

Dame Catherine Harpur's School

Rose Lane, Ticknall, Derby, Derbyshire DE73 7JW

Inspection date

8 November 2017

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

Part 6. Provision of information

Paragraphs 7, 7(a), 7(b), 32(1) and 32(1)(c)

- The previous inspection found that the school's safeguarding policy was out of date. It did not have regard to all requirements of the latest statutory guidance. It did not make reference to new safeguarding guidelines issued by the government. The policy published on the school's website was not up to date.
- The school has updated its safeguarding policy and procedures. These are now based on guidelines produced by the Local Safeguarding Children's Board (LSCB). The revised policy has regard to, and makes references to, the latest statutory guidance issued by the government.
- The school has ensured that the current, up-to-date version of the safeguarding policy and procedures is displayed on the school's website. All members of staff have received training in the content and implementation of the school's policy. They have all been provided with appropriate information from the government's latest guidance.
- The headteacher, who is the designated safeguarding lead for the school, has recently attended update training for this role. She reports to the senior management team (governors) on all safeguarding matters at each half-termly meeting.
- The school has improved its arrangements for the secure storage of confidential records. Records of the school's response and actions taken in the case of any safeguarding concerns are now documented consistently, organised effectively and stored securely.
- School leaders have ensured that the previously unmet standards in Parts 3 and 6 are now met.

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

Paragraphs 18(2), 18(2)(b), 21(1), 21(3) and 21(3)(a)(iii)

- The previous inspection found that not all the required checks on the suitability of staff had been completed. Prohibition from teaching checks had not been completed for members of the teaching staff.

- The school now has arrangements in place to check for teacher prohibition orders issued by the National College for Teaching and Leadership (NCTL). School leaders have checked that no member of staff is subject to such an order.

- Details of these checks are now included on the school's single central record of checks on the suitability of staff. Details of each check are signed and dated appropriately.

Paragraphs 20(6), 20(6)(a), 20(6)(a)(i), 20(6)(a)(ii), 20(6)(b), 20(6)(b)(i), 20(6)(b)(ii), 20(6)(b)(iii), 20(6)(c), 21(7), 21(7)(a) and 21(7)(b)

- The previous inspection found uncertainty regarding whether suitability checks had been completed for the proprietors. These checks were not documented on the school's single central record.
- Senior leaders have now ensured that all required checks have been completed for members of the proprietorial body and for governors of the school. These checks include prohibition from management orders issued by the NCTL. Details of these checks are now entered on the school's single central record.
- School leaders have ensured that the previously unmet standards in this part are now met.

Part 7. Manner in which complaints are handled

Paragraphs 33, 33(j), 33(j)(i), 33(j)(ii) and 33(k)

- The previous inspection found that the complaints policy did not fulfil all of the requirements set out in the independent school standards.
- Senior leaders have produced a revised complaints policy and procedures. These new procedures now provide for a written record to be kept of all complaints, including details of the actions taken by the school and how the complaint was resolved.
- The revised policy provides for records of complaints to be kept confidential and to be made available in the event of an inspection of the school.
- School leaders have ensured that the previously unmet standards in this part are now met.

Part 8. Quality of leadership in and management of schools

Paragraphs 34(1), 34(1)(a), 34(1)(b) and 34(1)(c)

- The school has registered with a commercial organisation, which provides regular update guidance on all statutory policies. The school's senior management team (governors) has access to these updates and has improved its arrangements for the review and updating of all school policies. A member of this team has designated responsibility for monitoring safeguarding activities and records.
- The governors have introduced new arrangements for the annual review of staff suitability checks and the associated records. They also check any new entries to the record at their half-termly meetings with the headteacher.
- The governors have improved the arrangements for the management of meetings with the headteacher. The minutes of meetings and records of decisions made and actions taken are now more systematic and informative.
- The headteacher has revised arrangements for the appraisal of all members of staff.

These arrangements now include regular supervision meetings between appraiser and appraisee. This allows for regular review of the targets agreed in staff annual appraisals. Revised templates have been introduced to improve appraisal records and the effectiveness of implementation. The governors have improved arrangements for funding the essential training needs of the headteacher and staff.

- The headteacher has improved arrangements for the regular monitoring of the quality of teaching and the progress pupils are making. The headteacher's records demonstrate that the outcomes of teachers' assessment of pupils' progress are discussed as part of the supervision and appraisal arrangements.
- The actions taken by the governors, the headteacher and staff indicate that governors and senior leaders have improved their understanding of the independent school standards.
- School leaders have ensured that the previously unmet standards in this part are now met.

