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**Document 3: AWARD CRITERIA**

1. All applicants are required to meet the Maths Hub Eligibility Criteria as outlined in Section A. On submitting an application, we will check your nominated Lead School Performance Data with that held by the Department. If you do not meet the eligibility criteria your application will not be reviewed.
2. Eligible applicants will then be assessed through a two-part evaluation process.
	* Part 1 – Application stage
	* Part 2 – Interview
3. Part 1 is an assessment based on 10 questions outlined in Section B, plus provision of applicants most recent Financial Statement or Financial Accounts. Applicants are advised to read through all documents regarding this procurement on the Jaggaer eTendering Portal before submitting your response. The questions will assess applicant’s experience on the following themes:
	1. Mathematics credibility and capacity
	2. Leadership credibility, capacity, and commitment
	3. Building leadership capacity
4. Applicants are required to complete all sections in the award criteria response templates, Documents TQ1- TQ10 by providing an answer for each question explicitly and to provide the most recent Financial Certificate or Financial Accounts as an attachment at reference SQ1. References to answers in other questions/sections may not be considered and could result in a lower score being applied. Once completed, please upload the documents to the Jaggaer eTendering Portal for evaluation before the deadline.
5. Each question will be scored out of 5 using the scoring scale outlined in Section C below. The Financial Certificate or Financial Accounts will not be scored, however, if these show risk of financial distress, then the Department reserves the right to exclude applications or to seek further assurance. The final application score will consist of all the scores added together with the potential to achieve up to a maximum of 50 marks in total. Please note that the DfE, may at its absolute discretion, refuse to consider your application further if you receive a score of 2 or less on any individual question.
6. Any word limits specified must be adhered to and material in excess of these limits will not be evaluated. Please only upload the information requested and where directed to do so. Any additional documentation will not be evaluated.
7. All applications must be submitted to the DfE Jaggaer eTendering Portal by **10am**, Greenwich Mean Time (GMT) on **Wednesday 6 December 2023.**
8. The applications will be evaluated by a panel of at least three people, including from the Department for Education and the National Centre for Excellence in the Teaching of Mathematics (NCETM).
9. Evaluators cannot take into account previous knowledge of your School/Trust unless it is included in the application, therefore please ensure all responses are explicit about outcomes you have delivered and provide clear evidence and examples of your skills and experience and not rely on a potential opportunity to expand upon your written responses at the interview stage.
10. The Department may, at its discretion, carry out due diligence checks and seek independent advice to validate information declared, or to assist in the evaluation.
11. The top two scoring applicants at application will be invited to an online interview with the evaluation panel which will take place on **14 and 15 December 2023**. This will form Part 2 of the recruitment process. You will need to make sure you and your team are available on at least one of these dates.
12. The interview will be evaluated by a panel of at least three people from the Department and NCETM. The interviews will consist of a 15-minute presentation from the applicant followed by 25 minutes of questions from the panel. The presentation and questions will also relate to the three themes mentioned above in paragraph 3 and will be scored and evaluated according to the scoring scale in Section C. The final score will consist of the presentation and question scores added together with the potential to achieve up to a maximum of 35 marks in total.
13. Further guidance on the interview process can be found in Document 8 Guidance for interview. Please note that the DfE may, at its absolute discretion, refuse to consider your application further if you receive a score of 2 or less on any individual questions during interview.
14. The position of Maths Hub Lead School/College/Trust will be awarded to the applicant with the highest score from the interview process.
15. The Department reserves the right to withhold awarding the grant if no applicant meets an expected standard (no score of 2 or less on any individual question) at applications or interview or in the event of a change of Government or in policy direction.

**Section A:** **Maths Hub Lead School Eligibility Criteria**

A trust can be named as the lead grant receiving entity accountable for the Maths Hub, however, there must still be a named school within the trust that is within the hub’s geographical area that meets the eligibility criteria as set out below.

1. **Lead school: primary school**
2. Must be state funded.
3. Must be rated Outstanding or Good at the latest Ofsted inspection.
4. Must have a phonics score of above national average by the end of Year 2 for at least one of the last two years.
5. Must be above the national average (for Key Stage 2) in two of the past three years in:
* Reaching expected standards in mathematics, and
* Mathematics progress, and / or
* Mathematics progress for disadvantaged pupils.

**2) Lead school: secondary school**

1. Must be state funded.
2. Must be rated Outstanding or Good at the latest Ofsted inspection.
3. Must have EBacc entries above 45% for at least one of the last two years.
4. Must be above the national average (for GCSE) in two of the past three years in:
* Mathematics attainment (achieving grades 9-4), and
* Mathematics progress, and/or
* Mathematics progress for disadvantaged pupils.

