

SCHOOL IMPROVEMENT PLAN

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Name of school	
District	
Circuit	
EMIS	

Did the school undertake SSE prior to developing the SIP?

Choose an item.

1. INSTRUCTIONS:

- a. The School Improvement Plan (SIP) should be the single platform to record all the improvement initiatives of a school for a particular academic year.
- b. The school should utilize the results of the School Self-evaluation (SSE) process, together with the Annual Academic Performance Report (AAPR), diagnostic analysis reports from learner assessments and teacher appraisal information to *prioritize* improvement activities for inclusion in the SIP.

SIZE & SHAPE OF THE SIP

- c. The SIP should be developed in two parts, that is: -
 - Section A: Interventions that lead to improved learner performance (BF; QTLED; LA; LMC & CPR).
 - <u>Section B</u>: Interventions that improve the school environment (GR; SSSD; SI &PC).
- d. Section A should have a maximum of eight OBJECTIVES. Each objective may have a maximum of five activities. When recording *ACTIVITIES*, try as far as possible to commence with a verb and write each activity on a separate row. Section B can have a maximum of five OBJECTIVES. Similarly, each objective may have a maximum of five activities.

PROGRESS REPORTING

e. Record the status of each activity at the end of the quarter, in the Reporting Template, as follows:

Status	Кеу
RED	Not yet achieved - Less than 50% of progress has been made in implementing the activity
AMBER	In progress - 50% or more progress has been made in implementing the activity
GREEN	Achieved - The activity has been successfully concluded

- f. The SIP should be submitted to the District Office in December and amended in January after incorporating all learner performance data.
- g. Schools should commence implementing the intervention activities that are contained in the SIP when schools open in January.
- h. Schools should inform the District Office of the specific support required as contained in the SIP.
- i. Progress reports on the implementation of the SIP must be submitted to the District Office at the end of every term.
- j. Guide to School Improvement Plans available @ https://rise.articulate.com/share/UAfiZamgqlBhD7DLTW2y45XcdlfLc2ct

k. Always SAVE this as a Macro-enabled document.

2. LEARNER PERFORMANCE DATA: (This information below for the mid-year results can be copied from the SSE Report)

Mid-year results

i.	FOUNDATION PHA	SE
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Grade	Percentage of learners that achieved 50% or more (Levels 4-7)					
	Home Language	Mathematics	Life Orientation			
1						
2						
3						

ii. INTERMEDIATE PHASE

	Percentage of learners that achieved 50% or more (Levels 4-7)									
a le	Home	First	Mathematics	Natural	Social	Life				
Grade	Language	Additional		Science &	Sciences	Orientation				
G		Language		Technology						
4										
5										
6										

iii. SENIOR PHASE

		Percentage of learners that achieved 50% or more (Levels 4-7)							
Grade	Home Language	First Additional Language	Mathematics	Life Orientation	Natural Sciences	Social Sciences	Technology	Economic & Management Sciences	
7									
8									
9									

iv. FURTHER EDUCATION AND TRAINING PHASE

	Percentage of learners that achieved 50% or more (Levels 4-7)									
Grade	Home	First	Mathematics	Life	Indicate six other subjects with highest enrolment here					
Ë	Language	Additional		Orientation						
		Language								
10										
11										
12										

V. GRADE 12					
Number Wrote	Number Passed	Pass %	Bachelors %	Diploma %	Higher Certificate %

> End of year results

i. FOUNDATION PHASE

	Percentage of	flearners that acl	nieved 50% or			
Grade	more (Levels 4-7)					
Gre	Home	Mathematics	Life			
	Language		Orientation			
1						
2						
3						

ii. INTERMEDIATE PHASE

	Percentage of learners that achieved 50% or more (Levels 4-7)									
<u>e</u>	Home	First	Mathematics	Natural	Social	Life				
Grade	Language	Additional		Science &	Sciences	Orientation				
9		Language		Technology						
4										
5										
6										

iii. SENIOR PHASE

	Percentage of learners that achieved 50% or more (Levels 4-7)							
Grade	Home Language	First Additional Language	Mathematics	Life Orientation	Natural Sciences	Social Sciences	Technology	Economic & Management Sciences
7								
8								
9								

iv. FURTHER EDUCATION AND TRAINING PHASE

			Percentage	of learners that	achieved 5	0% or more (I	evels 4-7)			
ge	Home	First	Mathematics	Life	Indicate si	x other subje	cts with higl	nest enrolm	ent here	
یّن	Language	Additional		Orientation						
		Language								
10										
11										
12										

