



**ISI** Independent  
Schools  
Inspectorate

**Material Change Inspection Report**

**Greenfields School**

**October 2022**

## School's details

<b>School</b>	Greenfields School			
<b>DfE number</b>	845/6017			
<b>Registered charity number</b>	287037			
<b>Address</b>	Greenfields School Priory Road Forest Row East Sussex RH18 5JD			
<b>Telephone number</b>	01342 822189			
<b>Email address</b>	admissions@greenfieldsschool.com			
<b>Executive Headteacher</b>	Mr Jeff Smith			
<b>Chair of governors</b>	Mr Peter Hodkin			
<b>Age range</b>	3 to 18			
<b>Number of pupils on roll</b>	161			
	<b>Day pupils</b>	129	<b>Boarders</b>	32
	<b>EYFS</b>	16	<b>Juniors</b>	72
	<b>Seniors</b>	67	<b>Sixth Form</b>	6
<b>Date of inspection</b>	20 October 2022			

## 1. Introduction

### Characteristics of the school

- 1.1 Greenfields School is an independent co-educational day and boarding school. The school was founded in 1981 and is a charitable trust administered by a board of trustees. It is located near Forest Row in East Sussex. The school comprises an Early Years Foundation Stage (EYFS) setting, junior section, senior section and a sixth form. The school has a boarding house that can accommodate up to 60 pupils. The school has identified 4 pupils as having special educational needs and/or disabilities (SEND), 2 of whom receive additional specialist help. No pupil in the school has an education, health and care (EHC) plan. English is an additional language (EAL) for 30 pupils, of whom 10 receive specialist support. The school's previous inspection was a regulatory compliance inspection in January 2020.

### 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 pupil numbers from 177 to 250 pupils. The inspection focused on the school's compliance with the Education (Independent School Standards) Regulations 2014 (ISSRs), the National Minimum Standards for Boarding 2022 and the requirements of the Early Years Statutory Framework.

Regulations which were the focus of the inspection	Team judgements
Part 3, paragraphs 7 (safeguarding) and 8 (safeguarding of boarders); NMS 8	<b>Met</b>
Part 3, paragraph 11 (health and safety); NMS 9	<b>Met</b>
Part 3, paragraph 12 (fire safety); NMS 10	<b>Met</b>
Part 3, paragraph 14 (supervision of pupils); NMS 20	<b>Met</b>
Part 3, paragraph 16 (risk assessment); NMS 9	<b>Met</b>
Part 4, paragraph 18 to 21 (checking of members of staff); NMS 19	<b>Met</b>
Part 5, paragraph 23 to 30 (premises and accommodation); NMS 4	<b>Met</b>
Part 6, paragraph 32(1)(c) (provision of information)	<b>Met</b>
Part 8, paragraph 34 (leadership and management); NMS 2	<b>Met</b>

## 2. Inspection findings

### **Welfare, health and safety of pupils – safeguarding [ISSR Part 3, paragraphs 7 and 8; NMS 8]**

#### **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 standards.
- 2.4 The school implements its safeguarding arrangements effectively to safeguard and promote the welfare of pupils at the school, including in the EYFS. The safeguarding policy and procedures are based on the most up-to-date statutory guidance: *Keeping Children Safe in Education* (KCSIE) 2022. The policy is further supported by appropriate additional guidance including for e-safety and preventing extremism and radicalisation. Means of listening to children are suitable and in discussion, pupils reported feeling safe in school. Pupils confirm that they are taught how to stay safe online and that they can take any concerns to their teachers. They report that, if they share their concerns, they receive a response and suitable action is taken when necessary.
- 2.5 The safeguarding team includes a designated safeguarding lead (DSL) and two deputies. All have appropriate levels of safeguarding training, including with the local safeguarding partnership. Teaching, support staff and governors are trained annually, and additional updates are provided throughout each term. In discussion, staff showed suitable understanding of the training they have received, and they state that they have easy access to all policies and procedures. These include an appropriate staff code of conduct and suitable whistleblowing procedures, which they understand how to use. New staff undergo suitable face to face induction training. The school has a lead governor for safeguarding who provides suitable and regular support. Governors conduct a thorough annual review of the school's policy.
- 2.6 There is prompt and effective liaison between the DSL and the relevant local authorities and children's services when pupils' needs meet thresholds for referral or when advice is required. There have been no incidents that have met the threshold for referral since the previous inspection. Appropriate and detailed child protection records are held securely and in confidence. These confirm that suitable action is taken if a concern is raised. It is likely that these arrangements will continue to meet the requirements with the proposed increase in pupil numbers.

