

CHECKLIST FOR TEACHERS – INSPECTION OF SCHOOLS

Introduction

This document provides a checklist to help teachers ensure that:

- (a) inspectors comply with guidance on the inspection of schools;
- (b) local authorities provide appropriate support and challenge to schools;
- (c) their school responds appropriately to inspection; and
- (d) inspection is not used to justify the introduction or use of inappropriate policies and practices, including policies and practices that undermine teachers' professional status, or create unnecessary bureaucracy and workload burdens.

An overview of inspection

All schools are inspected. The size of the inspection team and the length of inspection will depend on the size of the school. In the case of secondary schools, inspection will normally last one week. Education Scotland is also trialling different approaches to inspection and review, including short inspection visits lasting two days.

Inspectors seek to answer three key questions:

1. How well do children/young people learn and achieve?
2. How well does the school support children/young people to develop and learn?
3. How does the school improve the quality of its work?

Inspectors pay particular attention to the school's self-evaluation and the quality of the curriculum as experienced by learners across stages and transition points.

Inspectors use the quality indicators (QIs) in How Good is Our School? (HGios 4) to inspect a school's improvement through self-evaluation. The QIs are divided into three main categories: leadership and management, learning provision, and success and achievements. Particular attention is paid to the leadership of self-evaluation, including effective support for career-long professional learning and evaluating its impact on staff and the progress and achievement of learners. The inspection of leadership and management is consistent with the standards in Standards for School Leaders and Managers.

Schools must indicate how well they are meeting statutory requirements in their self-evaluation report. Inspectors use the report when forming judgements and identifying issues. Failure to meet statutory requirements may limit the judgement that a school receives.

Inspection judgements and summary judgements are made using a six-point scale: Excellent, Very Good, Good, Satisfactory, Weak and Unsatisfactory. However, inspectors do not use the six-point scale when undertaking short inspection visits.

Following the inspection, a school will receive a Record of Inspection Findings (RIF).

Depending on the inspection findings, Education Scotland may decide: that there will be no further inspection activity; that the school needs additional support for improvement; or that the school needs continued inspection. However, Education Scotland may undertake innovative practice visits of 'Excellent' or 'Very Good' provision to record and share innovative practice more widely.

INSPECTION CHECKLIST

Inspectors' judgements and practice

Teachers should contact the NASUWT if the answer to any of the following questions in 'yes':

	Yes	No
1 Did inspectors comment on the need for more extensive marking of pupils' work?	<input type="checkbox"/>	<input type="checkbox"/>
2 Did inspectors request copies of lesson plans?	<input type="checkbox"/>	<input type="checkbox"/>

School policy and practice and inspection

Teachers should contact the NASUWT if the answer to any of the following questions is 'yes':

	Yes	No
1 Does school self-evaluation include 'mini'/departmental/faculty self-evaluations?	<input type="checkbox"/>	<input type="checkbox"/>
2 Does the school undertake mock inspections?	<input type="checkbox"/>	<input type="checkbox"/>
3 Has an inspection judgement led to the introduction of unnecessarily burdensome and bureaucratic systems of planning, marking and assessment?	<input type="checkbox"/>	<input type="checkbox"/>
4 Has an inspection judgement led to teachers being subject to greater scrutiny such as more lesson observations?	<input type="checkbox"/>	<input type="checkbox"/>

Help and advice

Teachers should contact the NASUWT for advice if they encounter any problems as a result of an inspection, the support and challenge provided by Regional Education Consortia, or if the school uses the threat of inspection to introduce inappropriate policies and practices.

Telephone **0131 226 8480** or e-mail **rc-scotland@mail.nasuwt.org.uk**.

Inspect the Inspectors



The NASUWT collects evidence about the inspection process and encourages teachers and school leaders to complete an online survey, Inspect the Inspectors, following an inspection.

Go to:

www.nasuwt.org.uk/InspectTheInspectors



Tel: 03330 145550

E-mail: advice@mail.nasuwt.org.uk

Website: www.nasuwt.org.uk

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