**Onboarding Checklist; School Improvement**

**Trust C Suite Responsible Person; CPOP, CSOP**

School:

**Pre-Conversation**

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|  | Completion Date |
| 1. Familiarisation visit by EDP/EDS/CPOP/CPOS to agree access to the following:

If there is a concern STOC officer will conduct further visits |  |
| 1. Most recent Ofsted and CSI inspection reports
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| 1. Statutory data, including IDSR
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| 1. Leadership and Staffing structures
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| 1. School self-evaluation documentation
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| 1. School Improvement Plan
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| 1. External review documentation from last two years
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| 1. Website audit, including curriculum plans and key policies
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| 1. Introduction to STOC School Improvement Evaluation Handbook
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| 1. Introduction to STOC school improvement offer (CPD, PLNs, etc.)
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**Post Conversation**

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|  | Completion Date |
| 1. STOC School Improvement Evaluation Handbook completion of aligned documentation
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| 1. Annual Standards Review meeting
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| 1. Setting of dates in line with STOC School Improvement Programme
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| 1. Alignment to STOC school improvement offer schedule
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