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11 September 2013

Jane Gorecka
Headteacher
St Martin's CofE Controlled Primary School, Dorking
Ranmore Road
Dorking
RH4 1HW

Dear Mrs Gorecka

Requires improvement: monitoring inspection visit to St Martin's CofE Controlled Primary School, Dorking

Following my visit to your school on 11 September 2013, I write on behalf of Her Majesty's Chief Inspector of Education, Children's Services and Skills to report 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 June 2013. It was carried out under section 8 of the Education Act 2005.

Senior leaders and governors are taking incisive and urgent action to tackle the areas requiring improvement identified at the recent section 5 inspection. The school should take further action to:

- incorporate targets for raising pupils' achievement and the ways in which improvements will be monitored and evaluated, including by governors, into the school action plan.

Evidence

During the visit, meetings were held with you, other senior leaders, and four governors to discuss the action taken since the last inspection. I had a telephone conversation with a representative of the local authority. The school action plan was evaluated. I looked at a wide range of the school's documentation, including records of lesson observations conducted by school leaders since the inspection, details of training that teachers have received, minutes of governing body meetings, and

information about pupils' achievement. You showed me around the school and we visited every class.

Context

Four teachers have left the school and seven new teachers have started at the school.

Main findings

Senior leaders and governors have rightly put a great deal of time and effort into appointing high quality teachers to replace those that have left, and the early signs are that this investment has paid off. Teaching is improving and a greater proportion is now good or better. As a result, pupils are beginning to make better progress. All teachers have received training about the elements of good teaching, and how to make sure that all pupils make good progress in lessons. The extra help provided for pupils who need it, including those pupils who are known to be eligible for free school meals, is now more focused. The system for regularly evaluating the impact of this extra support on pupils' progress is more robust.

The school action plan has been revised to address the areas for improvement and it includes a range of appropriate actions. Leaders have set ambitious targets for improving pupils' achievement, and governors are in the process of finalising how they are going to evaluate improvements. There is also a timetable in place that shows how senior and middle leaders will monitor and evaluate improvements. However, these measurable targets for improvement in pupils' achievement and these strategies for evaluation have yet to be fully incorporated into the school action plan.

Senior leaders have clarified the roles and responsibilities of middle leaders well. Middle leaders are now required to make a full contribution to the school's development through the work they do to improve teaching and pupils' achievement. This includes the development of the curriculum to ensure that there is a clear progression in skills in all subjects. Governors continue to challenge and support the school effectively.

Ofsted may carry out further visits and, where necessary, provide further support and challenge to the school until its next section 5 inspection.

External support

Although the school received substantial support from the local authority prior to the last inspection, support has been limited since then. A local authority representative has visited the school once to give the headteacher advice about how to revise the school improvement plan, and has remained in contact with the school via email. Plans are in place for more support to be allocated to the school, including regular

monitoring visits to judge the progress the school is making, but the local authority has not acted quickly enough to arrange this.

I am copying this letter to the Chair of the Governing Body, the Director of Children's Services for Surrey Local Authority, and the Director of Education for Guildford Diocese.

Yours sincerely

Matthew Haynes
Her Majesty's Inspector