

# New Horizon Community School

Newton Hill House, Newton Hill Road, Leeds, West Yorkshire LS7 4JE

**Inspection dates**

17 November 2017

**Overall outcome**

**The school does not meet all of the independent school standards that were checked during this inspection**

## Main inspection findings

### Part 3. Welfare, health and safety of pupils

#### *Paragraph 16, 16(a), 16(b)*

- At the time of the previous inspection in March 2017, school leaders were found not to have drawn up an effective risk assessment policy. Also, no effective risk assessments were in place to identify and record appropriate risks. The subsequent action plan detailed a comprehensive policy and accompanying samples of risk assessments. Inspection findings confirmed that an effective risk assessment policy is now in place and that risk assessments carried out are to an acceptable standard.
- The requirements of these paragraphs are now met.

#### *Paragraph 7, 7(a), 7(b)*

- The arrangements to safeguard and promote the welfare of pupils are not yet sufficiently robust. There has been considerable turbulence within the leadership of the school since the previous inspection. The headteacher in post at the time of the inspection has left, as has the school administrator, who undertook the safeguarding lead. A second headteacher was appointed in September 2017. Currently, the deputy headteacher is acting as headteacher.
- At the time of the visit, a second administrator had taken up post. He is now taking a lead in safeguarding and is now regarded as one of the designated leads for safeguarding (DSL), having completed appropriate training. However, at the time of the monitoring visit, the DSL was unable to access the single central record. The chair of the trustees explained that this was because of a computer upgrade.
- The administrator DSL recognised the importance of a single central record and had taken early steps to produce a new one. However, his efforts were hampered by the lack of effective information kept in staff files.
- The safeguarding policy currently on the school website is inadequate as it makes little reference to how pupils are kept safe in school. Also, no reference is made to current legislative documentation. The administrator DSL has recognised the policy's shortcomings and has acquired a new policy which meets some requirements. However, the policy currently does not clearly identify the DSL, nor does it make it clear the pathway for staff to follow should they need to make a safeguarding referral.

The requirements of these paragraphs remain unmet.

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

*Paragraphs 18(1), 18(2), 18(2)(a), 18(2)(b) New standards met at the previous inspection but found to be unmet at the monitoring visit 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), 21(1), 21(2), 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), 21(4), 21(5), 21(5)(a), 21(5)(a)(i), 21(5)(a)(ii), 21(5)(b), 21(5)(c), 21(6), 21(7)(a), 21(7)(b), 21(8).*

- At the time of the previous inspection, there was confusion over the roles and responsibilities of proprietors, governors and trustees. It was unclear who held which post. The school administrator who was responsible for safeguarding was aware that the required checks had not been carried out because of a lack of understanding within school governance of the importance of carrying out the appropriate checks.
- During the monitoring visit, it became apparent that, although governors, proprietors and trustees now have a somewhat clearer understanding of the requirement to carry out prohibition checks, no evidence was available to support the assertion that the required checks had been carried out. It also became apparent that the knowledgeable administrator in post at the time of the previous inspection had left.
- A new administrator has very recently been appointed. He has some knowledge and understanding but has been unable to find the single central record after a recent computer update.
- In the absence of a single central record, staff files were also checked and once again no evidence of prohibition checks for leaders, managers or proprietors could be found.
- Evidence in staff files examined was patchy and it was not possible to evidence that all the required checks had been carried out on staff members, proprietors and governors.
- As a result, the requirements of paragraphs identified in both the previous inspection and monitoring visit remain unmet.

*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)*

- During the previous inspection, it became apparent that not all members of the board of trustees, proprietors and governors had completed the required safeguarding checks.
- In the absence of access to a single central record, during the monitoring visit all staff and governors' files were checked by the lead inspector. Information was found to be missing from several files, including checks on the right to work in the United Kingdom and required evidence of identity checks on all governors, trustees and proprietors.

The requirements of these paragraphs remain unmet.

#### Part 5. Premises of and accommodation at schools

*Paragraph 25*

- At the time of the previous inspection, the school building and outside area were in need of some repair, alteration and redecoration. Various areas within the school posed hazards to pupils. For example, the staircase out to the school yard had no railing and areas of the yard contained rubbish.

- The school action plan identifies that, within the building, several first and second floor sash windows can be opened fully, enabling pupils to climb onto the roof and risk falling from the building. The action plan quite rightly identifies that many of the issues have been addressed by governors, trustees and proprietors, including making safe the sash windows. However, exit from the fire escape remains a concern. Stone cobbles formed as steps are not secure and are therefore a trip hazard.
- The requirements of this paragraph remain unmet.

*Paragraphs 27, 27(a), 27(b)*

- The school is housed in a large Victorian building with high ceilings. The lighting in each room is provided by strip lights which are attached to the ceiling, making it difficult to change the tubes. At the time of the previous inspection few of the seven rooms had a full complement of functioning lights. The area now designated as an art room was particularly badly affected, with approximately half the lights out.
- The action plan suggests that all lights are now fully functional and that the standards are now met. However, an inspection of the building shows that approximately one quarter of all strip lights have faulty or missing tubes.
- Initially, the chair of governors and a consultant to the school were reluctant to believe that this had not been dealt with effectively, but a tour of the building quickly established that work still needs to be undertaken before the requirements of these paragraphs are met.

*Paragraphs 29(1), 29(1)(b)*

- The school's action plan describes how outdoor spaces adjacent to the school building have been cleared of rubbish, enabling pupils to play outside at break and lunchtimes.

Evidence collected during the monitoring visit supports this view. Observations were made at lunchtime of pupils actively playing outside. Comments from pupils on how much cleaner and tidier the outside area is now further verified the inspector's view that the requirements of these paragraphs have now been met.

