

[Home](#) > [Short inspections of further education and skills: guidance for providers](#)



Contents

- [1. About short inspections](#)
- [2. Information you may need to share with inspectors](#)
- [3. Seeking the views of learners, employers, parents, carers and staff](#)
- [4. More information about further education and skills inspections](#)
- [5. Your views on the inspection](#)
- [6. Privacy notice](#)
- [7. Contact us](#)

1. About short inspections

A short inspection will be carried out by one or more inspectors over 1 or 2 days, depending on the size and type of provider.

Inspectors will start a short inspection assuming that the provider remains good. They will test this during the short inspection through their inspection activities and talking to leaders, managers and governors.

Ofsted will judge whether or not:

- the provider continues to provide a good standard of education/training for learners

safeguarding is effective

The report will record the 2 main judgements and summarise the findings of the short inspection.

A short inspection report will not:

- make individual graded judgements
- change the provider's overall effectiveness grade

Inspectors will trigger a full inspection in any of the following situations:

- they do not have enough evidence that the provider remains good
- there are concerns about effectiveness or safeguarding
- there is enough evidence of improved performance to suggest that the provider may be outstanding

2. Information you may need to share with inspectors

Providers are not expected to prepare anything extra for inspectors, but should make the following documents available to inspectors (where relevant):

- lists of learners, their types of provision, subject areas and locations
- lesson/session/workshop timetable information, staff list
- the current self-assessment report or equivalent and any evaluation of the impact of actions taken to date
- recent data on learners' outcomes, performance and progress
- lists of employers and subcontractors

If any of the information is available before the inspection, you can upload them to the inspection portal. The notification of inspection letter includes instructions on using the portal.

3. Seeking the views of learners, employers, parents, carers and staff

Providers should remind learners, employers, staff and parents and carers about the following surveys before the inspection starts:

- [Learner View](#)
- [Employer View](#)
- a questionnaire for parents and carers – Ofsted sends out this link
- a questionnaire for the provider's staff to give their views (see the questions we will ask)

4. More information about further education and skills inspections

The '[Further education and skills inspection handbook](#)' explains how we carry out inspections and the judgements that are made by inspectors. Please see the section on short inspections at the end of Part 1.

The '[Common inspection framework](#)' sets out the principles that apply to inspection and the main judgements that inspectors make.

5. Your views on the inspection

After the inspection, we will ask for your views on the inspection process, including any impact that it may have in making improvements.

We will use your responses to help keep us informed about the quality and impact of inspections, and help guide us in reviewing and improving the inspection process.

6. Privacy notice

Any information we gather during the inspection will be used as set out in [our privacy notice](#).

7. Contact us

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[Contact Ofsted](#)

[Contents](#)

Is this page useful? [Yes](#) [No](#)

[Is there anything wrong with this page?](#)

Services and information

[Benefits](#)

[Births, deaths, marriages and care](#)

[Business and self-employed](#)

[Childcare and parenting](#)

[Citizenship and living in the UK](#)

[Crime, justice and the law](#)

[Disabled people](#)

[Driving and transport](#)

[Education and learning](#)

[Employing people](#)

[Environment and countryside](#)

[Housing and local services](#)

[Money and tax](#)

[Passports, travel and living abroad](#)

[Visas and immigration](#)

[Working, jobs and pensions](#)

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[How government works](#)

[Departments](#)

[Worldwide](#)

[Publications](#)

[Announcements](#)

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