



*Making Social Care  
Better for People*

# inspection report

## FURTHER EDUCATION COLLEGE

### Plumpton College

**Ditchling Road  
Plumpton  
Nr Lewes  
East Sussex  
BN7 3AE**

*Lead Inspector*  
Kevin Whatley

*Announced Inspection*  
16 NOVEMBER 2006      09:00

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

## Reader Information

Document Purpose	Inspection Report
Author	CSCI
Audience	General Public
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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 *Further Education Colleges*. They can be found at [www.dh.gov.uk](http://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](http://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.

# COLLEGE INFORMATION

<b>Name of college</b>	Plumpton College
<b>Address</b>	Ditchling Road Plumpton Nr Lewes East Sussex BN7 3AE
<b>Telephone number</b>	01273 890454
<b>Fax number</b>	01273 890071
<b>Email address</b>	
<b>Provider Web address</b>	enquiries@plumpton.ac.uk
<b>Name of Governing body, Person or Authority responsible for the college</b>	Plumpton College
<b>Name of Principal</b>	Mr Des Lambert
<b>Name of person responsible for welfare and accommodation of students under 18</b>	Ms Emma Hawkins
<b>Age range of residential pupils</b>	16 to 18
<b>Date of last welfare inspection</b>	March 2003

## **Brief Description of the College:**

Plumpton College is a Further Education college situated in the countryside on the South Downs in East Sussex. The college offers a diverse range of courses from Wine Making to Sports Science with a main focus on rural and environmental programmes such as Farming, Horticulture and Equine studies. The college can have as many as 900 students on site during the day, including day vocational courses that provide programmes for school age students and students with learning difficulties. The college campus is centred near the main entrance and comprises of teaching rooms, library, sports hall, animal care centre, winery as well as student accommodation and dining facilities. The college also encompasses a working farm, the largest of its kind in England, with arable and grazing land on site and additional rented land on the South Downs with a considerable equine facility housing some 40 plus horses. The nature of the agricultural and equine studies mean that students enrolled on these courses often begin their day very early, therefore student accommodation is allocated on a priority basis to these students and students who have come from different parts of the country or from abroad.

The college can accommodate up to approximately 120 students of which around 60 were under 18 years of age at the time of the inspection. The main accommodation blocks are situated near the main entrance to the college, whilst the dining hall, student common room, snack bar, and bar, laundry and student support office are set close together. Nearby there are also tennis courts, a sports hall and library. The college is a few miles outside of Lewes but is served by a public bus service with the college providing a subsidised bus service to Lewes every lunch time.

The college provides information via its yearly prospectus and student handbook, whilst interested parties can contact the college via its website.

# SUMMARY

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

The announced inspection was carried out by two Inspectors who spent approximately 10 hours at the college. The inspection included meeting with the Principal of the college, the college's Deputy, the Student and Residential Services Manager and a number of the Student Wardens. The Inspectors also met with a group of 7 students, whilst 35 completed student questionnaires were received prior to the inspection along with 4 completed residential staff questionnaires.

The inspection incorporated a brief tour of the college campus with a detailed tour of student accommodation areas including viewing a number of bedrooms, the student common room and bar and laundry. It was also necessary to view a number of records these included student files, staff files and health and safety records, whilst the student handbook and college's strategic plan for 2006 – 2012 were seen.

