**RE inset: Preparing for succession**

Meet to discuss role of RE leader and systems in place.

Pass on RE file:

* RE policy: aims and focus
* Successes , challenges and next steps
* Statistics/information regarding religious/non-religious beliefs of pupils
* Curriculum: units taught by each year group
* RE resources: audit, list and systems in place for their use
* Information from SACRE: meetings/documents/self- evaluation forms
* Guidance from Ofsted
* Examples of pupils’ work, lesson evaluations, photos of displays
* Issues/controversies: eg. Guidance for Muslim pupils and Jehovah witness
* Agreed special days
* Trip letters/contacts with external agencies
* Budget
* Useful research information

**Monitoring**

* Book look: Success criteria in line with school policy. Examples of work
* Pupil survey: Example of template , completed surveys and written feedback
* Lesson observation: criteria for observation and guidance from Ofsted
* Assessment: How you assess and frequency
* Teacher’s survey: Examples