

My Lived Experience of an Ofsted Inspection

Cath Beck

Apprenticeship Compliance Manager

Catherine.Beck@winchester.ac.uk

Linkedin Profile: www.linkedin.com/in/cath-beck-b717764a

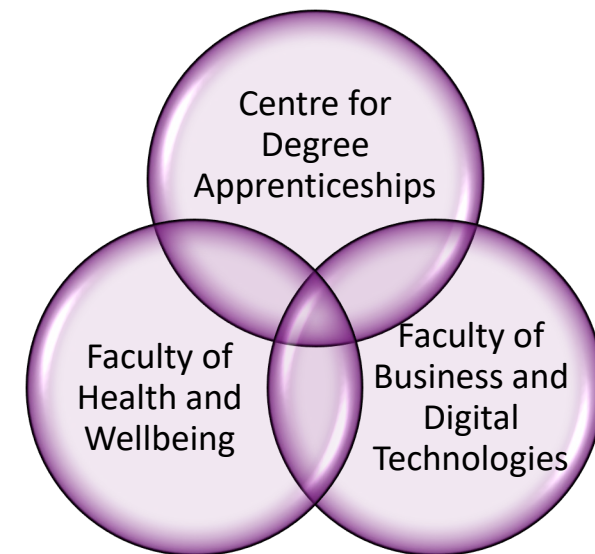


Introduction

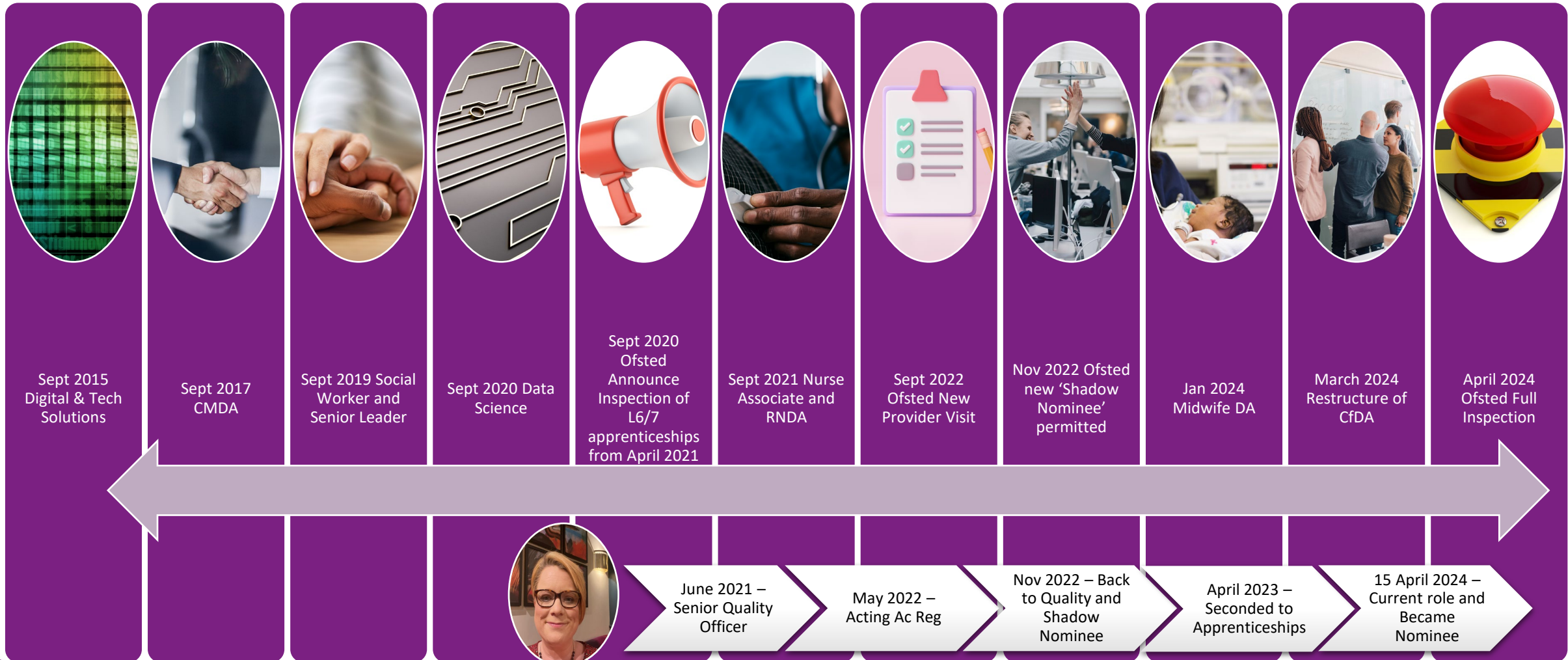




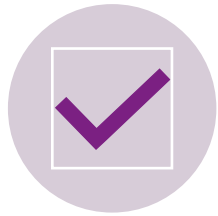
- The University was founded in 1840 as the Winchester Diocesan Training School, later named King Alfred's College
- In 2004 degree awarding powers were conferred and became University College Winchester and then in 2007 Privy Council conferred the title of University of Winchester, with research degree awarding powers following in 2008;
- Currently have over 7000 students across 5 Faculties;
- In 2015, launched the first degree apprenticeship, L6 Digital and Technology Solutions Professional with 6 learners and 2 employers;
- In 2024, we have over 400 learners and 55 employers across two Faculties in apprenticeships in Business, Digital, Nursing, Midwifery and Social Work.



