



ISI Independent
Schools
Inspectorate

Progress Monitoring Inspection Report

Westbourne School

September 2022

School's details

School	Westbourne School			
DfE number	373 /6001			
Registered charity number	529381			
Address	Westbourne School 60 Westbourne Road Sheffield South Yorkshire S10 2QT			
Telephone number	0114 2660374			
Email address	admin@westbourne.school.co.uk			
Headteacher	Mr Chris Hattam			
Chair of governors	Mr Dorrien Peters			
Age range	3 to 16			
Number of pupils on roll	386			
	EYFS	28	Juniors	128
	Seniors	230		
Date of inspection	27 September 2022			

1. Introduction

Characteristics of the school

- 1.1 Westbourne School is an independent co-educational day school located in the Broomfield area of the city of Sheffield. The school currently occupies three sites, located close to each other. It is a charitable trust administered by a board of governors. The school has 140 pupils who require support for special educational needs and/or disabilities (SEND), of whom 4 have an education, health and care plan. There are 40 pupils who speak English as an additional language (EAL). A new headteacher was appointed in September 2022. The school's previous inspection was a focused compliance and education quality inspection in January 2022.

Purpose of the inspection

- 1.2 This was an unannounced progress monitoring inspection at the request of the Department for Education (DfE) to check that the school has fully implemented the action plan submitted following the compliance inspection on 25 to 28 January 2022. The inspection focused on the school's compliance with the Education (Independent School Standards) Regulations 2014 (ISSRs) and the requirements of the Early Years Statutory Framework.

Regulations which were the focus of the inspection	Team judgements
Part 3, paragraph 7 (safeguarding)	Not Met
Part 4, paragraph 18 (checking of members of staff)	Met
Part 4, paragraph 19 (checking of supply staff)	Met
Part 4, paragraph 20 (checking of proprietor and governors)	Met
Part 4, paragraph 21 (single central register of appointments)	Met
Part 6, paragraph 32(1)(c) (provision of information)	Met
Part 8, paragraph 34 (leadership and management)	Not Met

2. Inspection findings

Welfare, health and safety of pupils – safeguarding [ISSR Part 3, paragraph 7]

Safeguarding policy

- 2.1 The school meets the requirements.
- 2.2 The school has an appropriate policy for safeguarding which provides suitable arrangements to safeguard and promote the welfare of pupils at the school.

Safeguarding implementation

- 2.3 The school meets does not meet the standard.
- 2.4 Safeguarding arrangements are not implemented effectively in all areas. Those measures specific to the EYFS operate appropriately, including checks of disqualification from childcare. There is appropriate support for pupils' needs. Staff listen to children and take appropriate and timely action when they raise concerns. All staff have received suitable training on the recent changes in statutory guidance and online safety. When new staff are appointed, they complete a satisfactory induction process to ensure they understand their safeguarding responsibilities. All staff are suitably familiar with *Keeping Children Safe in Education* (KCSIE) Part 1 and Annex B. The designated safeguarding lead (DSL) and deputy have sufficient status and authority to undertake their roles. They have the appropriate level of training, which is in line with local procedures. The DSL provides regular updates to all staff and opportunities for discussion on any changes to safeguarding policies and their implementation.
- 2.5 Staff throughout the school demonstrate a full understanding of their day-to-day safeguarding responsibilities outside areas of staff recruitment, including the welfare of pupils with SEND. Staff, including those in the EYFS, are clear on the procedures for reporting any concerns about pupils and do so appropriately. They are fully aware of the types of child-on-child abuse that can occur and the need to react to and report such behaviours. Appropriate and detailed records of any safeguarding concerns are maintained. These show timely and appropriate liaison with both parents and local agencies, including the local multi-agency safeguarding hub (MASH). Scrutiny of the recording of safeguarding incidents demonstrates that any incidents are analysed effectively.
- 2.6 The implementation of staff recruitment procedures has improved since the previous inspection but still lacks sufficient rigour. Not all the required checks of adults appointed to work at the school since the previous inspection have been completed accurately and in a timely manner. This fails to ensure that all aspects of safeguarding are met satisfactorily or fully reflect the statutory guidance in *KCSIE*. Staff have begun work before disclosure and barring service (DBS) checks have been completed without an adequate assessment of risk being undertaken. Checks against those barred from working with children have not been completed in all cases before staff begin work. The school does not ensure that at least two satisfactory references are received for all staff before they start work at the school.
- 2.7 Very recent changes, which have strengthened the monitoring of recruitment processes, had enabled these deficiencies to be identified in retrospect prior to the inspection. Appropriate changes in expectations of those implementing recruitment checks are in place.

Suitability of staff, supply staff and proprietors [ISSR Part 4, paragraphs 18–21]

- 2.8 The school meets the standards.

- 2.9 Since the previous inspection, the school now undertakes appropriate checks, as reported under Part 4 of the ISSRs, on the suitability of staff, volunteers and governors. The deficiencies identified above are reported under Part 3.
- 2.10 Checks on the medical fitness of staff have been completed before they commence working at the school. The staff recruitment policy has been updated and reflects the current requirements. Senior leaders and governors have monitored the recruitment process effectively since September 2022. They understand that although suitable systems and checking processes are now in place, these need continued focus to ensure that recruitment processes remain robust.

Provision of information [ISSR Part 6, paragraph 32(1)(c)]

- 2.11 The school meets the requirements for providing information relating to safeguarding to parents. Particulars of the arrangements for safeguarding are published on the school's website and provided to parents on request.

Quality of leadership and management [ISSR Part 8, paragraph 34]

- 2.12 The school meets does not meet the standard.
- 2.13 At the time of the visit, not all of the points addressed in the school's action plan had been implemented accurately and consistently. Governors and senior leaders do not yet demonstrate good skills and knowledge to ensure their duties and responsibilities are fulfilled effectively to ensure the other standards are consistently met and the wellbeing of pupils is actively promoted.

3. Regulatory action points

- 3.1 The school does not meet all of the requirements of the Education (Independent School Standards) Regulations 2014 and requirements of the Early Years Statutory Framework and should take immediate action to remedy deficiencies as detailed below.

ISSR Part 3, Welfare, health and safety, paragraph 7

- The school must ensure that DBS and barred list checks and at least two satisfactory references are received for every member of staff before they begin work [paragraph 7(a) and (b); EYFS 3.7 and 3.9].

ISSR Part 8, Quality of leadership and management in schools, paragraph 34

- The school must ensure that persons with leadership and management responsibility demonstrate good skills and knowledge and fulfil their responsibilities effectively so that the standards are consistently met, and they actively promote the well-being of the pupils [paragraph 34(1)(a), (b) and (c)].

4. Summary of evidence

- 4.1 The inspectors held discussions with the head, senior leaders and other members of staff and met with the chair of governors. They visited different areas of the school and talked with groups of pupils. They scrutinised a range of documentation, records and policies.

Inspectors

Mr Tony Halliwell

Reporting inspector

Mrs Karen Williams

Assistant reporting inspector