Statutory requirements of the Early Years Foundation Stage

Paragraphs 3.4, 3.5, 3.6, 3.7, 3.20 and 3.68

- The previous inspection found that safeguarding arrangements in the early years provision were inadequate, due to weaknesses in the school's safeguarding procedures, practice and staff training.
- The school's revised safeguarding policy and procedures meet the early years requirements. The policy makes reference to key statutory guidance documents as set out in the early years requirements.
- The lead practitioner in the early years provision has been appointed as the school's deputy designated safeguarding lead. She has attended appropriate recent safeguarding training events provided by the LSCB. She is also soon to attend training for the role of designated safeguarding lead.
- The lead practitioner is included in liaison with local statutory children's services. The headteacher and lead practitioner work closely together and are included in contacts with parents. The lead practitioner works closely with the headteacher in the preparation and presentation of in-house staff training.
- All staff in the early years provision attend regular safeguarding update training. One such session took place at the end of the day of this inspection. New induction arrangements have been set up for any newly appointed members of staff. This induction includes an introduction to the school's safeguarding procedures.
- Staff have been trained in details of local area procedures for the involvement or intervention of external agencies in welfare or safeguarding matters. There are currently no referrals or involvement of external services in any safeguarding matters. The records of any safeguarding concerns in early years are stored securely, together with whole-school records.
- All staff in the early years provision take part in the school's annual programme of supervisions and appraisal.
- School leaders have ensured that the previously unmet requirements in the early years provision are 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 has ensured that arrangements to keep children safe are implemented effectively (paragraphs 7, 7(a) and 7(b)).
- The proprietor has ensured that the prohibition from teaching check has been completed for all teaching staff (paragraphs 18(2) and 18(2)(b)) and that the results have been put on the school's single central record (paragraphs 21(3) and 21(3)(a)(iii)).
- The chair of the proprietors has ensured that all of the suitability checks have been completed for all members of the proprietorial body (paragraphs 20(6), 20(6)(a), 20(6)(a)(i), 20(6)(a)(ii), 20(6)(b), 20(6)(b)(i), 20(6)(b)(ii), 20(6)(b)(iii) and 20(6)(c)), and that the results have been put on the school's single central record (paragraphs 21(1), 21(7), 21(7)(a) and 21(7)(b)).
- The proprietor has ensured that the school's complaints procedure provides for a written record to be kept of all complaints, how complaints are resolved, the action taken by the school following a complaint, and for the information related to complaints to be made available for the Secretary of State or a body conducting an inspection under section 109 of the 2008 Act (paragraphs 33, 33(j), 33(j)(i), 33(j)(ii) and 33(k)).
- The proprietor has ensured that the school leaders have the knowledge and skills to make sure that all of the independent school standards are met consistently (paragraphs 34(1), 34(1)(a), 34(1)(b) and 34(1)(c)).

The school now meets the following requirements of the statutory framework for the early years foundation stage

- The provider is alert to any issues of concern in the child's life at home or elsewhere. The provider has produced and implements a policy and procedures to safeguard children. These are in line with the guidance and procedures of the Local Safeguarding Children's Board (LSCB) (paragraph 3.4).
- The school's lead practitioner is designated to take lead responsibility for safeguarding children in the Nursery. She is responsible for liaison with local statutory children's service agencies, and with the LSCB. She provides support, advice and guidance to any staff on an ongoing basis, and on any specific safeguarding issue as required. The lead practitioner has attended child protection training that enables her to identify, understand and respond appropriately to signs of possible abuse and neglect (paragraph 3.5).
- All staff have been trained to understand the school's safeguarding policy and procedures, and all staff have up-to-date knowledge of safeguarding issues. Training made available by the school enables staff to identify possible signs of abuse and neglect at the earliest

opportunity, and to respond in a timely and appropriate way (paragraph 3.6).

- The school has regard to the government's statutory guidance, 'Working together to safeguard children' and to the 'Prevent duty guidance for England and Wales 2015'. The school has regard to the government's 'Keeping children safe in education' statutory guidance (paragraph 3.7).
- The school makes sure that all staff receive induction training to help them understand their roles and responsibilities. Induction training includes information about emergency evacuation procedures, safeguarding, child protection, and health and safety issues (paragraph 3.20).
- The school maintains records and obtains and shares information (with parents and carers, other professionals working with the child, the police, social services and Ofsted, as appropriate) to ensure the safe and efficient management of the setting, and to help ensure the needs of all children are met. Confidential information and records about staff and children are held securely and are only accessible and available to those who have a right or professional need to see them (paragraph 3.68).

School details

Unique reference number	113023
DfE registration number	830/6020
Inspection number	10043874

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	Primary school
School status	Independent school
Age range of pupils	3 to 11
Gender of pupils	Mixed
Number of pupils on the school roll	29
Number of part-time pupils	13
Proprietor	Dame Catherine Harpur's Trust
Chair	Mark Crouch
Headteacher	Ms Margaret Whyte
Annual fees (day pupils)	£4,795
Telephone number	01332 862792
Website	http://damecatherines.org
Email address	office@damecatherines.org
Date of previous standard inspection	7–9 June 2017

Information about this school

- Dame Catherine Harpur's School is a small independent school located in the village of Ticknall in south Derbyshire. The proprietor is Dame Catherine Harpur's Trust. The trustees, who are members from the local community, form the proprietorial body. The governing body, which is known as the senior management team, manages the school.
- There had previously been a fall in pupil numbers, which had caused severe financial constraints. In October 2016, the school admitted a relatively large number of pupils after a local independent school closed.
- The proportion of pupils who have special educational needs and/or disabilities is above

the national average. At the time of the previous inspection, no pupils had a statement of special educational needs or an education, health and care plan.

- The school aims to develop pupils to become rounded individuals, who are confident and engaged, with a lifelong love of learning. The curriculum emphasises the importance of learning by doing.
- The school's previous inspection was in June 2017.

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 to not comply with at its previous inspection.
- This was the school's first progress monitoring inspection since the previous standard inspection in June 2017.
- The inspection was conducted without notice.
- The inspector observed teaching and learning in each classroom as part of a tour of the school premises.
- The inspector met with the headteacher, the lead practitioner in early years and the school administrator. He spoke informally with additional members of staff and with pupils.
- The inspector scrutinised a number of policies, procedures and records, in order to check the school's compliance with the independent school standards.

Inspection team

David Young, lead inspector

Ofsted Inspector

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