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10 December 2012

Stacey Williams  
Headteacher  
Reintegration Service  
Moorside Community Centre,  
Urquhart Road  
Thatcham  
Berkshire  
RG19 4RE

Dear Ms Williams

**Requires improvement monitoring inspection visit under section 8 of the Education act 2005 to Reintegration Service**

Following my visit to your school on 7 December 2012, I write on behalf of Her Majesty's Chief Inspector of Education, Children's Services and Skills to report on the findings of my visit. Thank you for the help you gave me and for the time you made available to discuss the actions you are taking to improve the school since the most recent section 5 inspection.

The visit was the first monitoring inspection since the school was judged to require improvement following the section 5 inspection in October 2012. It was carried out under section 8 of the Education Act 2005.

**Evidence**

During the visit, I held meetings with you and other members of the senior leadership team, the chair of the management committee and a representative of the local authority. I evaluated the service's plan for improvement and looked at other documents relating to action that has recently been taken.

**Context**

There have been no changes to the service's staffing since the inspection in October. Currently, the service is without two members of the senior leadership team, because of a vacancy and long-term illness.

## Main findings

In the short time since the inspection, a good deal of work has been done to strengthen the service's procedures and systems, as part of the drive to improve teaching and learning. For example, guidance for teachers on marking and feedback to students has been revised and a standard format for planning lessons has been introduced. Senior staff have received training in what to look for when observing teaching and lesson observations have continued. The service is about to put together a schedule of the different types of observations and assessments that will take place over the course of the academic year – this is a sensible step not only to inform all staff about what is going to happen but to enable the management committee to check that things are being done in a timely way. Systems for tracking closely the academic progress of individual students are being put together. The intention is to assess a piece of work from each student every three weeks. As this is implemented, senior leaders will need to review whether the assessments are yielding the information about progress that is needed and that such frequent assessments are sustainable over time. Senior leaders have rightly recognised that where targets are specified for individual students, they should be time-related.

The plan for improvement covers all of the elements highlighted in the inspection report; however, the issue of accommodation is not one that the service can deal with on its own. Actions to be taken to improve teaching and assessment, and leadership and management are appropriate and the timescale is short. The plan contains ways of judging success, but these are not clearly measurable.

The management committee has been reorganised and streamlined, in line with plans that were in place before the service's inspection, and it is now well placed to provide both support and challenge, and to increase its involvement in strategic rather than operational matters. Much thought is being given to how best to present information to the management committee so that members can see at a glance where improvements are being made.

Senior leaders, the management committee and the local authority are taking effective action to tackle the areas requiring improvement identified at the recent section 5 inspection. Following the visit to the school, HMI recommend that further action is taken to:

- strengthen the plan for improvement by including a small number of time-related, measurable targets for students' progress and the quality of teaching.
- monitor closely the implementation of procedures for assessing and recording students' progress to be sure that they are achievable and yield the information that is required.

I will consult colleagues to find examples used by similar providers to assess and record the progress of students who attend both for a short time and for longer periods.

Ofsted will continue to monitor the school until its next section 5 inspection. However, there is no need for a further monitoring inspection in the short term.

**External support**

The local authority is working closely with the service. It has been involved in drawing up the service's plan for improvement and is committed to supporting the headteacher and staff as they work towards becoming good. The commissioning of an external consultant to review the service's action plan and to undertake a further monitoring visit was a sensible step.

I am copying this letter to the Chair of the Governing Body and the Director of Children's Services for West Berkshire and as below.

Yours sincerely

Linda McGill  
**Her Majesty's Inspector**