

# THE COST OF THE SCHOOL DAY



## SAMPLE ACTION PLAN

Sample action plan setting out interventions in response to Cost of the School Day findings and the monitoring and evaluation measures which will help to show their impact. The plan offers space to specify:

- Baseline information
- Desired outcomes
- Interventions
- Start date
- Outputs
- Outcome indicators
- Evaluation date
- Leads

This template is intended as a starting point and can be adapted. Ideally, these actions will be embedded within the School Improvement Plan.

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Action	Issue identified	Baseline information	Desired outcomes	Interventions
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## Example 1

	<p><i>Clothing grants not going to all eligible families - potential pressure on low family incomes</i></p>	<ul style="list-style-type: none"> <li>&gt; 40% of parents surveyed say that they didn't know about the grant</li> <li>&gt; # grants taken up - staff estimate gap between likely eligibility and current uptake</li> <li>&gt; 45% parents report uniform as 'difficult to afford'</li> <li>&gt; Office staff report few requests for information or support with grants from parents</li> </ul>	<ul style="list-style-type: none"> <li>&gt; Increased parental awareness of clothing grant</li> <li>&gt; Increased # uptake in clothing grants</li> <li>&gt; Greater reported affordability of uniform</li> <li>&gt; Increased school support to parents applying for grants</li> </ul>	<ul style="list-style-type: none"> <li>&gt; Increased and diversified promotion - monthly reminders via website, text and newsletters; signs around school and at office window</li> <li>&gt; Regular reminders at inductions and Parents Evenings to all families</li> <li>&gt; Application forms distributed to all families</li> </ul>
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## Example 2

	<p>Children from low income families not attending after school clubs and missing out on wider achievement opportunities</p>	<ul style="list-style-type: none"> <li>&gt; Almost no pupils from SIMD 1 and 2 attending clubs</li> <li>&gt; Consultation with pupils and parents/carers has found key barriers are cost of clubs and equipment</li> </ul>	<ul style="list-style-type: none"> <li>&gt; increased participation in after school clubs for identified pupils</li> </ul>	<ul style="list-style-type: none"> <li>&gt; Subsidise cost of existing clubs for identified pupils</li> <li>&gt; 3 new free clubs starting run by staff and parent volunteers</li> <li>&gt; No charge for equipment - supply available to all</li> <li>&gt; Pupils and their parents/carers told directly about clubs and supported to attend</li> </ul>
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Start date	Outputs	Outcome indicators	Evaluation date	Leads
Aug-18	<ul style="list-style-type: none"> <li>&gt; # forms distributed (monthly)</li> <li>&gt; # users on relevant website page (monthly)</li> <li>&gt; # parents requesting info and support (monthly)</li> <li>&gt; # grant applications (annual)</li> </ul>	<ul style="list-style-type: none"> <li>&gt; Increased # of grants taken up</li> <li>&gt; Increased % of parents reporting awareness of the grant (repeat survey needs to be planned)</li> <li>&gt; Reduced % of parents report uniform as 'difficult to afford' (repeat survey)</li> <li>&gt; Increased # requests for information and support across the year</li> </ul>	Aug-19	DHT and Parent Council
Aug 18	<ul style="list-style-type: none"> <li>&gt; # identified children attending existing clubs weekly</li> <li>&gt; # identified children attending new clubs</li> <li>&gt; uptake of equipment supply</li> </ul>	<ul style="list-style-type: none"> <li>&gt; increased participation in after school clubs for identified pupils</li> <li>&gt; Pupils report no cost barriers to participating in after school clubs</li> </ul>	Oct 18	Principal Teacher Wider Achievement PE department