

Felixstowe International College

Garrison Lane, Felixstowe, Suffolk IP11 7RE

Inspection dates

30 November to 1 December 2016

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)

- The previous progress monitoring inspection found that not all of the employment checks on staff had been carried out or recorded as required. Risk assessments were of poor quality. Unused areas of the school building continued to be accessible to pupils, which posed risks to pupils. The number of staff on duty to supervise pupils was insufficient. The safeguarding policy on the school's website was out of date, although the written policy in operation in the school was fully up to date.
- The school's action plan stated that the school's single central register of vetting checks of staff would be updated in order to comply with statutory requirements. The plan also stated that two members of staff would attend a training course on how to complete the register and that the register would be regularly audited. The plan identified suitable strategies to reduce risks and to make the school's website compliant with current requirements.
- Leaders and managers now check regularly to ensure that agreed systems and policies are implemented consistently by all staff. Record-keeping has improved. The school building no longer poses a risk to pupils. The school's website is compliant with current requirements.
- This standard is now met.

Paragraph 9, 9(a), 9(b)

- The previous progress monitoring inspection found that the behaviour policy was not being implemented consistently by all members of staff. The policy had not been updated to reflect current guidance. Staff were unclear about how to respond if pupils go missing.
- The school's action plan stated that the behaviour policy and the restraint policy would be updated and that staff would be trained in the appropriate use of restraint. The action plan also stated that the use of sanctions would be logged and that a monthly meeting would take place to discuss individual pupils' behaviour.
- The behaviour and restraint policies have been updated and now reflect the particular vulnerabilities of the pupils at the school. Staff questioned by inspectors demonstrated a

good understanding of the policies, and were clear about the correct procedures to follow should any pupil go missing or require restraining. The school's leaders now record incidents of poor behaviour, and discussions about individual pupils take place as and when required.

- This standard is now met.

Paragraph 11

- The previous progress monitoring inspection found that the health and safety policy was not being implemented correctly.
- The school's action plan stated that leaders would conduct a risk assessment of the school premises and close off parts of the school that were out of use. The plan also stated that a weekly check of the premises would be conducted by the site manager and that senior leaders would conduct a monthly health and safety check.
- Staff have an improved understanding of health and safety as a result of relevant training. All necessary checks relating to the health and safety of pupils in the school have taken place. A monthly health and safety meeting of the senior management team now takes place and records of the discussions are taken which inform future actions.
- This standard is now met.

Paragraph 14

- The previous progress monitoring inspection found that arrangements to supervise pupils in the school building had not been sufficiently thought through. Pupils were able to access areas of the building that were supposed to be out of bounds and which placed pupils at risk of harm.
- The school's action plan stated that supervision rotas would be drawn up and that pupils would be supervised during their breaks and during lunchtime.
- Inspectors found that all classrooms which are not being used are locked. The school's leaders have scheduled more lessons on the ground floor where there is a greater staff presence. No classrooms on the first floor are used after 3.30pm. Doors to out-of-bounds areas are locked unless they provide access to a fire escape. In these cases, they are alarmed so that staff are immediately aware if anyone has opened them. All pupils have been taken around the school building so that they are aware of the emergency exits. The staff duty rota makes adequate provision for the supervision of pupils during lunchtime and breaktimes, and includes the first floor of the school building.
- This standard is now met.

Paragraph 16, 16(a), 16(b)

- The previous progress monitoring inspection found that there was no risk assessment policy in place. Not all risks had been identified, which placed staff and pupils at risk of harm.
- The school's action plan stated that a revised risk assessment policy would be written and the quality of risk assessments would be improved.
- The school now has a risk assessment policy in place. Inspectors' scrutiny of a sample of risk assessments demonstrated that leaders have identified potential situations which

might place pupils at risk in school, and have strategies in place to minimise these risks. Inspectors also looked at risk assessments for activities which take place out of school. The quality of these has improved greatly.

- This standard is now met.

