Primary DE Network.
- Increase resources in the repository.
- Increasing number of resources deposited in the repository.

Evaluation Plan

- Evaluate participation rates of students using SDEPS Interactive Digital Program.
- Acquire feedback via surveys from students, teachers and parents on the SDEPS Interactive Digital Program.
- Peer and coordinator assessment of teacher live lessons
- Timeline of creation of resources deposited in the DE Repository

Products and Practices

Products

SDEPS Interactive Digital Program

Using eBackpack among other apps, this digital platform allows students to easily receive, complete and submit work, and teachers to receive and provide prompt and quality feedback.

Live Lessons

Using Zoom software to deliver engaging one-on-one and group live lessons.

Shared Repository for teachers and other distance education schools

A cloud repository for sharing teaching resources amongst Primary DE Network

Practices

Teachers will explore new avenues to improve student outcomes. They will need to change their programming and practices to include:

- More frequent, quality live lessons
- Digital marking and feedback
- Provide options for peer collaboration

SDEPS staff will provide a variety of support to students and supervisors

Strategic Direction 3: Marketing and Promotion

Purpose

SDEPS provides innovative quality distance education to students who are residents of NSW.

It is important that all eligible students are aware of SDEPS as an option to meet their learning needs and circumstances. SDEPS is committed to actively promoting its services to Department of Education regions, schools and communities.

We are constantly looking at ways to better connect, manage and share our achievements, while upholding our excellent reputation.

Improvement Measures

- Increased SDEPS enrolment enquiries.
- Increased SDEPS student enrolments.
- Increased SDEPS promotional materials produced, and media articles published.
- Increasing student and family memberships and interactions using SDEPS Facebook groups and website.
- Increased marketing and promotions skills developed within SDEPS workforce.

People

Students: Encourage students to share their SDEPS achievements publicly and to represent SDEPS.

Parents/Carers: Engage and inform parents on how the school will celebrate achievements, develop and succeed. Encourage their participation as members of the SDEPS online community.

Staff: Develop marketing and promotions, community development and relationship management skills within staff. Encourage all staff to represent SDEPS effectively in accordance with Department of Education policy. Form a new marketing committee.

Community Partners: Provide information to increase their awareness of SDEPS, and encourage them to identify collaboration and partnership opportunities with SDEPS.

Leaders: Enhance marketing, financial and human resource management skills to enable development and implementation of SDEPS marketing plan, management of SDEPS brand, the allocation of media spokesperson and liaison roles, sourcing of necessary funds, and optimal allocation of resources.

Processes

- **Further development and implementation of SDEPS marketing plan**

SDEPS Marketing and Promotions Committee will consult with SDEPS staff and families to identify key priorities, actions and resources required.

- **Manage relationships with current SDEPS students, families and alumni**

SDEPS will actively engage with SDEPS students and their families to create opportunities to share achievements, increase input to our policies, and increase involvement in our processes.

- **Training of SDEPS staff in marketing and promotions**

SDEPS staff will be appropriately trained and supported to perform marketing and promotions roles to allow successful implementation of our marketing plan.

Evaluation Plan

Annual review of marketing plan to determine effectiveness of marketing processes and tools.

Products and Practices

SDEPS Marketing Plan

To achieve increased awareness of SDEPS achievements and drive enrolment growth.

SDEPS Facebook group and updated SDEPS website

To enhance relationships with SDEPS students and families, increase consultation, and drive enrolment growth.

SDEPS staff training conducted and roles assigned

To invest in development of SDEPS staff to build our capacity and allow management of our marketing and promotions in-house. To provide ongoing support and development for Virtual School Choir.