

# Training Courses



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## Target Tracker Training Courses

With nineteen years' experience in providing tracking software and training, Target Tracker is now used in 1 in 4 primary schools in England. Target Tracker is an intuitive and easy-to-use product. To maximise its potential, we offer training to support users at all levels from starter courses to supporting your Ofsted inspection.

Our wide range of quality training is available for new and existing users and is all delivered by experienced practitioners.

Full descriptions of all our training are detailed on the following pages. All courses can be delivered in your school for your staff or delivered to your group of schools.

Course duration is 3 hours for a half-day and 6 hours for a full-day.

Courses are regularly run in venues across the country, check on our website, [EESforschools.org/targettracker/training](https://EESforschools.org/targettracker/training) to see what is being run in your area.

If you cannot find what you are looking for, we can also provide tailored sessions for leaders, teachers or governors. Please call our customer services team for more information on **0345 200 8600** (option 4).

### How to Book

#### To book courses run in venues:

1. Go to [EESforschools.org/targettracker/training](https://EESforschools.org/targettracker/training)
2. Choose your course and click **Book**

**For in-school or cluster training** please call our customer service team on **0345 200 8600** (option 4) or email [training.tt@EESforschools.org](mailto:training.tt@EESforschools.org).

## Target Tracker Starter Courses

Our starter courses will lead new users through the use of formative assessment based on the National Curriculum and the EYFS framework.

The courses take you through making your judgements, collating evidence and observations as well as showing if a child is working at a shallow or deeper level, or if they are able to show mastery through independence and application across a range of contexts.

Formative assessments can then be used in a number of ways; we will take you through using the information to feedback to pupils and parents, to support interventions and to inform planning.

Whilst formative assessment is the key to effective classroom practice, summative data is still required for middle and senior managers. We will show how assessment information can be quickly and simply analysed to ensure teachers and managers are able to use the data to impact pupil progress.



## Benefits

Through this course you will gain vital information and valuable skills in:

- tracking, reviewing and understanding your pupil data
- generating and analysing powerful reports
- using formative and summative assessment data
- collating observations
- evidencing and feeding back to important stakeholders (including Ofsted).

## Duration

In-school: Full-day



**Choose from the following starter courses:**

### **Target Tracker Combined Starter**

(includes Primary and EYFS)

### **Primary Starter**

### **EYFS Starter**

A **Target Tracker Multi Starter Course** is also available - see page 6.

## Target Tracker Multi Starter Course

Target Tracker Multi combines individual school's assessment results to allow analysis across a Multi-Academy Trust, federation or other group of schools using a web-based system.

### Benefits

Through this course you will gain vital information and valuable skills in:

- generating reports
- using school groups and school/pupil filters
- updating data from Target Tracker
- managing users

**Participants will need to understand the Target Tracker approach to assessment and be familiar with its reports to benefit from this course. Please see our Target Tracker starter courses (see page 4) or contact us for more information.**

### Duration

**In-school: Half-day**



## Data Analysis for Senior and Middle Leaders

This course is designed for school leaders who wish to create a detailed analysis of their formative and summative data against either EYFS or the Primary Curriculum. Using your own data you will focus on identifying performance by different groups and particular trends.

### Benefits

Through this course you will gain vital information and valuable skills in:

- using groups, filters and custom filters
- gap analysis and identifying trends
- analysing group and subject area progress and attainment
- reviewing formative and summative assessment data - is it consistent?
- assessment conversions using multiple starting points
- summarising and presenting data effectively.

### Duration

**In-school:** Half-day

**Webinar:** Half-day



*“Exceptionally useful in identifying the best and most efficient ways of analysing our school’s data. Thank you.”*

## Target Tracker Basics

Target Tracker provides a comprehensive approach to the assessment of pupils. However at its heart is a simple tool for tracking pupils learning and attainment. This course covers the basics of Target Tracker in a simple and comprehensive manner. It is suitable for staff joining a school who already use Target Tracker or for those who wish to cover the basics required as a class teacher.

### Benefits

Through this course you will gain vital information and valuable skills in:

- understanding the vocabulary around assessment
- navigating around Target Tracker
- assessing pupils formatively and summatively
- generating reports to inform classroom practice
- knowing what to do to get help.