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

Paragraph 18(2), 18(2)(a), 18(2)(b), 18(2)(c), 18(2)(c)(i), 18(2)(c)(ii), 18(2)(c)(iii), 18(2)(c)(iv), 18(2)(d), 18(2)(e), 18(2)(f), 18(3), 21(1), 21(2), 21(3), 21(3)(a), 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)(a)(viii), 21(3)(b)

- The previous progress monitoring inspection found that not all of the employment checks for one member of staff had taken place and not all teaching staff had had the required checks to determine whether they were prohibited from teaching. One member of staff had been appointed before all of the required checks had been made. The single central register of checks did not include the additional overseas checks or the checks for barring from working with children.
- The school's action plan stated that the school's single central register would be updated to include the relevant columns for the checks that had previously not been carried out. It also stated that all necessary checks would be completed and that two members of staff would attend a training course in order to prevent any future errors from occurring.
- Inspectors scrutinised the school's single central register of vetting checks of staff and also sampled a range of personnel files. This scrutiny demonstrated that the school has improved its systems for both checking and recording staff's suitability before being employed by the school. The single central register is now well maintained and is compliant with statutory requirements, as it now includes details of the additional overseas checks and the checks for barring from working with children. Two members of staff have attended a training course and their understanding of the requirements for the single central register has improved.
- These standards are now met.

Part 5. Premises of and accommodation at schools

Paragraph 23(1), 23(1)(c)

- The previous progress monitoring inspection found that the hot water in the showers was not hot enough.
- The school's action plan stated that the showers would be upgraded.
- The school does not currently use the gymnasium and, consequently, the showers for physical education. Plans are in place to re-open the gymnasium and the showers in early 2017 when the school has sufficient funds in place to replace the appropriate boiler. In the meantime, pupils have access to a range of outdoor sporting activities, which have been risk assessed, including bushcraft. As the overwhelming majority of pupils are also boarders, the shower facilities are readily available in the boarding house and the few remaining day pupils are able to avail themselves of these facilities should they so wish.
- This standard is now met.

Paragraph 24(1), 24(1)(b)

- The previous progress monitoring inspection found that there was no toilet facility close enough to the medical room.
- The school's action plan stated that the medical room would be relocated so that it was closer to a toilet.
- The medical room is well equipped with a running water facility and is in the vicinity of a toilet.
- This standard is now met.

Paragraph 25

- The previous progress monitoring inspection found that the proprietor did not ensure the health and safety of pupils in the school and that the facilities were not maintained to a satisfactory standard. Water was not maintained at an optimum temperature in the kitchen and the school building was shabby, with marks on walls and carpets and flaking paint.
- The school's action plan identified actions to ensure pupils' health and safety, including reviewing the health and safety policy and systems for maintaining the building.
- The matter relating to the water has been suitably addressed as detailed in the following section. Inspectors toured the building and were satisfied with the state of repair. A maintenance schedule has been put in place to ensure that this satisfactory state of repair is maintained. Improvements have been made to the general décor and the building is in a better condition than was the case at the previous inspection. Additionally, a weekly estate check takes place, which includes teaching rooms, offices and school boundaries.
- This standard is now met.

Paragraph 28(1), 28(1)(b), 28(1)(d)

- The previous progress monitoring inspection found that the hot water in the sixth form kitchen was too hot and the washing facilities in the toilets had water that was not hot enough or that was discoloured.
- The school's action plan stated that it would maintain a record of water temperature checks and regularly flush the taps.
- Inspectors visited the sixth form kitchen and all of the washing facilities during the inspection. They found that there was no risk that the hot water in the sixth form kitchen would scald students. The hot water in the sinks was at an optimum temperature and was not discoloured.
- This standard is now met.

Part 6. Provision of information

Paragraph 32(1), 32(1)(c), 32(1)(d), 32(1)(e)

- The previous progress monitoring inspection found that the safeguarding policy on the school's website was out of date and that previous inspection reports about the school were not being made available to parents.
- The school's action plan stated that the website would be updated to include the revised

safeguarding policy and previous inspection reports.

- The school's leaders have made a wide range of school policies, including the safeguarding policy, available to parents on the school's website. The current policy is fully up to date and reflects the latest guidance contained in 'Keeping children safe in education' (2016). All previous standard inspection reports and progress monitoring reports are now on the school's website for parents of pupils and parents of prospective pupils.
- This standard is now met.

