

Glossary of Education Terms for Staff, Parents, Carers, Local Governors & Visitors

academy State school directly funded by central government rather than maintained by a local authority

academy trust

a charitable trust and registered not-for-profit

company that is responsible for its individual academies based on the 'funding agreement' with central government

achievement an umbrella term for individual pupil outcomes including progress and attainment

ADD/ADHD Attention deficit disorder / Attention deficit hyperactivity disorder **AEN** Additional

Education Needs

AfL Assessment for Learning – using data about individual pupils' educational achievement to personalise learning plans

AHT Assistant Head Teacher

APP Assessing pupils' progress

APS Average point score – a way of aggregating pupils' attainment across a range of subject areas

ARE Age Related Expectation

ASCL Association of School and College Leaders

ASD Autistic spectrum disorder

AST Advanced skills teacher

attainment Absolute educational achievement by pupils – in contrast to 'progress'

ATL Association of Teachers and Lecturers

BESD Behaviour, emotional and social difficulties

B(A)ME Black and minority ethnic

CAMHS Child and Adolescent Mental Health Services

CAT Cognitive ability test

CC Charity Commission

coasting schools - Act 2016, identifying schools where pupils are not making sufficient progress, even if their absolute attainment looks good./

community schools

State schools in England and Wales that are wholly owned and maintained by the local authority (LA). The LA has main responsibility for deciding arrangements for admitting pupils

COSHH Control of substances hazardous to health

CPD Continuing professional development

CTF Common transfer file – used when a pupil transfers from one school to another **D&T**

Design and technology

DBS Disclosure and Barring Service (formerly the Criminal Records Bureau) **DCSF**

DFE Department for Education

DDA Disability Discrimination Act (has been replaced by the Equality Act 2010) **DED**

Disability equality duty

DES Disability equality scheme

DFC Devolved formula capital

DfE Department for Education

DPA Data Protection Act 1998

DSG Dedicated Schools Grant

EAL English as an additional language

EBacc English Baccalaureate – a suite of GCSEs in English, maths, 2 x sciences, a modern foreign language and a humanity – a key indicator for secondary schools in the annual performance tables

EBD Emotional and behavioural difficulties

EFA Education Funding Agency – an agency of the Department for Education, responsible amongst other things for revenue and capital funding for academies

EHCP Education, health and care plan – replacing arrangements that previously included 'statements of special educational needs'

EHRC Equality and Human Rights Commission

ELCI Employers' liability (compulsory) insurance

EMAS Ethnic minority achievement service, part of some local authorities

EPS Education psychology service

activities often beyond the school day to help meet the needs of its pupils, their families and the wider community

extended school

A school that provides a range of services and

EWO Education welfare officer

EWS Education welfare service

EYFS Early Years Foundation Stage – comprising nursery and Reception years **EYP**

Early years professional

EYPS Early years professional status

FAR Finance, Audit & Risk Committee

FE Further education

federation A formal agreement by which schools collaborate; a 'hard' federation reflects this agreement in its governance via a single governing body across all the schools involved

FEI Further education institution

FFT Fischer Family Trust, an independent charity that provides educational data for schools on subscription

floor standards

Minimum levels of average pupil attainment and

progress set by DfE. For primary floor standards, see

<http://www.forschooleducation.co.uk/primary-floor-standard-2016/>

FOIA Freedom of Information Act

FSM Free school meals – available to pupils whose parents/carers have low income. See also UIFSM.

FTE Full Time Equivalent

GAG General Annual Grant – the main element in an academy's annual revenue budget **GCSE**

General Certificate of Secondary Education

GEL Governors E-Learning – an on-line provider of information and training for governors. Other providers include The Key for School Governors, NGA and ModernGovernor

GLD Good Level of Development

GPS Grammar, Punctuation & Spelling

GRT Gypsy Roma Traveller

GTP Graduate Teacher Programme, allowing those with relevant experience to qualify as a teacher as they work. Now replaced by Schools Direct arrangements.

