Managing for @ school of success

Evaluation process

In a evaluation/ assessment process, the school looks at itself in a more general manner.
It means (among other things):

- ***to gather a large set of stastitical elements;***
- ***to reflect upon its practices and results;***
- ***to listen to the community through satisfaction surveys;***
- ***to meet with partners from the community (inside and outside of school).***

The School gathers elements, reflects and dialogues - to know itself better and become more aware of its strong and weak points

- ***IGEC evaluation***

strict definition of:

WORK AGENDA	***"ACTORS"***	***REFERENCE FRAME (Domains/Subdomains)***	***DOCUMENTS***
rigid schedule *(When will we talk? For how long?)*	*main participants* *(Who talks?)*	*mandatory subjects* *(what are we going to talk about?)*	*Set of internal documents* *(What will we present? / what will we show?)*

http://www.ige.min-edu.pt/content_01.asp?BtreeID=03/01&treeID=03/01/03/00&auxID=

IGEC

Inspeção-Geral da
Educação e Ciência

english

Mensagem de boas-vindas

QUEM SOMOS

O QUE FAZEMOS

Acompanhamento
Controlo
Auditoria
Avaliação
Provedoria e Ação Disciplinar
Atividades Internacionais

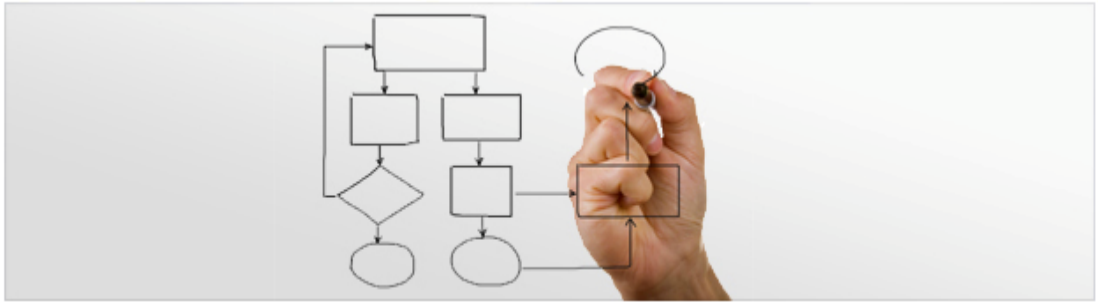
PUBLICAÇÕES

LEGISLAÇÃO

SERVIÇOS

Auditorias
e-atendimento
Internos

Endereços da IGEC
Questões Frequentes - FAQ
Centro de Documentação
Ligações Úteis
Mapa do Site



O Que Fazemos > Avaliação > **Avaliação Externa das Escolas**

- Avaliação Externa das Escolas 2016-2017
- Avaliação Externa das Escolas 2015-2016
- Avaliação Externa das Escolas 2014-2015
- Avaliação Externa das Escolas 2013-2014
- Avaliação Externa das Escolas 2012-2013
- Avaliação Externa das Escolas 2011-2012 (INÍCIO DO SEGUNDO CICLO)
- Avaliação Externa das Escolas 2010-2011
- Avaliação Externa das Escolas 2009-2010
- Avaliação Externa das Escolas 2008-2009
- Avaliação Externa das Escolas 2007-2008
- Avaliação Externa das Escolas 2006-2007

Second Cycle E/MB/B/S/I (3 domains)

First Cycle MB/B/S/I) (5 domains)

- **Avaliação Externa das Escolas**
- Avaliação Externa das Escolas Portuguesas no Estrangeiro
- Avaliação Externa das Escolas (ciclo 2006-2011)

