



Making Social Care
Better for People

inspection report

BOARDING SCHOOL

Kirkham Grammar School

**Ribby Road
Kirkham
Preston
Lancs
PR4 2BH**

Lead Inspector
Mr Stephen Trainor

Announced Inspection
9th December 2006 & 6th & 7th February 2007 11:30

The Commission for Social Care Inspection aims to:

- Put the people who use social care first
- Improve services and stamp out bad practice
- Be an expert voice on social care
- Practise what we preach in our own organisation

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This is a report of an inspection to assess whether services are meeting the needs of people who use them. The legal basis for conducting inspections is the Care Standards Act 2000 and the relevant National Minimum Standards for this establishment are those for *Boarding Schools*. They can be found at www.dh.gov.uk or obtained from The Stationery Office (TSO) PO Box 29, St Crispins, Duke Street, Norwich, NR3 1GN. Tel: 0870 600 5522. Online ordering: www.tso.co.uk/bookshop

Every Child Matters, outlined the government's vision for children's services and formed the basis of the Children Act 2004. It provides a framework for inspection so that children's services should be judged on their contribution to the outcomes considered essential to wellbeing in childhood and later life. Those outcomes are:

- Being healthy
- Staying safe
- Enjoying and achieving
- Making a contribution; and
- Achieving economic wellbeing.

In response, the Commission for Social Care Inspection has re-ordered the national minimum standards for children's services under the five outcomes, for reporting purposes. A further section has been created under 'Management' to cover those issues that will potentially impact on all the outcomes above.

Copies of *Every Child Matters* and *The Children Act 2004* are available from The Stationery Office as above.

SCHOOL INFORMATION

Name of school	Kirkham Grammar School
Address	Ribby Road Kirkham Preston Lancs PR4 2BH
Telephone number	01772 684264
Fax number	01772 672747
Email address	info@kirkhamgrammar.co.uk
Provider Web address	www.kirkhamgrammar.co.uk
Name of Governing body, Person or Authority responsible for the school	The Kirkham Educational Foundation
Name of Head	Mr D R Walker
Name of Head of Care	Mr Paul Smith
Age range of boarding pupils	11 – 19
Date of last welfare inspection	18,19 & 20 March 2003

Brief Description of the School:

Detailed information on all aspects of boarding is contained within the School Prospectus and within the Boarding House handbooks provided for pupils and their parents. The School also has an informative website. The School Mission Statement clearly explains the purpose and function and aims and objectives of the boarding at Kirkham Grammar School. A safe, caring and happy environment has been created to enhance and support the pursuit of academic excellence. Pastoral staff receive suitable training and support to maintain high standards with boarding practice.

The School is described as a day school with a boarding section. Accommodation can be provided for a maximum of 70 boarders with an age range between 11 - 19. The legal responsibility of the Commission for Social Care Inspection is to inspect welfare provision for pupil's aged 18 and below.

Kirkham Grammar School believes that their Boarding House is the only single co-educational boarding house in the country. At the time of the visit records indicated that there was 68 full time borders and 1 weekly boarder. Male boarders numbered 42 and female boarders 27. The Inspection Team was satisfied with the arrangements in place for the separation of boarders by age and gender. There are three distinct areas within the Boarding house comprising of The House accommodating 42 male boarders and 24 female boarders all accommodated within Fenton House and 3 in The Cottage, which is attached to the Boarding House. Suitable security ensures boarders remain safe. The Boarding House has sensible rules that are known to the boarding pupils. There are no large dormitories at the School.

The physical appearance of the Boarding House has been developed through considerable investments. An impressive first impression has been created. Accommodation standards are excellent. A continuous improvement programme has been designed and successfully implemented to secure the long time future of boarding at Kirkham Grammar School. Decoration and furnishing are suitable in all areas of the Boarding House. Boarders and their parents are kept informed on the extent and timescales for future improvements.

SUMMARY

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

Boarding schools are subject to inspection by the Commission for Social Care Inspection (CSCI) to determine whether the welfare of children (i.e. those aged under 18) is adequately safeguarded and promoted while they are accommodated by the school. Inspections occur every 3 or 4 years. Inspectors from CSCI had maintained contact with the School between inspections. Inspections assess the extent to which the school is meeting the National Minimum Standards for Boarding Schools.

