

## Report for a Progress Monitoring Visit

<b>School name</b>	Abbey School
<b>DfE number</b>	880/6000
<b>Address</b>	Abbey School Hampton Court Fore Street St Marychurch Torquay Devon TQ1 4PR
<b>Acting Headteacher</b>	Miss Fleur Greinig
<b>Principal/Proprietor</b>	Mrs Sylvia Greinig
<b>Date of visit</b>	4 October 2018

## 1. Introduction

### Characteristics of the school

- 1.1 Abbey School is an independent co-educational day school for pupils aged 2 to 11 years. The school was founded in 1954 and is owned by the principal, who is also the proprietor. There are currently 101 pupils on roll, 36 of whom are in the Early Years Foundation Stage. The number of pupils requiring support for special educational needs and/or disabilities is 12. They require support with dyslexia, dyspraxia and other conditions. One pupil has an education, health and care plan. Seventeen pupils have English as an additional language. The previous ISI regulatory compliance inspection took place on 29 to 30 November 2017

### 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)	<b>Met</b>
Part 3, paragraph 11 (health and safety)	<b>Met</b>
Part 4, paragraphs 18(2)(c)(i), (ii) and (iii) (suitability of staff, supply staff and proprietors)	<b>Met</b>
Part 4, paragraphs 21(3)(a)(i) and (vii) (suitability of staff, supply staff and proprietors)	<b>Met</b>
Part 6, paragraph 32 (provision of information)	<b>Met</b>
Part 8, paragraphs 34(1)(a), (b) and (c) (quality of leadership and management)	<b>Met</b>

## 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 the proprietor's responsibility for the oversight of safeguarding and is further supported by suitable guidance covering the safe recruitment of staff, whistleblowing, a staff code of conduct and information on how pupils are educated about online safety. The policy includes appropriate guidance to direct 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 reported 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 it undertakes all checks required by KCSIE. In particular, it takes references before appointment and makes checks against the barred list, and the list of those prohibited from teaching.

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

- 2.5 The school meets the standards.
- 2.6 The school ensures that a suitable approach towards ensuring the health and safety of pupils is in place. The health and safety policy contains appropriate content and guidance. Staff receive appropriate and regular training in health and safety. Logs show systematic recording of all maintenance, testing and internal and external checks, and portable electrical appliance and fixed wire testing, and gas services checks are all up to date and in place. In addition, since the previous inspection, the school has ensured that suitable checks for asbestos are made, and keeps sufficient records to verify the maintenance, examination and testing of the water systems.

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

- 2.7 The school meets the standards.
- 2.8 The proprietor and leadership have ensured that the school makes appropriate checks to ensure the suitability of staff (the school does not make use of supply staff) and proprietors, and that a register is kept as required. The register and individual staff files are organised systematically and clearly record the dates when the appropriate checks have been made. Staff appointed since the previous inspection have been checked appropriately and as required. In particular, since the previous inspection, the school has ensured that it has carried out the required recruitment checks for identity, medical fitness, and the right to work in the United Kingdom, and made appropriate criminal records checks where required before a person's appointment. The school has also revised its organisation of the single central register and ensured that it keeps a suitable single register of appointments, in particular with regard to checks of identity and right to work.

**Provision of information [ISSR Part 6, paragraph 32]**

- 2.9 The school meets the standards.
- 2.10 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]**

- 2.11 The school meets the standards.
- 2.12 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, proprietors 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
- Health and safety policy
- Policies for safe recruitment, staff code of conduct, whistleblowing
- Records for safeguarding training, concerns and referrals
- Minutes of the annual review of safeguarding arrangements
- Health and safety maintenance logs and records of safety checks, maintenance, examination and testing, including those on water and asbestos
- Single central register of appointments
- Staff recruitment files chosen by the inspectors

### Meetings with school personnel

- Introductory meeting with acting headteacher – 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 acting headteacher – to discuss health and safety arrangements and review the school's records of health and safety checks, maintenance, examination and testing
- 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
- Meeting with principal/proprietor - to discuss proprietorial oversight of safeguarding, health and safety, 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 acting headteacher and principal/proprietor– to review outcomes of the inspection

### Activities on site

- Further scrutiny and evaluation of implementation of policies and documentation
- Interviews with pupils in Years 4 to 6, chosen by inspectors
- Meeting of inspectors
- Meetings with school personnel (as detailed) above