



THE CATHOLIC DIOCESE OF
ARUNDEL & BRIGHTON
ST PHILIP HOWARD CENTRE, 4 SOUTHGATE DRIVE, CRAWLEY, RH10 6RP

Focus Visit Guidelines

Academic year 2023–2024

In light of national changes in Catholic Schools inspections, we have also made changes to the purpose and format of our visits to support diocesan schools with preparation towards CSI, they are now known as **Focus Visits (FVs)**.

To ensure the FVs are beneficial to schools, we have devised a Focus Form (self-evaluation document) which is available on our website ([here](#)). You are welcome to use either this Focus Form, the CSED document also available on our website ([here](#)), or any other school self-evaluation document SED to prepare for the visit. All Diocesan Advisers have undertaken the CSI training, to enable them to support you in this preparation.

The self-evaluation form should help to identify the areas in which you have good evidence to support a 'fully in place' judgement as well as those areas which still need to be addressed, and it will be most useful if it is a 'live' document which you update regularly within your team.

Our FVs are now based on the needs which the school itself identifies in these forms, allowing you and the RE Adviser to concentrate on those areas where you feel further support and guidance may be required. This shift in emphasis will, we hope, facilitate a more constructive, purposeful visit. At their most successful, the FVs will be a partnership between school and Diocese and the structure of the day will be jointly designed to best achieve this.

We recommend that, to get the most out of the day, the school shares the Focus Form/SED with the RE Adviser, in advance of the visit, highlighting any particular areas where support may be required.

Once this form has been returned to the adviser (at least one week in advance of the visit) The adviser will be in touch to help shape the day which may include some of the activities highlighted below:

- At joint observation of RE teaching, which can take place in line with the school's agreed lesson monitoring policy and could be in the form of a learning walk or partial lesson observation.
- A joint observation of Collective Worship (whole school or group)
- Some time to look jointly at RE work from one or more Key Stage.
- Some time to look jointly at the Curriculum overview – including RSE.
- A conversation with pupil groups.
- Some time to meet with the RE coordinator / Head of RE / Chaplain



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We hope to foster a joint approach to the day that will allow for a supportive dialogue between RE Adviser and school and allow opportunity for discussion.

The FV will be followed up with a short summary report that is shared with the Head and Chair of Governors.

If you have any further questions regarding the FVs, please do not hesitate to contact Anna Flood for enquiries concerning Primary schools or Dave Legrand for enquiries concerning Secondary schools.

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