Avaliação Externa das Escolas

IGEC WORK AGENDA

Group of Schools with Pre-School, Basic School and High School

Time	First Day
9.00h	Arrival to main school
9.00-10.30	Presentation of the activity (external evaluation - IGEC)
11.00-12.30	Interview with the General Council of the School
14.00-16.00	Visit to main school
16.30-17.30	Interview with self-evaluation team
Time	Second Day
9.00-12.30	Visit to kindergartens and primary schools
14.00-15.00	Interview with 4th graders (in a primary school)
15.30-17.30	Interview with department coordinators/ other pedagogical responsibles
Time	Third Day
9.30-10.30	Interviews with operational and technical assistants (non teachers workers)
10.30-11.30	Interviews with students: class delegates / students association
12.00-13.00	Interviews with teachers /technical teachers
14.30-16.00	Interviews with class directors / class coordinators
16.00-16.30	Interviews with county /municipality representatives
17.00-18.00	Interviews with parents' association / parents' representatives of classes
Time	Fourth Day
9.00-10.00	Interviews with teachers
10.30-12.00	Interviews with Director's board

MAIN PARTICIPANTS

- ***School Director's board;***
- ***School General Council;***
- ***Self-assessment commission***

Coordinators of:
-Curricular areas
-Class directors
-Projects
-Library
-(…)

Representatives of:
- ***Parents***
- ***Students***
- ***Teachers***
- ***Assistants (non teacher staff)***

REFERENCE FRAME

Results

(What we get)

Educational service

(What we do)

Leadership and management

(How we lead and manage)

REFERENCE FRAME

Domains	1. Results	2. Educational Service	3. Leadership and management
Sub Domains	• Academic Results • Social Results • Community's recognition / Community's degree of satisfaction	• Curriculum planning and articulation • Teaching Practice • Teaching and Learning monitorisation and evaluation	• Leadership • Management • Self assessment and improvement

Domains of first cycle: 1. Results; 2. Educational service; 3.Organisition and school management; 4.Leadership; 5.Self-regulation capacity and improvement of the school

Results

- ***Academic Results***
  - *Internal school results (results obtained in each school year/ comparison of results between classes)*
  - *External results (national exams /school olympics contests)*

- ***Social Results***
  - *Participation of community in school life (meetings, groups and comissions, school activities)*
  - *Following rules and discipline (number of punishments)*
  - *Being solidary (solidarity groups, social merit/recognition)*

- ***Community recognition / Community's degree of satisfaction***
  - *Community opinion (expressed in opinion surveys/ meetings / debates)*
  - *Students' successes recognition (academic / other merits);*
  - *School's contribution to the development of the community (school's participation in the community's activities and in common projects...)*

Educational Service

- ***Curriculum planning and articulation***

- *Curriculum management: definition of optional school subjects; definition of professional courses; community open days*
- *Coherence in teaching and in evaluation procedures (articulation of documents; transposition of documents to real-life/daily situations; elaboration of pedagogical teams and organization of cooperative work among teachers).*

- ***Teaching Practice***

- *Adjusting educational activities to students' learning rhythms; demanding and encouraging better grades.*

- ***Teaching and Learning monitorisation and evaluation***

- *Diversifying evaluation methods;*
- *Preventing students from giving up and dropping out of school*

Leadership and management

- ***Leadership***
- *Strategic view/plan;*
- *Development of projects, partnerships and innovative solutions*

- ***Management***
- *Criteria and practices in the organisation and using of resources (human and material);*
- *Criteria in making class groups, class and teachers' timetables and in the distribution of staff service;*
- *Management of internal and external information and communication.*

- ***Self assessment and improvement***
- *Improvement mechanisms;*
- *Using evaluation data (internal and external) to make improvement plans;*
- *Involvement of the school community.*

AFTER IGEC WORK AND LEAVE…

Report *(IGEC)*

Classification *(on each domain)*

Weak and strong points: Recommendations /instructions

Improvement plan *(School)*

Domain	Sub-domain	Aspects to improve	Actions
• Results • ……. • …….	• Social results • ……. • …….	• Promotion of students' participation in School life decisions • …… • ……	• Make an assembly of class delegates every school term • …… • ……

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