# **RRSA Gold ACCREDITATION/reaccrediation**

# **visit Request Form**

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| **Name of school:** | **Local authority:** |
| **Number of pupils on roll:** | **Type of school:** |
| **Name of RRSA Lead:** | **Email address of RRSA Lead:** |
| **Name of headteacher:** | **Email address of headteacher:** |
| Please list 3 possible dates for your Gold Accreditation/Reaccreditation visit. Please note that accreditations book up quite far in advance, particularly for the summer term, so please try to book at least a term ahead. | |
| Some Gold Accreditation/Reaccreditation visits are now being carried out in-person and some virtually, depending on several factors. We will let you know when your date is confirmed whether your visit will be in-person or virtual, via Teams.  If you have a firm preference, please state this here: | |

**Preparing for your visit**

Once we allocate you a date you will be sent an email confirmation, a Teams meeting invite to hold the date and a secure link to a folder where you can upload your evidence. Further information about Gold Virtual Accreditation visits can be found [here](http://www.unicef.org.uk/rights-respecting-schools/getting-started/gold/gold-accreditation-visit/). Please do check our downloadable templates for the documents below. You can find these on the [Gold forms and guides page](https://www.unicef.org.uk/rights-respecting-schools/resources/teaching-resources/rrsa-forms-and-guides/gold-forms-guides/). We will ask you to submit the documents below at least **two weeks** ahead of your accreditation date:

1. Your completed evaluation form
2. Your PPT of supporting evidence
3. Your Questionnaire findings form
4. Your programme for the visit.

If you need to contact us in the lead up to your visit about the visit itself or any aspect of your work on RRSA, contact your Professional Adviser.

**Gold Reaccreditations**

If your school is being reaccredited at Gold, please contact your Professional Adviser to check which paperwork to complete as some schools may be able to use the Sustaining Gold paperwork.

**Payment**

Gold accreditation visits are included in our [RRSA Membership scheme](https://www.unicef.org.uk/rights-respecting-schools/about-us-new/rrsa-membership-model-important-information-for-schools-already-working-with-us/). Schools pay £2 per pupil per year.\* Your Professional Adviser will check that your dates fall within your current subscription period and will be in touch if necessary.

\*Unless your school is a state school in Scotland or another region with a funding arrangement such as Jersey and Guernsey, London, Manchester, Cardiff or Cornwall.