



# Evidence Guide for School Excellence

## Sources of evidence

The following is a list of possible sources of evidence that may assist schools with self-assessment against each element of the School Excellence Framework. Many sources of evidence are relevant to multiple elements. There may be other sources of evidence that are not included on the list. Evidence should be thoughtfully selected to guide judgements made during the self-assessment process. Evidence of initiative implementation is not the same as evidence that it has been effective.

Learning					
Learning Culture	Wellbeing	Curriculum	Assessment	Reporting	Student Performance Measures
<ul style="list-style-type: none"> <li>Evidence of community engagement</li> <li>Parent workshops</li> <li>Learning and support processes</li> <li>Individualised transition plans for target students</li> <li>Participation in transition programs</li> <li>Tell Them From Me (TTFM) data (TTFM web portal and Scout reports)</li> <li>Focus groups</li> <li>Individual/ Personalised Learning Plans (ILP/PLP) (e.g. % of students with plan, % of students meeting goals in ILPs)</li> </ul>	<ul style="list-style-type: none"> <li>Self-assessment using Student Wellbeing Framework</li> <li>Student leadership programs (effectiveness/ participation)</li> <li>Attendance rates (Scout)</li> <li>Data from peer support or other student support programs</li> <li>Focus groups (e.g. participation rates, student, parent and teacher feedback)</li> </ul>	<ul style="list-style-type: none"> <li>Use of English as an Additional Language or Dialect (EAL/D) Progressions</li> <li>Differentiated teaching and learning programs</li> <li>Scope and sequence documents</li> <li>Evidence of meeting NESA (NSW Education Standards Authority) requirements</li> <li>Student work samples</li> <li>Learning and Support processes</li> <li>Individual/ Personalised Learning Plans (ILP/PLP)</li> </ul>	<ul style="list-style-type: none"> <li>Pre/post assessments</li> <li>Use of English as an Additional Language or Dialect (EAL/D) Progressions Scales</li> <li>Adjustments to learning tasks</li> <li>Lesson plans</li> <li>Differentiated teaching and learning programs</li> <li>Goal setting</li> <li>Exit slips</li> <li>Bump it up walls</li> <li>Assessment schedules</li> <li>Marking rubrics, criteria and work samples</li> <li>Personalised Learning and Support Signposting Tool (PLASST) data</li> </ul>	<ul style="list-style-type: none"> <li>Student reports</li> <li>Annual school reports</li> <li>Assessment schedules and process for collaboration to inform consistency of judgement (meeting notes)</li> <li>Parent-Teacher interview nights and other information sessions (e.g. attendance and frequency)</li> <li>Feedback from parents, students and teachers</li> <li>Tell Them From Me data</li> </ul>	<ul style="list-style-type: none"> <li>Australian Early Development Census data (cohort baseline)</li> <li>Best Start data</li> <li>Performance by English as a Second Language (ESL) Scales</li> <li>Growth in Individual/ Personalised Learning Plans</li> <li>Internal student performance data, including student growth</li> <li>Growth against literacy and numeracy learning progressions</li> <li>Scout Reports- Value Add/ NAPLAN/HSC data (Scout)</li> <li>PLAN 2 data</li> </ul>

## Learning continued

Learning Culture	Wellbeing	Curriculum	Assessment	Reporting	Student Performance Measures
<ul style="list-style-type: none"> <li>• Internal student performance data results/findings</li> <li>• Nationally Consistent Collection of Data on School Students with a Disability (NCCD)</li> <li>• Other external student performance data (Scout Reports)</li> <li>• Personalised Learning and Support Signposting Tool (PLASST) data</li> <li>• Specialist staff (e.g. Speech pathologist/ Occupational therapist)</li> <li>• Suspension rates (increase/decrease)</li> <li>• Attendance improvement strategies</li> <li>• Peer support programs to support transitions</li> <li>• Transition to school/ orientation programs</li> </ul>	<ul style="list-style-type: none"> <li>• School cultural events-frequency, participation and learning modifications (i.e. NAIDOC Week, Harmony Day)</li> <li>• Kids Matter survey results</li> <li>• Internal student surveys results</li> <li>• Tell Them From Me data</li> <li>• Participation rates in school activities such as Student Representative Council</li> <li>• Participation rates and effectiveness of transition to school/ orientation programs</li> <li>• School Code of Conduct and behaviour policies</li> <li>• Suspension rates and other behaviour incidents</li> <li>• Parent meetings</li> <li>• Medical reviews/ Individual Health Care Plans</li> <li>• Wellbeing plans</li> <li>• Individual Learning Plans</li> <li>• Learning and Support processes</li> </ul>	<ul style="list-style-type: none"> <li>• Extra-curricular activities (e.g. number offered and participation rates)</li> <li>• Tell Them From Me data</li> </ul>			

