A picture containing logo

Description automatically generatedPerson Specification – Inspector

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| Qualifications | | Essential/ desirable |
|  | Qualified teacher**[[1]](#footnote-2)** | **E** |
|  | Degree, or equivalent | **E** |
|  | Other relevant study | **D** |

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| Essential Requirements | | Essential/ desirable |
|  | Have the permission of the chair of governors, the chair of directors or employer, where appropriate, to undergo all mandatory training and accreditation and undertake inspections | **E** |
|  | Be proposed for the role of an inspector by a diocese | **E** |
|  | Be willing and able to complete the mandatory training programme provided by the Catholic Schools Inspectorate | **E** |
|  | A commitment to ongoing mandatory training at diocesan, regional or national level | **E** |
|  | A commitment to the absolute requirement of confidentiality | **E** |
|  | Enhanced DBS check (including a barred list check for those inspectors, and only those inspectors, who will regularly carry out more than three days of inspection in any thirty-day period) and be registered on the Update Service | **E** |
|  | Be committed to, and publicly supportive of, diocesan policies and processes | **E** |
|  | Be willing and able to undertake a minimum of one inspection per term | **E** |
|  | Be prepared to lead an inspection when required | **E** |

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| Personal and professional attributes | | Essential / Desirable |
|  | Practising Catholic[[2]](#footnote-3) | **E** |
|  | Be one of the following in a fully compliant[[3]](#footnote-4) Catholic school judged to be good or better under both statutory[[4]](#footnote-5) and denominational[[5]](#footnote-6) inspection:   * 1. A current or recent[[6]](#footnote-7) holder of one of the posts[[7]](#footnote-8) required to be filled by a practising Catholic in the Bishops’ Memorandum [[8]](#footnote-9);   2. A current assistant head teacher;   Or be one of the following:   * 1. a current or recent6 holder of a relevant and equivalent high-level leadership or advisory position within a diocese or a Catholic academy company or trust;   2. In exceptional circumstances, an experienced inspector of Catholic schools who has attended all mandatory[[9]](#footnote-10) training, who has continued to be actively involved in Catholic education; | **E** |
|  | Can demonstrate a deep understanding of Catholic education | **E** |
|  | A strong personal commitment to Catholic education | **E** |
|  | A deep and secure knowledge of the National Framework for the Inspection of Catholic Schools, Colleges and Academies | **E** |
|  | Competence in IT and confident in using Microsoft Office, including formatting documents. | **E** |
|  | Ability to communicate effectively and sensitively, in writing and speech. | **E** |
|  | Express judgements clearly and robustly supported by strong evidence | **E** |
|  | Respect diversity, inclusion and equality | **E** |
|  | Communicate with clarity and honesty as an effective team member and deliver findings with conviction and sensitivity. | **E** |

***The Catholic Schools Inspectorate Application Form must be fully completed. The supporting statement should be clear, concise, related to the Inspector job description and person specification, and should not exceed 700 words in length.***

1. There is more than one means of ascertaining this, for example by holding DfE Qualified Teacher Status (QTS), by other equivalent or higher professional status, such as Chartered Teacher, or equivalent (including training-related qualifications) for further education and skills. For those dioceses who currently use experienced inspectors who lack this criterion, such inspectors may, at the discretion of the diocese, still be considered eligible until they retire from inspection. No new inspectors could be recruited that do not meet this criterion. [↑](#footnote-ref-2)
2. For applicants who are not clerics or religious, this will be ascertained by means of a priest’s reference. See *Appendix 4: Definition of a Practising Catholic.* [↑](#footnote-ref-3)
3. This means the school meets both the curriculum requirements of the Bishops’ Conference (see Appendix 7) and any requirements laid down by the diocesan bishop. [↑](#footnote-ref-4)
4. This includes inspections undertaken by Ofsted, Estyn or an approved inspectorate pursuant to any statutory power or duty or the requirements of any funding agreement or conditions. Please note, the judgement grade of predecessor schools would still stand after academisation, if an inspection has not occurred since the school academised. [↑](#footnote-ref-5)
5. Any person who is currently employed at a school that was not previously subject to a denominational inspection will not be eligible to apply as an inspector until the school has been judged to be good or better in their first Catholic Schools Inspectorate inspection. Please note, this does not apply to Sixth Form Colleges who did previously undergo denominational inspection as part of the Ofsted inspection, via use of a nominated inspector. [↑](#footnote-ref-6)
6. Recent means in the last five years. [↑](#footnote-ref-7)
7. This includes executive headship which is not defined in the memorandum. One or more of the schools for which an executive head is responsible may be judged to be less than good in its denominational or statutory inspection. In such a case, if the executive head was asked to take on a school which was already less than good, they may still be eligible to inspect, providing it does not impact on the school improvement work. If the school was judged to be less than good while the executive head was in post, then the eligibility criteria stands as it is, and they are not eligible to inspect. [↑](#footnote-ref-8)
8. <https://www.catholiceducation.org.uk/employment-documents/bishops-memorandum> [↑](#footnote-ref-9)
9. To be defined by Catholic Schools Inspectorate [↑](#footnote-ref-10)