## **What the college does well:**

Plumpton college provides students who require accommodation considerable individual support and guidance with a robust system for ensuring that students receive regular one to one meetings with a named warden, whilst support is available at all times of the day and night; students expressed very positive views of how they are helped, supported and cared for by residential staff and all found staff to be caring and helpful. The health of students is suitably considered with a clear and accessible process for ensuring students can have any minor issues dealt with on site, whilst professional medical assistance can be provided on a daily basis via the local GP surgery. Students who require or wish to have their personal matters, issues or feelings addressed by a counsellor can do so easily and confidentially. The ethos of the college is to respect and be respected by others and students benefit from the college taking a zero-tolerance approach toward bullying, anti-social behaviour and intimidation culminating in a safe and caring environment where students feel 'fairly treated' 'safe' and 'happy'. Good recreational facilities allow students opportunities to engage in physical pursuits on site including a sports hall, tennis courts and a well equipped gym, whilst a regular programme of events and outings provides students with opportunities to enjoy social activities. The college encourage diversity wherever possible and the atmosphere was found to be inclusive and accepting. Student's benefit from considerable information regarding the college and the services it offers residential students with sufficient details provided in respect of how students can gain support and what students can expect from staying at Plumpton. The manner that the head of student services manages the provision of residential care to under 18 students is commendable, whilst staff are committed, suitably trained, supported and caring.

## **What has improved since the last inspection?**

It has been some 3 years since the college has been inspected and a number of changes and improvements have been made to the provision of student services since the last inspection. The employing of a full time warden in the summer has enabled the college to provide students with a more permanent and consistent approach to meeting their individual needs. The college provide good recreational opportunities and recently employed the services of an activities co-ordinator who is able to focus on the needs of under 18 students. The process for recording the individual needs of students has been improved, whilst regular staff meetings ensure that the particular needs of students are addressed in a consistent and thorough manner.

## **What they could do better:**

The college need to review their policies and procedures in regard accepting personal medication from students to ensure they are able to meet the medical needs of such students in the event of the medication being required. Residential college staff need to be extremely clear when reporting any matters where students or others may be at risk of harm and must comply with the college's procedures in respect of child protection. The college environment should be reviewed in respect of the wedging open of fire doors, the storing of cleaning products in unlocked cupboards, staff access to two bathroom doors in the 'old Hostel' and the routine checking of external and internal doors that lead into accommodation areas to ensure that students and staff alike are safe at all times.

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

The report of this inspection is available from [enquiries@csci.gsi.gov.uk](mailto:enquiries@csci.gsi.gov.uk) or by contacting your local CSCI office.

# **DETAILS OF INSPECTOR FINDINGS**

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# Being Healthy

## The intended outcomes for these standards are:

- Under-age drinking, substance abuse and possession of obscene material by students are appropriately countered.(NMS 6)
- Students receive first aid and health care as necessary.(NMS 14)
- Students are adequately supervised when ill.(NMS 15)
- Students are supported in relation to any health or personal problems.(NMS 16)
- Students receive good quality catering provision.(NMS 22)
- Students have access to food and drinking water in addition to main meals.(NMS 23)
- Students are suitably accommodated when ill.(NMS 43)

**JUDGEMENT – we looked at outcomes for the following standard(s):**  
6, 14, 16 and 22

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

The college have implemented robust procedures in respect of responding to the health and medical concerns of students, though further consideration should be given when accepting responsibility for student's own medication. The college display a responsible and consistent approach toward the risk of under age drinking, whilst students are offered a reasonable standard of catering.

## **EVIDENCE:**

The student common room incorporates a small licensed bar which is open 3 evenings a week with the closing hours being 11pm with no extensions. All students can use the bar though bar staff keep the names and photographs of all under 18 students and will request student ID before serving them. The student handbook makes it very clear that under age drinking will not be tolerated including bringing alcohol onto the college campus. Routine checks are made of under 18 student accommodation by wardens who also carryout on the spot checks should they have any suspicions that alcohol may be being consumed in bedrooms. Students confirmed that they fully understood the rules on drinking and stated that 'you will be found out' if you break them. Wardens stated that the nature of the courses many of the students are on mean that they are often required to start their days at 6am and felt that this limits the wish for some under age students to drink.

All wardens are trained in first aid including the night warden. Student files include a section where any significant medical issues are noted. Should

students require an appointment to see a GP the college has an arrangement with the local surgery that allows for students to request appointments on a daily basis; if the student makes this request before 9:00am then they will be seen the same day with the college providing transport to and from the surgery. Students commented that this process 'works very well'.