HI Hearing impairment

HLTA Higher level teaching assistant

HMCI His Majesty's Chief Inspector of Schools

HoS Head of School – who leads an individual school where an executive

Headteacher is working across and ultimately responsible for 2+ schools

HT - Head Teacher

HSE Health and Safety Executive

ICO Information Commissioner's Office

ICT Information and communication technology

IEB Interim executive board

IEP Individual education plan

liP Investors in People

INSET In-service education and training

IoE Institute of Education

ISA Independent Safeguarding Authority – now part of the Disclosure & Barring Service (see DBS above)

ITT Initial teacher training

KS1/2/3/4/5 Key Stages 1/2/3/4/5. KS 1 comprises Years 1 and 2; KS 2 comprises Years 3-6. Primary education therefore comprises Early Years Foundation Stage followed by KS 1 and 2. Secondary education comprises KS 3 (Years 7-9) and KS 4 (Years 10 and 11, typically when pupils follow GCSE courses). KS 5 is sixth form provision, whether in a school or a college.

LA Local authority. For education and schools, there are 153 local authorities, including county, borough, metropolitan and unitary councils.

LAC Looked After Child/Children – a child/children in local authority care or with a foster family

LM Learning Mentor

LD Learning difficulty

LEA Local Education Authority (Kent County Council)

bursars and others as decided by the headteacher and/or the governors

leadership team

Headteacher, deputy heads, assistant heads,

LGA Local Government Association

LLE Local Leader of Education. Headteachers designated by a local authority, in line with National College standards, as able to provide school improvement support to other heads and schools

LOL Leader of Learning

LSA Learning support assistant

LSCB Local safeguarding children board

MAT Multi Academy Trust

MFL Modern foreign languages

the age balance of those pupils, the school can be deemed primary or secondary

middle school

A school with KS2 and KS3 pupils. Depending on

MIS Management information system

MLD Moderate learning difficulties

NAHT National Association of Head Teachers

NAPTA The National Association of Professional Teaching Assistants

NC National Curriculum

NFER National Foundation for Educational Research

NGA National Governors' Association

NHSP National Healthy Schools Programme

NHSS National Healthy Schools status

NLE National Leaders of Education – expert headteachers recognised by DfE/the National College for their ability to work with other heads to improve schools

NLG National Leaders of Governance – expert chairs of governing bodies recognised by DfE/the National College for their ability to work with other chairs to improve governing bodies' effectiveness and thereby improve schools

NOR Number on roll

NPQH National Professional Qualification for Headship

NQT Newly qualified teacher – someone doing their first year of teaching since completing their qualification; an NQT year is required before a teacher can have Qualified Teacher Status

NSS National support school – a school where the Headteacher is a National Leader of Education. If the school is also a lead partner in a Teaching School Alliance, it will

probably be more regularly known as a Teaching School

NUT National Union of Teachers

Ofsted Office for Standards in Education, Children's Services and Skills

PAN Published admission number – this is the number of Reception places available for the next intake and typically published (for all schools, not just maintained schools) in local authority admissions booklets.

PD Physical difficulty

PE Physical education

PESE Procedure for Entrance to Secondary Education

PFI Private finance initiative

PGCE Postgraduate Certificate in Education

PMLD Profound and multiple learning disabilities

PP Pupil Premium. An additional element in revenue funding for any state school for every pupil whose parents/carers have particularly low income (are eligible for free school meals) as well as any Looked After Children or children in armed services families.

