

Tareekh Akhlaaq Evaluation Action Plan

Recommendation	How will the team implement this recommendation	By when	How will we know when this is implemented (ie what will success look like)	Who is responsible to implement this
<p>The schemes of work with associated lesson plans must be constructed so that teachers are in no doubt about what must be taught.</p>	<p>Materials will have to be found from the sources listed in the schemes of work by every teacher teaching that topic. Over time, this will allow the build up of lesson plans.</p> <p>This information will be checked and edited by the Head of TA (Tareekh Akhlaaq) in consultation with the Resident Alim to ensure appropriateness</p> <p>Teachers will need to follow the SOW and where deviations takes place ensure this is communicated to the team</p>	<p>This will be ongoing</p>	<p>We shall have a folder with all the necessary information at one reference point</p> <p>We will use the WMtareekhakhlaaq@almahdi.org.uk regularly as a form of communication within the team</p> <p>We will have a naming convention in place for documents so that the latest documents are used by all</p>	<p>Each teacher in the department will be taking responsibility.</p> <p>Each teacher will send their lesson plan to the Head of the TA who takes responsibility to collate and form the end product</p> <p>The Head of TA is responsible to ensure the material gathered is correct and appropriate for that age group</p>
<p>Teachers training be regularly given on both the content of the syllabus and the methodology for teaching the content</p>	<p>The Team will meet at least every 8 weeks. The meeting will be for 90 minutes of which 30 minutes will be on training methodologies, 30 minutes on content and 30 minutes on administrative matter</p> <p>All teachers will also have an external mentor who they will arrange to meet with in class once a year. Feedback will be given only to the teacher in question. The role of the external mentor is to provide support, guidance and encouragement on the process.</p> <p>Content mentoring will come from the Resident Alim</p>	<p>September 2010</p>	<p>We shall have better informed and skilled teachers</p> <p>We shall get feedback from teachers</p> <p>We shall also have the external mentor provide generic report on the overall progress being made by the TA Teachers.</p>	<p>Head of TA will identify the mentor. A name has been proposed and agreed by all present and discussions will begin with the individual.</p>

Tareekh Akhlaaq Evaluation Action Plan

Recommendation	How will the team implement this recommendation	By when	How will we know when this is implemented (ie what will success look like)	Who is responsible to implement this
Revision team creates a map of where ancillary topics are addressed in the education programme offered by the Madrasah	<p>TA teachers will identify the ancillary topics and agree them</p> <p>Head of TA will share these topics with other Heads and identify where these are being picked up. If not, SOW will be designed to ensure these are addressed.</p>	September 2010	All ancillary topics identified are mapped across into the SOW	Head of TA to produce the ancillary topics and get agreement from all
Where homework is deemed appropriate it should be written into the scheme of work and that heads of department check to see that teachers are setting and marking it	<p>Any teacher who allocates the homework will have to ensure this is collected and feedback is given.</p> <p>The Department will also introduce a specific folder for TA and that will be made available to all students in Kawkab, Shams and Najm.</p> <p>A template of one page will be created that every student will be given time in the lesson to write down their learning log. The learning log will have the following:</p> <p>Today in Tareekh-Akhlaaq I learnt.....</p> <p>As a result of this lesson I have learnt that a Shia Ithna Asheri should.....</p> <p>I am going to follow up this topic in my home/school/community by..... Parents comments and signature.....</p>	September 2010	<p>All students will bring folders to Madrasah</p> <p>Feedback from parents will provide how this the learning is being picked up at home</p> <p>A true sense of partnership between Madrasah and Home is created.</p> <p>Just like we have with the Quran and that is rarely forgotten, this folder will start the process of making the difference</p> <p>Regular checks will be made by the Head of TA that this is being done</p> <p>It will also allow a better linking between Tareekh and Akhlaaq when taught.</p>	Each and every teacher is responsible for ensuring this is done.

Tareekh Akhlaaq Evaluation Action Plan

Recommendation	How will the team implement this recommendation	By when	How will we know when this is implemented (ie what will success look like)	Who is responsible to implement this
Prizes for improved attendance be given in anticipation that this might act as an incentive to improve attendance because we were disturbed by the poor attendance statistics	This is a madrasah wide issue and will be brought to the Madrasah Committee for discussions and action	July 2010	Action once implemented will improve attendance	The Head of TA will propose this item for discussion
Training sessions for the various stakeholders to involve them in the work that is being done and give them a real stake in the work of the Madrasah.	<p>We will meet with parents once a year to discuss the TA</p> <p>This action plan will be shared with the parents</p> <p>The portfolio that is being created will also be shared with the parents</p>	Ongoing	<p>Greater attendance of parents to the meetings</p> <p>Feedback from parents on the Learning Log will give greater engagement.</p>	The Head of TA