3 representatives from the Commission for Social Care Inspection including a specialist Pharmacy Inspector conducted the Inspection over a 3-day period. Two of the three representatives had previously visited the School. The inspection was announced and started at 11:30hrs. The first day of the inspection programme was designed to view premises and accommodation standards as well as health and safety matters. Boarding House Captains provided informative tours of the accommodation. The Boarders' perspective was represented.

The inspection was conducted with the full co-operation of the Housemaster, Matron and School Chair of Governors, School Staff and Boarding Pupils. An agreed inspection programme allowed many formal and informal interviews and discussions to be undertaken. In total 19 different staff met the Inspectors.

Records, policies and guidance were examined. The Commission undertook a questionnaire survey of pupils and parents seeking views and opinions on how the School is operated. Contact was made with Area Child Protection Coordinator, Fire and Rescue and Environmental Health and doctors from the Kirkham Health Centre.

What the school does well:

This service has been inspected for the second time against National Minimum Standards for Boarding Schools introduced from 1 April 2002. The pastoral care provided at Kirkham Grammar School is fully compliant with these Standards. The School has maintained excellent standards between inspections. The School was clearly fulfilling its statutory obligations in a constructive and positive manner. Policy, procedures and guidance available fully encompasses the expectations highlighted within Boarding School National Minimum Standards.

The six outcome headings that this report comments on are judged to be excellent. Boarding School National Minimum Standards are exceeded based on the findings from this inspection. The Commission applied a range of methodologies in reaching this judgement. The boarding experience to be

gained at Kirkham Grammar School sets an impressive, and in the experience of the lead Inspector the unprecedented achievement of excellence in all aspects of boarding management and operation. The welfare of boarders is clearly supported and promoted in a very safe environment. The Inspection Team agrees with a Matrons comment that the 'Boarding House is a nurturing environment'.

Boarders commented 'there's a good social aspect to boarding. I like it... well if I didn't I would be a bit stupid. I've been here for the past 7 years'. 'It's a good facility and also there are nice people. Everyone in the Boarding House relates to each other'. Another pupil said that 'there's simply no reason to be unsatisfied – its good'. Boarders also commented that 'any trouble is stopped'. No concerns were evident relating to bullying within the Boarding House. Boarders commented that 'staff always look after me'.

The Boarding House is organised extremely well with a dedicated team of experienced, competent and enthusiastic staff. All levels of staff are valued and are clear on the roles that they provide. Management, organisation and leadership displayed by the Boarding Housemaster and the Matron are excellent. Staff receive training and support. Suitable monitoring of boarders through observation and through School records is undertaken. Concerns or any concentration, trend or pattern can be quickly responded to. Records are stored securely capable of being retrieved for those permitted to read them.

Communication between staff and between staff and boarders is excellent allowing continuity with day-to-day practices. Efforts have established positive staff and boarder relationships. Genuine efforts are made to seek boarders' views and opinions. Open discussions take place during the Boarders' Council Meeting. One boarder commented that 'the Housemaster and Matron are always receptive to sensible suggestions on any aspect of the Boarding House'. Boarders confirmed that they were familiar with complaints procedures. The whole boarding experience is coordinated well leading to individual boarders developing both social and academic skills to fulfil their potential. Boarder induction is coordinated well allowing individuals to settle quickly. The School aim to develop boarders' awareness of citizenship is clearly being achieved.

Health, safety and security are managed well. Independent audits have been undertaken to ensure that the whole environment remains safe. Fire and rescue as well as Environmental Health confirm that there are no outstanding concerns. Boarders are protected from the risk of fire. Fire precautions are made known to boarders and practice drills regularly undertaken. Boarders commented, 'the Boarding Housemaster alerts us to any dangerous situation'. 'Staff always make sure that you are safe'. Other comments included 'good security and locks on doors'. 'Safety is the thing that is always talked about'. 'Transport arrangements, rules on visiting surrounding towns and roll calls ensure boarders' safety'.

Management's response to recruitment, selection and retention of staff is well coordinated with good documentation produced on the procedures that are being followed. Systems continue to be evolved in line with new directives.