PPA Preparation, planning and assessment (time) – an allocation of time each week during which a teacher has cover to be away from the classroom in order to undertake other essential activities

PPP Public private partnership

Progress Educational achievement relative to an earlier recorded starting point – in contrast to 'attainment'

PRP Performance-related pay

PRU Pupil referral unit, also known as Alternative Provision

PSED Public sector equality duty

PSHE Personal, social and health education

PSHEE Personal, social, health and economic education

PTA Parent-teacher association

PTA-UK National charity supporting PTAs

QTS Qualified teacher status

RAISEonline Reporting and Analysis for Improvement through School Self Evaluation. A dataset co-owned and managed by DfE and Ofsted that provides interactive analysis of school and pupil performance data for school staff and governors

RAP Raising attainment plan

RIDDOR Reporting of Injuries, Diseases and Dangerous Occurrences Regulations

RIP Rapid Improvement Plan – a school development/improvement plan that is focused on accelerated improvement priorities in a three month period

RSC Regional Schools Commissioner – appointed by the Secretary of State for Education to make academy-related decisions in one of 8 regions of England. Most RSCs previously ran academy trusts themselves. See also OSC and HTB.

SA School action – a category in the previous framework for describing special educational needs

SAP / SA+ School action plus – a category in the previous framework for describing special educational needs

SATs Standard Assessment Tests – national tests taken at the end of Key Stage 2 to assess pupil attainment and progress, cumulatively used to assess school performance

SBM School Business Manager – the finance and overall business lead within a school's leadership team

SCITT School-centred initial teacher training – normally a partnership of schools and sometimes other organisations that deliver teacher training places on a coordinated basis with DfE

SCR Single central record – the consolidated HR records maintained by a school **SDP**

School development plan

SEAL Social and emotional aspects of learning

SEF/S Self-evaluation form/schedule

SEMH Social, emotional and mental health needs

SEN Special educational needs

SEN(D)CO Special educational needs (and disabilities) co-ordinator

SEND Special educational needs and disability

SGOSS The School Governors' One Stop Shop – which provides a free brokerage service matching schools and potential school governors. SGOSS is to be replaced by another organisation from Autumn 2016

SIMS Schools Information and Management system. A computer package to assist schools to manage their information on pupils, staff and resources

SIP School improvement plan

SIP School improvement partner

SLCN Speech, language and communication needs

SLD Severe learning difficulties

SLE Specialist Leader of Education – designated by the National College to provide expertise and support to other schools/teachers in a specialist area, which can be a curriculum subject area or other expert area such as SEN, assessment etc

SLT Senior leadership team

SMSC Spiritual, moral, social and cultural

SMT Senior management team

SPAG Spelling, Punctuation & Grammar

SpLD Specific learning difficulties

STA Standards and Testing Agency – the DfE agency responsible for setting and administering SATs and phonics check etc

STPCD School Teachers' Pay and Conditions Document

STRB School Teachers' Review Body

TA Teaching assistant

TA/TDA Previous DfE agencies now incorporated into the National College

Teaching school

A school designated by the National College to offer CPD and ITT for the teaching workforce

TES Times Educational Supplement – a specialist publication from the Times newspaper group

TBM Trust Business Manager

TLR Teaching and learning responsibility – an element of extra responsibility allocated to an individual teacher and attracting additional salary

TOIL Time off in lieu

TSA Teaching School Alliance – a partnership of schools and sometimes other partners providing CPD and ITT for the teaching workforce

UIFSM Universal Infant Free School Meals – all children up to and including Year 2 are entitled to free school meals, regardless of family income

UPR Upper pay range

VA Value added – an annual performance indicator for a school capturing the average increase in attainment secured for its Year 6 pupils compared to when they started school. The baseline is 100 – a score above that represents above average value added, a score below represents the opposite.

VA school Voluntary aided school, maintained by the LA but responsible for its own admissions and employment. All Catholic schools, some Church of England schools and some schools run by traditional charitable foundations are VA schools.

VAT Viking Academy Trust

VC school Voluntary controlled school, maintained by the LA. The LA controls admissions and is the employer. Many Church of England schools are VC schools.

VfM Value for money

VI Visual impairment

VLE Virtual learning environment – an on-line learning facility