

UNDERSTANDING MONITORING AND EVALUATION

Monitoring = Checking by

Collecting and gathering evidence to inform us as to whether the plans we have in place are working as we expected

It answers the questions:

- Are things happening as they should and at a quality level which is acceptable?
- Have the actions we have agreed will happen happened?
- If not, why not?

Evaluation is = Measuring by

Judging the effectiveness and impact of the plans, based on information gathered through monitoring.

It answers the questions:

- is the school and its pupils performing and achieving as well as it should;
- have we achieved our targets;
- are the plans, policies, teaching and the curriculum **effective** in securing school improvement; are they making a positive difference? and –
- what should the school do next?

What should the governing body be monitoring?

- Impact of the School Development Plan
- Pupils' levels of achievement
- Rates of pupil progress/attainment
- School numbers, class numbers, pupil-teacher ratio
- Behaviour/ discipline/attendance
- Budget
- Premises/health and safety
- Staffing, performance management policy
- Resources in general and how well they are used
- Statutory duties (for example Safeguarding, Health and Safety)

What are the sources of information for governors to access?

- The headteacher's report
- School self evaluation
- Governing body committee reports
- Ofsted report
- Feedback from external advisory visits, local authority and others
- Audits (e.g. financial, health & safety)
- Data (Raise online, Data Dashboard, school information)
- Reports from subject leaders/teachers
- Governor visits
- Questionnaire to parents/pupils
- Informal information received via parent forums/community links.

Effective monitoring is

Clear: governors need to understand what they are doing and why, and everyone else needs to understand what governors are doing and why

Focused: you cannot improve everything at once

Systematic: monitoring should not be random and sporadic but consistent and embedded

Planned: monitoring should happen in a programmed way during the life of the plan or activity.

Advice from Devon Local Authority Adviser