



DIOCESE OF
LINCOLN

BOARD OF
EDUCATION

THE CHURCH
OF ENGLAND

Service Level Agreement Visit Guidance

February 2018

“DBEs ... in order to assure the quality of provision in our family of schools the Education team needs to be better equipped to ensure they understand their schools properly, analysing performance and then making sure that they broker in appropriate support...”

From “A Diocesan Board of Education of the Future” paragraph 28.

Aim:

To strengthen and further develop the distinctive Christian ethos and effectiveness of schools and academies in the Diocese;

Role of the Diocesan Associate Adviser and Officer:

- To provide appropriate support to head teachers, senior leaders and governors;
- To gather contextual information for the Diocesan Education Team;
- To identify, celebrate and promote best practice in the Diocese enriching knowledge of church schools;
- To identify the barriers for school performance (if any) and to discuss with the school support for the areas for development;
- To inform the Education Team of outcomes of all visits so that officers can follow up visits and broker additional support where necessary.

Before the annual visit:

- The Diocesan Education Centre (DEC) will write to schools in the Service Level Agreement (SLA) to inform them that the support programme with Diocesan Associate Advisers and Officers is provided under the SLA as the annual visit.
- The DEC will provide members of the Associate Team with a copy of the Section 48 report for the schools they are supporting;
- Schools will be allocated a named person* who will undertake the annual support visit;
- Advisers will be informed of their list of schools;
- The adviser will make contact with the school and agree a mutually convenient day for the support visit to take place;
- The adviser will send to the school, 4 weeks before the visit, a proforma requesting that this be completed and returned to the adviser/officer 10 days prior to the day of the visit.

*For continuity, it is intended that the school will be allocated the same adviser for these annual visits for up to three years. However, there may be occasions when this may not be possible and the school will be informed about this. If a school wants to request a change of adviser, they should e-mail the Diocesan Deputy Director of Education at paul.thompson@lincoln.anglican.org

The Support Visit (2 Hours):

We suggest the following programme:

- Arrival, welcome and tour of the school.
- Focussed discussion with the head teacher and other key staff and governors (at the discretion of the school) to talk through:
 - * the strengths of the school and how they have been maintained and further developed;
 - * the actions that have been taken to address the areas for development in the Section 48 and Ofsted reports;
 - * pupil attainment and progress in core subjects and Religious Education.
- An opportunity to meet and talk with any other people, where appropriate, (staff, governors, local clergy, Bishop's Visitor etc) that are central to the development of the distinctive Church school ethos.
- Discussion with the head teacher as to any further actions / training needs that might be of benefit to the school.
- Completion of a brief report to summarise the key points from the visit with copies made for the school and DEC.

Following the visit

- The adviser will complete the last section of the proforma to provide a brief summary of the visit and to highlight any actions that the Diocesan Education Team need to do in order to support the school.
- The adviser will send the summary report to the Headteacher first to check for accuracy and then will send it to the Diocesan Education Centre.
- The Diocesan Education Team will follow up the actions and provide appropriate support to the school.
- A school may request to purchase a second SLA visit later in the same year. Details and costs of this are included on the proforma sent to schools prior to the visit.



A spectrum of follow up support:

As a result of these SLA visits, the Diocesan Education Team has provided support and guidance on a wide range of themes including developing church school distinctiveness, RE, Collective worship, developing governance, preparing for inspection, developing leaders at all levels and lots more. The team is well equipped to deliver this support in a range of ways this year including:

- Central courses and conferences
- Regional training for clusters of schools
- School based bespoke training and development
- Brokering experts, consultants and excellent practitioners in a range of fields including SEND, E-safety, Governance and Behaviour Management
- School reviews, audits and action planning
- Developing school to school partnerships
- Assisting your school to support others e.g. sharing areas of expertise

More information


The SLA booklet and Courses and Conference programme provide more details about the Diocesan Support Services but this is not an exhaustive list. For more information, visit www.lincoln.anglican.org or contact the Diocesan SLA administrator, Tracy Smith at

tracy.smith@lincoln.anglican.org

01522 504010

Cost of courses, conferences and bespoke sessions are contained in the Lincoln Diocesan Service Level Agreement booklet.

February 2018



The Diocesan Vision for Education

Church schools serving their communities through excellence,
exploration and encouragement within the love of God.

The Diocese of Lincoln is called to faithful worship, confident discipleship and joyful service and our church schools bear witness to our belief that every child is made in the image of God and loved by Him. They were founded for the good of their local communities so that children can be educated through the values and stories of Christianity.

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