Generally the student services team do not hold any medication whether prescribed or homely remedies. The snack bar holds a small amount of homely remedies such as paracetamol and Lemsip and keep a watch on the amount students purchase. One student had handed in an extra 'Epi-Pen' to the student services team in case the student lost the one they kept on them. Despite the student stating that the wardens would only have to pass them the spare 'Epi-Pen' and not administer it, it would be advisable to review this situation and if necessary provide staff training and record this medication on a stock control document.

Both Inspectors were invited to have lunch and this was taken in the main dining hall; building works are currently taking place to double the size of the dining facilities. The meal choice was seen to offer students a reasonable variety including a vegetarian option and salad bar. Students can eat as much as they wish and the amounts of food were seen to be plentiful. The Principle noted that wherever possible the college provide the majority of meat and some vegetables from it's own farm and strive to complement this with locally bought produce. The meal was found to be tasty and well prepared, however a majority of the student questionnaires and feedback on the day noted that food at the college was either poor or average. Students who live in are provide with three meals a day including a roast on Sundays, though several students commented that the evening meal on Sunday's was often in the form of 'Pot noodles' or soup.

# Staying Safe

## The intended outcomes for these standards are:

- Students are protected from bullying and harassment.(NMS 2)
- Students are protected from abuse.(NMS 3)
- Use of discipline with students is fair and appropriate.(NMS 4)
- Students' complaints are adequately responded to.(NMS 5)
- Students are protected from the risk of fire.(NMS 24)
- The welfare of any young people accommodated by the college other than its own students is safeguarded and promoted.(NMS 26)
- Students' safety and welfare are protected during high risk activities.(NMS 27)
- Students' personal privacy is respected.(NMS 33)
- There is careful selection and vetting of all staff and volunteers working with residential students.(NMS 34)
- Students are protected from unsupervised contact with adults who have not been, subject to the college's complete recruitment checking procedures.(NMS 35)
- Students have their own living accommodation, secure from public intrusion.(NMS 37)
- Any security or surveillance measures provide security to protect students without compromising their privacy.(NMS 38)
- Students are given reasonable protection from safety hazards.(NMS 42)

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

2, 3, 4, 5, 24, 33, 34, 35, 37, 38 and 42

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

The college ensure that students are adequately protected from the risk of harm or abuse and have their privacy respected. Staff need to be accurate when recording or passing on matters of concern that could possibly have safeguarding consequences for students. Student accommodation is generally safe and free from risks or hazards, though the college should be vigilant in maintaining a safe environment at all times.

## **EVIDENCE:**

No students raised any concerns that they had suffered intimidation, bullying or abuse from any other student or staff, in fact the student questionnaire section regarding bullying showed categorically that no student felt they had been bullied at all. The college have a zero-tolerance stance regarding any

form of bullying or intimidation with clear policies and procedures in place with these being clearly described in the student handbook. There are also posters situated around the student services office and accommodation areas that provide information about what to do in the event of being bullied including contact numbers for support groups etc.

All residential staff have had child protection training provided by the local social services department and attend refresher training yearly. The head of student services being the college's designated child protection co-ordinator. No child protection matters have been reported to the local social services department since the last visit to the college in January this year.

One of the wardens explained one recent matter whereby a student had disclosed that they were allegedly at risk of physical harm at home. The warden stated this matter had been suitably recorded and passed on the head of student services, however on viewing records and discussing the situation in detail with all staff concerned it became apparent that there were a number of discrepancies in respect of what the student was alleged to have said and what was subsequently recorded and passed onto the child protection co-ordinator. Despite the student allegedly stating that they did not want the matter taken any further the college staff have a responsibility to pass on such information to the local child protection team for them to assess further. The head of student services stated that this matter will be pursued immediately with the member of staff in question as part of their supervision and training.

The college have clearly defined rules, regulations and expectation of behaviour amongst students that are described in detail within the student handbook. These include the nature of any disciplinary action that can be considered in the event of a student breaking such rules and expectations, beginning with a verbal warning leading to a written and final written warning before a review of being allowed to board will be held by the Principle with the student in question. All students acknowledged that the rules, regulations and expectations regarding boarding were reasonable whilst all agreed that the actions that could be taken by the college were 'fair' and 'understandable'. The Principle noted that just one student had been excluded from boarding on the grounds of unacceptable behaviour during the past year and even then they were allowed to maintain their place on the course they were studying.

