



Progress Monitoring Inspection Report

Glebe House School

September 2023

School's details

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|--|--|----|-----------------|----|
| School | Glebe House School | | | |
| DfE number | 926/6004 | | | |
| Early Years registration number | EY298976 | | | |
| Registered charity number | 1018815 | | | |
| Address | Glebe House School 2 Cromer Rd Hunstanton Norfolk PE36 6HW | | | |
| Telephone number | 01485 532809 | | | |
| Email address | ghsoffice@glebehouseschool.co.uk | | | |
| Headmaster | Mr Adrian Stewart | | | |
| Chair of governors | Mr Phil Haslam | | | |
| Proprietor | Glebe House School Trust Ltd | | | |
| Age range | 0 to 13 | | | |
| Number of pupils on roll | 116 | | | |
| | Day pupils | 92 | Boarders | 24 |
| | EYFS | 13 | Juniors | 85 |
| | Seniors | 18 | | |
| Date of inspection | 22 September 2023 | | | |

1. Introduction

Characteristics of the school

- 1.1 Glebe House School and Nursery is a co-educational independent day and boarding school located in Norfolk. Founded in 1874, the school is a charitable trust, overseen by a board of governors. The Early Years Foundation Stage (EYFS) nursery is located in self-contained premises and is open for 50 weeks of the year. Boarders are accommodated in two single-sex houses on the school site. They board from the age of 8 on a regular weekly or occasional basis.
- 1.2 The school has identified 31 pupils as having special educational needs and/or disabilities (SEND). Four pupils have an education, health and care (EHC) plan. Two pupils speak English as an additional language (EAL).
- 1.3 The school's previous inspection was a regulatory compliance inspection in January 2023.

Purpose of the inspection

- 1.4 This was an unannounced progress monitoring inspection at the request of the Department for Education (DfE) to check that the school has fully implemented the action plan submitted following the regulatory compliance inspection in January 2023. The inspection focused on the school's compliance with the Education (Independent School Standards) Regulations 2014 (ISSRs), the National Minimum Standards for Boarding 2022 and the requirements of the Early Years Statutory Framework.

| Regulations which were the focus of the inspection | Team judgements |
|---|-----------------|
| Part 3, paragraphs 7 (safeguarding) and 8 (safeguarding of boarders); NMS 8 | Met |
| Part 3, paragraph 11 (health and safety); NMS 9 | Met |
| Part 3, paragraph 12 (fire safety); NMS 10 | Met |
| Part 3, paragraph 13 (first aid); NMS 7 | Met |
| Part 6, paragraph 32(1)(c) (provision of information) | Met |
| Part 8, paragraph 34 (leadership and management); NMS 2 | Met |

2. Inspection findings

Welfare, health and safety of pupils – safeguarding and safeguarding of boarders [ISSR Part 3, paragraphs 7 and 8; NMS 11]

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 standards.
- 2.4 Safeguarding arrangements are implemented effectively to promote pupils' welfare, including that of children in the EYFS and boarders. A suitable level of understanding of statutory requirements ensures that the school provides appropriate support for pupils' needs, including listening to children and taking appropriate action when they raise concerns. In interview, pupils agreed that this is so and safeguarding recordings confirm suitable practice. All staff have received training on the most recent changes to statutory guidance and online safety, including for the filtering and monitoring of internet access. New staff complete an appropriate induction process to ensure they understand their safeguarding responsibilities. This includes details of *Keeping Children Safe in Education* (KCSIE) Part 1 and Annex B; the staff code of conduct; whistleblowing procedures; procedures for children absent from education; and the school's behaviour policy. The designated safeguarding lead (DSL) and deputies have sufficient status and authority to undertake their roles, and have appropriate levels of training, which is in line with local procedures. The DSL provides regular informal updates to staff and opportunities for discussion on any changes to safeguarding policy and its implementation.
- 2.5 Staff have a secure understanding of their safeguarding responsibilities, including for any pupils with SEND and the particular needs of children in the EYFS and of boarders. They recognise the importance of 'early help' strategies, know how to report any concerns about pupils or other staff and adults working with children, and do so appropriately. They understand the varied types of child-on-child abuse and the seriousness of such behaviours. Appropriate records for safeguarding concerns are maintained, which are regularly monitored by the DSL. These show timely and appropriate liaison with both parents and local agencies.
- 2.6 The school has appropriate procedures for handling allegations against adults working in the school. These are implemented effectively. Any breach of the staff code of conduct is handled suitably and the school refers incidents to external agencies appropriately. Members of the governing body are suitably trained. They undertake an annual safeguarding review with appropriate knowledge and due diligence, demonstrating thorough oversight of arrangements.

