Documentation checklist — Gold

	LQF Principles	Typical documentation	Up-to-date and fit for purpose?	Action needed
1	Vision	School's revised vision for learning. Refined as a result of improving practice.		
2	Learning Framework	Policies influenced by school's Learning Framework.		
3	Learning Language	Lexicon of words used to unpack and describe learning – deeper and more expansive than at Silver level		
4	Leadership	Staff Performance Management Statements showing evidence of self-monitoring. Records of discussion between staff and students about developing learning		
5	Professional development	List of continuing learning enquiries and reconnaissance activity aimed to keep the school moving forwards. Evidence of continuing PLCs. Learning Reviews and resulting outcome actions		
6	Curriculum	Curriculum document showing how it is designed to ensure progressive cultivation of learning habits.		
7	Teaching for a learning culture	Lesson plans and MTPs showing routine use of dual-focused learning, and progression in developing habits.		
8	Learning in a learning culture	Analysis of shifts in classroom learning culture evidenced in Learning Reviews		
9	Learner engagement	Records of student voice groups' research into their learning needs.		
10	Parents & community	Records of how parent and community views about learning have been sought and used.		
11	Assessment of learning	Assessment system that blends progression in content and learning habits.		
12	Evaluation of the organisation	Report of how the school is improving by monitoring learning organisation indicators.		