V. NATIONAL SENIOR CERTIFICATE											
Number Wrote	Number Passed	Pass %	Bachelors %	Diploma %	Higher Certificate %						

3. AN OVERVIEW ON THE KEY AREAS PRIORITISED FOR IMPROVEMENT

	NO.	FOCUS AREA	ASPECT TARGETED FOR IMPROVEMENT (State as OBJECTIVES).
to e.	1.	BASIC FUNCTIONALITY	
Part A: Interventions that lead to improved learner performance.	2.	QUALITY OF TEACHING AND LEARNING AND EDUCATOR DEVELOPMENT	•
rventi earne	3.	LEARNER ACHIEVEMENT	•
Part A: Interventio	4.	LEADERSHIP, MANAGEMENT AND COMMUNICATION	•
Par	5.	CURRICULUM PROVISION AND RESOURCES	•
nprove the	6.	GOVERNANCE AND RELATIONSHIP	•
Part B: Interventions that improve the school environment.	7.	SCHOOL SAFETY, SECURITY AND DISCIPLINE	•
Interventi school e	8.	SCHOOL INFRASTRUCTURE	•
Part B:	9.	PARENTS AND COMMUNITY	•

4. THE PLAN

SECTION A: INTERVENTIONS THAT LEAD TO IMPROVED LEARNER PERFORMANCE

No.	FOCUS AREA	OBJECTIVE	DESCRIPTION OF ACTIVITIES	RESPONSIBILITY	START DATE	FINISH DATE	BUDGET (If any)	Term	STATUS	COMMENTS /REASONS (To be completed at the end of each term)
1.								T1	Choose an item.	-
								T2	Choose an	
								Т3	item. Choose an	
									item.	
								T4	Choose an item.	
								T1	Choose an	
								T2	item. Choose an	
								12	item.	
								Т3	Choose an item.	
								T4	Choose an	
									item.	
								T1	Choose an item.	
								T2	Choose an	
								Т3	item. Choose an	
									item.	
								T4	Choose an item.	
								T1	Choose an	
								T2	item. Choose an	
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								Т3	Choose an item.	
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								T1	item. Choose an	
									item.	
								T2	Choose an	
								T3	item. Choose an	
									item.	

2.	No.	FOCUS AREA	OBJECTIVE	DESCRIPTION OF ACTIVITIES	RESPONSIBILITY	START DATE	FINISH DATE	BUDGET (If any)	Term	STATUS	COMMENTS /REASONS (To be completed at the end of each term)
11 Choose an Item. 12 Choose an Item. 13 Choose an Item. 14 Choose an Item. 15 Choose an Item. 16 Choose an Item. 17 Choose an Item. 17 Choose an Item. 18 Choose an Item. 19 Choose an Item. 19 Choose an Item. 10 Choose an Item. 11 Choose an Item. 12 Choose an Item. 13 Choose an Item. 14 Choose an Item. 16 Choose an Item. 17 Choose an Item. 18 Choose an Item. 19 Choose an Item. 10 Choose an Item. 11 Choose an Item. 15 Choose an Item. 16 Choose an Item. 17 Choose an Item. 18 Choose an Item. 18 Choose an Item. 19 Choose an Item.									T4	Choose an	
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No.	FOCUS AREA	OBJECTIVE	DESCRIPTION OF ACTIVITIES	RESPONSIBILITY	START DATE	FINISH DATE	BUDGET (If any)	Term	STATUS	COMMENTS /REASONS (To be completed at the end of each term)
								T2	Choose an	
								Т3	item. Choose an	
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									item.	
								T1	Choose an	
								T2	item. Choose an	
								12	item.	
								Т3	Choose an	
									item.	
								T4	Choose an item.	
								T1	Choose an	
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								T2	Choose an	
								Т3	item. Choose an	
								13	item.	
								T4	Choose an	
									item.	
								T1	Choose an item.	
								T2	Choose an	
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								14	item.	
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								T2	Choose an item.	
									item.	

