



ISI Independent Schools Inspectorate

Thank you for your interest in training as a Reporting Inspector with ISI. Please read the information below and in the links provided carefully as they contain important details about how to apply and what you will need to provide by when.

We are pleased to inform you that applications are now being accepted for RI Initial Training which will consist of a three-day course held at the CIWEM Venue, 106-109 Saffron Hill, London EC1N 8QS. If invited to attend training, you will be required to complete pre-course reading and tasks within the three weeks prior to the course, and a post-course assessment within the following month.

The planned dates for this training are:

20th August 2019 - Joining instructions and pre-course tasks distributed

13th September 2019 - Deadline for pre-course task

17th September 2019 to 19th September 2019 – Face-to-Face Course (including overnight task)

11th October 2019 - Deadline for post-course assessment

Please ensure you allow sufficient time to undertake all aspects of this training. Failure to complete any part of the training by the deadline provided, or to attend the full three-day course, will result in withdrawal. Applications will not be carried forward and trainees who are unable to complete the training will need to sign up again to the mailing list to be notified the next time recruitment opens. ISI training is needs-based, so not every type of inspector training is run in any given year.

Minimum Requirements

Successful applicants are likely to have experience of at least one of the following:

- A successful track record in ISI inspections as a team inspector
- Experience as one of Her Majesty's Inspectors (an HMI), an Ofsted Inspector, or in an equivalent role for Estyn, Education Scotland and similar bodies.

The following attributes are essential requirements:

- Familiarity with the regulatory requirements in place for independent schools including EYFS
- Proven record of successful senior leadership in schools
- Clear understanding of, and commitment to, safeguarding children and young people
- Ability to analyse, gather, record and use evidence to make sound judgements
- Strong oral and written communication skills

- Ability to lead a team with varied experience and backgrounds
- Excellent organisational skills with the ability to prioritise and meet deadlines
- Ability to report inspection findings fairly and robustly to specified quality standards
- Competent user of standard software applications including Microsoft Office
- Ability to work flexibly and independently
- Strong interpersonal skills; able to build and sustain positive relationships in challenging circumstances
- Ability and willingness to commit to at least three inspections per year (once per term), which includes significant time for preparation and report writing beyond the actual inspection
- Ability and willingness to undertake travel to locations across the whole of England
- Ability and willingness to commit to face-to-face and remote training and assessment as laid out in ISI's Reporting Inspector Recruitment and Deployment Policy

In addition, RIs need to demonstrate flexibility, diplomacy and a sense of humour.

Please do bear in mind that fulfilling these requirements is not a guarantee of acceptance to any inspector training course, as all application rounds are competitive within that application pool. Due to the high number of applications, we regret that we shall be unable to give individual feedback.

Reporting Inspectors are expected to attend regular refresher training in safeguarding and, in addition, you will need to be available to attend annual update training (usually at the beginning of the autumn term) and the annual two-day RI conference.

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Recruitment checks

All recruitment checks must be completed, including a DBS in progress, within four weeks of receiving notification your application has been successful. The window for recruitment checks is **21st June 2019 to 9th August 2019**, please ensure you have your documents ready and your referees are available.

Recruitment checks include:

- Identity
- Right to work in the UK
- Enhanced DBS checks with barring information
- Prohibition from Teaching
- Prohibition from Management
- Medical fitness
- Qualifications
- References
- For serving applicants: authorisation from head/governing body

If these checks are not completed by **9th August 2019**, your application will be withdrawn.

Please review the following documents carefully:

[Reporting Inspector Recruitment and Deployment Policy](#)

[Inspector Recruitment Checks - RI](#)

And then follow the link below to apply:

[Reporting Inspector Application 2019](#)

Please note that applications need to be submitted by 17.00 on **Friday 12th July 2019**. All applicants will be notified of the outcome of their application by **Friday 26th July 2019**. Due to the high number of applications, regretfully we are unable to give individual feedback.

If you require any further information please contact training@isi.net.

Best wishes,

ISI Training Team



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