How do state-funded secondary schools and teachers in England perceive and implement the ‘fundamental British values’ agenda?

**Lost in Translation**

Participant Document Analysis Information

**What is document analysis?**

This information sheet will help you understand the type of documents we are interested in looking at.

We are collecting documents from you so that we can explore the formal approaches that your school takes in its provision to promote ‘Fundamental British Values’ (FBV). **The important consideration when collecting these documents is that it is official; it has been sanctioned.**

Below you will see the type of documents we have collected so far and you will see documents that we would be interested in exploring and collecting before the interviews take place on the second visit to your school.

**Documents collected so far**

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| --- | --- | --- |
| **Current School Policies** | **School Website Information** | **Ofsted Reports** |
| The current policies collected were taken from your school website. These policies were then uploaded onto a secure, password protected programme called NVivo. | Content from your school website was collected and was uploaded onto a secure, password protected programme called NVivo. | Current and previous Ofsted reports post 2014 were collated from the Ofsted website. All Ofsted reports were uploaded onto a secure, password protected programme called NVivo. |

**Documents we would like to see**

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| --- | --- |
| 1. **Other Current School Policies**
 | 1. **Previous School Policies**
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| These are policies that are not publically available but still in use within the school. | These are policies that are not current (i.e. have been superseded by new/revised policies), but which date from no earlier than 2014. |

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| 1. **Documents related to the promote of ‘Fundamental British Values’**
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| **Examples could be related to:** |
| * The Curriculum *(Curricular/Cross-Curricular/Extra-Curricular)*
* Leadership and Management
* Staff Training and CPD
* School Demographics
* Pupil Voice
* Wider School Community
 | * Learning Environment
* Parents and Carers
* Whole School Ethos
* Whole School Staff
* School Culture
* **Anything else that is related to FBV**

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| **Example of these documents may include things like:** |
| * Lesson plans\* (*This could include subject specific plans i.e. English, Maths, Science, History, PSHE etc. or cross-curricular plans)*
* Any documentation relating to SMSC
* Schemes of Work
* Staff training/CPD records
* Websites the school uses for training
* Training materials
* Student/School council minutes
* Accreditation documents (i.e. Values-based Education Quality Mark etc.)

\*Ideally it would be good to see around 5 lesson plans which have a particular focus on at least 1 or more of the four values. Additionally, it would be good to see at least one lesson plan that encompasses all of the FBV’s. | * Assembly plans
* School trip documentation/plans
* Displays around school
* Guest speakers/visitors documentation
* Anti-bullying and diversity documentation
* Classroom rules/code of conduct
* Collective worship planning
* Student workbooks/textbooks
* **Or any other document which is related to the promotion of FBV**
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