**Yearly Schedule of Review**

|  |  |  |
| --- | --- | --- |
| **Date** | **Action/Review** | **Whom** |
| **August** | Action Plan and School Ed Goals reviewEssential AgreementsProgramme of InquiryUnits of inquiryLanguage Policy reviewAssessment Policy review | School Leadership Team (SLT)All staffPYP teachers and PYP CoordinatorPYP teachers and PYP CoordinatorAll StaffAll Staff |
| **September** | PLC datesIPGPsInclusive Learning Plans (ILPs) | SLTAll staffTeachers and Learning Coach |
| **October**  | Unit of inquiry #1 reflected and archivedILP reports and meetingInclusion/SEN policy reviewParent-Teacher Conferences | PYP teachers and PYP CoordinatorTeachers and Learning CoachAll staffTeachers |
| **December** | Unit of inquiry #2 reflected and archivedReport Cards (FSD Learner Profiles) | PYP teachers and PYP CoordinatorTeachers |
| **January** | Action Plan and School Education Goals review | SLT |
| **February** | Unit of inquiry #3 reflections and archived | PYP teachers and PYP Coordinator |
| **March** | Student Led ConferencesILP Meetings | Teachers, parents, and studentsTeachers and Learning Coach |
| **April** | Report Cards (FSD Learner Profiles)Unit of inquiry #4 reflections and archived | TeachersPYP teachers and PYP Coordinator |
| **May** | Academic Honesty Policy reviewUnit of inquiry #5 reflected and archived | All staffPYP teachers and PYP Coordinator |
| **June** | ILP Transition meetingsIPGP review and reflectionUOI # 6 reflections and archivedYear end Report Cards (FSD Learner Profiles) | Teachers, parents, and Learning CoachAll StaffPYP teachers and PYP CoordinatorTeachers |