Subject planning and development session (SPDS)
Agenda & action points

NOTRE DAME HIGH SCHOOL
NDHS

Name:

Date:

Group:

#	Prompt Questions	Time	Notes and Actions (who, what, how, by when)
Reflection	What are the key topics/concepts/ideas that we are teaching between now & the next SPDS?	30m	
	What are the key learning points (*'Threshold concepts'*) that students must master in these topics?		
	What went well last year when teaching these topics?		
	Who teaches this topic(s) well? How? What would they change 'this time around'? Why?		
	Who is worried about teaching this topic(s)? Why?		
Planning for this time around	What are the possible misconceptions that students could have? How will we address these?	30m	
	What are the aspects of this topic that students struggle with and how can we overcome this?		
	How can we improve the amount of **challenge** in related lessons?		
	What changes need to be made to our **scheme of work**? (e.g. lesson sequence, number of lessons)		
	What existing **resources** can we **share** with one another?		
	What **resources** do we need to **create**?		