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Mr P Lamb  
Headteacher  
Trimley St Martin Primary School  
Kirton Road  
Trimley St Martin  
IP11 0QL

Dear Mr Lamb

### **Requires improvement monitoring inspection visit under section 8 of the Education act 2005 to Trimley St Martin Primary School**

Following my visit to your school on 1 February 2013, I write on behalf of Her Majesty's Chief Inspector of Education, Children's Services and Skills to report on the findings of my visit. Thank you for the help you gave me and for the time you made available to discuss the actions you are taking to improve the school since the most recent section 5 inspection.

The visit was the first monitoring inspection since the school was judged to require improvement following the section 5 inspection in 21 November 2012. It was carried out under section 8 of the Education Act 2005.

#### **Evidence**

During the visit, meetings were held with the headteacher and three senior leaders, three members of the Governing Body and a representative of the local authority. The school improvement plans and lesson monitoring evidence were evaluated.

#### **Context**

Since the inspection, the headteacher has announced his plans to retire at the end of the summer term 2013. The Governing Body has started procedures to appoint a new headteacher this year.

#### **Main findings**

Senior leaders accept that the outcomes and priorities from the recent inspection are the right ones, and have taken action to resolve them. They have acted promptly to:

- provide training for governors on using Raise Online to improve their understanding and confidence in analysing data on pupils' performance

- implemented a programme of lesson monitoring to gauge the impact of recent training on pupils' learning
- delegate greater responsibility to senior leaders to oversee pupils' performance in Key Stage 1, and to raise achievement in English and in mathematics across the school.

Senior leaders and governors have begun to take effective action to tackle the areas requiring improvement identified at the recent section 5 inspection. Following the visit to the school, HMI recommend that further action is taken to:

- continue to embed current procedures to assess pupils' attainment and progress until new procedures are fully implemented in April 2013
- target additional support and challenge, including lesson monitoring towards those teachers who need it most
- rationalise improvement plans into one single document that includes the actions to be taken and key milestones to check that the school remains on track to achieve its targets for improvement within the agreed timescales.

Ofsted will continue to monitor the school until its next section 5 inspection due to the significant change in leadership planned for later this year. A further monitoring visit will be arranged for the summer term 2013 to check the progress the school has made.

### **External support**

The school is working closely with local authority advisers to support its lesson monitoring and evaluate the effectiveness of pupil progress meetings. Links with local schools have been brokered to enable staff to observe good practice and gain support from expert teachers. The local authority and HMI have agreed to coordinate additional training for those members of the Governing Body who need further training on the use of Raise Online.

I am copying this letter to the Chair of the Governing Body and the Director of Children's Services for Suffolk.

Yours sincerely

John Mitcheson  
**Her Majesty's Inspector.**