Part 8. Quality of leadership in and management of schools

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

- The previous progress monitoring inspection found that 14 of the independent school standards were not met. Leaders and managers did not have sufficient knowledge of the requirements, and the capacity to maintain and improve the premises was limited.
- The school's action plan stated that leaders would attend a training course to improve their understanding of the independent school standards and to ensure future compliance with the standards.
- The school's leaders and managers have an improved understanding of the independent school standards and have audited their compliance through regular checks. The deputy principal has continued to build on the links made with Suffolk local authority and continues to take advice from the authority's advisers.
- Inspectors' scrutiny of available documentation, their tour of the school building and discussions with the interim principal and deputy principal show that the school's leaders have taken suitable steps to rectify previous weaknesses.
- A new school website has been produced and two members of staff update it on a weekly basis.
- Staff training takes place every week to ensure that colleagues are kept up to date with guidelines and procedures.
- The interim principal has produced an evaluation of the school's progress since the previous progress monitoring inspection and this demonstrates a good understanding of the independent school standards.
- This standard is 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

- The proprietor must ensure that arrangements are made to safeguard and promote the welfare of pupils at the school and that such arrangements have regard to any guidance issued by the Secretary of State (paragraph 7, 7(a), 7(b)).
- The proprietor must promote good behaviour among pupils by ensuring that a written policy is drawn up that, among other matters, sets out the sanctions to be adopted in the event of misbehaviour, and that the policy is implemented effectively (paragraph 9, 9(a), 9(b)).
- The proprietor must ensure that relevant health and safety laws are complied with by the drawing up and effective implementation of a written health and safety policy (paragraph 11).
- The proprietor must ensure that pupils are properly supervised through appropriate deployment of school staff (paragraph 14).
- The proprietor must ensure that the welfare of pupils at the school is safeguarded and promoted by the drawing up and effective implementation of a written risk assessment policy and that appropriate action is taken to reduce risks that are identified (paragraph 16, 16(a), 16(b)).
- The proprietor must ensure that:
 - no member of staff is barred from regulated activity relating to children, in accordance with section 3(2) of the 2006 Act, where that person is or will be engaging in activity that is regulated activity within the meaning of Part 1 of Schedule 4 of that Act
 - no member of staff carries out work, or intends to carry out work, at the school in contravention of a prohibition order, an interim prohibition order, or any direction made under section 128 of the 2008 Act or section 142 of the 2002 Act, or any disqualification, prohibition or restriction which takes effect as if contained in either such direction
 - appropriate checks are carried out to confirm each member of staff's identity, medical fitness, right to work in the United Kingdom, and, where appropriate, the person's qualifications
 - where relevant, an enhanced criminal record check is made and an enhanced criminal record certificate is obtained before or as soon as practical after that person's appointment
 - in the case of any person for whom, by reason of that person 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, such further checks are made as the

proprietor considers appropriate, having regard to any guidance issued by the Secretary of State

- and in the light of the information from the checks referred to above, the proprietor ensures that each person is suitable for the position to which the person is appointed
 - the checks referred to above must be completed before a person’s appointment (paragraph 18(2), 18(2)(a), 18(2)(b), 18(2)(c), 18(2)(c)(i), 18(2)(c)(ii), 18(2)(c)(iii), 18(2)(c)(iv), 18(2)(d), 18(2)(e), 18(3)).
- The proprietor must keep a register of the employment checks required in relation to each member of staff to show whether the member of staff:
- had their identity checked
 - is barred from regulatory activity relating to children in accordance with section 3(2) of the 2006 Act
 - is subject to any direction made under section 128 of the 2008 Act or section 142 of the 2002 Act or any disqualification, prohibition order, interim prohibition order or restriction which takes effect as if contained in such a direction
 - has the relevant qualifications, where appropriate
 - has an enhanced criminal record check and certificate
 - has the right to work in the United Kingdom
 - has additional overseas checks, where relevant
- including the date on which each such check was completed or the certificate obtained (paragraph 21(1), 21(2), 21(3), 21(3)(a), 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)(a)(viii), 21(3)(b)).
- The proprietor must ensure that suitable changing accommodation and showers are provided for pupils aged 11 and over at the start of the school year who receive physical education (paragraph 23(1), 23(1)(c)).
- The proprietor must ensure that suitable accommodation is provided in order to cater for the medical and therapy needs of pupils, including accommodation for the short-term care of sick and injured pupils, which includes a washing facility and is near to a toilet facility (paragraph 24(1), 24(1)(b)).
- The proprietor must ensure that the school premises and accommodation, and facilities provided therein, are maintained to a standard such that, so far as is reasonably practicable, the health, safety and welfare of the pupils are ensured (paragraph 25).
- The proprietor must ensure that toilets and urinals have an adequate supply of cold water and washing facilities have an adequate supply of hot and cold water, and the temperature of hot water at the point of use does not pose a scalding risk to users (paragraph 28(1), 28(1)(b), 28(1)(d)).
- The proprietor must provide to parents of pupils and parents of prospective pupils:
- the arrangements to safeguard and promote the welfare of pupils at the school, published on the school’s website or, where no such website exists, provide these to parents on request
 - following the inspection under section 108 or 109 of the 2008 Act, a copy of the