Observation of interactions between staff and students confirmed that wherever possible student privacy is appropriately considered with staff seen to knock on bedroom doors before entering and students confirming that they are aware of when routine room checks are due to take place. Wardens stated that when room checks are made these are carried out by two people and that no cupboards or draws are opened without the student being present. Wardens also noted that if a situation arises during the night or when staff are alone that they request a mature student is with them prior to entering rooms to act as a witness.

Outside doors leading into the accommodation areas should be kept shut at all times with entry to them protected with a keypad entry system; the same system is situated at the entrance to all separate student accommodation areas. All under 18 accommodation is situated together, with males on the bottom floor and females on the first floor, entry to adjoining over 18 accommodation is restricted for under 18's. The head of student services stated that students often 'break the locks' to the doors or 'leave outside doors on the latch', indeed one outside door was seen to be left open whilst the door leading to the under 18 female accommodation was found to have been purposefully broken.

The college have invested heavily in CCTV across the student accommodation areas and all entrances are protected by cameras as are corridors and communal areas such as the common room and bar. Wardens monitor the cameras 24 hours day, whilst the night warden patrols the accommodation blocks throughout the night. Should students need assistance during the night or when the student service office is not open then a telecom system at the office allows them to talk directly to the night warden via his walki-talkie; the warden can also contact wardens who sleep-in on site for additional support should he require it.

The college have a robust staff recruitment procedure that includes ensuring all staff have the required checks in place prior to starting employment. The records of residential staff employed since the last inspection were viewed and these confirmed that all references and Criminal Records Bureau (CRB) checks had been completed.

The Deputy of the college is responsible for overseeing health and safety within the accommodation environment including fire safety. Records viewed confirmed that there were detailed and up to date risk assessments in place for the accommodation areas, whilst regular fire alarm and lighting testing is carried out regularly as are fire drills. A recent inspection carried out by East Sussex Fire Safety Service found a few minor issues, however a subsequent visit made by the service deemed these to have been completed.

During the tour of the accommodation areas two fire doors were found to be propped open by wooden wedges and an unlocked chest of draws in a corridor was found to house a number of cleaning products and aerosols; these products were removed immediately. Two bathroom doors in the 'Old Hostel' comprised of an old style locking system that does not allow access to staff in an emergency. The Inspectors also felt that the college should contact the local fire safety office for advice regarding fire exit signs, as some corridors appeared to lack clear directions to the nearest fire exit.

# Enjoying and Achieving

## The intended outcomes for these standards are:

- Students have access to a range and choice of activities.(NMS 11)
- Students receive personal support from staff.(NMS 13)
- Students do not experience inappropriate discrimination.(NMS 17)
- Student welfare is not compromised by unusual or onerous demands.(NMS 25)
- Students have access to a range of recreational areas.(NMS 41)

**JUDGEMENT – we looked at outcomes for the following standard(s):**  
11, 13, 17 and 41

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

Activities and events are made available to students along with a good range of recreational facilities on campus. Student's benefit from commendable support and guidance.

## **EVIDENCE:**

Since the visit that took place to the college in January this year an activities co-ordinator has been employed to focus primarily on the needs of under 18 students. This had led to improved opportunities for students to engage in events, activities and outings. Activities take place several times a week including swimming trips, football, rugby and netball training with arranged matches against other colleges, cinema trips, quiz nights, karaoke nights and weekly trips to local shops. Students generally commented positively on the opportunities they have to attend these activities, though some expressed some concerns that some trips rely on them having money available which often as students they do not. Students also expressed a wish to have a cash machine on site, the Principle acknowledged that this was an issue for some students though the practicalities of having such a provision have been reviewed and have been found to be difficult to instigate due to the expectation that the college would be responsible for handling large amounts of money.

