



**ISI**

Independent  
Schools  
Inspectorate

**Report for a Progress Monitoring Visit**

**Heritage School**

**May 2021**

## School's details

|                                  |  |    |                |    |
|----------------------------------|--|----|----------------|----|
| <b>School</b>                    | Heritage School  |    |                |    |
| <b>DfE number</b>                | 873/6045   |    |                |    |
| <b>Registered charity number</b> | 1039099  |    |                |    |
| <b>Address</b>                   | Heritage School<br>17 – 19 Brookside<br>Cambridge<br>Cambridgeshire<br>CB2 1JE |    |                |    |
| <b>Telephone number</b>          | 01223 350615   |    |                |    |
| <b>Email address</b>             | office@heritageschool.org.uk   |    |                |    |
| <b>Headteacher</b>               | Mr Jason Fletcher  |    |                |    |
| <b>Chair of trustees</b>         | Mr Thomas Amies  |    |                |    |
| <b>Age range</b>                 | 4 to 16  |    |                |    |
| <b>Number of pupils on roll</b>  | 193  |    |                |    |
|                                  | <b>EYFS</b>  | 8  | <b>Infants</b> | 29 |
|                                  | <b>Juniors</b>   | 66 | <b>Seniors</b> | 90 |
| <b>Date of visit</b>             | 06 May 2021  |    |                |    |

## 1. Introduction

### Characteristics of the school

- 1.1 Heritage School is an independent co-educational day school in the centre of Cambridge. The school educates pupils from the ages of four to sixteen years, including an Early Years Foundation Stage (EYFS) setting. The school is a charitable trust whose trustees have proprietorial responsibility. The school has 38 pupils who require support for special educational needs and/or disabilities (SEND), of whom one has an education, health and care plan. English is an additional language (EAL) for 20 pupils. The school's previous inspection was a focused compliance and educational quality inspection in February 2020.

### 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 focused compliance and educational quality inspection on 11 to 13 February 2020. The visit focused on the school's compliance with the Education (Independent School Standards) Regulations 2014 (ISSRs) and the requirements of the Early Years Statutory Framework.

| Regulations which were the focus of the visit                    | Team judgements |
|--|-----------------|
| Part 3, paragraph 7 (safeguarding)                               | <b>Met</b>      |
| Part 3, paragraph 11 (health and safety)                         | <b>Met</b>      |
| Part 3, paragraph 12 (fire safety)                               | <b>Met</b>      |
| Part 3, paragraph 16 (risk assessment)                           | <b>Met</b>      |
| Part 4, paragraphs 18 and 21 (suitability of staff)              | <b>Met</b>      |
| Part 5, paragraph 25 (maintenance of 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.
- 2.4 The school implements its safeguarding policy and procedures appropriately to support pupils' needs and welfare. It manages safeguarding effectively through a team of a designated safeguarding lead (DSL) and two deputies, one of whom is a lead practitioner for the EYFS. The DSL team are suitably trained and have ensured that staff training is kept up to date including induction training for new staff. The school has a clear approach to the Prevent strategy and training has recently emphasised the importance of recognising all aspects of peer-on-peer abuse and racial discrimination. Staff who were interviewed showed effective understanding of these areas and confirmed they have read and been trained in *Keeping Children Safe in Education* (KCSIE). They understand the school's whistleblowing policy and staff code of conduct. Staff understood the procedures to follow should any pupil raise a concern or is deemed to be at risk. They understand the importance of listening to children and take suitable action as required. The DSL keeps clear records of child protection and welfare concerns and follows inter-agency procedures, including referral of serious concerns. Suitable arrangements exist to handle any allegation against an adult working with children.
- 2.5 Secure safeguarding arrangements were maintained during the current pandemic and the school monitored the pupil's safety during periods of remote learning. Appropriate oversight is maintained of on-line learning and the use of computer technology is strictly limited during the school day. Pupils are not allowed to use mobile phones in school and their use in the EYFS is appropriately controlled. Pupils who were spoken to confirmed they feel safe in school and they know who to go to with a concern. They were confident the school would help and take any concern seriously, including during the recent lockdown period.
- 2.6 The trustees maintain suitable oversight of safeguarding to ensure appropriate support is provided for the pupils and staff. They have appointed a designated safeguarding governor and review safeguarding procedures at quarterly meetings. They have completed a suitable annual review of the policy and procedures including for safer recruitment. A newly revised recruitment policy has been implemented effectively and suitable staff recruitment procedures are in place. The school has reviewed past appointments and any omissions have been rectified. They have correctly identified the recruitment checks for volunteers.

### Welfare, health and safety of pupils – health and safety [ISSR Part 3, paragraph 11]

- 2.7 The school meets the standard.
- 2.8 The school has a suitable health and safety policy which it implements effectively. The trustees have appointed a competent person to oversee procedures. This person reports to them at each meeting with updated information or matters requiring attention.
- 2.9 Since the previous inspection risk assessments for legionella and asbestos have been reviewed and regular checks have been undertaken by outside contractors. Any recommendations have been

followed up in a timely manner. Formal systematic health and safety checks are carried out across the school and no health and safety issues were identified during a tour of the school, including the EYFS department.

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

- 2.10 The school meets the standard.
- 2.11 The school has ensured that it meets the requirements of the Regulatory Reform (Fire Safety) Order 2005, in particular that it carries out fire drills in all of its premises and records them accurately. An effective fire risk assessment has been carried out and the recommendations of the fire authority have been carried out in a timely manner. Fire detection and fire equipment is appropriately tested and maintained. Staff and pupils understand what to do in case of fire and the school has a number of trained fire marshals.

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

- 2.12 The school meets the standard.
- 2.13 The school now has an effective risk assessment policy which is implemented effectively and new risk assessments have been designed for all areas of the school, including the EYFS, with adequate detail. Risk assessments are overseen and signed off by a competent person. Risk assessments for trips and activities outside of school have been reviewed and are now appropriate and staff are trained in their use. Sample risk assessments seen by inspectors identify areas and degree of risk appropriately and require mitigating actions which are carried out.

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

- 2.14 The school meets the standards.
- 2.15 The school now implements a clear recruitment policy identifying all the required recruitment checks for staff and volunteers to ensure their suitability to work with children. It ensures that all required recruitment checks for staff working in regulated activity are completed before the member of staff starts work, in particular prohibition from teaching checks. All such checks are recorded on the single central register of appointments, together with a record of when such checks were made.

### **Premises and accommodation – maintenance [ISSR Part 5, paragraph 25]**

- 2.16 The school meets the standard.
- 2.17 The school maintains the premises to a standard commensurate with health and safety requirements and to ensure the welfare of the pupils. A programme of maintenance ensures that any repairs are made in a timely manner.

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

- 2.18 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]**

2.19 The school meets the standard.

2.20 The trustees have ensured that the leadership and management demonstrate good skills and knowledge appropriate to their role so that they fulfil their responsibilities effectively and ensure that the independent school standards are met consistently and the well-being of pupils is actively promoted. The trustees and senior management have made the necessary appointments to assist in managing compliance responsibly and have completed the actions required from the previous 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 no further action is required as a result of this visit.

## **4. Summary of evidence**

- 4.1 The inspectors held discussions with the headteacher, senior leaders and other members of staff and talked with the chair of trustees. They visited different areas of the school and talked with groups of pupils. They scrutinised a range of documentation, records and policies.