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Mrs Eileen Mumford
Acting Headteacher
Shoreham Village School
Church Street
Shoreham
Sevenoaks
Kent
TN14 7SN

Dear Mrs Mumford

Special measures monitoring inspection of Shoreham Village School

Following my visit to your school on 13 December 2013, I write on behalf of Her Majesty's Chief Inspector of Education, Children's Services and Skills to confirm the inspection findings. Thank you for the help you gave during the inspection and for the time you made available to discuss the actions which have been taken since the school's recent section 5 inspection.

The inspection was the first monitoring inspection since the school became subject to special measures following the inspection which took place in September 2013.

Evidence

During this inspection, meetings were held with you, four governors including the Chair of the Governing Body, the special educational needs coordinator, subject leaders for English and mathematics and a representative of the local authority. The local authority's statement of action and the school's action plan were evaluated.

Context

Following the inspection in September, and by agreement with the governors of the neighbouring school where you are headteacher, you have continued to lead Shoreham Village School in an acting capacity. You have agreed to take this on until the end of the academic year. Following the resignation of four governors after the inspection, a number of experienced governors from the same school have agreed to join the governing body of Shoreham Village School, taking on Chair and Vice-Chair

roles. Another local school has provided other assistance in the form of a special educational needs coordinator who will work in the school for two days a week, also until the end of July.

The quality of leadership and management at the school

You are working effectively with the assistant headteacher and senior leaders to build the trust and confidence of parents and the local community. The staff team is well motivated to make the necessary improvements to the school.

You and your senior leaders have drawn up an appropriate action plan to address the key areas for improvement. The plan includes suitable short-term steps to improve the school and you have a clear longer term vision for the school. However, to ensure the plan brings sustained improvement, it needs more detail to show exactly how all actions will be taken forward and how progress towards the overall targets will be measured. The plan would also benefit from simplification into key headings to help track progress. Safeguarding is rightly a high priority. Effective action has already been taken to improve this aspect of the school's work. All staff have received the right training in child protection, areas of the site have been made safe and faulty equipment has been removed.

Together with your leadership team, you have quickly established a strong grasp of relative strengths and weaknesses in teaching. The leaders for English and mathematics have identified the right actions to raise standards in these subjects. They are working well together to ensure improvements are put in place across the school. They have a good understanding of how to check the effectiveness of their plans.

The resignation of several governors initially held the governing body back in its work. However, those on the newly formed governing body appreciate what needs to be done to move the school forward and it is helpful that they plan to meet monthly to check how well the school is progressing.

There has been strong support from the 'Sevenoaks Collaborative', a group of local primary schools. This has provided the school with assistance for staffing and models of good teaching, and there are good plans to build on this in the future.

The local authority acted quickly to enlist the support of the acting headteacher at the start of the autumn term. This has meant no time was lost in planning to follow up the recommendations of the inspection in September 2013. The local authority has also provided helpful support by brokering the additional governance from the same local school to enhance the new governing body. The local authority's

statement of action complies with requirements and addresses each of the areas raised in the section 5 report. Nevertheless, it is not always clear enough exactly what support is being provided by local authority personnel. In order for it to have greater effect, the plan will need to more explicitly identify who does what, the expected impact of their work and the milestones along the way.

Following the monitoring inspection, the following judgements were made:

The local authority statement of action is fit for purpose.

The school's action plan is fit for purpose.

The school may not appoint newly qualified teachers before the next monitoring inspection.

I am copying this letter to the Secretary of State, the Chair of the Governing Body, the Director of Children's Services for Kent. This letter will be published on the Ofsted website.

Yours sincerely

Amanda Gard
Her Majesty's Inspector