

Magdalen Court School

7 November 2016

Victoria Park Road, Exeter, Devon EX2 4NU

Overall outcome

The school meets all of the independent school standards that were checked during this inspection

Main inspection findings

Part 3. Welfare, health and safety of pupils

Paragraph 7, 7(a), 7(b)

- At the time of the previous standard inspection in November 2014, the proprietors did not meet this standard. This was because they did not ensure that an annual review of safeguarding arrangements was undertaken and did not provide suitable induction training for all new staff.
- The standard remained unmet at the time of the progress monitoring inspection in November 2015. The school provides for a small number of pupils with higher levels of need. At the time of the progress monitoring inspection, incidents of challenging behaviour were uncommon but were routinely logged and recorded by staff. Staff responded appropriately to intervene during occasional disputes and to calm situations with humour. However, when staff had to intervene to physically separate pupils, the logs of the incident did not record the hold used by staff or the duration of the hold. In addition, staff had not received training on the use of physical restraint. There was also an over-reliance on staff transferring information orally rather than completing individual records. For these reasons, the standard was not met.
- At the time of this second progress monitoring inspection, the proprietors had taken suitable action to ensure that staff were completing incident report forms, including those concerning physical restraint, appropriately. The forms met requirements, including recording the hold used by staff and its duration. In addition, the proprietors obtained pupils' views on the appropriateness of the restraint. All staff had received appropriate training on the use of physical restraint.
- An annual review of the school's safeguarding arrangements had been completed by the proprietors. The school's safeguarding policy was up to date with the latest guidance, for example in 'Keeping Children Safe in Education', September 2016. The policy was available on the school's website and included the contact information of staff members responsible for safeguarding and of local authority safeguarding personnel. The policy provided parents, staff and pupils with a clear indication of the steps to take to share any concerns. Staff and school leaders were aware of the requirements to refer incidents to the relevant authorities. Staff had been suitably trained in safeguarding, including training on preventing extremism and radicalisation. The school's induction procedures had been improved since the 2014 inspection to ensure that new members of staff were

provided with key policies and procedures on arrival.

- Pupils said they felt safe in school. They learned how to keep safe, including when using the internet. They also said that staff dealt with any bullying incidents effectively. Parents agreed that their children were safe in school.
- Given the improvements in recording incidents of restraint, and that all staff had been trained in its use, the school now meets the requirement in each previously unmet paragraph. The previously unmet standard is, therefore, met.

Paragraph 15

- At the time of the inspection in 2014, the proprietors did not meet this standard. This was because they did not ensure that the admission register was kept up to date with the required information, including the contact details of parents and the address of the pupil's previous school, and that it was backed up monthly and stored for three years. The proprietors did not ensure that any amendments to the admission and attendance registers were annotated with the date, reason and identity of the person making the change. In addition, the proprietors did not ensure that a suitable explanation was entered in the attendance registers following an absence.
- The standard remained unmet in the progress monitoring inspection in 2015. This was because a small number of pupils being educated at the school were not recorded on the admission register. Where pupils had been entered, the admission register included the date the pupil started at the school, their family contact details in case of emergency and the pupil's previous school. Procedures for recording pupils' attendance had improved. Registers were recorded electronically and provided a more accurate view of pupils' punctuality and attendance. Pupils were checked in when they first arrived at the school and their attendance was recorded promptly at the start of morning and afternoon sessions. Senior leaders had established clear procedures to follow up promptly any unauthorised absence. Staff completed telephone calls on the first day of absence and shared information on pupils' absence appropriately where there were any concerns.
- At the time of the current inspection, in November 2016, the proprietors had taken appropriate action to include all pupils educated at the school in the admission register. The entries had been completed fully and met requirements. The electronic attendance registers continued to be completed in line with requirements.
- The improvements in the admission and attendance registers demonstrate that the standard is now met.