No.	FOCUS AREA	OBJECTIVE	DESCRIPTION OF ACTIVITIES	RESPONSIBILITY	START DATE	FINISH DATE	BUDGET (If any)	Term	STATUS	COMMENTS /REASONS (To be completed at the end of each term)
								Т3	Choose an	
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								T2	item. Choose an	
								12	item.	
								Т3	Choose an	
									item.	
								T4	Choose an item.	
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								T2	Choose an	
								Т3	item. Choose an	
								13	item.	
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								T4	item. Choose an	
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5.								T1	Choose an	
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No.	FOCUS AREA	OBJECTIVE	DESCRIPTION OF ACTIVITIES	RESPONSIBILITY	START DATE	FINISH DATE	BUDGET (If any)	Term	STATUS	COMMENTS /REASONS (To be completed at the end of each term)
								T4	Choose an	
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								14	item.	
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								Т3	Choose an	
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								T1	Choose an	
								T2	item. Choose an	
								12	item.	
								T3	Choose an	
									item.	
								T4	Choose an	
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No.	FOCUS AREA	OBJECTIVE	DESCRIPTION OF ACTIVITIES	RESPONSIBILITY	START DATE	FINISH DATE	BUDGET (If any)	Term	STATUS	COMMENTS /REASONS (To be completed at the end of each term)
								T2	Choose an	
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								T4	Choose an	
								T1	item. Choose an	
								11	item.	
								T2	Choose an	
								Т3	item. Choose an	
								13	item.	
								T4	Choose an	
									item.	
								T1	Choose an item.	
								T2	Choose an	
									item.	
								Т3	Choose an item.	
								T4	Choose an	
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								T1	Choose an item.	
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									item.	
								Т3	Choose an	
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									item.	
7.								T1	Choose an	
								T2	item. Choose an	
								12	item.	
								Т3	Choose an	
								T4	item.	
								14	Choose	
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								T4	item. Choose an	
								T1	item.	
								T2	Choose an	
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No.	FOCUS AREA	OBJECTIVE	DESCRIPTION OF ACTIVITIES	RESPONSIBILITY	START DATE	FINISH DATE	BUDGET (If any)	Term	STATUS	COMMENTS /REASONS (To be completed at the end of each term)									
								Т3	Choose an										
								T4	item. Choose an										
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No.	FOCUS AREA	OBJECTIVE	DESCRIPTION OF ACTIVITIES	RESPONSIBILITY	START DATE	FINISH DATE	BUDGET (If any)	Term	STATUS	COMMENTS /REASONS (To be completed at the end of each term)
								T4	Choose an item.	
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								12	item.	
								Т3	Choose an	
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								T4	item.	

SECTION B: INTERVENTIONS THAT LEAD TO AN IMPROVED SCHOOL ENVIRONMENT.

No.	FOCUS AREA	OBJECTIVE	DESCRIPTION OF ACTIVITIES	RESPONSIBILITY	START DATE	FINISH DATE	BUDGET (If any)	Term	STATUS	COMMENTS /REASONS To be completed at the end of each term)
1.								T1	Choose an item.	
								T2	Choose an	
								Т3	item. Choose an	
								T4	item. Choose an	
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								T4	item. Choose an	
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								T1	Choose an item.	
								T2	Choose an item.	
								Т3	Choose an	
								T4	item. Choose an	
								14	item.	