Competent Matrons support medical and health and wellbeing needs of boarders. Boarders unanimously commented that 'they would be looked after if they were unwell'. A coordinated response is evident that links to School nurses and Kirkham Health Centre. Doctors from Kirkham Health Centre commented that 'we believe that the welfare provision and care of pupils boarding at Kirkham Grammar is of a high standard. There are residential medical staff that promptly and appropriately inform the Health Centre of any problems'. Medicines management and administration was scrutinised by a Pharmacy Inspector from the Commission for Social Care Inspection. All findings were positive. Recording, storage and disposal of medicines as well as the response to first aid and minor treatments were all managed well. The efforts that are made by the School to establish suitable health records and parental consents are acknowledged.

What has improved since the last inspection?

A seamless response is evident with all aspects of boarding and pastoral care. There has been suitable communication between the School and the Commission for Social Care inspection between inspections. Management are responsive and have continually demonstrated the ability to deliver a quality service. All advisory recommendations made at the last inspection have been addressed. New ways to further develop boarding are constantly being considered. The quality of boarding experience at this School clearly enriches pupils' lives.

What they could do better:

This inspection report highlights a very small number of advisory recommendations. The Commission acknowledges the hard work that continues to take place to maintain the high standards.

Some School documentation will have to be amended when Ofsted becomes the single inspectorate for children and learners. The role of the Commission for Social Care Inspection, children's division, will cease when it joins Ofsted from 1 April 2007.

The Boarding House should consider further expanding policy and procedures in line with guidance provided by the Commission for Social Care Inspection Pharmacy Inspector and the Royal Pharmaceutical Society of Great Britain as discussed. This comment recognises the good practices already established. Future refurbishment plans should consider upgrading the School sick bays.

Please contact the Head for advice of actions taken in response to this inspection.

The report of this inspection is available from enquiries@csci.gsi.gov.uk or by contacting your local CSCI office.

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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)

JUDGEMENT – we looked at outcomes for the following standard(s):

Standards viewed: 6, 7, 15, 16, 17, 24, 25, 48 & 49.

Quality in this outcome area is excellent. This judgement has been made using available evidence including a visit to this service.

The promotion of health is taken seriously. Boarders' welfare is closely monitored and their health needs are well met.

Meals are varied, healthy and nutritionally balanced and include favourite food preferences of the Boarders.

EVIDENCE:

The Commission's Pharmacy Inspector scrutinised practice and records on being healthy as outlined within Boarding School National Minimum Standards. The overall judgment is that a very capable and competent response was being taken to promote boarders' health. There is policy and written guidance, which is implemented in practice for administering, recording, storing and disposal of medication. Boarders confirmed that they are looked after well when ill.

Good health information/health plans are held on boarders. Policy and procedures as well as student induction and parent consultation establishes suitable medical information. Parental permissions for emergency or operative treatment are gained. A good working knowledge of boarder's health needs was demonstrated by matrons and boarding staff.

It was possible to provide detailed and specific advice relating to guidance issued by the Commission and the Royal Pharmaceutical Society of Great Britain. The Matron and Assistant Matron are keen to exceed 'minimum standards' being open to suggestions on further areas that could be developed. Additional guidance provided included how to further improve evidence of records on the receipt, administration and disposal of medication. Improving the audit trail for medicines is recognised as being crucial in establishing 'safest' practice. Discussion topics also included accessing different training in the safe handling of medicines, risk assessments linked to students that self-administer medicines and the valuable information that is contained within patient information leaflets (PIL's) that should be issued with all medication.

Boarding pupils are registered at the local Kirkham Health Centre who employ both male and female doctors. Doctors commented – 'we believe that the welfare provision and care of pupils boarding at Kirkham Grammar is of a high standard. There are residential medical staff who promptly and appropriately inform the Health Centre of any problems'. The Commissions Pharmacy Inspector confirmed that the arrangements for administering first aid are suitable. The Inspection Team observed some support being applied during a rugby practice session.

The Inspection Team undertook a survey of boarding pupils views and opinions on catering and School menus. Comments made by boarders were generalised and shared with the Catering Manager, Housemaster and Matron. Comments were more positive than in previous surveys. Although far from being fully satisfied boarders confirmed that there was choice at mealtimes with sufficient quantity of food being provided. Vegetarian options were an issue commented on as needing to be improved. Whilst some boarders felt food was sometimes too oily others felt that they didn't get enough chips. Full English breakfast was also commented on as a favourite meal of boarders. The subject of food and meeting individual's preferences is seen to be notoriously difficult to manage within most boarding schools. Some 'grumbles' expressed by boarders had already been discussed during a recent Boarders' Council Meeting. Minutes of this meeting were displayed on notice boards. The Catering Manager discussed proposals for further developments. The Inspection Team was satisfied that the Catering Department was receptive to suggestions and capable of introducing sensible changes if required.

