


Pastoral Leader's checklist

This checklist is designed to be used by a Pastoral Leader, for example a Head of Sixth or Year Leader. It provides an overview of the annual Alps cycle and the ways in which Alps and Alps Connect Interactive can support you throughout the year. This is an abbreviated version – the full version and short help videos can be found in the Knowledge Base in Connect Data once you have subscribed to Alps.

RESULTS DAY AND REVIEW OF RESULTS

You should have instant access to your Alps PDF report and Connect Interactive (if subscribed) once your data manager has submitted the results.

AUG/SEPT		<input type="checkbox"/>
	Gap analysis on strategic indicators	<input type="checkbox"/>
	Analysis against school/college target grades	<input type="checkbox"/>
	Student Performance Overview	<input type="checkbox"/>
	Review of curriculum	<input type="checkbox"/>
	Review meetings with your pastoral team Watch our video of a pastoral meeting	

TARGET SETTING

Alps target setting software is available for KS4 and KS5 in Connect Data to generate Minimum Expected Grades (MEGs) against the National benchmarks

[Watch our Target Setting webinar](#)



SEPT	Review MEGs and subject specific targets based on MEGs	<input type="checkbox"/>
	Involving students in the understanding of their MEGs and subject targets	<input type="checkbox"/>
	Review targets	<input type="checkbox"/>

MONITORING POINTS

This is a generic checklist for each monitoring point. Schools and colleges use data drops for different purposes and the checklist provides an overview of how Connect Interactive can help analyse progress at each point and inform intervention strategies. Each time you submit a data point in Connect Interactive this will be known as a grade point. Data will appear in Connect Interactive instantaneously and you can submit as many grade points as you need.

Watch our webinars on [Monitoring in Connect at KS4 and KS5, MPZ, Quality Assuring the Accuracy of Predictions, The Last 10 Weeks](#)



	Review of student progress grades after each grade point submission – overall or by tutor group	<input type="checkbox"/>
	Analyse your gaps	<input type="checkbox"/>
	KS5 review of destinations	<input type="checkbox"/>

SUMMER TERM AND THE QUALITY ASSURANCE PLANNING PROCESS

The Summer Term is a key planning time and this checklist contains aspects you should consider to embed Alps effectively across your subject area or faculty.

Watch our webinars on [Embedding Alps, Preparing for Results Day, Basic Introduction to Alps \(staff training\)](#)



Q & A	Review monitoring process	<input type="checkbox"/>
	Review of any key areas arising across the year and set priorities	<input type="checkbox"/>
	Staff training for September and beyond	<input type="checkbox"/>
	Target setting	<input type="checkbox"/>

Why not also read: [Senior Leader's](#) [Subject Leader's](#) [Subject Teacher's](#)

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