### **Welfare, health and safety of pupils – health and safety [ISSR Part 3, paragraphs 11, 12, 14 and 16; NMS 9, 10 and 20]**

- 2.7 The school meets the standards.
- 2.8 Arrangements made to safeguard and promote the welfare of pupils pay due regard to current statutory guidance. Health and safety requirements are suitably managed, including those relating to fire safety. Pupils confirm that they know what to do if there is a fire, including in the boarding house, and reported that fire drills have recently taken place. Records confirm that these occur regularly and that fire prevention equipment is regularly checked. Pupils are properly supervised both in the day school and in boarding time. There is a strategic approach to risk assessment across all areas of the

school, including in boarding. Risk assessments are conducted for children who are considered vulnerable. It is likely that these arrangements will continue to meet the requirements with the proposed increase in pupil numbers.

### **Suitability of staff, supply staff and proprietors [ISSR Part 4, paragraphs 18–21; NMS 19]**

- 2.9 The school meets the standards.
- 2.10 The school makes appropriate checks to ensure the suitability of staff, supply staff and proprietors, and a register is kept as required. No one is allowed to start work in the school until all checks have been satisfactorily completed.

### **Premises and accommodation – toilets and changing accommodation; medical facilities; maintenance; acoustics; lighting; water supply and outdoor space; boarders' accommodation [ISSR Part 5 paragraphs 23 to 30; NMS 4]**

- 2.11 The school meets the standards.
- 2.12 The premises are suitable for an increase in pupil numbers with spacious classrooms, many of which could accommodate more pupils without specific alteration being necessary. There are a suitable number of toilets, showers and changing facilities to meet the needs of the proposed increase in pupils. Appropriate accommodation for pupils' medical and therapy needs is provided. The premises are maintained to a standard commensurate with health and safety. Acoustics and lighting are appropriate and water provision is adequate. There is generous outdoor space provided for physical education and outdoor play. The present boarding facilities are adequate for any future growth and appropriate plans to expand boarding accommodation are in place if needed.

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

- 2.13 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; NMS 2]**

- 2.14 The school meets the standards.
- 2.15 The leadership and management demonstrate good skills and knowledge appropriate for their roles so that the independent school standards are met consistently and that they actively promote the wellbeing of pupils. Arrangements for the management of boarding are appropriate.
- 2.16 Senior leaders effectively oversee the everyday running of the school and are appropriately supported by the governors. There is a clear vision for the future development of the school and leaders and managers have planned accordingly to accommodate an increase in pupil numbers, including in boarding. They maintain suitable oversight of policies and their effective implementation.

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

#### **Summary of findings**

- 3.1 Governors and senior leaders have made suitable plans for an increase in pupil numbers. The school has sufficient space and facilities, including in boarding, to accommodate the proposed increase to 250 pupils. There is no contrary evidence to suggest that the premises would not continue to meet satisfactory standards of health and safety, risk assessment and maintenance with an increase in numbers.
- 3.2 The school implements its safeguarding arrangements effectively. Senior leaders and managers continue to demonstrate the skills and knowledge appropriate for their roles and have planned sufficiently for the future growth of the school, which they expect to be gradual over the next few years.

#### **Recommendation**

- 3.3 It is recommended that Greenfields School material change should be approved

## **4. Summary of evidence**

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

### **Inspectors**

Mrs Maureen Bradley

Reporting inspector