KS3/4 Analysis Sheet – Senior Leadership Team

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| **Assessment:** |  | **Year Group:** |  |
| **Faculty:** |  | **Qualification(s):** |  |

Open the most recent Year 11 data and click into the Headlines Summary report.

**🖐TASK 1a:** Identify the Headline measures that are currently furthest away from their Target.

* Navigate to Headlines Area – Summary Report – Whole Cohort Level
* Click Dataset tab > Compare dropdown > select Targets or Predictions data set

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| Which Headline measures are lower than expected, when comparing against the Targets/Predictions? | Data (suggests that...)  Observations (tell me that…)  Actions (I am taking...) |

**🖐TASK 1b:** Use the Headlines Summary Report to find students that are not achieving a positive P8 figure, then use the Measures function to look at another measure of your choice

* Navigate to Headlines Area – Summary Report – Whole Cohort Level
* Click on the number for ‘Pupils achieving a Positive Overall Progress 8 score’
* Click ‘Add/Remove Measures’ in the Measures tab
* Change ‘Pupils achieving a Positive Overall Progress 8 score’ to ‘Exclude’ and ‘Pupils Included (Progress 8 Coverage)’ to ‘Include’
* Click ‘Apply’
* Click the Reset All arrow to return to the original report

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| What % of students are achieving a positive P8 score?  Are there any students that are not achieving it that are surprising? | Data (suggests that...)  Observations (tell me that…)  Actions (I am taking...) |

**🖐TASK 2a:** Look at performance over time

* Click Dataset tab > Track to switch to the Tracker view

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| Headline measures that cause most concern since the previous assessment | Data (suggests that...)  Observations (tell me that…)  Actions (I am taking...) |

**🖐TASK 2b:** Gap Analysis

* Select ‘FSM Ever 6’ in the Breakdown dropdown
* Remove the Breakdown and click Dataset tab > View to return to the original report

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| Are the FSM Ever 6 students working above or below the non-Ever 6 students?  Has the gap closed? | Data (suggests that...)  Observations (tell me that…)  Actions (I am taking...) |

**🖐TASK 3:** Performance of key groups

* Navigate to Headlines Area – Filters Report – Whole Cohort Level
* Select a column in the Sort dropdown to order this

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| Which key group causes you the most concern?  Is this expected? | Data (suggests that...)  Observations (tell me that…)  Actions (I am taking...) |

**🖐TASK 4:** Identify outliers by Attainment 8 basket

* Navigate to Headlines Area – Charts Report – Whole Cohort Level
* Scroll down to scatter graph
* Use the dropdown to switch between Overall or individual A8 baskets
* Zoom in and click on dots to view student names

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| Students below expectations overall/by A8 basket: | Data (suggests that...)  Observations (tell me that…)  Actions (I am taking...) |

**🖐TASK 5:** Identify qualifications with lowest contribution to the A8 baskets

* Navigate to Grades Area – Overview Report – Qualifications Level
* Switch to % view
* Sort by ‘In A8 Basket’ column

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| Qualifications causing concern: | Which measures am I doing well in?  Where do I need to do further investigation?  Actions (I am taking...) |

**🖐TASK 6a:** Analyse performance of qualifications/faculties

* Navigate to Grades Area – Totals Report – Faculties / Qualifications Level
* Sort by ‘Below Track’ column
* Click 9-1 arrow to change to ascending order

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| Identify faculties and/or qualifications with the highest percentage of students below track | Data (suggests that...)  Observations (tell me that…)  Actions (I am taking...) |

**🖐TASK 6b:** Look at performance over time

* Click Dataset tab > Track to switch to the Tracker view
* Drill down into the qualification that causes the most concern

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| Identify qualifications where performance has dropped since the previous assessment.  Does this relate to a specific class? | Data (suggests that...)  Observations (tell me that…)  Actions (I am taking...) |

**🖐TASK 6c:** Look at performance for key groups of students over time compared to the others

* Navigate to Grades Area – Totals Report – Filters Level

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| Are any key groups regressing over time? | Data (suggests that...)  Observations (tell me that…)  Actions (I am taking...) |

**🖐TASK 7:** Identifying further students for intervention

* Navigate to Grades Area – Totals Report – Students Level
* Sort by ‘Below Track’ column
* Use Filters or the Breakdown dropdown for more information

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| Students who are below track in the most qualifications are: | Data (suggests that...)  Observations (tell me that…)  Actions (I am taking...) |

**🖐TASK 8:** Identify students who are not filling all slots in the Attainment 8 Headline measure

* Navigate to A8/P8 Area – A8 or P8 Overview Report – Students Level
* Sort by ‘Tot Slots Filled’ column
* Click into a student’s name to navigate to Student Detail Area – Headlines Report – Students Level

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| Students who are not currently filling all Attainment 8 slots: | Data (suggests that...)  Observations (tell me that…)  Actions (I am taking...) |

**🖐TASK 9:** Identify students who are achieving one element of the Basics Headline measure (e.g. 9-4 in English, but not Maths)

* Navigate to Basics Area – Contribution Report – Students Level
* Click ‘Add Measures’ in the Measures tab
* Select ‘Exclude’ for ‘Achieving 9-4 in English’ and ‘Include’ for ‘Achieving 9-4 in Maths’
* Click ‘Apply’
* Click ‘Add/Remove Measures’ in the Measures tab
* Change ‘Achieving 9-4 in English’ to ‘Include’ and ‘Achieving 9-4 in Maths’ to ‘Exclude’
* Click the Reset All arrow to return to the original report

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| Students who are currently achieving 9-5 in English, but not Maths and vice versa: | Data (suggests that...)  Observations (tell me that…)  Actions (I am taking...) |

**🖐TASK 10:** Identify students not achieving the EBacc headline measure

* Navigate to EBacc Area – Strong Pass Report – Students Level
* Click ‘Add Measures’ in the Measures tab
* Select ‘Include’ for ‘Entered for EBacc’ and ‘Exclude’ for ‘Achieving EBacc Strong’
* Click ‘Apply’
* Select Targets data set in the Compare dropdown in the Dataset tab
* Click ‘Add/Remove Measures’ in the Measures tab to refine the measure further

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| Students who are currently not achieving the Ebacc: | Data (suggests that...)  Observations (tell me that…)  Actions (I am taking...) |