



**Material Change Inspection Report**

**Francis Holland School, Regents Park**

**June 2024**

## School's details

<b>School</b>	Francis Holland School, Regents Park			
<b>DfE number</b>	213/6037			
<b>Registered charity number</b>	312745			
<b>Address</b>	Francis Holland School, Regents Park 39 Ivor Place London NW1 6XR			
<b>Telephone number</b>	020 77230176			
<b>Email address</b>	admin@fhs-nw1.org.uk			
<b>Head</b>	Mrs Katharine Woodcock			
<b>Chair of governors</b>	Mr Patrick Sherrington			
<b>Proprietor</b>	Francis Holland Schools Trust			
<b>Age range</b>	11 to 19			
<b>Number of pupils on roll</b>	559			
	<b>Seniors</b>	442	<b>Sixth Form</b>	117
<b>Date of inspection</b>	26 June 2024			

## 1. Introduction

### Characteristics of the school

- 1.1 Francis Holland School, Regents Park, is an independent day school for female pupils. With its sister school in Sloane Square, the school is jointly administered and governed by a charitable trust. The trust provides central finance through its shared bursary and a shared board of governors known as the Council. The school comprises a senior school and a sixth form. Since the previous inspection, a new head has been appointed. The school has also developed additional classroom accommodation in neighbouring properties. The school has 154 pupils who require support for special educational needs and/or disabilities. None has an education, health and care plan. English is an additional language for 20 pupils. The school's previous inspection was an educational quality and focused compliance inspection in March 2022.

### Purpose of the inspection

- 1.2 This was an announced material change inspection at the request of the Department for Education (DfE) to assess the school's proposal to increase its registered capacity from 580 to 600 pupils. The inspection focused on the school's compliance with the Education (Independent School Standards) Regulations 2014 (ISSRs).

Regulations which were the focus of the inspection	Team judgements
Part 3, paragraph 7 (safeguarding)	<b>Met</b>
Part 3, paragraphs 11 (health and safety) and 12 (fire safety)	<b>Met</b>
Part 3, paragraph 14 (supervision)	<b>Met</b>
Part 3, paragraph 16 (risk assessment)	<b>Met</b>
Part 4, paragraphs 18-21 (suitability of staff, supply staff and proprietors)	<b>Met</b>
Part 5, paragraphs 23-29 (premises and accommodation)	<b>Met</b>
Part 6, paragraph 32(1)(c) (provision of information)	<b>Met</b>
Part 8, paragraph 34 (leadership and management)	<b>Met</b>

## 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 the standard and is likely to do so with the proposed increase in registered capacity.
- 2.4 Safeguarding procedures are suitably implemented in line with *Keeping Children Safe in Education (KCSIE) 2023*. Safeguarding records and the frequency of meetings indicate that members of the safeguarding team work closely together and promote pupils' wellbeing effectively, including the welfare of pupils with protected characteristics. Safeguarding information is regularly shared with staff, parents, pupils, and with external agencies when required. All procedures are monitored carefully. Members of staff are confident to identify situations where a pupil may be in need or at risk of harm. Staff understand that safeguarding partners and the police should be contacted promptly if pupils are victims or potential victims of harmful sexual behaviour. The safeguarding team and staff understand procedures relating to incidents of sexual harassment or sexual violence including seeking external advice where necessary. Pupils reported, in discussions, that they are confident to approach staff about issues and that they have many opportunities to raise their concerns. They feel that they are listened to, and that prompt action is taken. Safeguarding records support this view and, when particular needs are identified, suitable action is taken. Pupils receive suitable guidance on how to stay safe online and when using social media. Effective monitoring and filtering of technology is undertaken, and staff have had recent update training in this area.
- 2.5 All staff receive regular safeguarding training, including by external agencies and local partners, as well as frequent updates from the safeguarding team that reflect the latest statutory guidance. Staff understand that safeguarding is everyone's responsibility and are confident to identify the signs of abuse. In discussion, they confirmed that they understood how to respond if a situation of child-on-child abuse arose. A suitable induction programme is provided for new staff. Staff have completed suitable training to understand the risks of extremism and radicalisation. Systematic records of staff training are maintained so that any absentees have their training rescheduled. Detailed safeguarding records are integrated with those for behaviour and bullying to identify any patterns or trends and early indicators of risk or harm. Staff fully understand the importance of reporting any low-level concerns that they have and suitable arrangements for handling allegations against staff are set out in safeguarding procedures.
- 2.6 The safeguarding team and governors work closely together to conduct a suitable annual review of safeguarding policy and procedures. Nominated governors for safeguarding meet regularly with the safeguarding team to review procedures. Scrutiny of the minutes of governors' committee meetings confirm an appropriate breadth and depth of oversight and all governors receive updates and effective training from the safeguarding team. Discussions with the safeguarding team, the head and nominated governor show that appropriate forward planning and consideration has been given to the potential impact of the proposed increase in registered capacity on the arrangements for safeguarding in the school.