The Inspectors joined Boarders at mealtimes and enjoyed good quality food. There is an extensive choice of food at lunchtime when boarders join the main school. Both main School dining facilities and Boarding House facilities are excellent. There is sufficient time available between lessons and before evening prep time for boarders to eat their food. No unreasonable queuing was observed. The Inspection confirmed that a suitable budgetary allocation is allowed for all meals eaten in the Boarding House. Boarders have access to drinking water and chilled drinks. The Boarding house has food preparation areas that can be used to make snacks. A recent Environmental Health Report

highlighted no areas of serious concern. Some recommendations made were quickly addressed.

The inspection confirmed that staff at the Boarding House actively promote healthy eating and healthy lifestyles. One important aspect highlighted to the Inspectors was the ability to monitor boarders eating habits. If necessary, when concerns are identified or reported, records including data from smart cards used to purchase food at the School can be viewed. Eating habits can be monitored sensitively. Boarders with special dietary or medical needs can be catered for safely. Staff provided details on how information is cascaded where there are special arrangements. Systems discussed were suitable. Food is also used to highlight different religious festivals with special themes being prepared by students. Some students had recently arranged a celebration for the Chinese New Year.

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 appropriately responded to.(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 and there is supervision of all unchecked visitors to the boarding premises.(NMS 39)
- Boarders have their own accommodation, secure from public intrusion. (NMS 41)
- Boarders are protected from safety hazards.(NMS 47)

JUDGEMENT – we looked at outcomes for the following standard(s):

Standards viewed: 2, 3, 4, 5, 13, 26, 29, 37, 38, 39, 41 & 47.

Quality in this outcome area is excellent. This judgement has been made using available evidence including a visit to this service.

Arrangements for complaints, child protection, bullying and behaviour management are handled extremely well and ensure that pupil's feel listened to and protected. The School is managed well with suitable training ensuring physical safety and security for the pupils resident.

Good records are maintained to show staff recruitment is safe. A comprehensive response to health and safety ensures boarders are protected from hazards.

EVIDENCE:

Inspection methodologies used during the course of the inspection included boarding pupil survey and opportunities for observations on how pupils conduct themselves on a daily basis. The significant finding from boarders was that they do not identify bullying as a problem at the School. 95% of boarders stated that they had not experienced any form of bullying. From information provided a few boarders listed name-calling and damage to an item of furniture as their source of bullying. Boarders informed the Inspection Team that they were clear on the steps to take if they felt they were being bullied. Kirkham Grammar School policy states that it seeks to provide pupils with a caring, secure and family based environment that promotes both self respect and respect for others within the spirit of a broad Christian ethos. Following discussions the Inspection Team was satisfied that the anti-bullying response is working well.

The School has suitable policy and procedures for responding to allegations or suspicions of abuse. The policy is consistent with local arrangements and procedures. Staff have received training and are capable of responding to child protection matters. Information is regularly reviewed and updated when required. Local and national safeguarding directives are quickly incorporated into School policy. Information is freely available to staff, pupils and parents. There had been some contact with the local Area Child Protection Coordinator between inspections. This relates to day pupils. No areas of concern were identified. General discussions relating to the local Area Child Protection Committee, which is now referred to as Safeguarding Boards took place. Relationships are being maintained. There are three senior school representatives appointed to coordinate child protection responses. Representatives are from junior and senior schools as well as the Boarding House. The system operated has proved to be suitable.

The School's policy on behaviour, discipline and the use of punishments is outlined within parental/student/houseparent handbooks. Boarders are made aware of School rules and the expected code of conduct. Rules and regulations are established by negotiations through the Boarders Council and are found in the Boarders' Handbook. There are few rules with boarders 'self regulating' their behaviour extremely well. Observations on behaviour were exemplary during the course of this inspection. Boarders were observed to be relaxed within their surroundings. Disciplinary powers of prefects or equivalent (Sixth Form Management Team) are defined.

