

School Effectiveness Support Service Level Agreement

September 2020 - July 2021

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School Effectiveness Support

Service Level Agreement

Contents

Foreword	I
School Effectiveness Support Procedure	2-4
School Effectiveness Support Service Charter	5
Package 1	6
Package 2	7
Package 3	8
Package 4	9
Core Service 1 and Core Service 2	10
Core Service 3 and Core Service 4	11
School Effectiveness Support SLA booking form	12

Foreword from the Deputy Diocesan Director of Education (DDDE)

I am delighted to introduce you to our range of School Effectiveness Support services and packages. These have been designed to ensure schools receive the bespoke support they need to meet today's challenges.

Each package contains a half day data review with the headteacher. The outcome of this, combined with the school's own self-evaluation and school development priorities, will then be used to formulate your own specific, measurable set of objectives.

In turn, School Effectiveness Adviser(s) will be allocated to your school based on their educational expertise. This may be an individual School Effectiveness Adviser or a number of advisers, depending on the range and extent of your requirements.

We believe that working collaboratively with our Diocesan School Effectiveness Team will enable your school to benefit from:

- bespoke school effectiveness support
- support that is implemented **with you**, not to you
- continued access to experienced education professionals
- positive support whilst being held to account.

Schools can purchase their School Effectiveness Support Service Level Agreement (SLA) at any time of the school year and the time allocated will be honoured until it has been used. If a package is not suitable for your current needs, our Core Services, listed on pages 10 and 11, can be purchased.

If you have any further questions, or would like to discuss the content of packages further, please contact Laura Farmer on 01905 732825 and she will be delighted to discuss your requirements in greater detail.

Tim Reid

Deputy Diocesan Director of Education (DDDE)

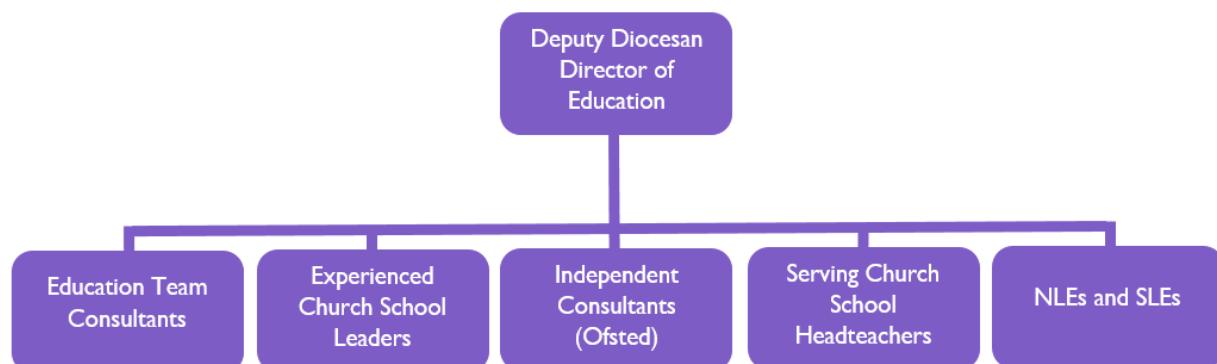


School Effectiveness Support

School Effectiveness Structure

The School Effectiveness Support SLA is serviced by a team of School Effectiveness Advisers from a range of backgrounds. The SLA makes use of experienced consultants within our education team: National Leaders in Education (NLE); independent education consultants; experienced church school headteachers and leaders; serving Ofsted inspectors; serving headteachers; and Specialist Leaders of Education (SLE). The team is organised by the Deputy Diocesan Director of Education.

The Diocesan School Effectiveness Team structure is outlined below:



The eight areas of school effectiveness against which School Effectiveness Advisers are audited:



School Effectiveness Support

Leadership

- sharing up-to-date knowledge of the Ofsted Framework
- supporting new school leaders
- developing middle leaders and working towards distributed leadership
- strategic school development planning
- accurate and effective self-evaluation
- pupil premium strategy
- policy development
- succession planning
- developing headteacher peer review

Teaching and Learning

- strategies for narrowing / closing the attainment gap for groups of learners
- planning for challenge and high expectation
- planning effective sequences of learning
- strategies to develop reading
- strategies to develop writing
- strategies to develop mathematics
- strategies to develop science
- assessment for learning
- developing measurable intervention programmes

Governance

- developing an effective governing body
- governance structures and sub-committees
- holding senior leaders to account
- monitoring of school development and self-evaluation
- preparing governors for Ofsted inspection

Monitoring and Evaluation

- developing a rigorous monitoring and evaluation schedule
- focused lesson observation and drop-ins
- work and planning scrutiny
- analysing national data (EYFS, Phonics, KS1- KS4 data, school context) using ASP and FFT Aspire
- developing internal tracking systems to measure progress and attainment
- analysing internal assessment data
- using monitoring and evaluation to develop effective practice
- long / short term pupil target setting
- standardisation and moderation of school judgements



School Effectiveness Support

Staff Performance and Management

- headteacher performance management
- developing tiered performance management systems
- setting SMART personalised performance targets
- training / development of performance management reviewers
- providing teachers with clear and consistent feedback on the quality of teaching
- celebrating good practice
- lesson study / coaching

