

## Diocese of Norwich SIAMS Process

All schools with a 'good' or 'excellent' (previously outstanding) section 48 inspection must be scheduled for their next section 48 inspection within 5 school years from the end of the academic school year within which they were last inspected. For example, if a school was inspected at any time between September 2018 and July 2019, the next inspection would be scheduled during the school year September 2023 and July 2024. Any school with a section 48 inspection judgement that was less than 'good' will be scheduled for its next section 48 inspection at any point 3 years from the date of the last section 48 inspection, but within 5 school years from the end of the academic school year within which the last inspection took place. For example, if a school was inspected in September 2018 the earliest it should be inspected again is September 2021.



Norwich Diocese schedules inspections anonymously for the schools in the inspection window with colleagues from Church Schools East. The SIAMS Manager does not know the inspection dates for individual schools until 5 working days before the inspection.



**10 working days** before the inspection, the inspector is informed of the inspection where he/she will begin exploring the vision on the school website.



**5 working days** before the inspection, the school is phoned by a SIAMS administrator from Church Schools East to inform them of their inspection. The administrator will expect to speak to the head teacher or leader in charge. The inspector will call the school later in the day to discuss the vision, the protocols for the inspection day and ask for a SEF/policies/data to be emailed across. A contract will be emailed to the school. The Diocese/MAT will be informed of the inspection by the SIAMS Manager and arrange for a DSSO/ AGEP to attend feedback.



**1 working day** before inspection, a pre-inspection plan (PIP) will be sent to the school outlining lines of enquiry, further evidence/documentation required and a final timetable for the day.



**After the inspection**, the inspector will write the report and send it to to the Critical Reader. The report is sent to the school for factual accuracy checks. Once the report is agreed, it is sent back to the inspector who emails it to the SIAMS Manager. The SIAMS Manager then emails it to the school for publication. This process happens within 15 working days.

**Please see SIAMS Handbook for further information and appeals.**

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