The college has a number of facilities on site that can be used by students including a large sports hall, tennis courts and a well equipped gym. The student common room accommodates a huge screen TV that can also show DVD's, a pool table and dart board. Should students wish to relax or study then they have access to the library.

The college have established a robust system for supporting students on an individual basis. All residential students have 3 tutorials each year, which necessitates them meeting with a named warden each term. First year students are given priority and meet with a named warden within the first few weeks of starting college where support, advice and guidance will be offered. Tutorials are recorded and where students are identified as requiring particular support, for instance in regard a welfare issue, then the college prepare a care plan that outlines what the students difficulties are and how best to address them. Warden's meet on a weekly basis where student issues are discussed with relevant matters, including strategies to help particular students, shared amongst the residential staff team. Since the summer the college have employed the services of a full time warden this appears to have provided a more permanent and consistent response to students. A recent innovation has also been implemented whereby the educational staff will inform residential staff if a residential student's attendance is falling below 90% so that wardens can check whether the particular student is experiencing difficulties so as to assist them to attain their educational goals.

The college have implemented a commendable process where students can access the use of a councillor. Students can easily and confidentially request to see a councillor, who can subsequently be engaged in a very short time to work with students whilst they are at college.

Every student spoken with and all completed surveys categorically stated that they were 'very well' supported by residential staff and noted that warden's were 'lovely' and 'excellent'. It was clear throughout the inspection that students hold the role the warden's play very highly, whilst residential staff displayed a clear understanding of the individual needs of each student.

A local chaplin offers residential students the opportunity to talk informally or confidentially with him on a weekly basis often spending time in the common room playing pool with students.

Throughout the inspection there were no areas of concern identified in respect of students suffering any form of discrimination and indeed students did not feel they had been treated anything other than 'fairly' and 'equally'. The college have daily courses that involve students with learning difficulties and it was pleasing to see all students mixing happily together at lunch time in the common room whether on part time courses, day courses or residential ones. The college have implemented safety measures for students who may be hard of hearing or sight impaired in the form of flashing lights and very loud sirens in the animal care centre in the event of the fire alarm being activated.

# Making a Positive Contribution

## The intended outcomes for these standards are:

- Students are enabled to contribute to the operation of residential provision in the college.(NMS 12)
- Students can maintain private contact with their parents and families(NMS 18)
- Students receive guidance, both on arrival at the college and in preparing to leave the college.(NMS 20)
- There are sound relationships between staff and students.(NMS 32)

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

12 and 18

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

Opportunities are provided for students to have their views, wishes and concerns listened to and to contribute to the operation of the college. Students are suitably assisted to maintain contact with family and friends.

## **EVIDENCE:**

Aside from the 3 individual tutorials each year that students attend with a warden the college have established a number of routes where students can express their views. These include the implementation of a comments box whereby students can express their wishes or concerns for whatever they like anonymously, however the head of residential service stated that the amount of comments received since the comments box was set up in January has been minimal.

The college have a student council that meets regular to discuss issues affecting residential students such as activities and events. Additional forums are also convened to address matters as and when they arise such as a recent meeting for catering. Students are voted on to the council by their peers with other council members drawn from residential staff including the head of student services. Students appeared to be ambivalent as to the usefulness of the council, this was also seen in the apparent difficulty in getting students to attend meetings. Despite this no student expressed any concerns that they were not listened to or that circumstances affecting them arose without their prior knowledge.



The college provide access for residential students to use a payphone at all times of the day whilst students stated they can request to use the student services office phone if they need to call home. However most students have their own mobile phones and no student felt that they could not get in touch with family or friends if they wished to.

# Achieving Economic Wellbeing

## The intended outcomes for these standards are:

- The college's organisation of residential provision safeguards students' welfare.(NMS 10)
- Students' personal possessions and money are protected.(NMS 19)
- Students are provided with satisfactory living accommodation.(NMS 36)
- Students have satisfactory sleeping accommodation.(NMS 39)
- Students have adequate and adequately private toilet and washing facilities.(NMS 40)
- There are arrangements to ensure that students' clothing and bedding are adequately laundered.(NMS 44)
- Students can buy food and personal requisites while accommodated at college.(NMS 45)

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

36, 39, 40 and 45

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

Students are provided with a reasonable level of accommodation and have access to suitable facilities.