Part 4. Suitability of staff, supply staff, and proprietors

Paragraphs 19, 19(2)(a), 19(2)(a)(i), 19(2)(a)(i)(aa), 19(2)(a)(i)(bb), 19(2)(a)(i)(cc), 19(2)(a)(ii), 19(2)(b), 19(2)(c), 19(2)(d)(i), 19(2)(d)(ii), 21, 21(3)(a)(i), 21(3)(a)(ii), 21(3)(a)(iii), 21(3)(a)(iv), 21(3)(a)(v), 21(3)(a)(vi), 21(3)(a)(vii), 21(3)(b), 21(5)(c)

- At the time of the 2014 inspection, the standard was not met because the proprietors had not obtained references and undertaken prohibition from teaching checks, or ensured that gaps in employment history were appropriately followed up. They had not undertaken all required recruitment checks, including of the barred list, enhanced criminal record checks, identity, right to work in the United Kingdom and overseas checks, and obtained declarations of medical fitness. They had not ensured that the single central register of appointments accurately and completely recorded the required

checks of identity, right to work in the United Kingdom, overseas checks, barred list and prohibition checks.

- At the time of the 2015 progress monitoring inspection, the standard remained unmet. This was because the proprietors had not received written notification that contracted staff employed to make improvements and modifications to buildings on the school's premises had the required checks. The single central record did not, therefore, contain evidence of the written notification.
- At the time of the 2016 progress monitoring inspection, the proprietors had taken appropriate action to ensure that all the required checks had been made on staff directly employed by the school, peripatetic staff, trustees and parent volunteers. The proprietors had also obtained suitable written notification to confirm that all the required checks had been made on all contracted staff. The school does not use supply staff. The checks included the following: prohibition from teaching, disclosure by association, the barred list, enhanced criminal record, identity, and overseas and right to work in the United Kingdom checks. In addition, the proprietors had obtained declarations of medical fitness and two references for each person. They had ensured that all checks were recorded appropriately in a single central record. Furthermore, they had checked staff qualifications and any gaps in employment history in application forms.
- Given that the required checks are now carried out on all staff and people contracted to work on site, and that the checks are recorded appropriately in a single central record, the school now meets the requirement in each previously unmet paragraph. The previously unmet standard is, therefore, now met.

Part 8. Quality of leadership in and management of schools

Paragraph 34, 34(1)(a), 34(1)(b), 34(1)(c)

- This standard was not part of the inspection evaluation schedule in 2014. It was not met at the time of the 2015 progress monitoring inspection because several standards remained unmet and they related to pupils' well-being. Leaders and managers, therefore, did not fulfil their responsibilities effectively or demonstrate good skills and knowledge in ensuring that the independent school standards were met consistently.
- At the time of the 2016 inspection, the proprietors had taken appropriate action to address the previously unmet standards. However, they did not fulfil their responsibilities with regard to pupils' welfare soon enough. Training for staff in the use of physical restraint did not take place until several months after the 2015 inspection. This meant that staff and pupils had not been suitably supported when incidents requiring restraint occurred in the intervening time. In addition, incidents were not referred to the appropriate authority.
- All the independent school standards are now met. Staff training in safeguarding and physical restraint has been completed. Safeguarding and recording procedures are up to date. Staff and school leaders are aware of the requirements to refer incidents to the relevant authorities. In view of this, the school now meets the requirements of each previously unmet paragraph in the standard relating to the quality of leadership in and management of schools. The previously unmet standard is, therefore, now met.

Compliance with regulatory requirements

The school meets the requirements of the schedule to the Education (Independent School Standards) Regulations 2014 ('the independent school standards') and associated requirements that were checked during this inspection. This included the standards and requirements that the school was judged to not comply with at the previous inspection. Not all of the standards and associated requirements were checked during this inspection.

