

## Heathland Private School

Broadoak, Sandy Lane, Accrington, BB5 2AN

**Date of visit** 11th December 2015

### Purpose of visit

This was an unannounced visit carried out at the request of the DfE to check that the school has fully implemented the action plan submitted following the Integrated inspection of December 2014. The focus of the visit was on welfare, health and safety, suitability of staff and proprietors, and premises and accommodation.

### Characteristics of the School

Heathland Private School is an independent day school for boys and girls from the age of 3 months to 16 years. The school is situated in Accrington, Lancashire and operates from a large Victorian Manor house, with additional purpose-built accommodation. It was opened by the current proprietors in 1994 and is a limited company. The three members of the same family are company directors and take full responsibility for the financial and administrative operations of the school. One of the proprietors undertakes the role of school principal, which includes full responsibility for all the educational aspects of the school.

At the time of the visit 200 pupils, 98 boys and 102 girls were on the school role. Of these, 106 were in the Early Years Foundation Stage (EYFS), with a high proportion attending on a part-time basis. No pupils have an education, health and care plan. The school has identified and provides specialist support for 15 pupils with special educational needs and/or disabilities (SEND). One pupil has English as an additional language (EAL). The previous ISI inspection was in December 2014.

### Inspection findings

**Welfare, health and safety – safeguarding, and provision of information to parents [ISSRs Part 3 paragraph 7(a) and (b) and Part 6, paragraph 32 (3) (1) (c); EYFS 3.4 to 3.8]**

The school meets the regulations.

The safeguarding policy meet requirements. The whole school policy is implemented fully and correctly throughout the school, including in the EYFS. The school has two designated safeguarding leads (DSL) and two child protection officers (CPO) all of whom have undergone appropriate and timely training with the local authority. The CPOs said that if an issue were raised with them, for example by a member of staff, they would immediately inform a DSL. The DSLs have a good relationship with the local safeguarding board and social services. Records of a recent referral of an allegation were well organised and

detailed showing clearly that they had sought within 24 hours, and followed the advice of the LADO. All staff and volunteers undergo appropriate training, and receive regular updates in staff meetings. Records are kept of staff training and of the distribution of documents such as policy updates and *Keeping Children Safe in Education* (KCSIE) July 2015. Safeguarding is an integral part of staff induction, which is undertaken by all new staff as soon as they join the school. In interview, staff were clear about when, how and to whom they should report any disclosure, allegation or a concern about the welfare of a pupil. An annual review of the safeguarding policy and procedure was undertaken on 2<sup>nd</sup> September 2015. The principal (a proprietor) indicated that she, the DSLs and CPOs were present.

**Welfare, health and safety - fire prevention [ISSR Part 3 paragraph 12 EYFS requirements 3.54-3.55 safety]**

The school meets the regulation.

The school has a suitable fire risk (prevention) policy and procedure which covers all necessary elements. All staff are made aware of these, in particular those related to evacuation procedures, as part of their induction process. Nominated 'fire wardens' receive specialist training in fire prevention. A whole school fire risk assessment was carried out in March 2015 by the proprietor together with the school's maintenance manager and a specialist fire prevention company in line with the requirements of the Regulatory Reform (Fire Safety) Order 2005. The assessment is fully documented with clear reference to the few shortcomings that were identified, all of which have been satisfactorily remedied. During the visit the proprietor indicated the intention for a formal review of the assessment to be carried out on an annual basis. The assessment is regularly monitored by the maintenance manager as part of comprehensive day-to-day implementation and monitoring of fire preventative and protective measures. Detailed records are kept of all regular testing carried out and also of any remedial work required or completed. Observation during a tour of the site indicated that the school is pro-active in its responsibilities to fire prevention with effective directional signage and well positioned fire extinguishers provided.

Fire practices are carried out regularly both in the EYFS and in the main school. Details of the practices, including the evacuation times, are carefully logged and monitored by the maintenance staff.

**Welfare, health and safety [ISSR Part 3 paragraph 15]**

The school meets the regulation.

All pupil admissions since the previous inspection have been correctly recorded and the admission register is correctly stored.

**Welfare, health and safety [ISSR Part 3 paragraph 16 and EYFS requirements 3.64 risk assessments]**

The school meets the regulation.

A whole site risk assessment was carried out by the vice principal in March 2015. Risk assessments were updated in risk and scope as a result of the inspection, and are now suitable, with an appropriate system for monitoring of their implementation. The risk assessment for the EYFS setting is comprehensive and is appropriately monitored by staff who carry out a formal daily safety check. No area of the school was observed to pose an undue risk to pupils who were seen conducting themselves in an orderly fashion, suitably supervised by staff. The maintenance manager, who is responsible for implementation of health and safety regulations on a day-to-day basis, carries out his role rigorously. He

undertakes and records a range of regular checks of, for example, pathways in bad weather and emergency lighting. Staff, who are provided with a copy of the health and safety manual at their induction, report most maintenance issues directly to the maintenance manager who they say deals with them promptly and efficiently. The proprietor meets regularly with the maintenance manager to discuss health and safety and maintenance issues.

**Suitability of staff and proprietors [ISSR Part 4 paragraph 18.2(a), 21.3 (b) and 22(4) EYFS 3.9, 3.11, 3.12 suitable people]**

The school meets the regulation.

The school has carried out the required checks, including qualifications checks for those in the EYFS, on all staff appointed since the previous inspection. Checks were completed prior to staff starting work and recorded accurately on the single central register (SCR). The member of staff responsible for carrying out the checks has a clear understanding of the special arrangements, including a risk assessment and supervision arrangements, required in the case of a member of staff beginning work before receipt of a DBS enhanced disclosure. The principal (a proprietor) monitors the SCR regularly to ensure compliance. The vice-principal, who is involved in the appointment of all staff, has recently undertaken safer recruitment training. .

**Premises and accommodation [ISSR Part 5 paragraph 23 (1a) and (1c)]**

The school meets the regulation.

The recent provision of two additional sinks in the main school ensures that there are sufficient washing facilities for all age groups.

All senior school physical education lessons now take place off site at a local sports centre with suitable changing and showering facilities available at all times. This arrangement will continue until such time as the school is able to build further on-site sports and changing facilities.

## **Regulatory action points**

The school meets the requirements of the Independent School Standards Regulations 2014 and the Early Years Statutory Framework.