

Edgehill College

Inspection report for boarding school

Unique reference number	SC022213
Inspection date	3 June 2008
Inspector	Debbi Flint / Jennifer Reed
Type of Inspection	Random

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Date of last inspection	7 November 2007

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About this inspection

The purpose of this inspection is to assure children and young people, parents, the public, local authorities and government of the quality and standard of the service provided. The inspection was carried out under the Care Standards Act 2000.

This report details the main strengths and any areas for improvement identified during the inspection. The judgements included in the report are made in relation to the outcome for children set out in the Children Act 2004 and relevant National Minimum Standards for the establishment.

The inspection judgements and what they mean

Outstanding:	this aspect of the provision is of exceptionally high quality
Good:	this aspect of the provision is strong
Satisfactory:	this aspect of the provision is sound
Inadequate:	this aspect of the provision is not good enough

Service information

Brief description of the service

Edgehill College is an independent co-educational day and boarding school with a Methodist Church foundation. It has a kindergarten, junior and senior school. The college occupies a 50 acre site, facilities include a sports hall, theatre and field studies centre. Two houses are currently being used for boarding provision, one for boys, the other for girls and younger boys. Further properties are available for use as boarding houses should these be required.

Summary

This was an announced interim inspection which took place over two days. The purpose of this visit was to follow up the recommendations of the inspection in November 2007 when some concerns had been identified. This was not a key inspection and not all key standards were assessed at this inspection. Two inspectors carried out this inspection. The headmaster facilitated the inspection and the inspectors also met with other members of the senior management team and boarding staff. Groups of boarders spoke with the inspectors and were included in this inspection. The inspectors carried out a tour of the premises and records were sampled.

The overall quality rating is inadequate.

This is an overview of what the inspector found during the inspection.

Improvements since the last inspection

There have been significant areas of improvement within boarding provision since the last inspection. The headmaster has now taken on overall responsibility for boarding and two new house parents have been appointed. Staff training has also improved and a comprehensive induction for boarding staff has been introduced. Staff receive fire training as part of their induction. Staff have also received training in child protection. All staff now have job descriptions and are also issued with a staff handbook. The school has worked hard to improve its health care provision. Medication records are accurate and boarding staff are now trained in first aid. Systems are in place to ensure that boarders can summon staff when ill. A new washing machine has been installed in the boys' boarding house. There have been some improvements in safeguarding although some identified concerns still remain outstanding. Formal complaints procedures are in place for boarders, staff and parents. Fire and environmental risk assessments are now in place. The school has a comprehensive behaviour management policy. The school has improved its consultation with boarders. Suggestion boxes have been introduced in the boarding houses and boarders have also completed questionnaires about boarding provision. Boarding prefects meet with the headmaster on a weekly basis and the school has a catering committee. A satisfactory range of activities is on offer to boarders outside of school time and boarders have sufficient free time each day.

Helping children to be healthy

The provision is satisfactory.

The school has a well equipped health centre which is currently not in use due to a recent fire in the main building which has made access difficult. Temporary accommodation in another building is currently in use and there are plans to re open the health centre shortly. The school employs a registered nurse who works every day and is on call out of hours. There is also access to an out of hours doctor. Individual health records are held securely by the nurse in the health centre and medication continues to be kept in the health centre with the exception of a small

supply in the temporary provision. The nurse trains staff in the administration of medication and there are very thorough guidelines for the administration of prescribed and non prescribed medications in place. There are also protocols in place for the provision of household remedies. Medication records are accurate. The temporary provision has a sick bay to accommodate ill boarders and there are arrangements in place to ensure that boarders can summon assistance. Boarders state that they are well cared for when ill. A communication book is used to pass information between the boarding houses and the nurse. All boarding staff are trained in first aid and records are kept of any accident which may occur. The boarders' handbook gives clear information about the staff that are available for advice should a boarder have any emotional problems. A chaplain is also available. Satisfactory systems are in place for the laundering of boarders' clothing. Each young person has a laundry basket and personal laundry is collected three times a week. Bedding is laundered once a week or more often if required. A new washing machine has recently been installed in Longfield House. Temporary catering facilities are currently in place due to the fact that the dining room was damaged in a recent fire. Breakfast is prepared in the kitchens in the houses and this usually consists of cereals and toast. Some fridges in the houses are in a disordered state and food is not stored according to good food hygiene practice. Staff do not currently receive food hygiene training and a recommendation is made. Boarders are currently supplied with sandwiches, fruit and yoghurts at lunchtime and these are provided by an outside catering company. A temporary arrangement is in place for boarders to go to a nearby school for their evening meal. Displayed menus for the evening meal are balanced and nutritious.

Protecting children from harm or neglect and helping them stay safe

The provision is inadequate.