Staff outline the need for high standards of behaviour, manners and discipline from pupils at all times. A centrally maintained record of major sanctions is maintained when needed. Systems operated at the Boarding House ensure that records are being monitored for any concentration, trend or pattern. No discernable pattern is evident.

A readily accessible pupils' complaints procedure is in place. Pupils confirmed that they have access to information. Information can be located within pupil and parental handbooks. A system is in place that would ensure a record of all serious complaints is made. Some information was shared with the Commission. An appropriate response was coordinated. Details provided within complaints guidance include the contact names and telephone numbers of those with designated responsibility to co-ordinate a response to complaints. The policy provides information on what action can be taken if the complaint outcome is not satisfactory. Complaints information provided to pupils and parents should contain information on the new inspectorate (Ofsted) responsible for school welfare inspections from 1 April 2007. The Commission for Social Care Inspection, children's division, will cease from this date.

There was no need to assess Standard 22. The Inspection Team confirmed that the School does not appoint Educational Guardians. The School web site also confirms that the responsibility lies with parents to make suitable arrangements for holiday periods. The Boarding House staff discussed potential scenarios and actions to be taken, as a last resort, if guardian arrangements broke down. Arrangements discussed were deemed suitable.

External specialists have carried out detailed audit and risk assessments covering safety within the boarding house and within the School grounds. There has been efficient monitoring of reports to ensure all advice and recommendations provided are being addressed. Comprehensive assessment documents are available and have enabled the Board of Governors and School Senior Management to maintain a safe whole school environment. No observable risks to boarder's safety were evident. The School has specific guidance to manage health and safety relating to visitors and contractors. Other departments that were contacted as part of this inspection support the Inspection findings. Fire and Rescues Services visited in May 2006 and reported that they were 'satisfied with the fire safety measures in place at the time of the inspection'. Environmental Health visited on 4 April 2006 reporting that a 'minimal amount of work was required to be done to meet requirements and no revisit was required'.

Crisis management and risk assessments have all been reviewed to enable an efficient response to be taken if required. Many generic risk assessments have been reviewed and revised. It is policy to obtain parental permission in advance for boarders to participate in identifiable high-risk activities run by the School or arranged by the School with other groups or organisations. Ensuring sporting events and team games are covered by medical/nursing staff is managed well. It is clear that staff and boarders know the safety issues that affect them. There is effective communication on health and safety matters. One boarder commented that 'safety is the thing that is always talked about'. Fire drills are regularly carried out. A sensible approach is taken by staff to ensure boarders safety when they attend external clubs. Appropriate

supervision and an efficient roll call system have established safe parameters for boarders.

Recruitment was found to be well coordinated. The School continues to develop systems and update policy in line with guidance that continues to be issued. The School Bursar was clearly informed on all aspects of safe recruitment and selection. Matters relating to School procedures, retrospective checks, Criminal Records Bureau Checks, references and reference verification along with checking School volunteers were all discussed. Key staff members have attended on line training courses by the National College for School Leadership Safe Recruitment Training. School policy does not accept any portability with Criminal Records Bureau Checks. New Criminal Records Bureau Checks (CRB) are taken up on all appointments.

From a random selection of case files the Inspection Team can confirm that safe recruitment is evident. Personnel information presented was suitable to confirm sound recruitment practice. Some additional evidence to confirm safe practice was presented. Efficient partnership arrangements with local taxi and coach operators have been established. All workers have to obtain Enhanced Criminal Records Bureau Clearance Checks. Boarders' welfare is clearly safeguarded. Practice examples discussed show that vigorous checks are undertaken on all staff appointments. Interview notes would indicate the reasons why someone was deemed suitable to work at the School who had previously been cautioned or convicted of an offence. The decision-making and rationale outlined during the discussion was perfectly acceptable. The visiting Inspection Team was managed safely in line with the School visitor's policy. A good system has been developed to manage building contactors and workers coming into the School.

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)

JUDGEMENT – we looked at outcomes for the following standard(s):

Standards viewed: 11, 18, 27, 43 & 46.

Quality in this outcome area is excellent. This judgement has been made using available evidence including a visit to this service.

Staff support engages the boarding pupils in a range of safe activities to develop skills and individual potential through new experiences.

Equality and diversity is recognised and valued at this School allowing boarding pupils to form good relationships and gain experiences that allow them to develop, achieve and prepare for their futures.

