



هيئة جودة التعليم والتدريب  
Education & Training Quality Authority

# SCHOOL LEADERS COMMON QUESTIONS AND ANSWERS



## School Leaders Questions

**1. How long is the period between two consecutive school reviews?**

The school will be reviewed once every three years, except for schools with 'Inadequate' performance that are visited for one day (Monitoring visit) after 6-12 months from the review.

**2. What criteria and procedures do reviewers implement to reach judgments?**

The review team follows specific criteria when reaching judgments in accordance with the Education and Training Quality Authority (BQA) Schools Review Handbook, published on the website, which can be viewed via the following link:

[Publication - Manuals \(bqa.gov.bh\)](http://www.bqa.gov.bh/Publication-Manuals)

**3. Who conducts the review?**

A professional and well-trained team, of education professionals, accredited by BQA and international authorities.

**4. Is the school review report published? And where can we get it?**

Yes, BQA publishes the Review reports of all government and private schools on the website, which can be viewed via the following link:

<https://www.bqa.gov.bh/en/Reports/SchoolsReports/Pages/Report.aspx>

**5. How does the review process work? What aspects of schoolwork are being evaluated?**

All review processes and efforts are focused on the growth and development of students, and various aspects of schoolwork. They are evaluated through clear mechanisms and procedures linked to the Schools Reviews Handbook, such as observing lessons, scrutinising students' work, analysing results, conducting interviews and inspecting school facilities and their use.



**6. Will any support be provided to the school after the review process in order to bring about the desired change?**

After the review process, the school can benefit from the given recommendations, as well as BQA's comments on the post review action plans that the school submits. In Government schools, support will be provided by the MoE and in private schools this is led by the Board/Owners.

**7. How will the review process affect teachers and school staff?**

Teachers and school staff will see and meet reviewers during the review, but their normal working day/ practices should not be impacted. We will ask to speak to staff about their experiences in the school at the teachers' meeting, and in some cases, small groups or 1 to 1 meeting.

**8. Does the school review consider the opinions of parents, students and staff?**

Yes, the review process provides the opportunity for teachers, parents and students to express their opinion before the review through an electronic questionnaire, in addition to a meeting with some representative of staff members, students and their parents during the review visit.

**9. Can the school express its opinion after the review is completed?**

Yes, the school's leadership view is surveyed after the review regarding the accuracy of the report and the review process in general.

**10. What support is provided to the school in preparation for the review?**

BQA provides several channels of support for the schools before the review visit, such as providing a copy of the Schools Reviews Handbook on the website, an electronic training package for principals and teachers and the pre-review discussion session with the school's leadership during which questions and queries are answered.



**11. How can the school leadership be sure that the review process is fair and neutral?**

The review team depends on specific criteria within the Schools Reviews Framework against which the work aspects are judged. Additionally, an impartial team with a high degree of professionalism and training is selected to conduct the review as well as the review process being subject to continuous quality assurance procedures.

**12. How do the school reviews consider the individual needs of students, such as students with special educational needs?**

The review team follows up and evaluates the school's leadership role and awareness on this matter, such as following up on diagnosing students with special educational needs, planning to support them, following up on their academic programmes, progress, and communicating with their parents periodically.

**13. How does the review team consider the school's facilities and resources?**

The Schools Reviews Handbook focuses on facilities and resources in terms of the effectiveness of their use and the review of school's procedures when resources are missing. The review focuses on the use and impact of resources not the resources themselves.

**14. Are there any confidential matters that must be considered during the school review?**

Yes, there are many aspects that the review team deals with in complete confidentiality in accordance with BQA's policies and procedures, while maintaining the privacy of all stakeholders.



**15. How does the school review results develop the school's overall performance?**

The school can build on the review recommendations, the main positive features and those that need improvement in its efforts to develop the school, all of which are highlighted in the daily feedback sessions and the Review Report.

**16. Are there any documents to be submitted after completing the review and receiving the report?**

The school is expected to submit an action plan after the review visit to BQA based on the recommendations, in which it clarifies the timeframe for implementation with realistic, measurable performance indicators.