

Governance and DES Response to OFSTED Inspections when judgments are not ‘Good’ or better

The actions listed below are a typical sequence of actions to be taken by the chair, in consultation with the DES, when a school or academy is judged by Ofsted to be less than ‘good’:

1. Following the verbal feedback at the end of an inspection the Chair should notify Rebecca Tonks at the DES by email (r.tonks@bdes.org.uk) by the end of the next working day if the confidential outcome is likely to be a grade 3 or 4. (A DES Officer will then contact the Chair by phone at the earliest opportunity to discuss the next steps going forward.)
2. The chair should email Rebecca Tonks to confirm that a meeting of the governing body and SLT has taken place to confirm a final date for producing a draft action plan. (The draft action plan should be completed within 2 weeks of this meeting.)
3. On receipt of the final report the Chair should forward a copy to Rebecca Tonks at the DES immediately. (Rebecca will confirm the receipt of report and inform the school/academy of the designated DES officer.)
4. The letter to parents from the Chair needs to be issued alongside the inspection report (guidance about content is available through the DES). *This letter must be approved by the named DES Officer prior to issue.* (The chair may also wish to discuss the content of the letter with the diocesan press officer prior to distribution.)
5. The full Governing Body should meet with the Headteacher and SLT to discuss the final report and agree a timeline to produce a final post inspection action plan. The Chair should email Rebecca Tonks to confirm that the meeting of Governing Body and SLT has taken place and include the final date by which the action plan will be produced. (This should be completed within two weeks of receipt of the final report and forwarded to the named DES officer.)
6. For VA schools with a judgement of inadequate, there will be a meeting involving the Local authority, headteacher, chair of governors and the named DES officer in order to agree the LA statement of action and support to be offered by the LA and other providers to the school. (The DES officer will explain the process to implement the academy order issued by the Regional Schools Commissioner.)
7. Within two working weeks of the completion of the post inspection plan the Chair must arrange a meeting with the Headteacher and the named DES officer to discuss the post inspection action plan. (The DES officer will offer support, advice and guidance to the chair and headteacher including signposting the school to potential external support partners.)
8. The post inspection action plan must then be the first item on the agenda of all governor body meetings (and be shared with the board of directors for an academy). (The section of the minutes that discusses the action plan in every meeting should be forwarded to the named DES officer.)
9. All subsequent correspondence with OFSTED, the DfE or LA should be copied to the named DES officer who is working with the school/academy.
10. The governors/directors should conduct a review of the existing external school improvement support received by the school/academy and the external consultant used by governors in performance management of the headteacher. (The outcomes should be shared with the named DES officer.)
11. DES officer and chair to commission an external review of governance and/or pupil premium where appropriate. (The outcomes should be shared with the named DES officer.)

12. DES officer to meet with the chair to decide if other bespoke external reviews are required (such as school leadership, safeguarding, finance, HR, early years, teaching and learning, health and safety – the outcomes of any such review should be shared with the named DES officer.)
13. After the final Ofsted report is published, if the grade for overall effectiveness is less than good then the chair (if a VA school) must arrange a meeting with John Dwyer and Mark O’Connell within 4 weeks to start the process of joining a local diocesan MAC as an academy, in accordance with the diocesan academy strategy. If already an academy, the chair of the local governing body and the chair of the board of directors are to meet with John Dwyer and Mark O’Connell to discuss internal and external MAC support including rebrokerage to join another diocesan MAC where necessary.

Governance and DES Response to S48 Inspections when judgments are not ‘Good’ or better

The actions listed below are a typical sequence of actions to be taken by governors/directors, in consultation with the DES, when a school or academy is judged by Section 48 inspection to be less than ‘good’:

1. A letter from Adam Hardy, Director of Education, will be sent to the headteacher and chair of governors (or principal and chair of the local governing body along with the chair of the board of directors if the school is part of a MAC), offering support from the diocesan education service (DES). (A DES Officer will then contact the Chair at the earliest opportunity to arrange a meeting to discuss the inspection findings and the appropriate response.)
2. A letter to parents from the Chair needs to be issued alongside the inspection report (guidance about content is available from the DES). *This letter must be approved by the named DES Officer prior to issue.* (The chair may wish to discuss the content of the letter with the diocesan press officer prior to distribution.)
3. The full Governing Body should meet with the Headteacher and SLT to discuss the report and agree a timeline to produce a post inspection action plan. The Chair is to email Rebecca Tonks to confirm that the meeting of Governing Body and SLT has taken place with the final date by which the action plan will be produced. (A named DES Officer will be designated to the school/academy to support this process.)
4. The Chair must arrange a meeting with the Governors (and directors for an academy), Headteacher (and SLT) and the named DES officer to discuss the post inspection action plan. (The DES officer will offer support, advice and guidance to the Governors/directors including signposting the school to potential external support partners.)
5. The post inspection action plan must then feature as the first item on the agenda of all governing body meetings (and be shared with the board of directors for an academy). (The section of the minutes that discusses the action plan in every meeting should be forwarded to the designated DES officer.)
6. After the final report is published, if the final overall grade is less than good then the chair must arrange a meeting with John Dwyer and Mark O’Connell within 4 weeks to start the process of joining a local diocesan MAC as an academy, in accordance with the diocesan academy strategy. If already an academy, the chair of the local governing body and the chair of the board of directors are to meet with John Dwyer and Mark O’Connell to discuss internal and external MAC support.