## EVIDENCE:

A tour of the accommodation areas confirmed that in general most parts of the college offer students an adequately maintained environment both inside and out. A number of bedrooms were viewed and these were found to contain a reasonable level of facilities, though several rooms were not large enough to easily accommodate a desk and chair for studying purposes; the head of student services accepted that not all rooms offered students a desk to study at though she noted that there are areas nearby where students could study including the library. All rooms are cleaned by domestic staff on a weekly basis and all communal areas and corridors appeared generally clean and tidy.

Adequate numbers of toilets and bathrooms are situated on each floor and where privacy is limited by cubicles being situated together there are nearby separate facilities where students can have complete privacy.

The college have established a 'snack bar' in the common room area where students can purchase a number of items from sandwiches and soft drinks to

paracetamol and coffee. The snack bar is open from 8:30am to 3:30pm during the week.

# Management

## The intended outcomes for these standards are:

- A clear statement of the principles of residential provision and student support at the college is available to those needing this information.(NMS 1)
- The safeguarding and promotion of students' health and welfare are supported by appropriate records.(NMS 7)
- There is clear leadership of residential provision in the college.(NMS 8)
- Crises affecting students' welfare are effectively managed.(NMS 9)
- Risk assessment and college record keeping contribute to students' welfare.(NMS 21)
- Students are appropriately supervised during free time.(NMS 28)
- Students are adequately supervised by staff.(NMS 29)
- Staff responsible for residential students have specific residential and welfare duties, with adequate induction and continued training.(NMS 30)
- Students are looked after by staff following clear residential and welfare policies and practice.(NMS 31)
- The welfare of students placed by the college in lodgings is safeguarded and promoted.(NMS 46)
- The welfare of students is safeguarded and promoted while accommodated away from the college site on a short-stay basis.(NMS 47)

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

1, 8, 9, 21, 29, 30, 46 and 47

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

Students are provided with considerable information regarding the college with clear details of all the residential aspects of Plumpton. The leadership approach taken in regards residential services is commendable with a clear commitment to providing students with a consistently high standard of care provision. Residential staff are suitably trained, committed and well supported to carryout their tasks.

## **EVIDENCE:**

Information provided by the college to students and others clearly outlines the ethos of Plumpton and the courses it offers with considerable detail of the services that are provided for students who are accommodated. Each student

is provided with a copy of the Student Handbook and College Regulations which contains details of every aspect of residential services at the college. This includes the names of the people responsible for their care, who students can turn to if they need help or assistance such as the contact details of drink and drug advice and support groups and the citizens advice bureau, the rules and expectations of Plumpton with an emphasis on the college's 'zero-tolerance' stance on bullying, drug taking and persistent anti-social behaviour with a detailed explanations of the college's disciplinary policy and procedures.

It is clear the manner that residential services are managed at Plumpton ensures that students benefit from having their needs put first. The head of residential services has been in her position at the college for a number of years and displays considerable insight into the needs of students being accommodated there both on a practical and emotional level. She has established a robust staffing structure where all residential staff have clearly defined roles and responsibilities. The Principle of the college maintains clear communication with the head of student services and is clearly aware of all aspects of the residential establishment. The Principle offers a commitment to supporting the head of student services and indeed the students who stay at the college.

All residential staff undertake a suitable induction programme that addresses all key areas of student care including health and safety and child protection. The college have a well defined rolling programme of training for residential staff with yearly training in child protection, first aid and health and safety with recent courses being provided in eating disorders, nutrition and suicide awareness. The residential staff team is relatively small comprising of approximately 6 staff, this subsequently enables them to work closely together and it was apparent that communication between them is very good notably in respect of passing over issues affecting particular students. All staff spoken with stated they are 'really well supported' by the head of student services and confirmed that they receive regular supervision, whilst team meetings take place weekly.