Curriculum

- supporting curriculum leadership and design (Intent)
- ensuring the curriculum is an expression of the school's vision
- developing the Early Years Foundation Stage curriculum
- KS1, KS2, KS3 and KS4 curriculum planning
- producing effective sequences of learning
- subject specific advice and support
- creating purposeful, creative learning environments

Vision and Values

- developing a deeply Christian school vision
- discovering and embedding truly Christian values which permeate all aspects of school life and work

Wider relationships - Community

- enhancing relationships with parents and the community
- developing partnerships with other schools
- ensuring the growth of a community rooted in respect and a commitment to live well together



School Effectiveness Support Service Charter

Those schools and academies subscribing to the Worcester Diocesan Education Team's School Effectiveness Support Service Level Agreement are entitled to expect members of the Diocesan Education Team to:

- have a pastoral concern for the staff, governors and pupils of the school or academy
- provide professional and expert information, advice and assistance
- deliver the services listed, upon request, to a high professional standard
- respond promptly and courteously to requests for assistance
- act with discretion and confidentiality
- be responsive to individual schools and academies and their distinctive ethos
- act with integrity and in accordance with Christian beliefs and values
- promote at all times the Church of England foundation and Christian ethos of the school or academy
- deal promptly and courteously with any complaints regarding the level of service provided.

In return, schools and academies subscribing to the agreement are expected to:

- keep the Diocesan Education Team informed of the current situation in relation to the service required and developments at the school or academy
- provide copies of the most recent school self-evaluation, school development plan and annual performance review
- be available, given adequate notice, for meetings and/or visits to ensure progress is maintained
- give adequate and appropriate notice when requesting visits, meetings, training, etc.
- pay invoices promptly
- provide qualitative feedback on the usefulness of the services received and constructive suggestions for improvement.

Complaints

Any complaints should, in the first instance, be addressed to the Deputy Diocesan Director of Education. (DDDE) The DDDE will arrange for another officer to investigate and respond. If the matter is not resolved at this stage, the issue will be referred to the Diocesan Director of Education.



Package I: £3,100

Headteacher Performance Management

Half Day Assessment Data Review

6 Days School Effectiveness Support

Headteacher Performance Appraisal

It is the responsibility of the Governing Body of a school to appoint an external adviser to support and advise on the headteacher appraisal process. As part of this enhanced package we can provide this service, allocating one of our School Effectiveness Advisers who is equipped with the skills, experience and objectivity to fulfil the role.

The School Effectiveness Adviser will:

- spend a half day in school with the headteacher and governors to support the review of current targets
- assist in the setting of specific, measurable and achievable targets
- facilitate and run a mid-cycle review to ascertain progress towards meeting the targets set with the headteacher and governors over the course of a half day in school. This may include possible re-negotiation of measurable outcomes where appropriate.

It should be noted that the School Effectiveness Adviser is not responsible for determining whether the headteacher should be awarded a pay increment. This is the role of the governor appraisal panel. However, governors are permitted to ask for advice and should consider this carefully before making a decision.

Half Day Assessment Data Review

This focuses on progress and standards of attainment highlighted in ASP, FFT Aspire, in-school tracking systems and school self-evaluation and development plans. Alongside school leaders, the School Effectiveness Adviser identifies areas that may require support. The school effectiveness objectives are then written collaboratively to reflect the identified areas of need.

6 Days School Effectiveness Support

The school effectiveness objectives are used to create an action plan for the 6 days of in-school support. Once agreed with the headteacher, a School Effectiveness Adviser(s) carries out the subsequent work in school. Identification of the appropriate Adviser(s) is agreed between the headteacher and the DDDE or allocated School Effectiveness Adviser before the package begins.



Package 2: £2,700

Half Day Assessment Data Review

6 Days School Effectiveness Support

Half Day Assessment Data Review

School Effectiveness Support Package 2 begins with a half day data review. This focuses on progress and standards of attainment highlighted in ASP, FFT Aspire, in-school tracking systems and school self-evaluation and development plans. Alongside school leaders, the School Effectiveness Adviser identifies areas that may require support. The school effectiveness objectives are then written collaboratively to reflect the identified areas of need.

6 Days School Effectiveness Support

The school effectiveness objectives are used to create an action plan for the 6 days of in-school support. Once agreed with the headteacher, a School Effectiveness Adviser(s) carries out the subsequent work in school. Identification of the appropriate Adviser(s) is agreed between the headteacher and the DDDE or allocated School Effectiveness Adviser before the package begins.



Package 3: £1,900

Headteacher Performance Management

Half Day Assessment Data Review

3 Days School Effectiveness Support

Headteacher Performance Appraisal

It is the responsibility of the Governing Body of a school to appoint an external adviser to support and advise on the headteacher appraisal process. As part of this enhanced package we can provide this service, allocating one of our School Effectiveness Advisers who is equipped with the skills, experience and objectivity to fulfil the role.

