



SCHOOL TERMS AND ABBREVIATIONS AND THEIR MEANINGS

Abbreviation	Meaning
ACE	Advisory Centre for Education
AEN	Additional Educational Needs
ALPS	Advanced Level Performance System <i>used in the Sixth Form</i>
Appeals	Parents have the right of appeal against decisions relating to admission to schools, special educational provision and exclusion from school
APP	Assessment of Pupil Progress
Appraisal	The periodic reviewing of staff to identify their future needs in terms of training and staff development generally
AQA	Assessment and Qualifications Alliance. The largest examining board in the UK.
ASCL	Association of School and College Leaders
ASP	Analyse School Performance [formerly Raiseonline]
ALSSIT	Archdiocese of Liverpool Secondary School Improvement Trust [ALSSIT]
AST	Advanced Skills Teacher
Attainment target	The knowledge, skills and understanding which pupils are expected to have by the end of each national curriculum key stage
AT	Attainment Target
Baseline Assessment	Assessment of pupils' attainment on entry
Benchmarking	The technique which permits the comparison of data between schools or different departments and schools to allow performance to be assessed
BV	Best Value
CAF	Common Assessment Framework
CAHMS	Child and Adolescent Mental Health Service
CDP	College Development Plan
CEG	Careers Education Guidance
CLAIT	Computer Literacy and Information Technology
Clerk	The person appointed to carry out administrative duties to the governing body such as preparing the agenda, managing meetings and dealing with correspondence. The clerk advises the governing body on legal and procedural matters

Abbreviation	Meaning
CP	Child Protection
CPD	Continuing Professional Development
CPR	College Performance Review : <i>Regular meetings held with Subject Leaders and PPCs to assess performance of students</i>
CTF	Common Transfer Form
CVA	Contextual Value Added
DBS <i>[formerly CRB]</i>	Disclosure and Barring Service <i>[formerly Criminal Records Bureau]</i>
DfE	Department for Education
DH	Deputy Headteacher
Directed Time	When a teacher must be available to carry out duties, including attending staff and parents meetings under the direction of the Headteacher
EAL	English as an additional language
EBac	English Baccalaureate qualification
EBI	Even better if
EBD	Emotional and behavioural difficulties
ECM	Every Child Matters
EDP	Educational Development Plan
EHAC	Education Health and Care Plan
EHAT	Early Help Assessment Tool - <i>this is a shared assessment tool for use across all services for children/young people and their families</i>
EWO	Educational Welfare Officer
FMSIS	Financial Management Standard in Schools <i>[replaced by SFVS]</i>
FOI	Freedom of Information
FFTD	Fisher Family Trust Data
FSM	Free School Meals
FTE <sub>x</sub>	Fixed Term Exclusion
FTE	Full time equivalent
HAP	Higher A nine it touched train your attending training chieving Pupils
HLTA	Higher Level Teaching Assistant

Abbreviation	Meaning
HSE	Health and Safety Executive
IEP	Individual Education Plan
IiP	Investors in People
IOP	Information on Pupil <i>this is where behaviour is logged and actioned</i>
ITT	Initial Teacher Training
IYT	In Year Transfer
KS	Key Stage
LAC	Looked After Child
LADO	Local Authority Designated Officer [Safeguarding]
LCVAP	Locally Co-ordinated Voluntary Aided Programme
LLE	Local Leader of Education
LRC	Learning Resource Centre
MER	Monitoring, Evaluation and Review
MFL	Modern Foreign Languages
ML	Middle Leader
MLD	Moderate Learning Difficulty
NAHT	National Association of Headteachers
NASUWT	National Association of Schoolmasters and Union of Women Teachers
National Curriculum	The curriculum required by law to be taught in all schools. The governing body shares with the LA and the Headteacher the responsibility of ensuring that it is implemented
NCVQ	National Council for Vocational Qualifications
NEET	Not in Education, Employment or Training
NGA	National Governors' Association
NLE	National Leader of Education
NPQEL	National Professional Qualification for Executive Leadership
NPQH	National Professional Qualification for Headship
NPQML	National Professional Qualification for Middle Leaders
NPQSL	National Professional Qualification for Senior Leaders

Abbreviation	Meaning
NQT	Newly Qualified Teacher
NT	Negotiated Transfer
NUT	National Union of Teachers
NVQ	National Vocational Qualification
Ofsted	Office for Standards in Education. The body which arranges and sets education standards
PA	Persistent Absence
PGCE	Post Graduate Certificate in Education
PI	Performance Indicators
PLASC	Pupil Level Annual School Census
PPA	Planning, preparation and assessment time for teachers
PPC	Pupil Progress Co-ordinator
PR	Progress Review
QTS	Qualified Teacher Status
SAP	School Action Plan
SAP+	School Action Plan Plus
SCR	Single Central Record <i>[this is where the DBS information is kept]</i>
SEF	Self Evaluation Form
SEN	Special Educational Needs
SENCO	Special Educational Needs Co-ordinator
SEN[D]	Special Educational Needs and Disability
SFVS	Schools Financial Value Standard
SIMS	School Information Management System
SiP	School Improvement Partner
SL	Senior Leader
SLA	Service Level Agreement
SLD	Severe Learning Difficulty
SLE	Senior Leader of Education

Abbreviation	Meaning
SV	Standards Verification
TA	Teaching Assistant
TAS	Team Around the School
TEEP	Teacher Effectiveness Enhancement Programme
TLR	Teaching and Learning Responsibility
UPS	Upper Pay Scale
VA	Voluntary Aided
WALT	We are learning today
WILF	What I'm looking for