EVIDENCE:

Many informal opportunities were presented to discuss boarders' experiences at the School throughout this visit. Boarders were found to be relaxed in their surroundings during the weekend and evening and were willing to talk about how they spend their time at the School. It is clear from comments made that there is an individual and flexible response taken to boarder's spare time. Safety remains paramount in organising activities. There are clearly no unusual or onerous demands placed on boarder's time. Whilst some boarders like to relax, or with permission, go into the surrounding towns others prefer to 'sign up' to organised School outings. All outings and activities are risk assessed.

Transport is provided every weekend for boarders who wish to visit Preston Town Centre. Every Sunday a Gap year student provides a recreational programme by 'drumming up' interests in meaningful sports and recreational activities. The range of activities being provided has been extended since the last inspection. Resources and equipment are good allowing the more energetic to participate.

Some Chinese students took time to discuss a recent trip to Manchester China Town where they had organised a meal to celebrate Chinese New Year. Team sporting events are played most weekends. The Inspection Team enjoyed discussions with boarders who are members of successful rugby and cross-country teams. There are opportunities to develop sporting excellence at the School. Boarders in the main felt that there was enough 'going on' for them at the weekend. Some boarders are also members of local sporting clubs where they can develop valuable skills and individual potential through new experiences. The Inspection Team discussed and was satisfied with the arrangements to allow boarders to join these clubs.

School documents and guidance demonstrates a commitment to equal opportunities. The Boarding House Mission Statement with the aim to maintain 'our one family ethos' provides the clearest indication of the commitment to stamp out all forms of discrimination. A high percentage of boarding pupils are from overseas. There are no identifiable minority groups within the School. Boarders commented that 'most people get on with everyone most of the time'. Resources at the School allow customs, faiths and beliefs to be followed. Cultural events and festivals are celebrated. Church attendance is optional. There is multi linguistic staff enabling greater awareness and understanding of cultures and customs. A Chinese (Cantonese) speaking staff member has provided benefits in improving communication and consultation with boarders and their parents. Boarding House staff are more culturally sensitive and can provide appropriate support.

Boarders' study and preparatory areas are good. The School library is well equipped. Boarders do have access to safeguarded Internet. There is wireless access in some areas of the School. Boarders' thoughts on extending this network were passed on to staff. The School's arrangements are felt to be suitable at present affording suitable safeguards from unsuitable sites.

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)

JUDGEMENT – we looked at outcomes for the following standard(s):

Standards viewed: 12, 14, 19, 21, 30 & 36.

Quality in this outcome area is excellent. This judgement has been made using available evidence including a visit to this service.

Good relationships and ongoing consultation allow boarding pupils to settle at the School and allow their views and opinions to be expressed on how the Boarding House should be organised and operated.

EVIDENCE:

Boarders are enabled to contribute to the operation of boarding through a Boarders' Council. Members of the Council are elected on a fair and proportionate basis. Good consultation is evident between boarders and staff at the Boarding House. The Council addresses issues, concerns and grumbles that boarders raise. The Inspection Team viewed succinct minutes of Council Meetings. Timescales for addressing suggestions are provided. One boarder commented that 'Mr Smith and Matron are always receptive to sensible suggestions'. Questionnaires completed and returned to the Commission by boarders confirmed that they had opportunities to voice their views and opinions. Many of the matters highlighted by pupils had already been addressed or were in the process of being addressed via the Boarders' Council. A few specific matters highlighted by boarders were discussed with the Boarding Housemaster for consideration. Boarders' identity was not made known. No serious concerns were evident. Boarders confirmed that 'its easy to voice opinions to staff'.

Boarders confirmed that they receive personal support from staff. Relationships with Boarding House Staff, tutors, and teachers were also commented on as being very positive. A survey undertaken by the Commission confirmed that pupils are not restricted in the choice of person that they can speak to. The information provided within the pupil survey data reveals that boarders have a number of people, both at the School and at home, to whom they can turn to with any personal or welfare matters. Many pupils mentioned the House Captains, Housemaster and Matron as being approachable. Contact details are made known to the boarding pupils detailing the role of the independent visitor. Boarders have access to staff of both genders, including general practitioners, who can help with sensitive and personal matters.