## Teaching

Effective classroom practice	Data skills and use	Professional standards	Learning and development
<ul style="list-style-type: none"> <li>• Classroom observation records and documentation</li> <li>• Individual/Personalised Learning Plans (e.g. % of students with plan, % of students meeting goals in ILPs)</li> <li>• Instructional rounds, observations and feedback</li> <li>• Lesson plans and timetables</li> <li>• Professional learning evaluations</li> <li>• Staff meetings (e.g. minutes, agendas)</li> <li>• Student performance data</li> <li>• Teacher professional development plans and reviews</li> <li>• Tell Them From Me data</li> <li>• Staff professional development</li> <li>• Exit slips</li> <li>• Student feedback</li> <li>• Teacher feedback</li> <li>• Teaching and Learning programs</li> <li>• Classroom management plans</li> <li>• School wide approach to classroom management</li> </ul>	<ul style="list-style-type: none"> <li>• Annual school report</li> <li>• Internal assessment instruments</li> <li>• PLAN 2 and other student performance data analysis</li> <li>• Student engagement and wellbeing data analysis</li> <li>• Staff meetings (e.g. minutes, agendas)</li> <li>• School newsletters and other communications with school community relating to student data</li> <li>• School plan milestone evaluation</li> <li>• Lesson plans</li> <li>• Parent forums</li> <li>• Professional learning related to data skills</li> <li>• Student data talks/ adjustments to learning plans</li> </ul>	<ul style="list-style-type: none"> <li>• Professional learning (MyPL) records</li> <li>• School plan/Report information</li> <li>• Staff Professional Development Plans and processes</li> <li>• Teacher accreditation data and processes</li> <li>• Tell Them From Me teacher survey results</li> <li>• Australian Institute Teacher and School Leadership (AITSL) self-assessment tools</li> <li>• Whole school professional learning schedule and evaluation</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom observation</li> <li>• Induction programs and mentoring for beginning teachers</li> <li>• Participation in professional learning</li> <li>• Minutes from mentoring meetings</li> <li>• School plan</li> <li>• Staff meetings (e.g. minutes, agendas)</li> <li>• Whole school/stage/faculty PL program</li> <li>• School use of Quality Teaching Successful Student funding</li> <li>• Performance and Development planning processes</li> <li>• Community of Schools/ Professional Learning</li> <li>• Networks initiatives</li> <li>• Teacher reflections</li> <li>• Coaching/mentoring programs</li> <li>• Succession planning</li> <li>• Leadership opportunities</li> <li>• Processes for collaboration</li> <li>• Observation and feedback protocols</li> <li>• Tell Them From Me data</li> <li>• Engagement with professional associations</li> </ul>

## Leading

Educational leadership	School planning, implementation and reporting	School resources	Management practices and processes
<ul style="list-style-type: none"> <li>• Evidence of workplace planning, such as succession planning and leadership development</li> <li>• Tell Them from Me surveys</li> <li>• Frequency of, and attendance rates for, school cultural events (i.e. NAIDOC Week, Harmony Day)</li> <li>• Internal and external surveys</li> <li>• Parent Teacher nights and other information sessions (e.g. attendance, frequency)</li> <li>• Parent &amp; Citizens (P&amp;C) meetings (e.g. minutes)</li> <li>• School social media platforms (e.g. rates of engagement, number of followers)</li> <li>• School plan</li> <li>• Annual school report</li> <li>• Performance and Development Plan (PDP) processes</li> <li>• Leadership pathways programs</li> <li>• Community communication processes</li> <li>• School assessment tool</li> <li>• Evidence of distributed leadership</li> <li>• Induction programs</li> <li>• Use of School use of Quality Teaching Successful Students (QTSS) funding</li> <li>• 360-degree surveys</li> <li>• Community engagement activities</li> </ul>	<ul style="list-style-type: none"> <li>• Annual school report</li> <li>• Focus group findings/ actions</li> <li>• Internal and external surveys</li> <li>• Parent &amp; Citizens (P&amp;C) meetings (e.g. attendance rates, meeting minutes)</li> <li>• School plan</li> <li>• School plan milestones and reporting</li> <li>• Staff meetings (e.g. minutes, agendas)</li> <li>• Tell Them From Me surveys</li> <li>• Evaluation processes</li> </ul>	<ul style="list-style-type: none"> <li>• Annual school report</li> <li>• Evidence of workplace planning, such as succession planning and leadership development</li> <li>• Fundraising events (e.g. frequency, attendance)</li> <li>• Photographs of learning spaces and school facilities</li> <li>• School plan</li> <li>• Staff retention rates</li> <li>• Teacher professional development plans and reviews (e.g. frequency)</li> <li>• SBAR (Funding and expenditure information)</li> <li>• Use of equity and flexible funding sources</li> <li>• Staff profile</li> <li>• Community users of school resources or facilities</li> <li>• Use of learning spaces</li> <li>• Use of technology</li> <li>• External resourcing e.g. grants</li> </ul>	<ul style="list-style-type: none"> <li>• Annual school report</li> <li>• Focus groups</li> <li>• Internal school community surveys</li> <li>• School newsletters and other modes of communication (e.g. social media platforms)</li> <li>• School plan (e.g. implementation of milestones, how budget is linked to plan)</li> <li>• School policies and systems (e.g. compliance with Work Health and Safety policy)</li> <li>• Sentral reports and data</li> <li>• Staff meetings (e.g. minutes, agendas, actions)</li> <li>• Tell Them From Me student and parent surveys</li> <li>• Excellence in customer service/360 degree feedback</li> <li>• Equity practices (e.g. EAL/D- translation/ Aboriginal Education Officer)</li> </ul>