

ST JOSEPH'S SCHOOL

33 Derby Road, Nottingham, NG1 5AW

9TH SEPTEMBER 2016

CHARACTERISTICS OF THE SCHOOL

St Joseph's School is an independent co-educational preparatory day school for pupils aged between 12 months and 11 years of age. It was founded by the Sisters of Mercy in 1934. In 2003, the school became fully independent of the Sisters, and a new board of trustees was appointed. The school is situated in the centre of Nottingham, next door to St Barnabas' Cathedral. There are 125 pupils on roll. Seven pupils have special educational needs and/or disabilities (SEND), and one has an education, health and care plan. Five pupils speak English as an additional language.

PURPOSE OF THE VISIT

This was an unannounced progress monitoring 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 September 2015. The focus of the visit was on compliance with the Education (Independent School Standards) Regulations 2014 (ISSRs), and the requirements of the Early Years Statutory Framework, particularly those concerned with: safeguarding; the provision of information to parents; fire safety; risk assessments; suitability of staff, supply staff and proprietors; and the quality of leadership in and management of the school.

INSPECTION FINDINGS

Welfare, health and safety of pupils – safeguarding [ISSR Part 3, paragraphs 7 (a) and (b); EYFS section 3 paragraphs 3.8, 3.54, 3.55, 3.64, 3.77]

The school meets the Regulation.

The school has an appropriate policy for safeguarding which provides suitable arrangements to safeguard and promote the welfare of pupils at the school. The school's safeguarding arrangements reflect the guidance provided in *Keeping Children Safe in Education (KCSIE)* September 2016, and make provision for safeguarding requirements which are specific to the EYFS. The school follows advice from the Local Safeguarding Children's Board (LSCB) and implements changes as appropriate, for example changing arrangements for supervision of children in the EYFS and training procedures for staff. Suitable systems are in place for listening to children across the school including those in the EYFS. There is a suitable recruitment policy, and a staff code of conduct is understood by staff. Appropriate whistleblowing procedures are understood by staff. The designated safeguarding lead (DSL) and, where appropriate, the deputy DSL, gather information from staff, liaise effectively with local agencies and take appropriately prompt action as required, if concerns are expressed about a child,

including those in the EYFS. The school keeps detailed records, which are shared by the DSL, where suitable, with parents, staff and the LSCB. The records enable the school to reassess concerns to minimise risks. Pupils are appropriately made aware of the importance of keeping themselves safe online. All staff, including the DSL and his deputies, are appropriately trained, and the school maintains a careful record of who has received training. New staff, including those in the EYFS, receive an appropriate induction. All staff have received suitable update training. Staff understand what a disclosure is and the importance of reporting concerns promptly. They understand the recommended practice in listening to children, know how to record information and who they should report to. They are aware that anyone can make a referral. Definitions of safeguarding in the policy are understood by staff, and they are clear about the referral procedures they should follow.

The school has suitable procedures for reporting a disclosure of abuse or allegation against an adult working in the school. The school is aware of the requirement to report to the Disclosure and Barring Service (DBS) or the National College for Teaching and Leadership (NCTL) when appropriate.

Trustees review the school's safeguarding policy and procedures each year and ensure that they reflect the requirements of *KCSIE* and that any advice from the LSCB is implemented. There is a trustee with designated responsibility for safeguarding who fulfils his responsibilities effectively.

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

The school meets the Regulation.

Regular fire risk assessments are undertaken and acted upon. Suitable fire alarms have been installed in the gym and an exterior warning device in the playground to warn users of fire in the gym. Checks on emergency lighting, call points and smoke alarms are completed and recorded appropriately.

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

The school meets the Regulation.

The risk assessment policy is appropriate and effectively implemented. Suitable action is taken to reduce identified risks. Legionella checks are completed weekly and recorded.

Suitability of staff, supply staff and proprietors [ISSR Part 4, paragraph 18(2)(a),(b), (c) (iii) and (e); paragraph 20 (5) (a) (ii) and (6) (a) (ii)]

The school meets the Regulation.

The school completes the required recruitment checks, and ensures that no member of staff is on the barred list or subject to a prohibition order. Appropriate checks are undertaken for staff who have lived or worked abroad. The required criminal records check, countersigned by the secretary of state, for the Chair of the trustees has been undertaken. The single central register of appointments records all of the required checks and is accurately maintained.

Welfare, health and safety of pupils –provision of information to parents [ISSR Part 6, paragraph 32 (1) (c)]

The school meets the Regulation.

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 in and management of schools [ISSR Part 8, paragraph 34]

The school meets the Regulation.

The school ensures that persons with leadership and management responsibilities at the school demonstrate good skills and knowledge appropriate to their role and fulfil their responsibilities so that the independent school standards are met consistently and the well-being of children is actively promoted.

REGULATORY ACTION POINTS

The school meets the requirements of the Education (Independent School Standards) Regulations 2014, and those of the requirements of the Early Years Statutory Framework which were reviewed during the visit.