

Report for a Progress Monitoring Visit

School name	Brooke Priory School			
DfE number	857/6003			
Address	Station Approach Oakham Rutland LE15 6QW			
Headmaster	Mr Roger Outwin-Flinders			
Proprietor	Brooke Priory School Ltd			
Number of pupils on roll	187			
	Boys	93	Girls	94
	EYFS	47	Pre-Prep	34
	Prep	106		
Date of visit	13 March 2019			

1. Introduction

Characteristics of the school

- 1.1 Brooke Priory School is a co-educational day preparatory school for pupils aged between two and eleven years. The school was founded in 1989 and moved to its current site close to the centre of Oakham in 1996. The school is owned and governed by Brooke Priory School Ltd. The school consists of three sections: Early Years Foundation Stage (EYFS) for children aged from two to five years, pre-prep for pupils aged five to seven years, and prep for pupils aged seven to eleven years.
- 1.2 The school has 14 pupils who require support for special educational needs and/or disabilities, including dyslexia and hearing loss. Two pupils have education, health and care (EHC) plans. There are no pupils for whom English is an additional language.

Purpose of the visit

- 1.3 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 on 3 to 5 October 2017; and in addition to check the school's safeguarding arrangements.

Regulations which were the focus of the visit	Team judgements
ISSR Part 3, paragraph 7 (safeguarding); EYFS 3.4, 3.5 and 3.14	Not met
ISSR Part 4, paragraph 18 (suitability of staff)	Met
ISSR Part 7, paragraph 32 (1)(c) (provision of information)	Met
ISSR Part 8, paragraph 34 (quality of leadership and management)	Remains not met

2. Inspection findings

Welfare, health and safety of pupils – safeguarding [ISSR Part 3, paragraph 7; EYFS 3.4, 3.5 and 3.14]

Safeguarding policy

- 2.1 The school meets the requirements.
- 2.2 Following revisions made during the visit to improve its clarity, the school now 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 does not meet the standard and all requirements.
- 2.4 The designated safeguarding lead (DSL) and deputy DSLs have received suitable training and this training is up-to-date; however, this training has not been correctly implemented with regard to the need for prompt action and appropriate contact with local safeguarding children authorities, without prior investigation, in reporting an allegation against staff, and consequently in liaising effectively with external agencies with regard to a child protection case.
- 2.5 A deputy DSL has specific responsibilities for the EYFS. An adviser assists the school and its proprietor on safeguarding matters. The school conducts an annual review of safeguarding. The pupils say they feel happy and safe in the school and are confident that staff would listen to them if they had any concerns. They are aware of what they should do to keep safe online.
- 2.6 Members of staff, including those new to the school and those working with children in EYFS, receive suitable safeguarding training. They demonstrate a sound awareness of their own safeguarding responsibilities, of how to refer any concerns about children which they may have, of the further guidance in *Keeping Children Safe in Education 2018* (KCSIE), and of the school's safeguarding policy. However, their understanding of the procedures for referring allegations against members of staff is less secure.
- 2.7 The school has met the action points of the previous inspection by ensuring the statutory guidance is followed with regard to the required pre-appointment checks against the barred list and for prohibition from teaching and from management where appropriate.

Suitability of staff, supply staff and proprietors [ISSR Part 4, paragraph 18]

- 2.8 The school meets the standard.
- 2.9 The school makes appropriate checks to ensure the suitability of staff. There is a written safer recruitment policy in place and the school's practice fully reflects this policy.
- 2.10 Medical fitness checks are in place for all members of staff prior to the start of their employment with the school. The school has therefore met the action point of the previous inspection.

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

- 2.11 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]

- 2.12 The school does not meet the standard.
- 2.13 The proprietor has not ensured that the leadership and management demonstrate good skills and knowledge, and fulfil their responsibilities effectively, so that the standards relating to safeguarding are consistently met, and they actively promote the well-being of the pupils. The leadership and management have improved the school's approach to pre-appointment checks on staff, supply staff, and proprietors, effectively monitoring those responsible for carrying out these checks, thereby meeting the action point of the previous inspection. However, the proprietor has not ensured that members of the senior staff understand their safeguarding responsibilities sufficiently well and so do not liaise effectively with the local safeguarding authorities with regard to referrals.

3. Regulatory action points

3.1 The school does not meet all of the requirements of the Education (Independent School Standards) Regulations 2014 and requirements of the Early Years Statutory Framework and should take immediate action to remedy deficiencies as detailed below.

ISSR Part 3, Welfare, health and safety, paragraph 7

- Ensure that those with designated safeguarding responsibilities discharge these effectively, specifically with regard to liaison with local safeguarding authorities [paragraph 7(a) and (b); EYFS 3.4].
- Improve safeguarding training so that all members of staff including those with designated safeguarding responsibilities understand and implement effectively the statutory guidance provided in KCSIE [paragraph 7(a) and (b); EYFS 3.4].

ISSR Part 8, Quality of Leadership and Management, paragraph 34

- Ensure that all members of staff including those with designated safeguarding responsibilities understand and implement effectively the statutory guidance provided in KCSIE, thus ensuring the well-being of pupils [paragraph 34 (1)(a), (b) and (c)].

4. Summary of evidence

Written materials

- Safeguarding policy
- Induction of new staff in child protection policy
- Records of safeguarding training
- Documents relating to the school's annual review of safeguarding
- Code of conduct for staff
- Whistleblowing policy
- Written recruitment procedures
- Single central register of appointments
- Records of correspondence with the Local Authority Designated Officer (LADO)

Meetings with school personnel

- Introductory meeting with headmaster – 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 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

Activities on site

- Further scrutiny and evaluation of the implementation of policies and documentation (as detailed above)
- Interview with pupils chosen by inspectors
- Interview with a group of staff chosen by inspectors
- Meeting of inspectors to discuss findings
- Brief oral feedback to school