The School Effectiveness Adviser will:

- spend a half day in school with the headteacher and governors to support the review of current targets
- assist in the setting of specific, measurable and achievable targets
- facilitate and run a mid-cycle review to ascertain progress towards meeting the targets set with the headteacher and governors, over the course of a half day in school. This may include possible re-negotiation of measurable outcomes where appropriate.

It should be noted that the School Effectiveness Adviser is not responsible for determining whether the headteacher should be awarded a pay increment. This is the role of the governor appraisal panel. However, governors are permitted to ask for advice and should consider this carefully before making a decision.

Half Day Assessment Data Review

This focuses on progress and standards of attainment highlighted in ASP, FFT Aspire, in-school tracking systems and school self-evaluation and development plans. Alongside school leaders, the School Effectiveness Adviser identifies areas that may require support. The school effectiveness objectives are then written collaboratively to reflect the identified areas of need.

3 Days School Effectiveness Support

The school effectiveness objectives are used to create an action plan for the 3 days of in-school support. Once agreed with the headteacher, a School Effectiveness Adviser(s) carries out the subsequent work in school. Identification of the appropriate Adviser(s) is agreed between the headteacher and the DDDE or allocated School Effectiveness Adviser before the package begins.



Package 4: £1,500

Half Day Assessment Data Review

3 Days School Effectiveness Support

Half Day Assessment Data Review

This focuses on progress and standards of attainment highlighted in ASP, FFT Aspire, in-school tracking systems and school self-evaluation and development plans. Alongside school leaders, the School Effectiveness Adviser identifies areas that may require support. The school effectiveness objectives are then written collaboratively to reflect the identified areas of need.

3 Days School Effectiveness Support

The school effectiveness objectives are used to create an action plan for the three days of in-school support. Once agreed with the headteacher, a School Effectiveness Adviser(s) carries out the subsequent work in school. Identification of the appropriate Adviser(s) is agreed between the headteacher and the DDDE or allocated School Effectiveness Adviser before the package begins.



Core Service 1: £400

Headteacher Performance Management

It is the responsibility of the Governing Body of a school to appoint an external adviser to support and advise on the headteacher appraisal process. We can provide this service, allocating one of our School Effectiveness Advisers who is equipped with the skills, experience and objectivity to fulfil the role.

The School Effectiveness Adviser will:

- spend a half day in school with the headteacher and governors to support the review of current targets
- assist in the setting of specific, measurable and achievable targets
- facilitate and run a mid-cycle review to ascertain progress towards meeting the targets set with the headteacher and governors, over the course of a half day in school. This may include possible re-negotiation of measurable outcomes where appropriate.

It should be noted that the School Effectiveness Adviser is not responsible for determining whether the headteacher should be awarded a pay increment. This is the role of the governor appraisal panel. However, governors are permitted to ask for advice and should consider this carefully before making a decision.

Core Service 2: £450

Whole Day School Review

One of our Ofsted experienced School Effectiveness Advisers can help you to prepare for your next inspection by carrying out a whole school review. The day can cover all aspects of the framework or you may prefer to personalise the service by identifying particular areas that can be a focus for your review.

Our whole school reviews can include:

- analysis of your self-evaluation, school development plan and data
- discussing systems and processes with school senior leaders, managers and governors
- observation of teaching and learning (this can be with school staff to moderate judgements)
- scrutiny of children's work.

We will provide you with verbal feedback including any identified areas for development.



Core Service 3: £450

Full Day School Effectiveness Support

This service is a full day of bespoke school effectiveness support individually tailored for your school.

Schools can select from either one of the eight areas of school effectiveness highlighted in the Service Level Agreement, or from a specific school development focus. Once the focus has been identified, a School Effectiveness Adviser with appropriate experience and expertise will be assigned to work with your school.

The focused support may take place over one full day or two half days dependent upon the school's needs.

Core Service 4: £275

Half Day School Effectiveness Support

This service is a half day of bespoke school effectiveness support individually tailored for your school.

Schools can select from either one of the eight areas of school effectiveness highlighted in the Service Level Agreement or from a specific school development focus. Once the focus has been identified, a School Effectiveness Adviser with appropriate experience and expertise will be assigned to work with your school.



School Effectiveness Support Service Level Agreement Form

September 2020 - July 2021

Please complete your booking form and return it by email to education@cofe-worcester.org.uk.

An invoice will be raised on receipt of your agreement form.

School name		
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Package / Core Service	Cost	Please tick to select
Package 1 Headteacher Performance Appraisal Half Day Assessment Data Review 6 Days School Effectiveness Support	£3,100	
Package 2 Half Day Assessment Data Review 6 Days School Effectiveness Support	£2,700	
Package 3 Headteacher Performance Appraisal Half Day Assessment Data Review 3 Days School Effectiveness Support	£1,900	
Package 4 Half Day Assessment Data Review 3 Days School Effectiveness Support	£1,500	
Core Service 1 Headteacher Performance Appraisal	£400	
Core Service 2 Whole Day School Review	£450	
Core Service 3 Full Day School Effectiveness Support	£450	
Core Service 4 Half Day School Effectiveness Support	£275	
Total:		

Headteacher _____ Chair of Governors _____

Signed _____ Signed _____

Date _____ Date _____

