

School Improvement offer 2019/20 reporting portal – development handout

The below screenshots are taken from a working version of the SI portal, to help NLEs understand the look and feel of the new system. Full guidance and training will be given to NLEs once testing is complete.

TSC - landing page

The below screenshot shows the landing page for TSC users within the SI portal. From this page they can allocate a supported school to an NLE so that individual may complete a Tier 1 return or a Recommended Action Form according to the eligibility of the school. They can also access all RAFs submitted to them for review ahead of submission to the department.

[Home](#) / [School Improvement Offer Overview](#)

School Improvement Offer Overview

The table below shows all the supported schools within your region that are eligible for SI support.

To assign support to a school, click into a record and fill in the required information. The form will be sent through the portal to that NLE and they will receive a notification that they need to complete it.

When the NLE has completed a RAF, you will receive an email notification that the form has come back to you for review. These can be easily accessed using the link on the right under Your Actions.

Your Actions
RAF's to be reviewed

Supported School Name	URN (Supported School Name)	Postcode (Supported School Name)	Assigned NLE or TS Head ↑	RAF status
16-19 Abingdon	133226			▼
3 Dimensions	134909	TA20 3AJ		▼
AALPS College	131832	DN15 0BJ		▼
				▼

TSC – allocate support

The below screenshot shows the page for the TSC users to allocate an NLE to a supported school. Note, the email address of the NLE (or TS Head) will be auto-populated once the individual is selected from a list.

[Home](#) / [School Improvement Offer Overview](#) / Create a Recommended Action Form

Create a Recommended Action Form

Use the form below to create a new RAF instance.

You can select an NLE or Teaching School Head who will need to complete the rest of the form.

General

RAF Status

Supported School Name

Date TSC Contacted the School

School is accepting SI Offer support

No Yes

Rationale For NLE Match

Assigned TS Head or NLE

NLE or TS Head Email *

Submit

:omv/

NLE – landing page

The below screenshot shows the landing page for NLE users within the SI portal. From this page they can review the schools they have been allocated to support, report on their visits to the school and submit a Tier 1 return or a Recommended Action Form.

[Home](#) / [Your Recommended Action Forms](#)

Your Recommended Action Forms

The table below shows Recommended Action Forms (RAFTs) where you are the assigned NLE or TS Head.

When you first receive a RAF from a TSC you will need to complete some basic information on when you propose to do a visit, then once done complete further information on what you recommend should be done at the supported school.

This can then be sent to the TSC for review, by pressing submit. They will then review your RAF, and provide either feedback or send on to DfE for approval.

You can keep track of all associated RAF's by viewing the status in the table below.

Name (Supported School Name)	URN (Supported School Name)	Postcode (Supported School Name)	RAF Status ↑	Created On	
3 Dimensions	134909	TA20 3AJ	NLE Matched - Not Scheduled	23/09/2019 3:04 PM	▼
Abacus Belsize Primary School	139837	N1C 4PF	NLE Matched - Not Scheduled	25/09/2019 1:45 PM	▼
AALPS College	131832	DN15 0BJ	NLE Matched - Not Scheduled	24/09/2019 9:11 AM	▼

NLE – record deployments

The below screenshots show the sections of the portal for the NLE to report their deployment days. A summary table presents all deployment days they have logged and allows them to add new visits.

School Visit information

Use the table below to add in school visit information. This is the days you intend to go into the school and assess their requirements.

Once you have done the visit you can return to the portal and update the visit information as well as adding in your recommended activities.

Enter your visits

Scheduled Date ↑	Did you attend when proposed	If not - Actual Date	Half or Full Day	Are you claiming the higher day rate for travel?
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There are no records to display.

By clicking 'Enter your visits' in the above screenshot, the below window appears which allows the NLE to enter data on the scheduled visits, and then update according to whether the visit was delivered as planned.

Create a visit

×

Visit Information

Scheduled Date	Did you attend when proposed	If not - Actual Date	Half or Full Day
<input type="text" value="20/10/2019"/>	<input checked="" type="radio"/> No <input type="radio"/> Yes	<input type="text" value="22/10/2019"/>	<input type="text" value="Full Day"/>
Are you claiming the higher day rate for travel?			
<input type="text" value="Yes"/>			

Submit

NLE – enter data on the RAF

The below screenshots show the sections of the portal for the NLE to report their recommended actions.

The below screenshot shows links on the portal to published performance and financial data for the school to aid the NLE in completing the RAF.

Additional School Information

The links below provide you with additional information on the supported school.


School performance

<https://www.compare-school-performance.service.gov.uk/school/139837>

Schools financial benchmarking

<https://schools-financial-benchmarking.service.gov.uk/school/detail?urn=139837>

When an NLE is creating an improvement theme (though here an ‘activity’), they will complete the below form.

 Edit ×

Create an Activity

Ofsted findings/description of issues

Example Ofsted findings for Leadership

Rationale for Proposed Activity *

Example summative rationale for actions addressing Leadership

Improvement number Improvement areas *

1 ▼

Leadership ▼

Create action

Approved Programme List	Provider Name ↑	total funding	Recommended Action
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There are no records to display

They will also then use the 'create action' button in the above screenshot to add individual actions to address each the improvement area (below shown over two screenshots).

The image displays two screenshots of a web application interface for creating an action. Both screenshots show a modal window titled 'Create an Action' overlaid on a background page.

Left Screenshot: The modal window contains the following fields:

- Recommended Action:** A large text input field.
- National Programmes:** A dropdown menu with a red asterisk indicating a required field.
- Provider Name:** A text input field.
- Start Date:** A date picker field.
- End Date:** A date input field.

Right Screenshot: This screenshot shows the same modal window but with additional fields for funding and outcomes:

- Term 1 Funding:** A text input field.
- Term 1 Expected Outcome:** A large text input field.
- Term 2 Funding:** A text input field.
- Term 2 Expected Outcome:** A large text input field.
- Term 3 Funding:** A text input field.