report of the inspection (if it has been sent to the proprietor), published and maintained on the school's internet website, and provided to the parents of each registered pupil, by any date specified by the body who conducted the inspection

- following the inspection under section 87(1) of the 1989 Act, a copy of the report of the inspection (if it has been sent to the proprietor) published and maintained on the school's internet website (paragraph 32(1), 32(1)(c), 32(1)(d), 32(1)(e)).
- The proprietor must ensure that persons with leadership and management responsibilities at the school:
 - demonstrate good skills and knowledge appropriate to their role so that the independent school standards are met consistently
 - fulfil their responsibilities effectively so that the independent school standards are met consistently
 - actively promote the well-being of pupils (paragraph 34(1), 34(1)(a), 34(1)(b), 34(1)(c)).

School details

Unique reference number	124899
DfE registration number	935/6076
Inspection number	10023037

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	Independent
School status	Independent boarding school
Age range of pupils	9 to 19
Gender of pupils	Mixed
Gender of pupils in the sixth form	Mixed
Number of pupils on the school roll	46
Of which, number on roll in sixth form	26
Proprietor	Dr Yong Ho Kim
Headteacher	Reverend Seung Jin Kim
Annual fees (day pupils)	£15,000
Telephone number	01394 282388
Website	www.ficedu.org
Email address	fic-uk@hotmail.com
Date of previous standard inspection	5 March 2015

Information about this school

- Felixstowe International College is registered with the Department for Education (DfE) as a day and boarding school with a Christian ethos. The school is registered for 32 pupils and 48 boarders between nine and 19 years. There are currently 46 pupils and 42 boarders.
- The school aims to be 'the best possible starting point in British independent boarding education for boys and girls from around the world'.
- There are no pupils who have special educational needs and/or disabilities.

- Most pupils are from Korea.
- All pupils speak English as an additional language and are at different stages of learning English.
- The current principal has been on leave since the end of last term and an interim principal is leading the college. One of the two deputy principals resigned from her post at the end of last term.

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.
- In June 2016, the DfE issued the school with a notice.
- The school submitted an action plan which was evaluated by Ofsted in July 2016. The action plan was judged to require improvement.
- The school's most recent standard inspection was in March 2015, and was for education only. The inspection judged the school's overall effectiveness as inadequate and eight of the independent school standards were not met.
- This inspection was conducted at no notice. This is the third progress monitoring inspection for education. The first progress monitoring inspection took place in October 2015, and the second in May 2016. At the time of the second progress monitoring inspection, 14 of the independent school standards were not met.
- During this third progress monitoring inspection, inspectors met with senior members of staff, reviewed school policies, toured the school building and visited a number of lessons across different year groups. Inspectors also met with a group of pupils. They scrutinised the school's records of recruitment checks of staff.
- As part of this progress monitoring inspection, the DfE also asked inspectors to consider the proprietor's request for a material change to the school's registration: to extend the number of day pupils in the school from 32 to 86. The school's leaders made available a plan for the proposed increase, which took account of the implications relating to staffing, curriculum and school accommodation. The school is likely to meet the independent school standards if the proposed increase in number of pupils on roll during the school day is agreed by the DfE.
- An inspection of the boarding was aligned with this inspection of the education at the school. The findings for boarding will be reported in a separate report, which will be published on Ofsted's website.

Inspection team

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Her Majesty's Inspector

Ofsted Inspector

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