

Report for a Progress Monitoring Visit

School name	Great Walstead School			
DfE number	938/6203			
Registered charity number	307002			
Address	Great Walstead School East Mascalls Lane Lindfield Haywards Heath West Sussex RH16 2QL			
Headmaster	Mr Chris Calvey			
Proprietor Chair of governors	Mr Matthew Searle			
Number of pupils on roll	395			
	Boys	213	Girls	182
	Nursery	61	Pre-prep	71
	Prep	263		
Date of visit	02 May 2019			

1. Introduction

Characteristics of the school

- 1.1 Great Walstead School is a co-educational preparatory day school for pupils aged two to thirteen years. Established in 1925 in East Croydon, it is now situated on the outskirts of Haywards Heath. The school is a charitable company, overseen by its governors. The school has 77 pupils who require support for special educational needs and/or disabilities, none of whom have a statement of special educational needs or an education, health and care plan. Twelve pupils speak English as an additional language. The school's previous inspection was a focused compliance and educational quality inspection in November 2018.

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 in November 2018.

Regulations which were the focus of the visit	Team judgements
ISSR Part 3, paragraph 7 (safeguarding)	Met
ISSR Part 3, paragraph 11 (health and safety)	Met
ISSR Part 3, paragraph 12 (fire safety)	Met
ISSR Part 3, paragraph 16 (risk assessment)	Met
ISSR Part 6, paragraph 32 (1)(c) (provision of information – publication of safeguarding policy)	Met
ISSR 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 has an appropriate policy for safeguarding which provides suitable arrangements to safeguard and promote the welfare of pupils at the school.
- 2.5 The school was found to be fully compliant with regard to regulatory requirements for safeguarding when last inspected in November 2018. The visit focused on evaluating the continued implementation of its safeguarding policy since that date. There were no contrary indications during the visit to suggest any departure from effective practice.
- 2.6 The school's safeguarding policy continues to meet the requirements and is provided to parents on the school's website and is available from the school office. *It has due regard to Keeping Children Safe in Education (KCSIE) September 2018 and is appropriate for the specific needs of the school. In September 2018 staff received the most recent copy of Part 1 of the revised guidance, and relevant staff have been issued with Annex A. They have signed to confirm that they have received and read the documents, and the school has taken steps to ensure that staff understand them through staff meetings held at the start of the autumn term, and on-line assessment tasks. The associated whistleblowing and safe recruitment policies, and the staff code of conduct, also meet current requirements and meet pupils' needs. Staff interviewed displayed good awareness of safeguarding policy advice and requirements.*
- 2.7 The school's designated safeguarding lead (DSL) and the governing body have undertaken an annual audit of safeguarding procedures. The higher-level training for the DSL and deputy DSL is up to date and the DSL is aware of local referral thresholds. Induction training for new staff includes the issue of all the required documents and recently appointed staff confirm they have received these along with specific associated training. In addition, staff have taken part in a range of additional training opportunities, both on-line and face-to-face, during the last school year. These have covered aspects such as awareness of peer-on-peer abuse, extremism and radicalisation issues.
- 2.8 The on-line safety of pupils is a high priority and recent guidance and training for staff and pupils indicates an appropriate focus on both the safeguarding and technological aspects of the use and misuse of digital media, and suitable filtering systems are in place.
- 2.9 Welfare concerns raised by staff are efficiently and accurately logged by the DSL. Senior leaders and the chair of governors confirmed their appropriate engagement in safeguarding matters which have occurred since the previous inspection, which was supported by documentary evidence. There is a designated governor for safeguarding who maintains close liaison with the DSL.

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

2.10 The school meets the standard.

2.11 The school has ensured that classrooms containing potentially hazardous equipment and the room storing medications are kept locked when no adults are present, so that the school premises provide a consistently safe environment for pupils, staff and visitors. Additional training in awareness of hazards has been provided for all staff, there are regular checks on areas which should be locked when no adults are present and senior leaders, including governors, monitor practice.

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

2.12 The school meets the standard.

2.13 The school has ensured that appropriate and timely action is taken to remedy shortcomings identified by external fire risk assessments. Additional training has been provided for those with overall responsibility for fire safety, and for all staff regarding fire prevention and procedures in the event of fire. Senior leaders, including governors, maintain effective oversight of fire safety.

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

2.14 The school meets the standard.

2.15 The school has ensured that it identifies and rectifies any day-to-day risks effectively. Additional training has been provided for staff in risk assessment and senior leaders, including governors, monitor practice.

Provision of information [ISSR Part 6, paragraph 32]

2.16 The school meets the standard.

2.17 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]

2.18 The school meets the standard.

2.19 The proprietor has ensured that those with leadership and management responsibilities at the school demonstrate good skills and fulfil their responsibilities effectively so that the other standards are consistently met and they actively promote the well-being of the pupils.

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

Written materials

- Safeguarding policy;
- Sample risk assessments (in school, visits out, overnight)
- Governors' minutes regarding the implementation of the action plan
- Leadership minutes regarding the implementation of the action plan
- Fire risk assessment and action plan
- Records of any accidents involving hazardous substances
- Record of health and safety training for all staff
- Record of fire prevention training for the person responsible and all staff
- Evidence of referrals/consultations [Children's Services, local authority designated officer (LADO), Disclosure and Barring Service (DBS) and Teaching Regulation Agency (TRA)]
- Evidence of allegations reported to you as Head or to the Chair of Governors
- Record of safeguarding training for head and all staff
- Governors' minutes with regard to the annual review of the child protection policy and procedures

Meetings with school personnel

- Introductory meeting with head – 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 site and operations managers – to discuss health and safety arrangements
- Interview with five teaching and non-teaching staff - to discuss their training in, and awareness of, safeguarding procedures, and health and safety procedures, particularly regarding their training in health and safety, including fire prevention and risk assessment, awareness of day to day risks and procedures to report them
- Interview with chair of governors - to discuss implementation of the post-inspection action plan
- Feedback to head and chair of governors to report the findings of the visit

Activities on site

- Further scrutiny and evaluation of implementation of policies and documentation (as detailed above)
- Tour of the school
- Interview with pupils in Year 8 chosen by inspectors
- Meeting of inspectors