

ST HUGH'S SCHOOL

Cromwell Avenue, Woodhall Spa, Lincolnshire, LN10 6TQ

10 MARCH 2017

CHARACTERISTICS OF THE SCHOOL

St Hugh's School is a co-educational day and boarding preparatory school for pupils between the ages of 3 and 13 years. There are 183 pupils on roll, 95 boys and 88 girls. There are 56 children in the Early Years Foundation Stage (EYFS). Twenty-eight pupils have been identified by the school as having special educational needs and/or disabilities (SEND). Three have a statement of special educational needs or an education, health and care plan. No pupils speak English as an additional language. There are seven full-time boarders and a further 26 pupils who board on a flexible basis.

PURPOSE OF THE VISIT

This was an unannounced visit at the request of the Department for Education to check that the school has fully implemented the action plan submitted following the unannounced emergency visit on 5 July 2016. The focus of the visit was on compliance with the Education (Independent School Standards) Regulations 2014 (ISSRs) and the National Minimum Standards for Boarding Schools 2015 (NMS), particularly those concerned with: safeguarding and the provision of this information to parents; the manner in which complaints are handled; and the quality of leadership in and management of schools.

Action points from the previous inspection were:

- i. Ensure that procedures for safeguarding, including the handling of allegations about members of staff working within the school, and subsequent actions, are in accordance with the requirements of KCSIE and follow the advice of the LADO.
- ii. Ensure a clear written record of all formal complaints is maintained, including any action taken by the school as a result of these complaints, regardless of whether they are upheld.
- iii. Ensure that governors and the leadership and management fulfil their responsibilities to actively promote the well-being of pupils and that the regulations and standards are met.

INSPECTION FINDINGS

Welfare, health and safety of pupils – safeguarding [ISSR Part 3, paragraphs 7 (a) and (b), 8 (a) and (b); NMS 11]; Provision of information to parents (ISSR Part 6, paragraph 32 (1) (c)]

The school meets the Regulations and Standard.

The school has an appropriate policy for safeguarding which provides suitable arrangements to safeguard and promote the welfare of pupils at the school. This has been updated in line with recent regulatory guidance in *Keeping Children Safe in Education (KCSIE)*, September 2016. The safeguarding policy is available on the school's website.

The school's safeguarding arrangements reflect the requirements of *KCSIE* and offer appropriate support for pupils' needs. A suitable recruitment policy, staff code of conduct and whistleblowing procedure are understood by staff. Safeguarding is correctly managed. The designated safeguarding lead (DSL) and, where appropriate, the deputy DSL, gather information from staff, liaise appropriately with parents, local agencies and, when appropriate, the LADO, and take prompt action if concerns are expressed about a child. Governors review the school's safeguarding policy and procedures annually and ensure they reflect the current requirements; safeguarding is an item on the agenda of every meeting of the governing body and there is a nominated governor for safeguarding.

All staff, including the DSLs, are appropriately trained. Training records are maintained. New staff receive an appropriate induction. All staff have received suitable update training. Staff 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 in the policy are understood by staff.

The school has suitable procedures for reporting a disclosure of abuse or allegation against an adult working in the school. The school is aware of the requirement to report to the Disclosure and Barring Service (DBS) or the National College for Teaching and Leadership (NCTL) when appropriate.

The manner in which complaints are handled [ISSR Part 7 paragraph 33; NMS 18]

The school meets the Regulation and Standard.

The school's complaints procedure is correctly implemented, and all complaints are correctly handled in line with regulatory guidance. The school keeps a clear record of all formal complaints, including those relating to boarding. The record of complaints includes the action taken by the school, regardless of whether the complaint was upheld. Relevant documentation is correctly stored and made available to the official bodies on request. The policy and its implementation, and the records kept, are monitored effectively by governors through regular policy review and meetings with the school's senior leadership team.

Quality of leadership and management of schools [ISSR Part 8 paragraph 34; NMS 13]

The school meets the Regulation and Standard.

The school ensures that persons with leadership and management responsibilities at the school demonstrate good skills and knowledge appropriate to their role and fulfil their responsibilities so that the independent school standards are met consistently. Procedures and protocols are systematic, and leaders and governors, who now understand changes to regulation, have an informed and thorough oversight. Hence, the well-being of children is actively promoted. Through a full review of the ISSRs and NMS, the school has established a systematic approach to ensure standards are met.

REGULATORY ACTION POINTS

The school meets all of the relevant requirements of the Education (Independent School Standards) Regulations 2014, National Minimum Standards for Boarding Schools 2015.