

Background Paper 2: Notional School Improvement Advisor Time Allocation

<u>Work Plan</u>	<u>Time Allocation/year</u>
<p><u>Academies/Free Schools</u> A minimum of: 1 day desk-top data analysis and evaluation of school development plan, write up of summary report identifying key priorities and letter to headteacher/Autumn Term.</p>	<p>1+ day Total = 1+ day/year</p>
<p><u>Category A schools</u> 1 day data analysis and evaluation of school development plan, write up of summary report identifying key priorities and letter to headteacher/Autumn Term.</p> <p>0.5 core visit/term*</p> <p>0.5 completion of Note of Visit , update of LA report, monthly strategic updates, additional support for HT appointments/term.</p>	<p>1 day 1.5 days 1.5 days Total = 4.0 days/year</p>
<p><u>Category B1 schools</u> 1 day data analysis and evaluation of school development plan, write up of summary report identifying key priorities and letter to headteacher/Autumn Term.</p> <p>0.5 core visit/term*</p> <p>Attendance at SIB Meeting/term</p> <p>1 day monitoring and review, in school, of identified and agreed priorities and report/term*</p> <p>0.5 completion of Note of Visit , update of LA report, monthly strategic updates/term.</p>	<p>1 day 1.5 days 1.5 days 3.0 days 1.5 days Total = 8.5 days/year</p>

<u>Category B2 schools</u>	
1 day data analysis and evaluation of school development plan, write up of summary report identifying key priorities and letter to headteacher/Autumn Term.	1 day
0.5 core visit/term*	1.5 days
Attendance at SIB Meeting/half term	3 days
1 day monitoring and review, in school, of identified and agreed priorities and report/half term **	6 days
0.5 completion of Note of Visit , update of LA report, monthly strategic updates/half term.	3 days
	Total = 14.5 days/year
<u>Category C schools</u>	
1 day data analysis and evaluation of school development plan, write up of summary report identifying key priorities and letter to headteacher/Autumn Term.	1 day
0.5 core visit/term*	1.5 days
Attendance at SIB Meeting/half term (or more regularly if necessary)	3+ days
1+ day monitoring and review, in school, of identified and agreed priorities and report/half term* *	6+ days
Full 2 day 'Inspection Health Check' review of school and report/year**	2 days
0.5 completion of Note of Visit , update of LA report, monthly strategic updates/half term.	3 days
	Total = 16.5+ days/year

*** School Improvement Advisors termly core visits to schools will follow a set agenda (to be shared with school leaders prior to the visit) that covers school data analysis, Ofsted four judgement areas, impact and progress against Ofsted priorities since the last inspection and any actions set from the previous core meeting. The meetings will form part of the statutory support and challenge function of the Local Authority. Judgements made will be based on Ofsted principle of Discussion, Observation, Data, and Documents (DODD).**

**** Termly School Reviews and 'Inspection Health Checks' will be led by School Improvement Advisors and fully involve school senior leaders at every stage, (these reviews may be announced or unannounced). They will provide an objective and evidence led evaluation of the school's work, support for the school's self-evaluation and evidence for the Local Authority to support the categorisation process.. Judgements made will be based on Ofsted principle of Discussion, Observation, Data, and Documents (DODD).**