The school now meets the following independent school standards

- Arrangements to safeguard and promote the welfare of pupils at the school and comply with regulations (paragraph 7(a)). Safeguarding arrangements have regard to the guidance issued by the Secretary of State (paragraph 7(b)).
- An admission and attendance register is maintained in accordance with the Education (Pupil Registration) (England) Regulations 2006 (paragraph 15).
- Any person offered by an employment business to the school only begins to work at the school if the proprietor has received written notification from the employment business in relation to that person (paragraph 19(2)(a)). The proprietor has received written notification that the checks referred to in paragraph 21(3)(a)(i) to (iv), (vii) and (b) have been made to the extent relevant to that person (paragraph 19(2)(a)(i)(aa)). The proprietor has received written notification that, where relevant to that person, an enhanced criminal record check has been made and that it or another employment business has obtained an enhanced criminal record certificate in response to such a check (paragraph 19(2)(a)(i)(bb)). The proprietor has received written notification that if the employment business has obtained such a certificate before the person is due to begin work at the school, whether it disclosed any matter of information (paragraph 19(2)(a)(i)(cc)). The proprietor has received a copy of any enhanced criminal record certificate obtained by the employment business before the person is due to begin work at the school (paragraph 19(2)(a)(ii)). A person offered for supply by an employment business only begins work at the school if the proprietor considers that the person is suitable for the work for which the person is supplied (paragraph 19(2)(b)). Before a person offered for supply by an employment business begins work at the school the person's identity is checked by the proprietor of the school (irrespective of any such check carried out by the employment business before the person was offered for supply) (paragraph 19(2)(c)). The proprietor, in the contract or other arrangements which the proprietor makes with any employment business, requires the employment business to provide written notification that the required checks referred to in paragraph 21(3)(a)(i) to (iv), (vii) and (b) have been made to the extent relevant to those persons (paragraph 19(2)(d)(i)). The proprietor, in the contract or other arrangements which the proprietor makes with any employment business, requires the employment business to provide a copy of any enhanced criminal record certificate which the employment business obtains (paragraph 19(2)(d)(ii)). In relation to each member of staff appointed on or after 1 May 2007, the proprietor keeps a register which shows that:
 - their identity was checked
 - an enhanced criminal record certificate was obtained
 - a check of their right to work in the United Kingdom was made
 - in the case of any person for whom living or having lived outside the United Kingdom,

obtaining such a certificate is not sufficient to establish the person's suitability to work in a school, further checks are made as the proprietor considers appropriate, having regard to any guidance issued by the Secretary of State (paragraph 21(3)(a)(i) to (vii), (viii) and (b)).

The proprietor keeps a register which shows that written notification has been received from the employment business in accordance with a contract or other arrangements that it has obtained an enhanced criminal record certificate and whether the employment business supplied a copy of the certificate to the school (paragraph 21(5)(c)).

- The proprietor ensures that persons with leadership and management responsibilities at the school:
 - demonstrate good skills and knowledge so that the independent school standards are met consistently (paragraph 34(1)(a))
 - fulfil their responsibilities effectively so that the independent school standards are met consistently (paragraph 34(1)(b))
 - actively promote the well-being of pupils (paragraph 34(1)(c)).

School details

Unique reference number	113623
DfE registration number	878/6045
Inspection number	10022102

This inspection was carried out under section 109(1) and (2) of the Education and Skills Act 2008, the purpose of which is to advise the Secretary of State for Education about the school's suitability for continued registration as an independent school.

Type of school	Other independent
School status	Independent school
Age range of pupils	5 to 18
Gender of pupils	Mixed
Gender of pupils in the sixth form	Mixed
Number of pupils on the school roll	47
Of which, number on roll in the sixth form	0
Number of part-time pupils	0
Proprietor	Mr and Mrs J Jenner
Principal	Mr John Jenner Junior
Headteacher	Mr Jeremy Bushrod
Annual fees (day pupils)	£6,900–£9,450
Telephone number	01392 494919
Website	www.MagdalenCourtSchool.co.uk
Email address	Admin@MagdalenCourtSchool.co.uk
Date of previous standard inspection	25–28 November 2014

Information about this school

- Magdalen Court School is a small co-educational day school for pupils aged five to 18 years. It occupies purpose-built premises located in the centre of Exeter.
- The school was established in 1991 and is in the ownership of the Jenner Family Trust.