**Welfare, health and safety of pupils – health and safety and fire safety [ISSR Part 3, paragraph 11 and 12]**

- 2.7 The school meets the standards and is likely to do so with the proposed increase in registered capacity.
- 2.8 Health and safety measures within the school are implemented appropriately. The facilities team implements systematic procedures effectively and the resulting outcomes are regularly reviewed by governors. There is an appropriate fire safety policy. Procedures for emergency evacuation are implemented effectively and are suitably recorded. Regular fire drills are conducted including in the newly acquired premises. Fire signage is clear throughout the school and fire safety equipment is appropriately maintained. All members of staff have been trained to manage any emergency evacuation. Suitable fire risk assessments have been undertaken by an accredited external agency for all school buildings. Any recommended actions are addressed promptly.

**Welfare, health and safety of pupils – supervision of pupils [ISSR Part 3, paragraph 14]**

- 2.9 The school meets the standard and is likely to continue to do so with the proposed increase in registered capacity.
- 2.10 The school ensures that pupils are always under appropriate supervision while attending school, at the separate sport facilities, and on trips and visits. Provision in the classroom, duty rotas, and supervision before and after school are implemented effectively. Arrangements are reviewed annually in order to adjust supervision appropriately if the increase in registered capacity takes place. This includes arrangements to supervise the separate sixth form centre, where a number of members of staff have offices.

**Welfare, health and safety of pupils – risk assessment [ISSR Part 3, paragraph 16]**

- 2.11 The school meets the standard and is likely to continue to do so with the proposed increase in registered capacity.
- 2.12 The school's risk assessment policy clearly sets out the roles and responsibilities of leaders and staff in identifying and mitigating risk. Suitably thorough and appropriate risk assessments are drawn up for all areas of the site including the separate sixth form centre, and for trips, visits, and activities off-site. Risk assessments are reviewed systematically. This process includes suitable evaluation of the potential impact of any increase in numbers.

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

- 2.13 The school meets the standards.
- 2.14 The school implements an appropriate recruitment policy effectively and has regard to all statutory requirements. The school makes appropriate and timely checks to ensure the suitability of staff, governors and volunteers and a register is kept as required. The information recorded on the single central register accurately reflects documentation contained in personnel files.

**Premises and accommodation [ISSR Part 5, paragraphs 23-29]**

- 2.15 The school meets the standards.
- 2.16 Suitable toilet and changing facilities where required by the standard and appropriate accommodation for pupils' medical and therapy needs are provided. Additional classroom, office and social space has been developed in the new premises acquired by the school. This will contribute effectively to meeting

the needs of the proposed increase in pupil numbers. All areas of the school premises are maintained to a standard commensurate with health and safety requirements. Acoustics and lighting are appropriate and there is adequate provision of drinking water. Suitable outdoor space is provided for outdoor play and relaxation and there are adequate facilities for physical education including off site. The current provision meets the needs of the proposed increase in pupil numbers.

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

- 2.17 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.

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

- 2.18 The school meets the standard and is likely to continue to do so with the proposed increase in registered capacity.
- 2.19 Those in leadership and management positions in the school demonstrate good skills and knowledge appropriate to their role. They provide appropriate support and guidance for all staff and fulfil their responsibilities effectively to ensure that the wellbeing of pupils is actively promoted. Governors and senior leaders have carefully considered the implications and requirements relating to the proposed material change. As a result, planning is effective and the school is suitably prepared for the proposed increase in registered pupil capacity.

### **3. Recommendation with regard to material change inspection**

#### **Recommendation**

- 3.1 It is recommended that the school is granted permission to increase its registered capacity from September 2024 from 580 to 600 pupils.

## **4. Summary of evidence**

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