

SCHOOL IMPROVEMENT 2019/20 OFFER FLOW CHART FOR IMPLEMENTATION

Preparation Stage

- NLEs complete capacity survey to state availability and share expertise areas (complete June 19)
- DfE publishes headline details of the offer, including the introduction of 'tier 3' support: <https://www.gov.uk/guidance/school-improvement-support-for-the-2019-to-2020-academic-year>
- DfE circulates updated guidance clarifying expectations of the NLE role this year
- DfE shares with TSC the final list of schools entering 19/20 as eligible for the offer



July – September 2019

Set-up stage

- DfE contacts Local Authorities and trusts to notify them of their eligible schools and discuss the offer
- DfE shares intelligence from these discussions with TSC, giving the 'go ahead' to contact schools and match NLEs
- NLE makes contact with their school within 2 weeks of being matched by TSC
- NLE and school agree, within 4 weeks of NLE contact, date to start 3 day deployment (within 1 term)
- NLE records scheduled deployment date(s) on School Improvement Portal



DfE conversations with LAs & Trusts – September - December 2019 (and ongoing for 'flow' schools)
TSC start NLE matching – 7 October to run in phases through until July 2020

3 day deployment

- **Tier 1:** NLEs have flexibility to use fewer than 3 days, or use the 3 days flexibly over 2 terms to support implementation. *E.g. Day 1/2 - explore problems to be solved and review existing school improvement plan. Agree adjustments or additional actions and intended outcomes. Day 3 - return visit to support implementation of specific aspects of the plan.* (Conversely, NLEs may decide that all 3 days need to be spent diagnostically /action-planning up front)
- **Tier 2/3:** NLEs use the 3 days to explore problems, agree priority areas of focus and agree recommended actions to complete RAF.



Deployment to be started within 1 term of being matched to school
Ongoing support to be complete within 2 (tier 1) or 3 (tiers 2/3) terms of deployment starting

Post-deployment

- NLEs, with schools, produce 'Tier 1 returns' or Tier 2/3 Recommended Action Forms (RAFs), seeking hub endorsement of subject-specific activity as necessary
- School Chair of Governors & HT / CEO sign off Tier 2/3 RAFs
- NLEs submit Tier 1 returns directly to DfE and RAFs to TSC for approval - both via SI portal
- TSC approve RAF (within 10 days of receipt from NLE) and submit to DfE for final sign-off against funding guidance
- DfE issue grant funding letter to NLE to co-ordinate Tier 2/3 delivery (within 10 days of RAF sign-off) and pay first installment up front.



Deployment and RAF or T1 return to be complete within 1 term of being matched to school. (Tier 1 deployment may not be complete if days remaining to support implementation)

T2 & T3 delivery & monitoring

- NLEs oversee implementation of planned activity and manage payments to providers, according to the RAF.
- NLEs use monitoring / implementation visits (to be included in RAF - up to £2k (Tier 2) or £4k (Tier 3) to complete termly monitoring reports to the DfE, via the SI portal. NLEs recommend whether activity should continue as planned, or propose adjustments to planned activity and associated funding (including recommending the withholding of funding if agreed actions are not implemented)
- DfE makes payments for activity carried out in terms 2 and 3 in arrears
- NLEs use final monitoring visit to plan how improvements made will be sustained.



Delivery to be complete within 3 terms of RAF sign off. Reporting on a termly basis through SI portal.