- The school provides for 12 pupils with statements of special educational needs. Most of these pupils are placed at the school by a local authority.
- The school does not use any alternative provision.
- There is a separate registered nursery on the school site, which was inspected in April 2014.
- The school was previously inspected in November 2014 by the Independent Schools Inspectorate (ISI). The ISI is the body approved by the Department for Education for the purpose of inspecting schools belonging to the Independent Schools Council. The school ceased its membership of the Independent Schools Council in 2014. The overall outcome of that inspection was that leadership and management, and welfare, health and safety were unsatisfactory.
- In November 2015, Ofsted carried out an inspection to monitor the progress the school had made in implementing its action plan to address the unmet standards that were identified in the 2014 inspection.

Information about this inspection

- This inspection was carried out at the request of the registration authority for independent schools. The purpose of the inspection was to monitor the progress the school has made in meeting the independent school standards and other requirements that it was judged not to comply with at its previous inspection.
- This inspection was conducted without notice.
- This was the second consecutive progress monitoring inspection since the school's full inspection was completed in November 2014.
- Following the first progress monitoring inspection, the school submitted an action plan to the Department for Education. The Department for Education accepted the school's action plan in May 2016, subject to its implementation being seen on inspection.
- During this progress monitoring inspection, the inspector met with the proprietors, the principal, headteacher, special educational needs coordinator and a group of pupils. She also spoke with members of staff, and some parents as they collected their children at the end of the day.
- The inspector made brief observations of lessons and the premises, jointly with the principal.
- The inspector examined a range of documents including the school's single central record of staff checks, a sample of staff recruitment files, records of staff training, the safeguarding and other policies on the school's website, admission register and attendance registers, restraint and behaviour logs, and health and safety risk assessments. No safeguarding referrals had been made to the local authority during the past year.
- The particular focus of the inspection, as commissioned by the Department for Education, was to ensure that staff training had been completed, safeguarding procedures were up to date and staff and management were aware of the requirements to refer incidents to the relevant authorities.

Inspection team

Sue Frater, lead inspector

Her Majesty's Inspector

Any complaints about the inspection or the report should be made following the procedures set out in the guidance 'Raising concerns and making a complaint about Ofsted', which is available from Ofsted's website: www.gov.uk/government/publications/complaints-about-ofsted. If you would like Ofsted to send you a copy of the guidance, please telephone 0300 123 4234, or email enquiries@ofsted.gov.uk.

Parent View

You can use Parent View to give Ofsted your opinion on your child's school. Ofsted will use the information parents and carers provide when deciding which schools to inspect and when and as part of the inspection.

You can also use Parent View to find out what other parents and carers think about schools in England. You can visit www.parentview.ofsted.gov.uk, or look for the link on the main Ofsted website: www.gov.uk/government/organisations/ofsted.

The Office for Standards in Education, Children's Services and Skills (Ofsted) regulates and inspects to achieve excellence in the care of children and young people, and in education and skills for learners of all ages. It regulates and inspects childcare and children's social care, and inspects the Children and Family Court Advisory and Support Service (Cafcass), schools, colleges, initial teacher training, further education and skills, adult and community learning, and education and training in prisons and other secure establishments. It assesses council children's services, and inspects services for looked after children, safeguarding and child protection.

If you would like a copy of this document in a different format, such as large print or Braille, please telephone 0300 123 1231, or email enquiries@ofsted.gov.uk.

You may reuse this information (not including logos) free of charge in any format or medium, under the terms of the Open Government Licence. To view this licence, visit www.nationalarchives.gov.uk/doc/open-government-licence, write to the Information Policy Team, The National Archives, Kew, London TW9 4DU, or email: psi@nationalarchives.gsi.gov.uk.

This publication is available at www.gov.uk/government/organisations/ofsted.

Interested in our work? You can subscribe to our monthly newsletter for more information and updates: <http://eepurl.com/iTrDn>.

Piccadilly Gate
Store Street
Manchester
M1 2WD

T: 0300 123 4234
Textphone: 0161 618 8524
E: enquiries@ofsted.gov.uk
W: www.ofsted.gov.uk

© Crown copyright 2016