**3) Lead school: Post-16 institution** (applied to providers who offer exclusively 16-19)

1. Must be state funded.
2. Must be rated Good or Outstanding at the latest Ofsted inspection.
3. Must have a combined entry volume of 115 students for A Level Maths and/or Core Maths
4. Percentage of students achieving A\*-C in A Level Mathematics must be above the national average in two of the past three years (where applicable with schools delivering qualification), and;
5. Be above the national average in two of the past three years for at least one of the following:
	* + Percentage of students achieving A\*-C in A-level further mathematics and / or
		+ Percentage of students achieving A\*-C in Core maths and / or
		+ Progress of level 2 students taking GCSE resits

(September 2022)

**Section B – Assessment questions at application**

Each question will be scored out of 5 using the scoring scale outlined in Section C below. Question scores will be added together to provide a final score, with the potential to achieve up to a maximum of 50 marks in total.

## Maths credibility and capacity

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| **TQ1** | **Improving mathematics outcomes:** Provide at least two high impact examples, over the past two years, of support for improving outcomes in mathematics beyond the proposed Lead School. Include evidence of reach and impact. *(250 words maximum)* |
| **TQ2** | **Maths workforce development:**Provide at least two high impact examples, over the past two years, of support for maths workforce development within the proposed Lead School. Include evidence of impact. *(250 words maximum)* |
| **TQ3** | **Teaching for mastery:**Explain how the school/college/Trust demonstrates its strong commitment to Teaching for Mastery as advocated by the NCETM and Maths Hubs. *(250 words maximum)* |

## Leadership credibility, capacity and commitment

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| **TQ4** | **Senior leadership expertise:**Provide evidence of the nominated senior leadership link’s track record for building, facilitating and evaluating partnerships and networks. *(250 words maximum)* |
| **TQ5** | **External project financial accountability**:Provide evidence of a strong track record of taking accountability for funding and contracting other schools/organisations to deliver projects, including value for money, appropriate use of public funding, and impact. *(250 words maximum)* |
| **TQ6** | **Operational management infrastructure**:Provide evidence of a strong track record for building operational management infrastructure for projects including management of projects, communications, finance, and data. *(250 words maximum)* |
| **TQ7** | **School/trust leadership commitment**:Provide a short statement from the headteacher/principal demonstrating both the school’s commitment and motivation for taking on this system leadership role in mathematics. *(200 words maximum)* |

## Building leadership capacity

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| **TQ8** | **Experience of building collaborative leadership partnerships with other schools and school groups**: Provide evidence of building leadership partnerships with other schools to bring about wider system impact. Explain how you influenced change and the different approaches and methods you used to achieve system leadership. *(250 words maximum)* |
| **TQ9** | **Developing leadership capacity:**Provide evidence of your work in developing mathematics leaders that can work beyond their own institution to support leaders and teachers in other schools (e.g. local leaders of mathematics education; Maths SLEs; Trust Maths Leads; Maths Lead Practitioners). *(200 words maximum)* |
| **TQ10** | **Engagement with the Maths Hubs Programme**:Provide evidence of your track record in engaging with and contributing to the work of the Maths Hub. *(200 words maximum)* |

**Qualification question SQ1**:

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| Please upload your most recent Financial Certificate or Financial Accounts | Should Accounts or Financial Certification show risk of financial distress then the Department reserves the right to exclude an application or to seek further assurance. |

**Section C:** **Scoring Scale for the application and interview questions and subsequent presentation.**

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| **Assessment** | **Application / Interview question marks** | **Presentation marks** | **Criteria** |
| Excellent | 5 | 9-10 | A comprehensive and excellent response that answers the question/key points over and above the requirement and provides evidence to demonstrate that the applicant has the knowledge, experience, capability, resources, and capacity to deliver as a Maths Hub lead. Demonstrates an excellent understanding and high level of confidence with no concerns or omissions identified with evidence that the applicant can meet the requirement in full and to a high standard.  |
| Good | 4 | 7-8 | A good response that fully answers the question and/or addresses all the key points and provides evidence to demonstrate that the applicant has the knowledge, experience, capability, resources and capacity to deliver as a Maths Hub lead.Demonstrates a good understanding and level of confidence. Full and relevant evidence is provided to support the response and explain how the applicant will satisfy the criteria in full. |
| Satisfactory | 3 | 5-6 | The response answers the question/key points and demonstrates a satisfactory understanding of the requirements and provides evidence that that the applicant has the knowledge, experience, capability and resources to deliver as a Maths Hub Lead School, but the response may lack some clarity or detail.Relevant evidence is provided to support the response. Lack of clarity and any missing evidence or detail is only minor. |
| Poor | 2 | 3-4 | The response does not answer the question in full and/or fails to address all the key points or provide relevant evidence to demonstrate that the applicant has the knowledge, experience, capability, resources or capacity to meet the requirement.Demonstrates a lack of understanding or confidence. The response includes concerns or omissions that are considered to present a risk or would have an impact on service delivery that would require external intervention to manage or resolve. |
| Unacceptable | 1 | 1-2 | The response does not answer the question and/or fails to address key points or provide relevant evidence to demonstrate that the applicant has the knowledge, experience, capability, resources or capacity to deliver as a Maths Hub Lead School.Demonstrates no understanding or confidence, and the response includes concerns or omissions that would have an impact on delivery that would require significant external intervention to manage or resolve before commencement of programme. |
| No answer given | 0 | 0 | No answer provided |