

Instructions to schools seeking AWSNA and ACS-WASC accreditation

Prepared by AWSNA Accreditation Office, August 2017

Schools seeking both AWSNA and ACS-WASC accreditation must meet the accreditation criteria of both agencies. The school's self study report will follow the format of the ASC-WASC *Focus on Learning (FOL)*. The school will also use the current *AWSNA Accreditation Guide* to complete specific sections of the AWSNA self study guide.

From the AWSNA self study guide (Year 2 section of the *Accreditation Guide*) schools must complete the following sections:

- A1: Declaration of the school's mission and identity
- A2: Description of how the AWSNA Principles are living in the school
- A3: Completed Principles assessment form
- B1: Response to Policies and Practices #1 and #2
- B2: Completed Policies and Practices Inventory
- B3: supplementary documents – not required beyond what is provided according to the ACS-WASC protocol
- B4: Policies and Practices Assessment form
- C1: Summary of the school's major strengths and challenges
- C2: Description of priorities for future work
- C3: Summary of self study process

A3, B2, and B4 are forms to be completed by the school and/or the visiting team.

The other elements are narratives and may be included as a supplement to the FOL report or embedded in the FOL report, or a combination of the two. For example,

- A1: (Mission and Identity) may be embedded in FOL A1 (School Purpose).
- A2: Principle 3 (Educational Program) may be embedded in FOL Category B (Curriculum, Instruction, Assessment)
- A2 – Principle 7 (Collaboration in leadership) may be embedded in FOL A2 (Governance)
- C2: Priorities for future work may be embedded in FOL proposed schoolwide action plan. Must include any principle or policy area rated as "aspiring" or "weak".

If the school chooses to embed its responses to any of the AWSNA criteria in the FOL report, it must provide an index or alignment table so members of the AWSNA Accreditation and Review Committee can readily locate the relevant sections. The questions in the AWSNA self study guide (including A2(d)) must be addressed whether the narratives are embedded in the FOL or included as a separate supplement.

If you have questions, please contact the AWSNA Accreditation Office.