

Oxford Tutorial College

12-13 King Edward Street
OXFORD
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Inspection dates

02 November 2015 to 03 November 2015

Context of the inspection

Ofsted education and social care inspectors conducted an integrated inspection on 9-11 December 2014 and judged the school to be inadequate for overall effectiveness. An action plan was submitted which was accepted on 23 April 2015. This monitoring inspection was to assess the progress against the action plan.

The inspector held discussions with the senior leadership team, students, residence supervisors, host families, the independent listener and contractors. He made contact with the local authority designated officer responsible for safeguarding. A range of documentation was scrutinised. One evening was spent in the mixed gender accommodation. Communal areas were viewed and some bedrooms with the permission of the student. Practice was observed during the evening and over a mealtime.

Summary of the progress made in implementing the action plan

There have been significant changes to the senior leadership structure and new personnel employed that are bringing about positive change. The new management team ensure that all staff and host families receive training in safeguarding. They have worked with the local authority designated officer for advice and guidance. The inspector spoke to staff and host families, who demonstrated a good knowledge of the safeguarding procedures.

The school has adopted safer recruitment practice. The recruitment panel ensure at least one member is trained in safer recruitment. Host families provide at least two referees. The leadership team seek confirmation that good practice is being implemented by agencies who arrange accommodation on behalf of parents. There is a contractual arrangement in place with an outside agency to provide residence supervisors for the boarding accommodation. The agency has safer recruitment practices in place that have been verified by the school. The new arrangement has provided a continuity of staffing.

The senior management team have written policies on e-safety, physical restraint and missing from care. They have reviewed the safeguarding policy. They recognise the need to keep this under continual review, in particular to strengthen the procedure in the event of an allegation about a host family.

There have been further improvements to safety and security, such as putting lone worker risk assessments into place, including students' appliances in the portable appliance testing procedure and assessing students for Gillick competency prior to admission, so they can manage their own medication if necessary.

There have been considerable improvements in the management of lodgings (homestay accommodation). The accommodation and welfare officer (AWO) follows the clear procedures to visit a host family who apply to accommodate students. There is an annual visit and assessment on existing host families. Such visits have a structure so there is consistency and key items, such as boiler safety, are checked. Anyone who is aged 16 or over in the household is subject to a disclosure and barring check. Contracts between the host family and the school makes expectations clear. Written agreements between the host family, students and the school means that the rules are clear as well as the expectations of good behaviour and courtesy. The AWO takes the lead to be the point of contact for host families. Host families speak positively of this arrangement. There is good dialogue between them and the school. The AWO also meets termly with each student living with a host family. She records the discussion in writing and follows up on any issues that are raised.

The school has identified a person, other than a parent, outside the boarding and teaching staff who students may contact directly about any concerns. A profile, job description and policy has been written for the independent listener. He has been recently appointed and his contact details and photographs are displayed prominently throughout the college and accommodation. He was able to come to the student induction to meet students face-to-face. The inspector spoke to a representative range of students who were aware of the independent listener and how to contact him via phone or email.

The male boarding house has been reconfigured and is now a mixed gender home. There is now a communal common room, lounge and kitchen. The risk of isolation of students is minimised. Concerns about the provision of food in this house are now resolved. Catering contractors deliver a wide variety of different foods and there is ample fruit and yoghurt. All necessary dietary and medical needs are known and met including religious and cultural needs. Food is stored appropriately and there are various notices and posters to promote healthy eating and good food hygiene. There has been a recent survey to get the views of students on food, this is mainly positive.

The senior leadership team have restructured the staffing arrangements for the boarding accommodation. They employ residence supervisors through an external contractor. There is a comprehensive contract in place with a detailed handbook that clearly specifies the requirements and expectations for the role. The contractual arrangements ensure that staff are suitably trained and vetted. This is consistently implemented in practice. There is open dialogue between the school and the contractor about the professional development of residence supervisors, for example boarding school association training. The new arrangements mean there is a consistency of staffing and no shortfalls in the number of staff, for example to provide cover in the event of an unexpected absence.

National minimum standards

The school has made good progress and now meets all the national minimum standards for

boarding schools.

Inspection team

Lead inspector

Keith Riley

Information about this school

Oxford Tutorial College is an independent College specialising in A level, BTEC and GCSE tuition for those intending to go on to higher education. The college offers an environment quite different from that of a traditional school. The teaching approach is interactive and informal and small seminar groups are combined with individual tuition. This is designed to enable a clear focus on individual needs and learning styles. The college has an inclusive ethos and a culture which encourages industry and a growing sense of responsibility. There is a range of accommodation available to students. This includes 32 students accommodated with host families and 20 students who have their living arrangements arranged privately through parents or agents. There are two managed residencies, each with their own residence supervisor. One is mixed gender and can accommodate up to 14 students, the other is single gender, with up to 12 male students accommodated. Students are aged 15-18. In the managed residences and host families food is provided. Accommodation is sourced as close as possible to the college buildings, which are situated in the centre of town. Across all accommodation students are accommodated in single study bedrooms with a mix of en-suite and shared bathrooms. There are also houses where adult students live independently.

School details

Unique reference number	139779
Social care unique reference number	SC0470137
DfE registration number	931/6012

This inspection was carried out under the Children Act 1989, as amended by the Care Standards Act 2000, having regard to the national minimum standards for boarding schools.

The inspection was conducted at the request of the Registration Authority for independent schools in order to monitor the progress the school has made in implementing its action plan following the previous inspection.

Type of school	Independent boarding school
Number of boarders on roll	78
Gender of boarders	Mixed
Age range of boarders	15-18
Headteacher	Julia Southby
Date of previous boarding inspection	9-11 December 2014
Telephone number	01865 793333
Email address	info@otc.ac.uk

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