### Duration

**In-school:** Half-day

**Webinar:** Half-day



## Preparing your Target Tracker Data for Ofsted



*“Data is ‘a signpost, not a destination for inspection’”*

*“Inspectors will use ‘meaningful data’ to inform areas for investigation”*

School Inspection Update: Special Edition, September 2017



This course explores the statutory data available to Ofsted in advance of an inspection and goes on to show how Target Tracker fills in the gaps and lets you tell the story of your school.

The course focuses on the use of data rather than the entire inspection process.

**Participants must understand the Target Tracker approach to assessment and be familiar with its reports to benefit from this course. Please see our Target Tracker starter courses (see page 4) or contact us for more information.**

### Benefits

Through this course you will gain vital information and valuable skills in:

- understanding how to investigate statutory data using ASP (Analyse School Performance)
- interpreting the IDSR (Inspection Data Summary Report)
- using Target Tracker to ‘fill in the gaps’
- talking about progress data in a mastery curriculum.

### Duration

In-school: Full-day



*“Refreshing, reassuring to have facilitators with leadership and OFSTED experience, genuinely felt that they were here to train and support us.”*

*“The training was excellent, informative and very supportive. The two leaders were extremely helpful and made us feel very comfortable about asking questions.”*



## Target Tracker for Governors

This course is designed to support your governors in understanding current assessment practices and how Target Tracker is used in schools. It also includes sharing the questions governors should be asking about data, the reports they might receive and how to interpret them.

### Benefits

Through this course you will gain vital information on:

- what is formative and summative assessment
- how does Target Tracker record these
- what should the school have in place to support assessment (policy, progress meetings, subject leaders, SLT, interventions to act on information)
- understanding reports
- other available assessment data.

### Duration

**Face-to-face:** Half-day

**Webinar:** Half-day



## Making Your End of Key Stage Judgement

This course is designed for year 2 and year 6 teachers to learn how to use Target Tracker to support the decision-making and data return processes for statutory end of Key Stage assessments.

### Benefits

Through this course you will gain vital information and valuable skills in:

- statutory end of Key Stage teacher assessment arrangements
- how to use Target Tracker to inform the judgement against the teacher assessment frameworks
- using observations to support moderation
- recording end of Key Stage Teacher Assessments & test results
- data returns.

### Duration

**Venue:** Half-day

**Webinar:** Half-day



*“This was an extremely valuable course and I do feel that I have a much better understanding of how to use Target Tracker to support the end of Key Stage judgements. I now feel so much more relieved that the Target Tracker team are fully aware of the latest information shared, and that there are so many things being implemented by EES for Schools to make this as easy as possible for our school. We are very fortunate to be a part of the Target Tracker schools! Thank you.”*

## Supporting Performance Management Using Target Tracker

As part of a schools performance management process teachers may be set an attainment or progress target for their class or particular groups of pupils.

This course ensures that appraisers have the necessary skills to use Target Tracker to identify groups of pupils for whom a performance management target may be acceptable and to track their attainment and progress in a variety of ways.

This course does not cover the performance management statutory requirements or processes, but focuses on setting attainment and progress targets for individual pupils and groups using Target Tracker.

**Participants will need to understand the Target Tracker approach to assessment and be familiar with its reports to benefit from this course. Please see our Target Tracker starter courses (see page 4) or contact us for more information.**

### Benefits

Through this course you will gain vital information and valuable skills in:

- analysing performance
- how attainment and progress targets can be expressed
- generating focussed reports in Target Tracker to show attainment and progress
- applying groups and filters to identify appropriate groups of pupils
- printing and exporting reports.

### Duration

**In-school:** Half-day

**Webinar:** Half-day



## Bespoke Training and Consultancy

Schools can also book in-school training and consultancy - what is covered during the session is down to you. One of our trainers will come to your school and work alongside you to deliver the content you want, in a way that suits your school or cluster.

### Duration

**In-school:** Full-day or half-day

**Webinar:** Half-day



*“It was a really useful day for staff and year group teams to work with the trainers to review data input, discuss systems and ask questions relating to charts, assessment and tracking. The style of the day was relaxed, purposeful and informative. It was also an opportunity to reflect on next steps.”*



### Target Tracker DataBook

We are always looking for ways to assist teachers and school leaders with easing their increasing workload. To help with this, we can produce reports, for SLT/governor meetings or prior to an Ofsted inspection, directly from your data when you need it.

