

COLLATING EVIDENCE

Listed below is a range of ideas to help you provide evidence for the portfolio. This list is by no means exhaustive.

Please note that should you choose to use samples of pupils' work or any data as evidence, all references to pupil, staff or any other individual's details must be anonymised.

- Photos
- Examples of pupils' work
- Printed evidence of school data/ tracking systems
- Case studies from SEN records
- Completed checklists (e.g. early identification checklists/ dyslexia friendly classroom checklists)
- Pupil Learning Plans (or IEPs, Pupil Support Plans etc)
- Examples of parent/ school correspondence
- Emails/ notes from telephone calls/ correspondence to staff/ parents
- Copies of lesson plans
- Examples of staff PowerPoints/ teaching materials.
- Staff training records showing content and dates
- Minutes from staff meetings/ briefings
- Leaflets/ flyers produced
- Evidence of events held (e.g. parent workshops/ cafés)
- Copies of policies
- Paperwork linked to procedures
- Qualification certificates
- Notes from lesson observations

Where evidence is applicable across two or more standards, evidence only needs to be collected under **one** standard. Please still remember to reference where the evidence can be found in any additional relevant standard.

Supporting resources for each of the standards are also available to download from the DOS website at <http://www.dyslexiaoutreach.co.uk>