There college provides students with adequate staffing cover during the day with at least one warden, the students services administration clerk and the head of student services available during office hours. In the evening there is at least two warden's on duty, whilst a full time night warden is available throughout the night; should he be on a routine inspection of the site then students can contact him via an intercom situated at the students services office that is sent to his walkie-talkie. Students commented that 'there is always a warden there to help you whenever you need them' and no student raised any concerns that there was no assistance around when they required it.

As stated throughout this report a majority of the records kept by the college are maintained clearly and accurately and where it is necessary for risk

assessments to be completed these were seen to be appropriate and clearly identified any risks with details of how such risks will be monitored, reviewed and wherever possible minimised.

The college do not place under 18 students in lodgings.

# SCORING OF OUTCOMES

This page summarises the assessment of the extent to which the National Minimum Standards for Further Education Colleges 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

<b>BEING HEALTHY</b>	
<i>Standard No</i>	<i>Score</i>
<b>6</b>	3
<b>14</b>	4
<b>15</b>	X
<b>16</b>	3
<b>22</b>	3
<b>23</b>	X
<b>43</b>	X

<b>STAYING SAFE</b>	
<i>Standard No</i>	<i>Score</i>
<b>2</b>	4
<b>3</b>	3
<b>4</b>	3
<b>5</b>	3
<b>24</b>	3
<b>26</b>	X
<b>27</b>	X
<b>33</b>	3
<b>34</b>	3
<b>35</b>	3
<b>37</b>	3
<b>38</b>	3
<b>42</b>	3

<b>ENJOYING AND ACHIEVING</b>	
<i>Standard No</i>	<i>Score</i>
<b>11</b>	3
<b>13</b>	4
<b>17</b>	4
<b>25</b>	X
<b>41</b>	3

<b>MAKING A POSITIVE CONTRIBUTION</b>	
<i>Standard No</i>	<i>Score</i>
<b>12</b>	3
<b>18</b>	3
<b>20</b>	X
<b>32</b>	X

<b>ACHIEVING ECONOMIC WELLBEING</b>	
<i>Standard No</i>	<i>Score</i>
<b>10</b>	X
<b>19</b>	X
<b>36</b>	3
<b>39</b>	3
<b>40</b>	3
<b>44</b>	X
<b>45</b>	3

# SCORING OF OUTCOMES

## Continued

MANAGEMENT	
<i>Standard No</i>	<i>Score</i>
<b>1</b>	4
<b>7</b>	X
<b>8</b>	4
<b>9</b>	3
<b>21</b>	3
<b>28</b>	X
<b>29</b>	3
<b>30</b>	4
<b>31</b>	X
<b>46</b>	N/A
<b>47</b>	N/A



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.	FE16	That the college need to review their policy and procedures in respect of accepting student's personal medication and that consideration be given for training to be provided for staff in regards the administration of such medication.	16/03/07
2.	FE3	The college must ensure that when students disclose potential risks to themselves or others that clear records are maintained and agreed child protection protocols adhered with.	16/01/07
3.	FE24	That fire doors must not be propped open by wedges.	16/11/06
4.	FE37	The college need to ensure that residential staff routinely check all outside and inside doors to ensure they are secure and working properly.	16/03/07
5.	FE42	That cleaning staff refrain from storing cleaning products in unlocked cabinets.	16/01/07
6.	FE40	That the college review the two bathroom doors in the 'Old Hostel' whose locks do not allow staff access in the event of an emergency.	16/01/07

## **Commission for Social Care Inspection**

East Sussex Area Office

Ivy House

3 Ivy Terrace

Eastbourne

East Sussex

BN21 4QT

National Enquiry Line: 0845 015 0120

Email: [enquiries@csci.gsi.gov.uk](mailto:enquiries@csci.gsi.gov.uk)

Web: [www.csci.org.uk](http://www.csci.org.uk)

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