Communication with many parents of overseas students has improved since the appointment of a Chinese-speaking staff member. A coordinated effort was being made to gain information from parents in preparation for the half term holidays. Guardianship arrangements were being finalised. Communication across different continents has some restrictions due to the different time zones. The ongoing efforts made by the School are acknowledged. Information technology including e-mail, pay phones and mobiles allow boarding pupils to remain in contact with friends and family. There are no restrictions on the use of mobile phones outside of lessons. The Inspection Team observed records of communications between the staff and parents.

The Inspection Team were satisfied that there is a process of induction in place to enable boarders to settle into the School. Boarders confirmed that they were supported when they arrived at the School. They stated that they were provided with relevant information that helped them to settle at the School. The Boarding House Guidance for Students handbook provides good information. The boarding staff provided some good illustrations of practice they had provided and problems such as homesickness that they had resolved.

Boarding pupils have opportunities to access information and facilities outside the School. Access to events is highlighted within Standard 11 – Activities and Free Time in which pupils have access to a range of community based recreational pursuits. There are clear arrangements for boarders who wish to go into local town centres. Opportunities to access local facilities are appropriate to age and determined by risk factors. Boarding houses operate a signing in and out log that should enable the location of boarders to be known at all times. This system is suitable as long as the boarding pupils indicate their movements. Boarding pupils in general are good at completing the log.

Achieving Economic Wellbeing

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)

JUDGEMENT – we looked at outcomes for the following standard(s):

Standards viewed: 20, 40, 42, 44, & 50.

Quality in this outcome area is excellent. This judgement has been made using available evidence including a visit to this service.

The Boarding House is safe and pleasantly decorated providing sufficient space and resources to meet needs.

EVIDENCE:

The Boarding House Mission Statement is to maintain a continuous improvement programme of accommodation and facilities. From a tour of the accommodation and comments made by many different staff and boarders it is clear that this has been achieved. There is a great deal of pride in the Boarding House with an excellent first impression being gained on all areas of boarding accommodation. Boarders have high quality comfortable accommodation. All areas of the boarding accommodation were observed to be safe. Reports produced by Fire and Rescue, Environmental Health and an Independent Safety Audit confirm this observation.

Some recent development work carried out to the boys' sleeping accommodation, bathrooms and corridors is to a very high specification. Boarding School National Minimum Standards are exceeded with the quality of development produced. The excellent attention to detail is complimented. School's Premises Regulations 1999 which prescribes the amount of space required within boarders' bedrooms has been factored into plans. School Governors have plans for further expenditure and development of the Boarding House. The Boarding House is managed within a rolling programme of redecoration and refurbishment. Previous improvements to the female accommodation are maintained to a high standard. Boarders can lock their

personal possessions away safely. Ancillary staff ensure that the Boarding House is clean and tidy at all time.

Management

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 effectively managed.(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 adequately supervised 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 with specific boarding duties, with adequate induction and continued training.(NMS 34)
- Boarders are looked after by staff following 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)

JUDGEMENT – we looked at outcomes for the following standard(s):

Standards viewed: 1, 8, 9, 10, 23, 31, 32, 33, 34 & 35.

Quality in this outcome area is excellent. This judgement has been made using available evidence including a visit to this service.

The Boarding House at Kirkham Grammar School is managed very well and operated in a friendly efficient way ensuring a safe and stable environment for the pupils living there.

EVIDENCE:

The Chairman of Governors commented 'the Boarding House, we believe, has an excellent system of policies and procedures alongside the implementation of these to ensure that we have compliance with the Boarding School National Minimum Standards'. The Inspection Team can confirm that well designed policies and procedures are in place providing excellent staff guidance. More importantly all staff are aware of the contents of the guidance and have

established a great deal of continuity and consistency with all aspects of the practice and management of the Boarding House.

The Inspection Team viewed many documents including, Boarding House Staff Handbook, Parental Handbooks, Boarding House Guidance for Students and Guidance for the Sixth Form Management Team. Handbooks have all been designed to reflect the full requirements of National Minimum Standards and are subject to regular review. Formats selected for these documents are user friendly. All good practice issues identified at the last inspection had been added to these documents. The hard work that has been undertaken to establish this guidance is acknowledged.

