



Progress Monitoring Inspection Report

St Anne's School

October 2023

School's details

School	St Anne's School		
DfE number	881/6002		
Address	St Anne's School 154 London Road Chelmsford Essex CM2 0AW		
Telephone number	01245 353488		
Email address	admin@stanneprep.essex.sch.uk		
Headteacher	Mrs Valerie Eveleigh		
Chair of proprietors	Mrs Sheila Robson		
Proprietor	Chelmsford St Anne's School Ltd		
Age range	3 to 11		
Number of pupils on roll	138		
	Pre-Prep	66	Prep 72
Date of inspection	31 October 2023		

1. Introduction

Characteristics of the school

- 1.1 St Anne’s School is a co-educational day school, founded in 1925. It is situated in the centre of Chelmsford. The school is owned by a limited company that delegates day-to-day responsibility for the running of the school to the headteacher and the school business manager, who is a director of the limited company and about to become the proprietor. The school is organised into the pre-prep which includes the Early Years Foundation Stage (EYFS) and Years 1 to 2, and the prep for Years 3 to 6. The school has 31 pupils who require support for special educational needs or disabilities (SEND), none of whom has an education, health and care plan. English is an additional language (EAL) for 67 pupils. The school’s previous inspection was a focused compliance and educational quality inspection in November 2022.

Purpose of the inspection

- 1.2 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 focused compliance and educational quality inspection on 1 to 3 November 2022. The inspection 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 inspection	Team judgements
Part 3, paragraph 7 (safeguarding)	Met
Part 4, paragraphs 18 – 21 (recruitment of staff, supply staff and proprietors)	Met
Part 6, paragraph 32(1)(c) (provision of information)	Met
Part 7, paragraph 33 (complaints)	Met
Part 8, paragraph 34 (leadership and management)	Met

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 policy to safeguard the welfare of pupils effectively, including with regard to children in the EYFS. Pupils confirmed in discussion that they are happy and feel safe in school. They stated that they can confide any worries to a range of adults in school and are confident that staff will listen and provide appropriate support. Records of safeguarding confirm that this happens in practice. The school teaches pupils at an age-appropriate level about the responsible use of the internet through computing, and personal, social and health education lessons. Older pupils consequently demonstrate a suitable awareness of how to use digital devices safely. Monitoring and filtering of school technology and of any use of images taken in school is appropriate. Parents are regularly given useful guidance in newsletters on promoting online safety at home.
- 2.5 The safeguarding team of designated safeguarding lead (DSL) and deputies has been trained by the local safeguarding partner. Staff are trained in inter-agency working at the correct level for their responsibilities. Staff training is regularly updated, and staff demonstrate a secure knowledge and understanding of how to talk with, and listen to, pupils and how and when to refer concerns to the DSL. This includes appropriate awareness of what may constitute pupil-on-pupil abuse and how to be alert to any signs that this is potentially occurring. The school has suitable procedures for handling any allegations against adults working with children. Staff also have a clear awareness of standards for their own behaviour and a willingness to refer themselves or a colleague to the leadership should they have a concern about their conduct.
- 2.6 In response to the requirements of the previous inspection, the proprietor has ensured that effective oversight of safeguarding is now maintained, through regular visits to the school, reports from the DSL and talking with pupils and staff. The proprietor-elect is trained at the higher safeguarding level to enable continued informed oversight of procedures. The school now ensures that a separate barred list check is undertaken, as required by *Keeping Children Safe in Education*, should the disclosure and barring service check be delayed. New monitoring procedures which have been established ensure recruitment checks are undertaken correctly.

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

- 2.7 The school meets the standards.
- 2.8 Scrutiny of appointments made since the previous inspection confirms that all required recruitment checks are now made effectively prior to staff starting work at the school. These include checking the identity of contractors and staff, and the right to work in the UK for staff. All checks are suitably recorded on the single central register of appointments. Appropriate evidence, such as of identity and right to work, is retained in staff files. When the appointment process is complete, it is checked by the leadership and proprietor prior to the individual starting work.

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

- 2.9 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.

Manner in which complaints are handled [ISSR Part 7, paragraph 33]

- 2.10 The school meets the standard.
- 2.11 The school has a suitable complaints policy which is made available to parents on its website. It provides appropriate timescales and procedures for responding to parental concerns. Any complaints are handled in accordance with stated policy and recorded in sufficient detail together with actions taken by the school as a result. The current proprietor maintains effective oversight of complaints records.

Quality of leadership and management [ISSR Part 8, paragraph 34]

- 2.12 The school meets the standard.
- 2.13 The school took prompt action to rectify those areas found to be non-compliant at the previous inspection. The action plan has been implemented in full. Whilst the proprietorial handover has not yet been formally completed, the proprietor-elect, who is currently a member of the school's leadership team, is aware of the need to distinguish proprietorial oversight from management responsibilities. The proprietor and senior leaders thus demonstrate good skills and knowledge to fulfil their responsibilities to ensure that the standards are consistently met, and the wellbeing of pupils is actively promoted.

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 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 proprietor-elect. She visited different areas of the school and talked with groups of pupils. She scrutinised a range of documentation, records and policies.