

## Focus Visit Guidelines

To ensure the FVs are beneficial to schools, we have devised a Focus Form (self-evaluation document) which is available on our website ([here](#)). You are welcome to use either this Focus Form, any of the CSED documents also available on our website, or any other school self-evaluation document SED to prepare for the visit.

The self-evaluation form is designed to work alongside the CSI Comparative Judgement document (also available on the website) and should help schools to identify areas in which you have good evidence to support a good or outstanding judgement as well as those areas which still need to be addressed, and it will be most useful if it is a 'live' document which you update regularly within your team.

Our FVs are **not interim inspections** and there are no set activities which must be included. They should be based on the needs which the school itself identifies, allowing school leaders and RE Advisers to concentrate on those areas where you feel further support and guidance may be required rather than to celebrate the things you know you are doing well. We hope this emphasis will facilitate a constructive, purposeful visit. At their most successful, the FVs will be a partnership between school and diocese, and the structure of the day will be jointly designed to best achieve this.

We recommend that, to get the most out of the day, the school shares the Focus Form/SED with the RE Adviser prior to the visit, highlighting any particular areas where support may be required.

Once this form has been completed the school should be able to identify the areas which need development and discussion and plan a timetable to focus on these. The timetable may include some of the activities highlighted below if the school feel they would be beneficial:

- A joint observation of RE teaching, which can take place in line with the school's agreed lesson monitoring format e.g. a learning walk.
- A joint observation of Prayer and Liturgy (whole school or group)
- Some time to look jointly at RE work from one or more Key Stage.
- Some time to look jointly at the RE Curriculum overview
- Some time to look jointly at the RSHE Curriculum overview
- A conversation with pupil groups.
- Some time to meet with the RE Lead / Head of RE / Chaplain
- Some time to meet with Governors

We ask that schools return the Focus Form and draft timetable at least one week in advance of the visit. The adviser will then have time to read it and get in touch should they feel that there may be activities which may be more directly related to the areas for development.

We hope to foster a joint approach to the day which will allow for a supportive dialogue between RE Adviser and school personnel and provide opportunity for open and honest discussion.

The FV will be followed up with a short summary report sent to the Headteacher. This is an internal document for those who might benefit from seeing it within school, governors (and Trust) but it should not be made public or shared with parents. It is entirely the school's choice as to whether this report is disclosed to inspectors at your next CSI. The diocese will not share it any wider.

If you have any further questions regarding the FVs, please do not hesitate to contact:

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