

# Change log for v2.0, v2.1, and v2.2, September 2023

(Excluding inspectorate admin changes)

## Inspection Handbook

- Paragraph 5 amended to clarify that nurseries are only inspected if they are under the governance of the Catholic school to which they are attached.
- Paragraph 8 amended to clarify who can be included in the sharing of provisional judgements.
- Paragraph 12 updated to reflect the information in the admin guidance in relation to inspection blackout periods.
- Paragraph 14 amended to make clear that inspection teams can only be drawn from the register of licensed inspectors.
- Paragraph 16 amended to clarify conflicts of interest in relation to local authorities and MATs (see updated Appendix 5).
- Paragraph 36 added (all paragraphs that follow re-numbered)
- Paragraph 38 (previously paragraph 37) amended to reference the implementation of the RED:

The curriculum in religious education should be discussed with the subject leader to ascertain where the school is on its journey towards implementation of the new *Religious Education Directory*. All judgements on the quality of the religious education curriculum should be judged with this in mind. Inspectors should also check that the religious education curriculum is consistent with the requirements of the diocese in which the school is located.

- Paragraph 51 (50) amended to stress the importance of observing as many examples of prayer and liturgy as possible.
- Paragraph 56 (55) amended to make clear that academy trust or company representatives are only included in the inspection evidence gathering during the formal discussion with those responsible for governance and not any other point.
- Paragraph 61 (60) amended to refer to the person responsible for chaplaincy, rather than a chaplain (which a school may or may not have).
- Paragraph 62 (61) amended to strengthen the requirement for regular meetings with the head throughout inspection.

- Paragraph 78 (77) amended to emphasise the importance of completing the post-inspection survey.
- Paragraph 109, bullet 3, has been updated to include exam entries when judging parity with other core curriculum subjects.
- Paragraph 165 (164) amended to reference the diocese and religious order mutual relations protocol.
- Paragraph 171 (170) amended to include an invitation to speak with the inspection team about the nature of the school's educational charism:

When the school is notified of its inspection, notice should also be given to the relevant religious superior of the Religious Order who should be invited to contact the inspector directly, or via a nominee, to brief them on the nature of the educational charism of the order. A nominee of the superior of the Religious Order should also be invited to the verbal feedback given to the Head and governors at the end of an inspection.

- Paragraph 172 (171) amended to read:

The draft inspection report that is shared with the head should be shared with the religious superior of the Religious Order, or his or her nominee, who would then have the opportunity to correct factual matters before the inspection report is published. This must be done within the same 24-hour response window that applies to head teachers, in order to allow a diocese to comply with the statutory timescales for reporting.

- Paragraph 173 (172) amended to state that the visitation report may be included in the inspection evidence, but not that it must be.
- Appendix 1 has been renamed to Appendix 1.1 and Appendix 1.2 Mutual Relations between Religious Orders, Dioceses and the CES in the Service of Catholic Education has been added.
- Appendix 4, code of conduct for schools final bullet added:

respect the confidentiality of all parts of the inspection process, including only sharing provisional feedback of outcomes with senior leaders, the curriculum lead for religious education, and all those responsible for governance, and not using inspection feedback for the purposes of the performance management, or equivalent, of individual members of staff.

- Appendix 5 clarified to make clear how conflicts of interest operate in the two different contexts of voluntary aided schools and academies.
- Appendix 6 Deferral policy, renamed Appendix 6.1 Deferral policy, final paragraph amended to read:

In exceptional circumstances an inspection that has already been announced to a school may be deferred by the diocese. For instance, when the lead inspector for an already announced inspection is no longer able to carry out the inspection. In this case, the Catholic Schools Inspectorate Coordinator should first attempt to find a replacement inspector. If this is not possible at short notice, then the inspection may be deferred to a later date.

- Appendix 6.2 added to cover special considerations for when CSI and Ofsted coincide.
- Appendix 7 amended, to clarify that the 10%/5% requirement is a proportion of taught curriculum time, excluding non-curriculum directed time (such as assemblies, form time or prayer and liturgy).
- Appendix 8 renamed to Appendix 8.1 and amended to clarify the complaints process. Reference to template 13 Complaint log added.
- Appendix 8.2: Complaining about a school has been added.
- Glossary updated with additions made following moderation meeting.

**The following changes have also been made in v2.1 in response to the consultation on aggregate grade descriptors and the impact of RAAC closures on schools.**

- The aggregate key judgement grade descriptors have been updated to reflect the outcome of the consultation (paras.86,99,112)
- The following has been added to the Appendix 6 Deferral policy, renamed Appendix 6.1 Deferral policy:

Building and/or refurbishment work is not usually a reason for deferral if the school is open and pupils are on site. However, if a school is significantly disrupted by measures taken to deal with reinforced autoclaved aerated concrete (RAAC), Catholic Schools Inspectorate co-ordinators will consider these deferral requests carefully as an exceptional circumstance. Inspections may still go ahead when all or substantial numbers of pupils are not on site but continue to be educated through remote or blended learning.

**The following changes have also been made in v2.2:**

- Appendix 8.1 Complaints policy amended to make clear that the investigating officer for a complaint must be a licensed inspector.
- Appendix 11.1 Safeguarding policy added
- Appendix 11.2 Safeguarding concerns: guidance for inspectors added
- Template 15 Safeguarding disclosure proforma added

## Comparative grade descriptor

- RE1.6 title changed from 'Books' to 'Pupil work'