Information on bullying is displayed on notice boards in the houses. Boarders state that there is no bullying and that the school is a happy place to live in. Staff confirm that bullying is not a problem. The school has a designated child protection officer who has completed child protection training provided by the local authority and also other child protection training provided by the Independent Schools Inspectorate. All staff have received basic child protection training and demonstrate sufficient knowledge about how to respond to a safeguarding concern. The child protection officer keeps a safeguarding file. The school has a child protection policy but this does not clearly state that any allegations or concerns about staff will be referred to the local safeguarding board and a recommendation is made. There is an appropriate policy for the use of discipline which clearly states the sanctions and disciplines which will be applied. Sanction logs are kept in the houses and all sanctions are logged and recorded. The code of conduct is detailed very clearly in the boarders' handbook. The school has clear complaints procedures in place for boarders, staff and parents. Complaints procedures are also detailed in staff and boarders' handbooks. Files are kept in the boarding houses to record any complaints received. The bursar keeps a written record of any serious complaints. Boarders state that they know how to make a complaint. A new set of documents has been put in place for the recruitment and selection of staff. This system is adequate for the purpose although some front sheet checklists are not fully up to date. The school has a recruitment and selection policy. All essential documents are requested and followed up appropriately but records show that three staff had commenced employment before the appropriate Criminal Records Bureau checks had been received. There has recently been a fire in the school's main building which was unoccupied at the time. This fire did not involve any boarding areas. The school has a new fire risk assessment in place and all staff have recently been trained in fire safety. All fire equipment is checked on a regular basis. Regular fire drills take place and these are recorded. The local fire authority

has given notice of its intention to carry out a full fire safety audit of the whole school premises in the near future. Risk assessments are in place for all school buildings and also for any school activities that take place. Staff have recently received training on how to effectively assess risks and hazards. Portable appliance testing has been carried out on all electrical equipment within boarding areas. Satisfactory security measures are in place for school buildings. Boarders report that they are supervised in a way that does not involve any unnecessary infringement of their privacy.

Helping children achieve well and enjoy what they do

The provision is satisfactory.

Boarders are provided with sufficient free time each day to pursue after school activities. A large amount of activities are on offer and these include gym, netball, trampolining, karate, tennis, dance, choir and scouts. In the houses boarders are provided with television, a games station and pool table. An activities programme is in place at weekends.

Helping children make a positive contribution

The provision is satisfactory.

Satisfactory provision is in place to enable boarders to express their views about boarding provision. There are suggestion boxes in both of the houses and boarders have also completed questionnaires about boarding provision. Regular house meetings are held and prefects also meet with the headmaster on a weekly basis. The school has a food committee.

Achieving economic wellbeing

The provision is satisfactory.

The school has two boarding houses in use which are situated in the school grounds. One boarding house is solely for boys and the other is for girls and younger boys. Each group resides in a different area of the house. Boarding houses are adequately lit, heated and maintained overall and boarders' rooms are adequately decorated and furnished with the exception of some carpets. Some boarders have single rooms whilst others share. Beds are of sound condition and there is sufficient space around each bed. Boarders also have sufficient storage space for clothes and personal items. Boarders have personalised their own areas with posters, photographs and other items. There are sufficient toilet and shower facilities in relation to the number of boarders. Girls prefer the new shower block which they state offers more privacy than the other one.

Organisation

The organisation is inadequate.

The headmaster has recently taken on overall responsibility for the management of boarding and demonstrates a sound commitment to this role. New boarding staff have been appointed in one of the houses. All new staff complete a comprehensive induction programme and are issued with job descriptions. Boarding staff state that relevant training in boarding is on offer to them and they intend to take advantage of this opportunity. A senior member of the schools management team monitors risk assessments, complaints and accidents but, as yet, there is no system in place for the monitoring of punishments. Appropriate risk assessments are also not in place to ensure the welfare of boarders when accommodated away from the school on short term visits.

What must be done to secure future improvement?

Statutory requirements

This section sets out the actions, which must be taken so that the registered person meets the Care Standards Act 2000, and the National Minimum Standards. The Registered Provider must comply with the given timescales.

Standard	Action	Due date
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Recommendations

To improve the quality and standards of care further the registered person should take account of the following recommendation(s):

- ensure that the child protection policy is consistent with local safeguarding board procedures. NMS 3.2. This relates to a previous recommendation.
- ensure that the welfare of boarders is safeguarded through the use of risk assessments and vetting whilst accommodated away from the school on short term visits. NMS 52. This relates to a previous recommendation.
- continue to maintain current fire safety standards and comply with any additional recommendations that the fire authority may make at its forthcoming audit of the premises. NMS 26.1.
- ensure that school's system for recruiting staff who will work with boarders includes all the points covered within this standard and can be verified by records. NMS 38.2.
- ensure that the headmaster or a senior member of staff regularly monitors the school's records of punishments twice a term. NMS 23.2. This relates to a previous recommendation.
- ensure that staff and boarders involved in preparing food have received appropriate training in food hygiene. NMS 24.7.
- replace carpets in boarding areas that are in unsatisfactory condition. NMS 40.5.