No.	FOCUS AREA	OBJECTIVE	DESCRIPTION OF ACTIVITIES	RESPONSIBILITY	START DATE	FINISH DATE	BUDGET (If any)	Term	STATUS	COMMENTS /REASONS To be completed at the end of each term)
2.								T1	Choose an	
								T2	item. Choose an	
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								T3	Choose an	
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								T4	item. Choose an	
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FOCUS AREA OBJECTIVE DESCRIPTION OF ACTIVITIES RESPONSIBILITY START DATE FINISH DATE (If any)	STATUS	/REASONS To be completed at the end of each term)
	Choose an item.	
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No.	FOCUS AREA	OBJECTIVE	DESCRIPTION OF ACTIVITIES	RESPONSIBILITY	START DATE	FINISH DATE	BUDGET (If any)	Term	STATUS	COMMENTS /REASONS To be completed at the end of each term)
								T4	Choose	
									an	
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								Т3	Choose an	
								T4	item. Choose an	
									item.	
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								Т3	item. Choose an	
									item.	
								T4	Choose an item.	

No.	FOCUS AREA	OBJECTIVE	DESCRIPTION OF ACTIVITIES	RESPONSIBILITY	START DATE	FINISH DATE	BUDGET (If any)	Term	STATUS	COMMENTS /REASONS To be completed at the end of each term)
								T1	Choose an item.	
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								Т3	Choose an item.	
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								T4	item. Choose an	
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								T2	Choose an	
								Т3	item. Choose an	
									item.	
								T4	Choose an item.	

5. SIGN OFF – APPROVAL OF SIP

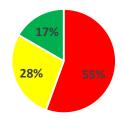
NAME	SIGNATURE	DATE
SCHOOL STAMP	DISTRICT STAMP	

OVERALL STATUS ON THE IMPLEMENTATION OF THE SCHOOL IMPROVEMENT PLAN – TERM ONE

Status	Number of activities	%
Less than 50% of progress has been made	10	56%
50% or more progress has been made	5	28%
The activity has been successfully concluded	3	17%

18

SIP Implementation Progress Report



- Less than 50% of progress has been made
- 50% or more progress has been made
- The activity has been successfully concluded

DESIGNATION	NAME	SIGNATURE	DATE
Principal			
Circuit Manager			

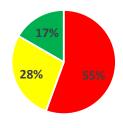
SCHOOL STAMP				

OVERALL STATUS ON THE IMPLEMENTATION OF THE SCHOOL IMPROVEMENT PLAN – TERM TWO

Status	Number of activities	%
Less than 50% of progress has been made	10	56%
50% or more progress has been made	5	28%
The activity has been successfully concluded	3	17%

18

SIP Implementation Progress Report



- Less than 50% of progress has been made
- 50% or more progress has been made
- The activity has been successfully concluded

DESIGNATION	NAME	SIGNATURE	DATE
Principal			
Circuit Manager			

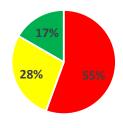
SCHOOL STAMP	

OVERALL STATUS ON THE IMPLEMENTATION OF THE SCHOOL IMPROVEMENT PLAN – TERM THREE

Status	Number of activities	%
Less than 50% of progress has been made	10	56%
50% or more progress has been made	5	28%
The activity has been successfully concluded	3	17%

18

SIP Implementation Progress Report



- Less than 50% of progress has been made
- 50% or more progress has been made
- The activity has been successfully concluded

DESIGNATION	NAME	SIGNATURE	DATE
Principal			
Circuit Manager			

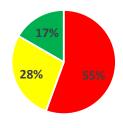
SCHOOL STAMP	

OVERALL STATUS ON THE IMPLEMENTATION OF THE SCHOOL IMPROVEMENT PLAN – TERM FOUR

Status	Number of activities	%
Less than 50% of progress has been made	10	56%
50% or more progress has been made	5	28%
The activity has been successfully concluded	3	17%

18

SIP Implementation Progress Report



- Less than 50% of progress has been made
- 50% or more progress has been made
- The activity has been successfully concluded

DESIGNATION	NAME	SIGNATURE	DATE
Principal			
Circuit			
Manager			

ANNEXURE B: EXTERNAL MONITORING AND SUPPORT ON SIP IMPLEMENTATION

Date	NAME OF OFFICIAL / MONITOR	DESIGNATION	REMARKS (AREA MONITORED, PROGRESS AND RECOMMENDATIONS)	SIGNATURE

Date	NAME OF OFFICIAL / MONITOR	DESIGNATION	REMARKS (AREA MONITORED, PROGRESS AND RECOMMENDATIONS)	SIGNATURE