

## **CLEVE HOUSE SCHOOL**

254 Wells Road, Knowle, Bristol, BS4 2PN

**19 JANUARY 2018**

### **CHARACTERISTICS OF THE SCHOOL**

Cleve House School is a co-educational day school for pupils aged between two and eleven years. Founded in 1937, the school moved to its current site in a residential area of Bristol in 1947. It was purchased by its current proprietor in 2015, who also the school's headmaster.

At the time of the visit, there were 77 pupils on roll, 43 girls and 34 boys. There are 31 pupils in the EYFS. The school has 9 pupils who require support for special educational needs and/or disabilities (SEND), one of whom has an education, health and care (EHC) plan. No pupils speak English as an additional language (EAL).

### **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 regulatory compliance inspection in June 2017. The focus of the visit was on safeguarding; recruitment and the single central record of staff appointments (SCR); provision of information and the quality of leadership and management.

### **INSPECTION FINDINGS**

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

The school meets the regulations.

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.

The school has an appropriate policy for safeguarding which provides suitable arrangements to safeguard and promote the welfare of pupils at the school. It outlines the school's commitment to safeguarding and provides appropriate support for pupils' needs. It has due regard to *Keeping Children Safe in Education (September 2016) (KCSIE)* and shows that the school will operate safeguarding procedures in line with locally agreed inter-agency procedures. It sets out types of abuse and neglect in line with definitions in KCSIE. It is supported by a suitable staff code of conduct and whistleblowing policy, which are understood by staff.

The policy is implemented effectively. The school makes suitable provision for teaching children how to keep themselves safe, including online. All staff, including those joining since the previous inspection, have received suitable training, including higher-level training for the designated safeguarding lead (DSL) and her deputy. Safeguarding referrals have been handled appropriately, and the school maintains secure, confidential records. In interviews, staff showed an adequate awareness of their safeguarding responsibilities and the school's safeguarding arrangements, and know how to report any concerns.

The school follows suitable safe recruitment procedures for new staff. At least two references are obtained, and their employment history is scrutinised. All staff make a declaration regarding their suitability to work with young children.

**Suitability of staff, supply staff and proprietors [ISSR Part 4, paragraph 18].**

The school meets the regulation.

The school has an appropriate recruitment policy which has due regard to the procedures outlined in KCSIE with regard to the checks which need to be undertaken on staff and volunteers before they take up their role. Staff responsible for carrying out these checks ensure that they are carried out and that all checks are recorded on the school's single central register of appointments (SCR).

The school checks a person's identity; their medical fitness; their previous employment history; their qualifications; and their right to work in the UK. For those who have lived or worked overseas, the school is aware of the appropriate additional checks required. All those involved in teaching activities are checked against the list of those who are prohibited from teaching. Those appointed to management roles are checked against the list of those prohibited from management. All staff undertake an enhanced criminal record check, and additional checks are made against the barred list, if required.

Following the previous inspection, the school has reviewed its recruitment processes. All appointments since the previous inspection were appropriately recorded and dated on the SCR at the time of the visit, and this was supported by a scrutiny of their personnel files.

**The quality of leadership in and management of schools [ISSR Part 8, paragraph 34 (a) and (b)]**

The school meets the regulation.

The leadership and management demonstrate good skills and knowledge, and fulfil their responsibilities effectively so that the independent school standards are consistently met.

The school has implemented its action plan effectively, addressing the issues from the previous inspection. The proprietor has taken steps to ensure such issues do not arise in the future. He has sought support from his professional association, and staff have undertaken suitable training to help them carry out their roles.

## **REGULATORY ACTION POINTS**

The school meets all of the relevant requirements of the Education (Independent School Standards) Regulations 2014.