

To Solihull providers who are early years and childcare registered and schools

**CHILDREN'S SERVICES AND SKILLS**

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Your Ref:

Please ask for: Lisa Morris or your attached adviser

Our Ref: LM

Date: September 2019

Dear Setting Lead

**Solihull Early Years and Education Improvement Service  
Setting Improvement Visit – Joint Evaluation 2019/2020**

We are writing to inform you of this year's joint evaluation visit. The purpose of this visit is to enable the setting leads to jointly evaluate the provision with an early years adviser, and determine strengths and on-going support needs.

The visit will last approximately 90-120 minutes. It will take place on a day and at a time that is convenient for you. The early years adviser who is allocated to your setting will contact you to arrange a visit.

*Schools are required to opt in to a visit by contacting [eyenquiries@solihull.gov.uk](mailto:eyenquiries@solihull.gov.uk) by October half term (25.10.19).*

The visit will be tailored to the registration requirements of each setting. The solgrid webpages outline settings that we are prioritising for visits this year and our setting improvement approach. All documentation relating to the visit and further information about our setting improvement approach are found at: [www.solgrid.org.uk/eyc/support](http://www.solgrid.org.uk/eyc/support)

The visit will include a focus on *personal development, behaviour and attitudes* and how you keep your children safe and well.

Suggested preparation for the visit is outlined below.

To discuss this further, please contact a member of the team by telephone on 0121 704 6150 or [eyenquiries@solihull.gov.uk](mailto:eyenquiries@solihull.gov.uk).

Yours sincerely



Clair McNeill  
**Head of Solihull Early Years and  
Education Service**



Lisa Morris  
**Senior Education Improvement Adviser**

**Early Years Advisers:**

Vicki Abrahart, Jayne Draper, Wendy Hillier, Rachel Painter

## Appendix 1: Supporting preparation for your visit

Preparation for the visit – contact enquiries as a school to ‘opt-in’ or your attached adviser if you are a setting requiring an early visit. Otherwise your adviser will contact you during the year	
Considerations:	Further information:
Reflect on the requirements of your registration	Early Years Foundation Stage and Ofsted registration documents - <a href="http://www.solgrid.org.uk/eyc/support/">http://www.solgrid.org.uk/eyc/support/</a>
Revisit your most recent Ofsted report and the last adviser note of visit	List any questions/ discussion areas you would like to reflect on.
Look at the relevant documents, including the blank adviser note of visit, <a href="http://www.solgrid.org.uk/eyc/support/">http://www.solgrid.org.uk/eyc/support/</a>	Be prepared to discuss the aspects outlined in the note of visit– <i>personal development, behaviour and welfare</i>  Group based settings may want to discuss this with their leadership team.
<p><u>For EYFS provision</u> consider the focus for your <b>joint evaluation activity</b> – <i>personal development, behaviour and attitudes, and how you keep children safe and well.</i></p> <p>Suggestions include:</p> <ul style="list-style-type: none"> <li>•Behaviour and attitudes: learning walk to observe characteristics of effective learning or a behaviour audit</li> <li>•Personal development: reflect on the emotional environment or transition arrangements to support well-being</li> </ul> <p>For group settings consider who, in the senior leadership team, needs to be released to join the discussion.</p>	<p>The visit outline:</p> <ul style="list-style-type: none"> <li>• <b>A walk around the provision</b> to discuss any changes or as part of a ‘joint evaluation activity’ – as applicable</li> <li>• <b>A joint discussion</b> using the EYFS and the Ofsted evaluation criteria or the registration requirements for the setting</li> <li>• <b>A review of the last visit report</b> and any further developments</li> <li>• <b>A ‘joint evaluation activity’ for EYFS provision</b> – you may want to discuss options for this with your adviser.</li> </ul> <p>Consider evidence you might share during the visit.</p>
You will be asked to comment on the visit, and its usefulness, as part of our LA self-evaluation	Consider the suggested focus of the quality of education and leadership for the 2020/2021 visit