

How the SIAMS process works

SIAMS inspections take place under Section 48 of the Schools' Inspection Act. Denominational inspections are mainly on a five year cycle for previously good/outstanding schools and 3 years for RI/ineffective

Prior to the inspection

The inspector will know which school they are inspecting 10 days before the inspection.

The school is notified 5 working days before the inspection is due though a telephone call from an officer at Church Schools East.

The allocated inspector will contact the school to discuss the forthcoming inspection. If the headteacher is not available for this telephone conversation then the inspector will speak to the next senior person in charge of the school on that day. The discussion will focus on the Christian vision which is to be explored during the inspection and establishing the context of the school.

A timetable will be agreed with the school and inspector. During the telephone call the inspector will ask for the SEF, relevant policies and IDSR to be emailed.

The inspector will send a PIP (Pre Inspection Plan) to the school at least 24 hours prior to the inspection. The school will also receive a contract and letter of assurance.

Day of inspection

Normally the inspector should not arrive at the school before 8am and will have their inspector badge.

At the start of the day the inspector should meet briefly with the headteacher and/or senior leadership team to confirm arrangements for meetings with representatives of members of the governing body, parents, pupils and key staff such as the subject leader for RE.

The inspector will ascertain the school's understanding of the issues raised by the PIP, particularly where it suggests that at this stage the school's own grades cannot be confirmed.

During the inspection day, the inspector should regularly and formally update the headteacher on the progress of the inspection.

The inspector will carry out learning walks, observations and scrutiny of data and pupil work together with relevant senior leaders.

Dialogue with the school leadership during the course of the inspection day(s) will ensure that leaders are aware of the picture that is emerging. This will enable school leaders to supply additional evidence where appropriate and prepares them for the final summary feedback.

The inspector should also arrange a time for a summative briefing with the headteacher or senior leader, prior to the final feedback. This is to outline the findings of the inspection, allow a final opportunity for the school to present evidence and to agree areas for development.

The final feedback takes place at the end of the day(s) and is an opportunity for the inspector to share their findings and provisional judgements with senior leaders. The school should be informed

of the grades that the inspector is recommending, but they should be made aware that grading is subject to a critical reading process.

The inspector must ask the two questions at the end of the Final Feedback Form to check that the school is satisfied with the way the inspection has been conducted and is aware of its rights to appeal or complain.

The report will contain one overall judgement and stand-alone judgements on Collective Worship and religious education (VA and former VA schools only) There are four possible grades: excellent, good, requires improvement, and ineffective.

After the inspection

Within 5 working days of the inspection based on the inspected schools working days, the inspector must send the first draft of the report to the critical reader. This should be a complete draft. The inspector should also send the critical reader a copy of the PIP.

When the critical reader has signed off the report the inspector should send this version to the school as a PDF and watermarked draft for checking. This will normally be for factual accuracy, but occasional changes of wording and terminology are permissible. The report is still confidential at this stage and the factual check should be limited to the headteacher, Chair of Governors and, in the case of a VA school, the RE leader.

The school should respond to the inspector within 24hours of receipt of the report for factual checking. If this is likely to take longer the school should inform the inspector. Once the school has returned the report as accurate, the inspector must send it to the diocese for publication.

Please see the attached handbook for further information and appeals



SIAMS Handbook
revised Sept 18.pdf

<C:\Users\jon.moule\Desktop\SIAMS Handbook revised Sept 18.pdf>