University and My Journey to Ofsted



Preparing for Ofsted



WEEKLY OFSTED ACTION
GROUP



48-HOUR PLAN DEVELOPED
AND MAINTAINED



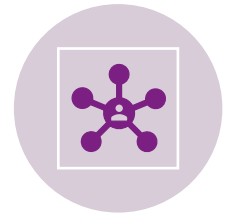
INTERNAL/EXTERNAL
TRAINING – IN PARTICULAR
ACADEMICS!



'MOCK' OFSTED'S
UNDERTAKEN



OUTLINED ROLES AND
RESPONSIBILITIES



TEMPLATES FOR
COMMUNICATIONS TO
LEARNERS, STAFF AND
EMPLOYERS AND SERVICES
TO CONTACT



BRIEFING DOCUMENTS FOR
LEADERSHIP AND
MANAGEMENT –
INCLUDING GOVERNORS
AND EMPLOYERS



PRACTICE '48-HOUR' CALL

The Call

Friday 19th April 2024



72 Hours Before Arrival

- Call came into the VC office at 9.15am
 - Alert went up on the Teams Channel
 - Quick meeting with PVC – who was now my shadow nominee
 - Meeting Lead Inspector for the Planning Meeting (11am) – confirmed 9 inspectors
 - Assembled the main team – **do not underestimate how many people you need!**
 - Staff Support Ofsted Mentor – was a first experience for many of us
 - Started communications to all staff, learners and employers
 - Scheduling and room booking – **massive job**
 - Access to Ofsted Inspection system and Survey links Friday PM
 - All staff briefing and catch ups throughout the 4 days
 - Collate/check the data pack to send to Ofsted
-and make sure the day-to-day is happening as well!!**





The Visit

Four very long days.....



Day 1

Inspectors Arrived 9.30am
Welcome and Presentation on the UoW apprenticeships – setting the scene (10-15mins)
Chaperones collected their inspector to take them to their first session at 11am
Activities finished at 16.00
Team meeting at 16.30 – Nominee and Shadow attend

Days 2 – 3

Inspection day was 9.15 – 15.30, with Inspection Team meeting at 16.00
Chaperones arranged to meet their inspector in the morning
Nominee and Shadow Nominee met with the Lead and Co-Lead Inspector for KIT meeting at 9.00am each day

Day 3

Learner, employer and staff survey feedback at KIT meeting
All deep dives are completed with final feedback on apprenticeship standards

Day 4

All activities completed 12.30– **last chance to get evidence to the team!!**
Inspectors complete their evaluation cards and ensure all lines of enquiry completed
14.00 Final Inspection team meeting and grading
15.45 Final Feedback – short meeting DfE/ESFA attend
16.30 All staff meeting

Teamwork makes the Dream Work

- Centre of DA team
- Faculty administrators
- Programme Leaders/Heads of Department/Tutors
- Skills Coaches
- Registry and Quality colleagues
- Student Services/HR
- IT Helpdesk/Security
- Catering
- And more.....



**Nothing will ever prepare
you for an Ofsted, but.....**



What data/information did they request?

Pre-arrival:

- Number of Learners on each standard – start and planned end date and place of work
- SEND and Functional Skills
- Timetables for the week of the visit including any progress reviews
- Latest SAR and QIP
- Contact details of each apprentices and line manager
- Safeguarding and Prevent policy
- Diagram of the organisation structure

During the visit (not limited to):

- Examples of Training Plans – all inspectors wanted to look at some from each standard
- Examples of Tripartite reviews
- Programme Documentation (handbooks)
- Destination of learners
- List of SU activities available and participation
- Career events and attendance/take up
- EPA results, QAR data and degree award data
- Attendance data
- Staff CPD records/LTD activities
- E.g of RPL applications and process
- Example of our Apprenticeship tracker (big spreadsheet!)

Cath's tips

- Preparation is key – the more you can do to prepare the better!
- Have your data ready!
- Do NOT be afraid to raise concerns with the lead inspectors – you should know your provision and defend it!
- Do NOT take things personally – this is not all on you!
- Chaperones – stick to your inspectors like limpets!
- Internal inspection team – always need more than you think
- Keep your base room away from the inspectors and have a quiet space
- Wear comfy shoes!
- Keep the pizza, cake and chocolates flowing!

Thank you!

Any questions?