Annex

Annex A

National Minimum Standards for boarding school

Being healthy

The intended outcomes for these standards are:

- boarders' health is promoted (NMS 6)
- safeguarding and promoting boarders' health and welfare are supported by appropriate records (NMS 7)
- boarders' receive first aid and health care as necessary (NMS 15)
- boarders are adequately supervised and looked after when ill (NMS 16)
- boarders are supported in relation to any health or personal problems (NMS 17)
- boarders receive good quality catering provision (NMS 24)
- boarders have access to food and drinking water in addition to main meals (NMS 25)
- boarders are suitably accommodated when ill (NMS 48)
- boarders' clothing and bedding are adequately laundered (NMS 49).

Ofsted considers 6 and 15 the key standards to be inspected.

Staying safe

The intended outcomes for these standards are:

- boarders are protected from bullying (NMS 2)
- boarders are protected from abuse (NMS 3)
- use of discipline with boarders is fair and appropriate (NMS 4)
- boarders' complaints are responded to appropriately (NMS 5)
- the operation of any prefect system safeguards and promotes boarders' welfare (NMS 13)
- boarders' welfare is protected in any appointment of educational guardians by the school (NMS 22)
- boarders are protected from the risk of fire (NMS 26)
- the welfare of any children other than the school's pupils is safeguarded and promoted while accommodated by the school (NMS 28)
- boarders' safety and welfare are protected during high risk activities (NMS 29)
- boarders' personal privacy is respected (NMS 37)
- there is vigorous selection and vetting of all staff and volunteers working with boarders (NMS 38)
- boarders are protected from unsupervised contact at school with adults who have not been subject to the school's complete recruitment checking procedures; all unchecked visitors to the boarding premises are supervised (NMS 39)
- boarders have their own accommodation, which is secure from public intrusion (NMS 41)
- boarders are protected from safety hazards (NMS 47)

Ofsted considers 2, 3, 4, 5, 26, 37, 38, 39, 41 and 47 the key standards to be inspected.

Enjoying and achieving

The intended outcomes for these standards are:

- boarders have access to a range and choice of activities (NMS 11)
- boarders do not experience inappropriate discrimination (NMS 18)
- boarders' welfare is not compromised by unusual or onerous demands (NMS 27)
- boarders have satisfactory provision to study (NMS 43)
- boarders have access to a range of safe recreational areas (NMS 46)

Ofsted considers 14 and 18 the key standards to be inspected.

Annex A

Making a positive contribution

The intended outcomes for these standards are:

- boarders are enabled to contribute to the operation of boarding in the school (NMS 12)
- boarders receive personal support from staff (NMS 14)
- boarders can maintain private contact with their parents and families (NMS 19)
- new boarders are introduced to the school's procedures and operation, and are enabled to settle in (NMS 21)
- boarders have appropriate access to information and facilities outside the school (NMS 30)
- there are sound relationships between staff and boarders (NMS 36)

Ofsted considers 12 and 19 the key standards to be inspected.

Achieving economic well-being

The intended outcomes for these standards are:

- boarders' possessions and money are protected (NMS 20)
- boarders are provided with satisfactory accommodation (NMS 40)
- boarders have satisfactory sleeping accommodation (NMS 42)
- boarders have adequate private toilet and washing facilities (NMS 44)
- boarders have satisfactory provision for changing by day (NMS 45)
- boarders can obtain personal requisites while accommodated at school (NMS 50)

Ofsted considers 51 the key standard to be inspected.

Organisation

The intended outcomes for these standards are:

- a suitable statement of the school's principles and practice should be available to parents, boarders and staff (NMS 1)
- there is clear leadership of boarding in the school (NMS 8)
- crises affecting boarders' welfare are managed effectively (NMS 9)
- the school's organisation of boarding contributes to boarders' welfare (NMS 10)
- risk assessment and school record-keeping contribute to boarders' welfare (NMS 23)
- boarders are supervised adequately by staff (NMS 31)
- staff exercise appropriate supervision of boarders leaving the school site (NMS 32)
- boarders are adequately supervised at night (NMS 33)
- boarders are looked after by staff which have specific boarding duties, and have received adequate induction and continued training (NMS 34)
- boarders are looked after by staff which follow clear boarding policies and practice (NMS 35)
- the welfare of boarders placed in lodgings is safeguarded and promoted (NMS 51)
- the welfare of boarders is safeguarded and promoted while accommodated away from the school site on short-term visits (NMS 52)

Ofsted considers 1, 23, 31 and 34 the key standards to be inspected.