## Documents to be provided in the inspection team base

Please provide the following information in the PV inspection team base on first day of the PV. THERE IS NO NEED TO SEND THE ADDITIONAL INFORMATION IN ADVANCE.

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|  | Item | ✓ |
| 1 | Three copies of the completed self-evaluation summary (Template 3) |  |
| 2 | Three copies of the draft timetable (Template 5) |  |
| 3 | One copy of the completed safeguarding/ child protection pro forma. (Template 4) |  |
| 4 | One copy of your most recent published or working draft of your CLD plan |  |
| 5 | One copy of relevant committee reports relating to progress with your CLD plan such as an annual report |  |
| 6 | Information used to monitor and evaluate performance, including the quality of CLD provision and its impact on learning, development and achievements. Information about performance over time, including progress against CLD Plan. Authority wide attainment and achievement trends and any available benchmarking data that relate to CLD. |  |
| 7 | Information relating to training and development for example, training records demonstrating that all staff and volunteers regularly undergo child protection and safeguarding training. (Please see safeguarding self-evaluation) |  |