

■ NAS SharePoint Service Catalog (Draft)

Curriculum & Assessment Repository

Description:	Centralized, version-controlled storage of schemes of work, lesson plans, assessments, and exam prep materials
Value:	Teachers save time, inspectors find evidence quickly.
Users:	Teaching staff, HoDs, Inspectors
Key Features:	Version history, Term 1–3 structure, metadata for Year/Subject

Inspection & Compliance Hub

Description:	Single source of truth for inspection evidence (BSO, KHDA, internal reviews).
Value:	Simplifies compliance prep; reduces last-minute scramble.
Users:	SLT, Compliance leads, Inspectors
Key Features:	Document sets, audit-ready logs, Power BI dashboards for KPIs

Cover Request & Assignment Workflow

Description:	Automated process for submitting and assigning cover lessons.
Value:	Reduces admin overhead, ensures consistency, provides audit trail.
Users:	Teachers, Cover Coordinators
Key Features:	Power Automate approval flow, SharePoint list tracking

Student 360 Dashboard

Description:	Aggregated view of student data (timetable, SEN info, assessment, attendance).
Value:	Quick, holistic insights for staff & inspectors.
Users:	Teachers, SLT, Inspectors
Key Features:	Power BI reports, connected to SIS exports

Weekly Communications (WAAG / Notices)

Description:	Digital 'Week Ahead' with targeted sections (whole school, phase-specific, staff bulletins).
Value:	Cuts down email noise, ensures clarity.
Users:	All staff
Key Features:	SharePoint News posts, targeted audiences, Teams integration

Department Sites

Description:	Each department gets a structured site for resources, planning, and collaboration.
Value:	Consistency across school, autonomy for subject areas.
Users:	HoDs, teaching staff
Key Features:	Pre-built templates, curriculum & assessment libraries

Professional Development (CPD) Tracker

Description:	Log and monitor staff CPD activities.
Value:	SLT oversight, supports appraisal, inspector-ready evidence.
Users:	SLT, Teachers, Inspectors
Key Features:	SharePoint list + Power BI analytics

Service Support & Feedback

Description:	Central place for logging issues, feature requests, and SharePoint support.
Value:	Clear accountability, continual improvement loop.
Users:	All staff
Key Features:	MS Forms intake → SharePoint list → triaged via Planner/Teams