

WARLINGHAM PARK SCHOOL

Chesham Common, Warlingham, Surrey, CR6 9PB

07 MARCH 2018

CHARACTERISTICS OF THE SCHOOL

Warlingham Park School is an independent day school for boys and girls aged 2 to 11. It was founded in 1986 in premises previously occupied by a maintained school which reopened and registered as an independent school. It is owned by the Independent School Primary and Secondary School Trust Ltd. Oversight is maintained through the school trustees. At the time of the inspection the school had 102 pupils on roll, including 42 children in the Early Years Foundation Stage (EYFS). Also, 2 pupils have an education, health and care plan. The school has 1 pupil who speaks English as an additional language, who receives support within class.

PURPOSE OF THE VISIT

This was an announced visit carried out at the request of the DfE to check that the school has fully implemented the action plan submitted following the ISI Regulatory Compliance inspection of October 2017. The visit focused on the school's compliance with the Education (Independent School Standards) Regulations 2014 (ISSRs), particularly those concerned with safeguarding; the recruitment of staff; fire safety; and the leadership and management of the school.

INSPECTION FINDINGS

Welfare, health and safety of pupils – safeguarding [ISSR Part 3, paragraphs 7 (a) and (b)]

The school does not meet the requirements.

The school has an appropriate policy for safeguarding which is published on its website. The policy provides appropriately to safeguard and promote the welfare of pupils at the school. The monitoring of the implementation of this policy is the responsibility of the school trustees.

The school's safeguarding arrangements reflect the requirements of *KCSIE* in most areas and offer appropriate support for pupils' needs including suitable arrangements for them to be listened to. A suitable recruitment policy, staff code of conduct and whistleblowing policy are in place and are understood by staff and implemented appropriately. Safeguarding is correctly managed. The designated safeguarding lead (DSL) and, where appropriate the deputy DSL who is the designated DSL for the EYFS, collate information from staff; liaise effectively with parents and local agencies, including seeking advice from the LADO, which is followed; and take prompt action if concerns are expressed about a child. No formal systems are in place for an annual review, overseen by the trustees, of safeguarding policy and procedures to ensure that they reflect the current requirements. Deficiencies in arrangements show that any review which has taken place has not been wholly effective.

The DSLs are suitably trained and training records confirm this. Staff indicated that they had received safeguarding training including as part of their induction and updates through discussions in staff meetings. Staff spoken to, both teaching and non-teaching, understand how to respond to a disclosure and the importance of reporting concerns promptly. They know who they should report to and are aware that anyone can make a referral to children's services. Definitions of safeguarding are understood by staff. The absence of effective records of staff training mean it cannot be verified that all staff have had suitable training, or to identify when further training, as required by local safeguarding agencies, is due.

Welfare, health and safety of pupils – fire safety [ISSR Part 3, paragraph 12]

The school does not meet the requirements.

A fire risk assessment was carried out by an external body following the previous inspection. The findings are formally recorded and the remedial recommendations have been carried out. An issue raised concerning fire doors is still under discussion but the delay in no way compromises the safety of pupils or staff. A clear and comprehensive fire risk (prevention) policy, which includes provision for the elimination, or reduction of risk, awaited ratification by the trustees later in the month of the inspection. Fire practices are carried out termly and accurately recorded. Signage showing evacuation routes is effective throughout the school and all staff and pupils know what to do in case of fire or an evacuation. A suitable person is identified as the designated competent person for fire and the chairman of trustees takes responsibility for day-to-day and longer-term oversight and monitoring of all fire prevention measures. No record is kept of fire training or updates for staff in either general fire safety or specific such as the use of fire extinguishers in the kitchen. This means that staff awareness and understanding cannot be tracked and improved if necessary. A further recommendation of the fire risk assessment that the school should carry out regular maintenance checks of appliances such as fire alarms has not been fulfilled and no record has been kept of any associated checks that have been completed.

Suitability of staff, supply staff, and proprietors [ISSR Part 4, paragraph 18(3), 20(3)(a)(ii) and 21]

The school meets the requirements.

The school has undertaken a successful review of their recruiting procedures, recruiting policy and its implementation. All recent, required regulatory checks, including prohibition checks, for both trustees and staff have been carried out before appointment. All required information is now correctly recorded in the single central register (SCR).

Quality of leadership in and management of schools [ISSR Part 8, paragraph 34(1)(a) and (b)]

The school does not meet the requirements.

The school actively promotes the well-being of pupils overall. All the improvements required by the previous inspection regarding staff and trustee appointments and the SCR have been successfully implemented, as have many of those related to fire safety. However, a lack of effective record keeping and systematic monitoring, particularly with regard to staff training both in fire safety and safeguarding, means that the independent school standards are not met consistently. Since the previous inspection, the school's leadership and management have taken steps to ensure that they have the skills and knowledge necessary to see that the independent school standards are met consistently. They have by appointed a trustee experienced in such issues who will take up their role later this academic year, but currently knowledge and skills remain deficient in some areas.

REGULATORY ACTION POINTS

The school does not meet all the requirements of the Education (Independent School Standards) Regulations 2014.

Arrangements to safeguard and promote the welfare of pupils at the school [Part 3, paragraphs 7 (a) and (b)]

- Keep sufficiently systematic records of staff safeguarding training to ensure that all staff receive safeguarding training with sufficient regularity, with updates when necessary.
- Ensure that the trustees maintain effective oversight of the safeguarding policy and procedure and implementation through requiring review at least annually, in accordance with statutory guidance.

Arrangements to safeguard and promote the welfare of pupils at the school - fire safety [Part 3, paragraph 12]

- Ensure that all regular maintenance checks of fire appliances as recommended in the external fire risk assessment are carried out and the results of such checks accurately recorded.
- Ensure that fire training and updates for staff in either general fire safety, or specific such as the use of extinguishers in the kitchen, are comprehensively recorded to enable staff awareness and understanding to be tracked and improved if necessary.

Quality of leadership in and management of schools [Part 8, paragraph 34(1)(a) and (b)]

- Ensure that the skills and knowledge of the trustee appointed to oversee policy and procedure and their implementation are used effectively to support the leadership and management of the school.
- Ensure that the trustees review and monitor the implementation of policy and procedure with sufficient effectiveness to ensure that the independent school standards are met consistently.