

### Appendix 1: Action plan for personalisation and the development of individual learning plans

Strand objective	Activity	Who	When	Monitoring/Evaluation	Progress
<b>Personalisation</b>					
<i>To ensure learners are clear about their successes, progress and goals and have a personalised programme to help them meet their needs and aspirations</i>	<p><b>Developing and disseminating guidance</b></p> <p>(a) Agree the effective characteristics of an ILP framework</p> <p>(b) Undertake an audit of existing practice and identify good and promising practice</p> <p>(c) Disseminate guidance to all schools</p>	Personalisation Steering Group	<p>Feb 05 to Dec 05</p> <p>April 06 – June 06</p>	ILP Steering Group reports to School Improvement Partnership Board Conference delegate feedback	<p>Guidance has been published and is available as hard copy and on-line resource. Several conferences have been held allowing schools to explore the guidance and toolkits for developing IIPs and learning conversations</p> <p>(a) High school conference (95% attendance)</p> <p>(b) Primary conferences (60% attendance)</p> <p>(c) SILC/PRU conference (100% attendance)</p> <p>Leeds primary and secondary schools participated in the Learning Conversations conference and training module run by the DfES (Nov &amp; Dec 2006).</p>
	<p><b>Implement and learn from pilots</b></p> <p>(a) Secure involvement of interested schools and colleges and realise a pilot</p> <p>(b) Review the pilot and formulate proposals for the way forward</p> <p>(c) Disseminate the lessons learned and consult on ways forward</p> <p>(d) Identify 'lead partners' to act as a source of inspiration and guidance to schools on what can be achieved</p>	ILP Project Board (for the Connexions Pilot)	<p>Sept 05 – Oct 05</p> <p>March 06</p> <p>Ongoing</p> <p>Sept – Dec 06</p>	The project board reports to 14-19 Strategy Group and Local Management Committee for Connexions)	<p>All vanguard and Wave 1 BSF schools have been engaged Pilot was undertaken by:</p> <ul style="list-style-type: none"> <li>★ 4 vanguard schools undertaking formal pilot</li> <li>★ BESD SILC</li> <li>★ 3 schools involved in transition pilot (including primary)</li> <li>★ At least 2 Wave 1 BSF schools</li> </ul> <p>Lessons learned have been built into the e-ILP specification (see below)</p> <p>One high school has been appointed as a lead partner for personalisation and ILPs Primary schools are being invited to nominate themselves this term.</p>

	<p><b>Implement the National Strategies Programmes</b></p> <p>(a) Provide funding for targeted intervention and personalisation</p> <p>(b) Ensure schools have effective intervention programme in place to ensure that targeted pupils make rapid progress (e.g. booster, catch-up and study support)</p> <p>(c) Ensure consultant follow up of named pupils in schools</p> <p>(d) Provide consultants with data for to support learner tracking of progress</p> <p>(e) Further develop assessment for learning practice</p>	Team Leader National Strategies	Annual	<p>(a) Monitor Intervention action plans and progress of underperforming pupils</p> <p>(b) Monitor provision for gifted and talented</p> <p>(c) Monitor school implementation of assessment for learning practice: i.e. schools use the full range of data to track pupils, identify and attend to learning needs. FFT shared with all schools</p>	<p>Monitoring visits have been scheduled for the spring term 2007 to help schools ensure that intervention plans and gifted and talented provision are proving effective. This will include:</p> <ul style="list-style-type: none"> <li>★ monitoring progress,</li> <li>★ ensuring booster and catch up events are in place</li> </ul> <p>Training events have been scheduled for intervention team leaders in schools</p> <p>Feedback from DfES National strategies concludes that good arrangements are in place and that these have contributed to improved outcomes at KS 3.</p>
	<p><b>Develop 14-19 pathways and guidance</b></p> <p>(a) Develop on line prospectus</p> <p>(b) Develop common application form</p> <p>(c) Quality assure range of pathways</p> <p>(d) Secure implementation of specialised diplomas</p>	14-19 Coordinator and Steering Group for Prospectus	<p>Oct 07 Pilot Oct 07</p> <p>Ongoing</p> <p>Implement from Sept 09</p>	Steering group reports to 14-19 Strategy group	<p>The steering group has been established.</p> <p>There have been expressions of interest from schools to develop the diplomas</p> <p>All providers are quality assured or in the process</p>
<b>e-ILPs</b>					
<i>To develop an electronic web-based format for ILPs which support the personalisation agenda</i>	Develop and refine specification ensuring link to the Common Assessment Framework	ILP Development Team	Draft Dec 06 Final Spec Jan 07	ILP Development team reports to Personalisation Steering Group	Draft specification scheduled to be taken to SIPB Jan 07
	Pilot e-ILP models and disseminate lessons learned	ILP Development Team	Ongoing	Schools report to Personalisation Steering Group	Two schools and one college are piloting a commercial package. The specification for an electronic ILP is being developed in conjunction with LLN2. Other commercial ILP offers

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					are being evaluated and considered.
	Reach agreement on the development and implementation of a Leeds ILP.	ILP Development Team / SIPB	October 06	ILP Development team reports to Personalisation Steering Group	SIPB has agreed to proceed with e-ILP in Leeds pending agreed specification
	Field trial of Leeds system	ILP Development Team Strategic Partner ICT	Summer 07	Reports to e-Learning Innovations Group and SIPB	As part of the research and consultation around writing the specification of the eILP, schools have been identified for support and trialling of the e-ILP in Sept 2007
	Implement Leeds System	Strategic Partner ICT	October 07	Reports to e-Learning Innovations Group and SIPB	
<b>Advocacy and coaching</b>					
<i>To provide learners with a key advocate or coach who is known and trusted by the learner and who will assist in personalising their learning experience</i>	Provide schools with remodelling toolkit	Personalisation Steering Group	Feb 06	Personalisation Steering Group reports to School Improvement Partnership Board	Completed (provided through ILP Guidance – as above)
	Identify and commission schools to develop and disseminate effective models of advocacy and coaching	Personalisation Steering Group Lead schools	November 06 onwards	Schools report to Personalisation Steering Group	One lead high school has been appointed. The process is underway for securing primary lead schools
	Promote and disseminate models embracing: ★ Curriculum for skills development ★ Training models for coaching ★ Training models for advocacy ★ Peer coaching (pupils as coaches) ★ Workforce reform structures	Personalisation Steering Group Lead schools	January 07 onwards	ILP Steering Group reports to School Improvement Partnership Board Conference delegate feedback	Project plans are being agreed this term for implementation from January 07