#### Benefits

- Create a range of headline reports showing attainment and progress of cohorts and groups within your school.
- Enables you to spend your time analysing the information and planning next steps.
- View your reports online for 30 days and download copies as necessary.
- Save time and reduce teacher workload.



*“I have just received my Databook. I have to say the quality is excellent, thank you to the team so much! Target Tracker is so effective, useful and such great value for money. With the addition of these Databooks it is the best thing we buy in to. You have made my working life so much easier and saved the school lots of money - releasing SMT to do data analysis etc. is so costly, plus we prefer to be with the children focusing on learning! Sincere thanks to all the team!”*

## Other Services

### SE+

You have probably heard of our award winning, research-based school improvement software, School Effectiveness+ (SE+).

Well, we've taken all of that knowledge, expertise and research and shrunk it into an exciting new affordable mobile product, available through the EES for Schools app.

- Identify your school's strengths and weaknesses.
- Have a clear view of your school's improvement priorities.
- Evidence to Ofsted (and other stakeholders) that you are making an impact.
- Evaluate your school against *The 25 Characteristics of High-Performing Schools*.

Download SE+ onto your mobile device and carry out a comprehensive evaluation of your school through a straight-forward diagnostic process.

**For more information about how SE+ can help your school visit: [EESforschools.org/SEplus](https://EESforschools.org/SEplus) or contact us directly on: 0345 200 8600 (option 1)**



## Other Services

### EES for Schools App

Expertise, knowledge and research in the palm of your hand.

Access informative and engaging content like our new mobile version of SE+ through the EES for Schools app.

With a range of resources, you can support your school as a whole, inform your teaching practices and develop your individual CPD journey - all in one handy app.

1. Download the free EES for Schools app.



2. Purchase resources from our range of products at [EESforschools.org/store](https://EESforschools.org/store).
3. Receive a login and password by email  
Login will be sent within 24hrs.
4. Access a wealth of engaging and expert knowledge.



## Other Services

### Area User Meetings

Target Tracker can provide a surgery-type session with one of our expert advisers for groups of schools to network and collaborate on topics of common interest in regards to Target Tracker.

#### Benefits

- network and collaborative with other schools
- find practical solutions and answers to specific issues and questions
- share tips and best practice

### Target Tracker Helpline Support

The acclaimed Target Tracker helpline provides support to customers via phone and email. Our dedicated Essex-based helpline team are experts in the use of the Target Tracker software. We are familiar with extracting data from most of the commonly-used management information systems. Our aim is to share our knowledge to ensure you get the best from your Target Tracker software. The team undertakes vigorous CPD training to ensure they are knowledgeable in education and Target Tracker products.

**You can contact the helpline team on: 0345 200 8600 (option 2)**



## Cancellation Policy

Whilst we appreciate the unpredictable nature of working in schools, we incur costs when a course is scheduled. We will therefore levy cancellation charges as below, although we will exercise discretion where delegates re-book at the point of cancellation.

<b>Cancellation Received</b>	<b>Charge</b>
At least four weeks prior to event	No charge
Between two and four weeks prior to event	50%
Less than two weeks prior to event (invoicing takes place at this point)	100%
Delegate does not attend	100%

All training courses in venues run subject to minimum numbers. We may therefore have to cancel courses at short notice. We reserve the right to cancel or re-schedule at any time. We will always inform delegates of any changes as soon as we are aware of them.

## For further information

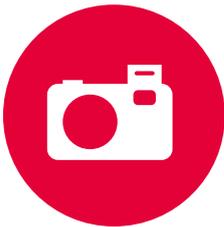
T: 0345 200 8600 (option 4)

E: [training.tt@EESforschools.org](mailto:training.tt@EESforschools.org)

W: [EESforschools.org/targettracker](http://EESforschools.org/targettracker)

t: @EESforSchools

## Target Tracker Observations iOS App



Upload photos directly to Target Tracker



Add notes alongside observations



Text to speech



Assess statements to EYFS and National curriculum documents



Assign observations to EYFS or National Curriculum statements



Assign observations to pupils