Welfare, health and safety of pupils – health and safety [ISSR Part 3, paragraph 11; NMS 9]

- 2.7 The school meets the standards.
- 2.8 The school has an appropriate written health and safety policy which covers the areas suggested by the relevant health and safety laws. Senior leaders and governors ensure that this is fully implemented. They meet regularly to monitor and address all aspects of health and safety for the site necessary to ensure that pupils, staff and visitors are safe. New staff are provided with appropriate

health and safety information through the induction process and are provided with regular updates as a reminder of key issues relating to their roles. The swimming pool has recently undergone a programme of refurbishment to ensure that pupils have up-to-date changing and shower facilities. Operating procedures have been reviewed in line with most recent guidance so that suitable safeguards are in place to deal with any foreign matter getting into the water.

Welfare, health and safety of pupils – fire safety [ISSR Part 3, paragraph 12; NMS 10]

- 2.9 The school meets the standards.
- 2.10 A suitable fire safety policy is in place and arrangements for fire evacuation from each building and boarding houses are well understood by pupils and staff. Regular fire drills are now completed for all areas of the school including for the boarding houses during boarding hours. Staff receive appropriate fire training as part of the induction process and those with responsibility for monitoring of fire arrangements, including in boarding, are suitably trained. All boarders, including those boarding under flexible arrangements, are given sufficient guidance to know what to do in an emergency. A full fire risk assessment is completed annually, and action is taken which fulfils with any recommendations. Alarm systems including extinguishers are regularly maintained by an external specialist.

Welfare, health and safety of pupils – first aid [ISSR Part 3, paragraph 13; NMS 7]

- 2.11 The school meets the standards.
- 2.12 Senior leaders have drawn up an appropriate first aid policy which is implemented fully and is made available on the school website. First aid training for staff is up to date and reviewed and updated regularly. All staff working in the EYFS have completed suitable paediatric first aid training delivered by a recognised provider. Staff are well trained to support and manage the needs of pupils with specific medical conditions such as asthma and diabetes. Appropriately detailed care plans are in place and record keeping is systematic.

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

- 2.13 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; NMS 2]

- 2.14 The school meets the standards.
- 2.15 The school has fully and successfully implemented the action plan required by the previous inspection. Since that inspection, governors and senior leaders have completed a full review of the arrangements for fire safety and staff have completed training on all aspects of the systems employed, including boarding staff. Senior leaders and governors now undertake regular and effective monitoring of the way that fire drills are completed including during boarding times and sign off the records after each drill. The school's leadership and management now demonstrate good knowledge and skills and fulfil their responsibilities effectively so that the independent school standards are met consistently. Proprietorial review is suitably thorough to ensure that policies are effectively implemented, and the school actively promotes the wellbeing of all pupils including boarders and children in the EYFS.

3. Regulatory action points

- 3.1 For the regulations which were the focus of this inspection, the school meets all of the requirements of the Education (Independent School Standards) Regulations 2014, the National Minimum Standards for Boarding Schools 2022 and requirements of the Early Years Statutory Framework, and no further action is required as a result of this inspection.

4. Summary of evidence

- 4.1 The inspector held discussions with the head, senior leaders and other members of staff and met with the chair of governors. She visited different areas of the school and talked with a group of pupils. She scrutinised a range of documentation, records and policies.