

Report for a Progress Monitoring Visit

School name	Oakfield Preparatory School
DfE number	208/6109
Registered charity number	270901
Address	Oakfield Preparatory School 125-128 Thurlow Park Road West Dulwich London SE21 8HP
Headmaster	Mr Patrick Gush
Proprietor	Education Development Trust
Date of visit	13 November 2018

1. Introduction

Characteristics of the school

- 1.1 Oakfield Preparatory School is a co-educational independent school for pupils aged 2 to 11 years. It is owned and governed by the Education Development Trust. There are currently 384 pupils on roll, 122 of whom are in the Early Years Foundation Stage. The number of pupils requiring support for special educational needs and/or disabilities is 38. They require support with literacy, mathematics, speech and language, and other difficulties. Two pupils have a statement of special educational needs or an education, health and care plan. Fifty-nine pupils speak English as an additional language. The previous ISI regulatory compliance inspection took place on 18 to 19 April 2018.

Purpose of the visit

- 1.2 This was an unannounced progress monitoring visit at the request of the Department for Education (DfE) to check that the school has fully implemented the action plan submitted following the previous regulatory compliance inspection.

Regulations which were the focus of the visit	Team judgements
Part 3, paragraphs 7(a) and (b) (safeguarding)	Met
Part 6, paragraph 32 (provision of information)	Met
Part 8, paragraphs 34(1)(a) and (b) (quality of leadership and management)	Met

2. Inspection findings

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

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. It has regard to the most recent statutory guidance, *Keeping Children Safe in Education (KCSIE) (September 2018)*. The policy identifies a member of the proprietary body with responsibility for the oversight of safeguarding. A range of suitable documentation covering the safe recruitment of staff, whistleblowing, a staff code of conduct and information on how pupils are educated about online safety provides further guidance for staff.

Safeguarding implementation

- 2.3 The school meets the standards.
- 2.4 The school implements the safeguarding policy effectively and in line with current statutory guidance. Safeguarding procedures are well managed and follow local authority guidance, ensuring the welfare of pupils. Appropriate procedures are in place to support pupils in need. There are suitable arrangements for listening to pupils, and child protection records are held securely with the required confidentiality. The designated safeguarding lead (DSL) and deputy DSLs have recent safeguarding training, including inter-agency training, approved by the local authority. All other staff receive regular and appropriate safeguarding training, which includes the dangers of extremism and radicalisation. They have a clear understanding of their responsibilities and are aware of how to refer concerns. They understand that anyone can make a referral to the children's services. New staff have undergone suitable induction training. All staff have received a copy of KCSIE Part 1, Part 5 and Annex A. Staff report that they receive informal updates from the DSL and additional checking to confirm their understanding of procedures. Staff understand proper procedures for reporting any allegations about staff that may come to their attention. Leaders understand the need to report any allegations against staff to the Disqualification and Barring Service (DBS) and/or Teaching Regulation Agency (TRA) when appropriate. Since the previous inspection the school has ensured that prior to commencement of employment, a separate barred list check is obtained when the enhanced criminal record certificate is delayed, and that all staff providing instruction to pupils are checked against the list of those prohibited from teaching.

Provision of information [ISSR Part 6, paragraph 32]

- 2.5 The school meets the standards.
- 2.6 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]

- 2.7 The school meets the standards.
- 2.8 The proprietor ensures that the leadership and management demonstrate good skills and knowledge, and fulfil their responsibilities effectively, so that the other standards are consistently met and they actively promote the well-being of the pupils. In particular, the proprietor has maintained effective oversight of pre-employment checks. The proprietor and school leaders have fully implemented the action plan submitted following the previous regulatory compliance inspection.

3. Regulatory action points

- 3.1 For the regulations which were the focus of this visit, the school meets all of the requirements of the Education (Independent School Standards) Regulations 2014, and relevant requirements of the Early Years Statutory Framework, and no further action is required as a result of this visit.

4. Summary of evidence

Written materials

- Safeguarding policy
- Policies for safe recruitment, staff code of conduct and whistleblowing
- Records for safeguarding training, concerns and referrals
- Minutes of the annual review of safeguarding arrangements
- Single central register of appointments
- Staff recruitment files chosen by the inspectors

Meetings with school personnel

- Introductory meeting with the head of pre-prep (in the headmaster's absence) – to discuss arrangements for the day and to provide initial thoughts on areas specified as focus for the visit
- Meeting with the DSL – to discuss implementation of safeguarding policy, training and induction of new staff
- Meeting with member of staff responsible for carrying out staff recruitment checks – to review school's recruitment procedures, to scrutinise single central register of appointments and to check staff recruitment files
- Discussion with a representative of the proprietary body - to discuss proprietorial oversight of safeguarding, safer recruitment and the single central register, and progress in dealing with the action points from the previous inspection
- Meeting with a selection of teaching and non-teaching staff selected by the inspectors – to check implementation of the safeguarding and health and safety policies
- Meeting with the headmaster– to review outcomes of the inspection

Activities on site

- Further scrutiny and evaluation of implementation of policies and documentation
- Interviews with seven pupils, chosen by inspectors
- Meeting of inspectors
- Meetings with school personnel (as detailed) above