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educational

# Outstanding Departments

Designed to raise the quality and performance of departments by at least one level - e.g; Good to Outstanding

'Outstanding Departments achieve enhanced teaching and learning, excellent team cohesion and exceptional pupil outcomes.'

Call **01625 532974** or book online at [www.keynote.org.uk](http://www.keynote.org.uk)

## What is the Outstanding Departments Programme?

Our Outstanding Departments Programme is designed to lift the performance of your department by at least a grade (e.g from Good to Outstanding). Our CPD professionals, with a wealth of experience in CPD and leadership development, will work with you to objectively assess the current performance of your team and deliver a tailored programme of improvement to support your journey towards outstanding.

This intensive programme for Heads of Department, Department teams and the senior leadership team will explore, analyse and identify the factors that will contribute to an outstanding department in your school. The overall aim of the programme is to lift the quality of departments, both large and small, to good or outstanding.

The power of the programme comes from three key areas:

- 1) The Diagnostic:** Essential to the whole process, the Diagnostic and accompanying written Report forms the basis of the entire programme and gives full prominence to the necessary steps needed to reach 'Outstanding.'
- 2) Outstanding Leadership:** Focussing on raising standards of leadership to outstanding
- 3) Team Excellence:** Developing outstanding team excellence, cohesion and effectiveness

This is a school based intervention programme which explores, analyses and identifies factors for development that will lead departments to outstanding, while bringing about sustainable and long-lasting improvement.

## Delivered by our experts.

We have a team of CPD professionals for the Outstanding Department Programmes who are experts in supporting school improvement and are able to demonstrate outstanding leadership. All have experience of leadership at both senior and middle levels, and teaching experience across a range of contexts, subjects and phases.

## The Programmes

The Programmes are designed to work in individual schools, in MATS, across Alliances and any other interested group of schools.

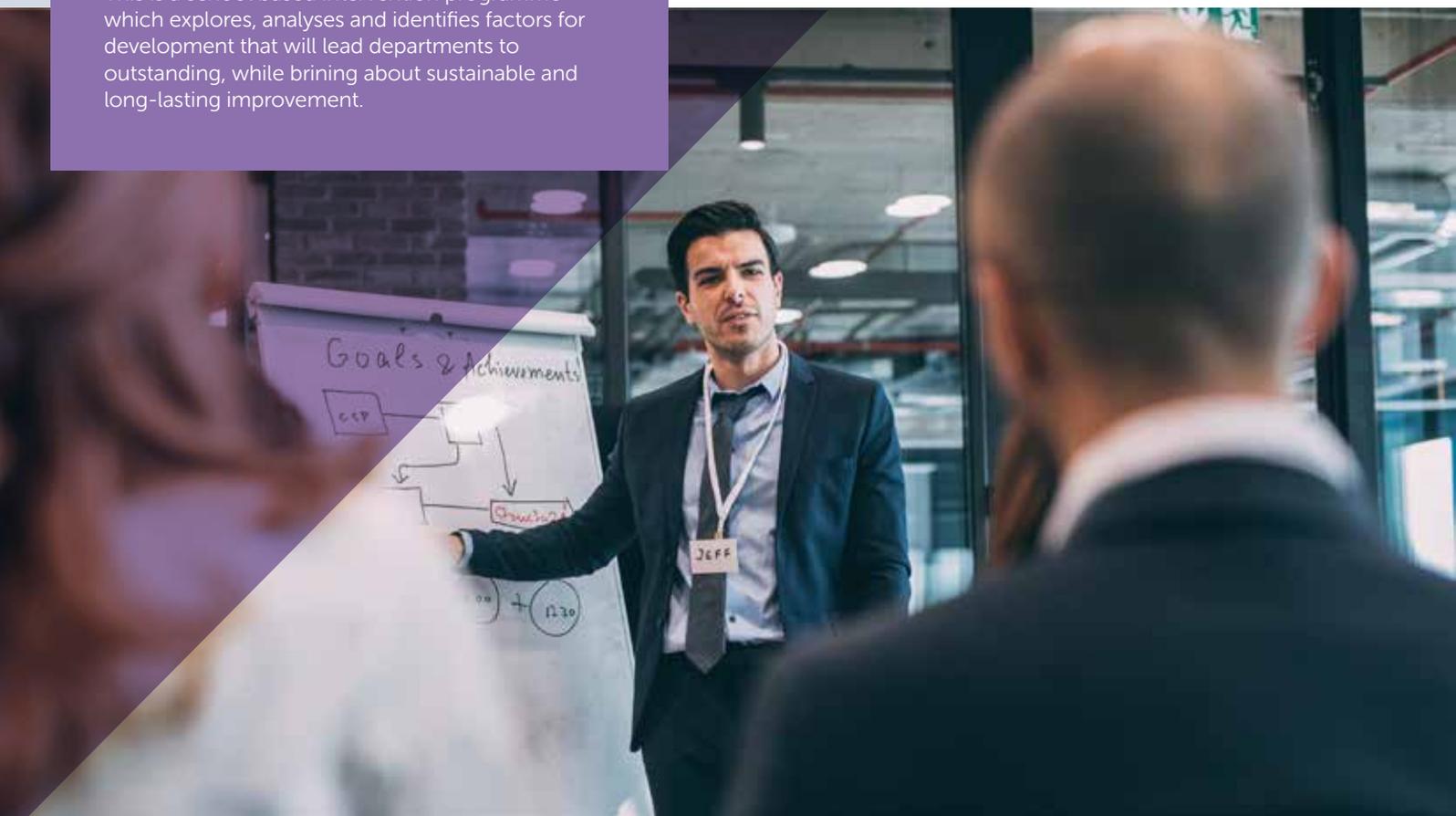
We offer two levels of the Outstanding Departments Programme:

**Standard** - Offering the minimum level of investment for maximum return. A 6 day programme, designed to work across a 6 – 8 week period.