There is good evidence of strategic planning contained within the School development plan and Health and Safety reports. The Boarding House Management Team is clearly capable of responding to crisis. There are planned responses contained within School documents. Generic risk assessments also contribute to boarders' safety. There is good evidence that the School liaises with other professionals, agencies and departments to develop boarding practice and address service shortfalls if they become apparent.

There is clear, capable and competent management and leadership of the practice and development of boarding in the School. In the experience of the Inspector it is unprecedented to be able to demonstrate so many good practice examples that exceeds so many standards. The evidence provided by the Boarding Housemaster and the Matron along with the support of pastoral staff deservedly warrants praise. The support provided by the boarders as part of the Senior Management Team and House Captains remains integral to maintaining high standards. Staff deployment is managed well. Boarding pupils know who is responsible for them at all times. There is a satisfactory means of contacting staff at night.

The inspection confirmed that Boarding House staff receive suitable support through induction and training. Access to ongoing training is also coordinated. Boarding staff have good experience to ensure practice is capable of safeguarding and promoting boarders' welfare.

In summary the Inspection Team have consistently reported positive findings throughout this report. The visiting Inspection Team has recorded excellence in all aspects of the management and operation of boarding at Kirkham Grammar School. It is clear that the Boarding House Mission Statement is being achieved with students gaining many positive boarding experiences leading to social and academic development and growth. Two boarders comments are saved for the end of the report. One boarder commented 'there's simply no reason to be unsatisfied – its good. They (referring to staff) know their stuff – so we are always safe'. Put simply by another boarding pupil 'we are cared for well'.

SCORING OF OUTCOMES

This page summarises the assessment of the extent to which the National Minimum Standards for Boarding Schools have been met and uses the following scale.

4 Standard Exceeded (Commendable) **3** Standard Met (No Shortfalls)
2 Standard Almost Met (Minor Shortfalls) **1** Standard Not Met (Major Shortfalls)

"X" in the standard met box denotes standard not assessed on this occasion

"N/A" in the standard met box denotes standard not applicable

BEING HEALTHY	
<i>Standard No</i>	<i>Score</i>
6	4
7	4
15	4
16	4
17	4
24	3
25	4
48	3
49	4

STAYING SAFE	
<i>Standard No</i>	<i>Score</i>
2	4
3	4
4	4
5	4
13	4
22	N/A
26	4
28	X
29	4
37	4
38	3
39	4
41	4
47	4

ENJOYING AND ACHIEVING	
<i>Standard No</i>	<i>Score</i>
11	4
18	4
27	4
43	4
46	4

MAKING A POSITIVE CONTRIBUTION	
<i>Standard No</i>	<i>Score</i>
12	4
14	4
19	4
21	4
30	4
36	4

ACHIEVING ECONOMIC WELLBEING	
<i>Standard No</i>	<i>Score</i>
20	4
40	4
42	4
44	4
45	X
50	4

SCORING OF OUTCOMES

Continued

MANAGEMENT	
<i>Standard No</i>	<i>Score</i>
1	4
8	4
9	4
10	4
23	4
31	4
32	4
33	4
34	4
35	4
51	N/A
52	X

Are there any outstanding recommendations from the last inspection? No

RECOMMENDED ACTIONS

This section sets out the actions that must be taken so that the proprietor meets the Children Act 1989, Inspection of Schools and Colleges Regulations 2002 and the National Minimum Standards.

No.	Standard	Recommendation	Timescale for action (Serious welfare concerns only)
1.	BS5	Complaints information should show the contact details of the new inspection directorate (Ofsted) responsible for all children's services from April 2007. Where other School documents refer to the Commission for Social Care Inspection these will also have to be amended to Ofsted.	
2.	BS6	Promoting Boarders' Health. General advice provided is to further expand policy and procedures in line with guidance provided by the Commission for Social Care Inspection and Royal Pharmaceutical Society of Great Britain. (This comment recognises the high standards already evident)	
3.	BS24	The subject of food and catering should continue to be discussed to further improve, if possible, boarder satisfaction.	
4.	BS48	Any future refurbishment plans should consider upgrading the sick bays.	
5.	BS38	The Commission supports the phased programme of retrospective checking of existing	

		<p>staff. The system to check volunteers is to be finalised</p> <p>The Bursar's methodical response in continuing to adjust policy and procedures in line with new directives and new practice situation that set precedents is to continue. Evidence of vigorous selection and vetting of all staff will be evident for future inspections.</p>	
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