**Enhanced** - The gold standard of departmental interventions. Our enhanced programme will really put your department through its paces. A 10 day programme, designed to work over one or two terms.

## The programme benefits and outcomes

- Raised standards of departmental leadership
- Raised quality of teaching, learning and pupil attainment
- Developed outstanding team excellence sustained
- Established culture of high expectations and accountability
- Full written Diagnostic Report for baseline comparison on distance travelled.



## Our expertise makes the programme unique

### The Diagnostic

The diagnostic is central to the whole process. It will identify the key priority areas within the department. The diagnostic forms the basis, structure and shape of the entire programme, making the process a true bespoke, insight driven approach.

You will receive a full written Diagnostic Report focusing on specific areas to move your department from good to outstanding. These areas may include:

- Assessing the new linear A Levels with confidence- ensuring high quality departmental assessments.
- High expectations: the key features, qualities and skills of an outstanding department lead
- Adding excellence to trusted techniques for modelling outstanding teaching and learning in lessons
- Departmental team cohesion working towards outstanding
- High quality purposeful lessons and comprehensive feedback

### Working with the Department Team for Excellence

The programme is designed to work with the Department team as well as the Head of Department on areas such as:

- Department meetings, sessions on specific curriculum or assessment areas

- Effective strategies to manage difficult situations in a range of contexts
- Implementing and managing departmental systems and paperwork
- Recruiting the best teachers for your department
- Supporting the professional development of your staff

### Tailored Solutions

The output of the diagnostic will determine your chosen modules. See illustrative programmes below for module examples.

Additional module choices:

- Subject specific support can be provided on both the Standard and Enhanced Programmes. Keynote has a range of over 400 subject specific courses to choose from, and a team of over 700 trainers
- The enhanced programme also includes an optional student revision conference.

### Filmed Observations

The filmed observations will be available and can be used as part of your future CPD training

## Standard Programme – Illustrative

- Day 1 - Diagnostic
- Day 2 - Detailed action plan for teachers
- Day 3 - Team cohesion
- Day 4 - Qualities and skills of outstanding department lead
- Day 5 - Assessment and linear examinations
- Day 6 - Impact and evaluation

### 6 week programme

- 1 day diagnostic
- 4 days of training
- 1 day impact and evaluation

**£6,750 +VAT**

## Enhanced Programme – Illustrative

- Day 1 - Diagnostic
- Day 2 - Filmed observations
- Day 3 - Self evaluation processes
- Day 4 - Robust data analysis
- Day 5 - Promoting your department
- Day 6 - Outstanding leadership
- Day 7 - Ensure your team reaches its full potential
- Day 8 - Student revision conference (optional)
- Day 9 - Final filmed observations
- Day 10 - Impact and evaluation

### 8 week programme

- 2 day diagnostic including 1 day of filmed observations
- 4 days of training
- 1 Student revision conference
- 2 day impact and evaluation including 1 day of filmed observations

**£9,900 +VAT**



## The Programme at a glance

### Phase 1: The Diagnostic

Before training takes place you will be assigned an Outstanding Department expert trainer who will discuss your department's priorities and expectations in detail.

The trainer will meet with the school senior leadership team and/or Department Head to agree service level agreements and procedures.

The trainer then carries out a thorough and in-depth diagnostic on the department, and provide a full written Diagnostic Report. This will be discussed with the Head of Department and/or senior leadership team.

The enhanced programme will also include filmed observations, adding video depth to the written Report.

Central to the whole programme, the Diagnostic will include:

- Current department priorities to raise standards (e.g from good to outstanding)
- Assessment of team performance and cohesion
- Key features, qualities and skills of an outstanding lead

The Department will receive a full written Diagnostic Report.

### Phase 2: Implementation

Modules take place in your school around the school day in order to maximise impact and minimise disruption.

All members of the team can take the modules if required, however some have been designed for specific roles, for example Heads of Department or NQTs.

At the end of each module the trainer will provide feedback and give advice for future directions to remain on track towards the goal of 'Outstanding'.

Modules are implemented.

Examples of implementation modules include:

- Developing team excellence
- Leading an outstanding department
- Support for NQTs
- Improved student attainment
- Optional Student conference

Subject specific modules are also available.

### Phase 3: Impact & Evaluation

A feedback session including full commentary of the development from good to outstanding and highlights any areas for enhanced development will be delivered.

Feedback session which includes a full commentary of the development from good to outstanding, and highlights any areas for enhanced development.

- Focus points to extend the positive outcomes of the programme

- Final filmed observations (enhanced programme only) detailing progress made since the start of the programme
- Celebrate the success of the programme
- The trainer will return to school for the final time and evaluate the progress and current position of the department.

### Further information

- CPD professionals can work with more than one department at a time
- The training programmes are planned to work over a 6 – 8 week period. However schools can opt to take the programme over a longer period up to one academic year, or in a condensed period across 4 – 6 weeks.
- CPD professionals can return to school 6-12 months following the completion of the programme to help ensure improvements are embedded and outcomes maximised.

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**The Next Step: If you are interested in exploring this further and would like to discuss the Outstanding Departments Programmes with a member of our team, please get in touch with us on:**

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