## Part 6. Provision of information

*Paragraph 32(2), 32(2)(b)(ii), 32(2)(c)*

- At the time of the previous inspection, the school's website was out of date and leaders and staff were unsure about how to change information on the website. Also, because of the confusion over the identity and roles and responsibilities of trustees, proprietors and governors, information regarding their addresses and telephone numbers was not made available.

The trustees, governors and proprietors have put in place a new website which has some relevant information on it. However, it does not yet contain the addresses and telephone numbers of the proprietors. This information was also not freely available from the school office at the time of the monitoring visit. Therefore, the requirements of these paragraphs are not yet met.

## Part 8. Quality of leadership in and management of schools

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

- Currently, most of the independent standards identified as unmet in the previous inspection remain unmet. This is because of a lack of understanding of the requirements of the independent school standards by trustees, governors and proprietors.
- While some improvement has been accomplished, more is needed and this was accepted by the chair of governors.
- As a result, the requirements of these paragraphs are not yet met.

## **Compliance with regulatory requirements**

The school does not meet 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, as set out in the annex of this report. This includes 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 the welfare and safety of pupils at the school are safeguarded and protected through the drawing up and effective implementation of a written risk assessment policy and appropriate action is taken to reduce the risks identified (paragraphs 16, 16(a) and 16(b)).

The proprietor ensures that suitable outdoor space is provided in order to enable pupils to play outside safely (paragraphs 29(1) and 29(1)(b)).

## School details

Unique reference number	130274
DfE registration number	383/6119
Inspection number	10043250

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
School status	Independent school
Age range of pupils	11 to 16
Gender of pupils	Girls
Gender of pupils in the sixth form	Girls
Number of pupils on the school roll	52
Of which, number on roll in sixth form	0
Number of part-time pupils	0
Proprietor	Board of trustees
Chair	Shazid Ayas
Headteacher	Ms Layla Mubarak
Annual fees (day pupils)	£1,800
Telephone number	01132 624001
Website	<a href="http://www.newhorizonschool.co.uk">www.newhorizonschool.co.uk</a>
Email address	<a href="mailto:info@newhorizonschool.co.uk">info@newhorizonschool.co.uk</a>
Date of previous standard inspection	21–23 March 2017

### Information about this school

- Currently, the deputy headteacher is acting as headteacher.
- The school does not make use of any off-site provision for pupils.
- The school receives no additional funding for pupils who have special educational needs and/or disabilities.

- The school's website does not display a current and relevant safeguarding policy and does not meet the requirements of the independent school standards.

## 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.
- The school's last full inspection was in March 2017 when it was judged to be inadequate.
- The school produced an action plan in August 2017 which was evaluated by Ofsted and was judged to be not acceptable.
- This is the school's first progress monitoring visit. The inspector's focus was on parts 3, 4, 5, 6 and 8 of the independent school standards.
- The inspector scrutinised a range of the school's documentation, including safeguarding, risk assessments and staff files.
- Meetings were held with the chair of governors/board of trustees, and the acting headteacher. Discussions were also held with the school's new business manager, teaching staff and pupils.

## Inspection team

Marian Thomas, lead inspector

Her Majesty's Inspector



## **Annex. Compliance with regulatory requirements**

### **The school does not meet the following independent school standards**

*Standards that were not met at the previous inspection and remain un-met at this inspection*

#### **Part 3. Welfare, health and safety of pupils**

- 7 The standard in this paragraph is met if the proprietor ensures that-
  - 7(a) arrangements are made to safeguard and promote the welfare of pupils at the school; and
  - 7(b) such arrangements have regard to any guidance issued by the Secretary of State.
- 18(2) The standard in this paragraph is met if-
  - 18(2)(a) no such person 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 which is regulated activity within the meaning of Part 1 of Schedule 4 to that Act;
  - 18(2)(b) no such person 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;
  - 18(2)(c) the proprietor carries out appropriate checks to confirm in respect of each such person-
    - 18(2)(c)(i) the person's identity;
    - 18(2)(c)(ii) the person's medical fitness;
    - 18(2)(c)(iii) the person's right to work in the United Kingdom; and
    - 18(2)(c)(iv) where appropriate, the person's qualifications;
  - 18(2)(d) the proprietor ensures that, where relevant to any such person, an enhanced criminal record check is made in respect of that person and an enhanced criminal record certificate is obtained before or as soon as practicable after that person's appointment;
  - 18(2)(e) 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
- 20(6) The standard in this paragraph is met in relation to an individual ('MB'), not being the Chair of the school, who is a member of a body of persons corporate or unincorporate named as the proprietor of the school in the register or in an application to enter the school in the register, if-
  - 20(6)(a) MB-

- 20(6)(a)(i) is not barred from regulated activity relating to children in accordance with section 3(2) of the 2006 Act where that individual is or will be engaging in activity which is regulated activity within the meaning of Part 1 of Schedule 4 of that Act; and
  - 20(6)(a)(ii) does not carry out work, or intend 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;
  - 20(6)(b) subject to sub-paragraphs (7) to (8), the Chair of the school makes the following checks relating to MB-
    - 20(6)(b)(i) where relevant to the individual, an enhanced criminal record check;
    - 20(6)(b)(ii) checks confirming MB’s identity and MB’s right to work in the United Kingdom; and
    - 20(6)(b)(iii) where, by reason of MB’s living or having lived outside the United Kingdom, obtaining an enhanced criminal record certificate is not sufficient to establish MB’s suitability to work in a school, such further checks as the Chair of the school considers appropriate, having regard to any guidance issued by the Secretary of State;
  - 20(6)(c) subject to sub-paragraph (8), where the Secretary of State makes a request for an enhanced criminal record check relating to MB countersigned by the Secretary of State to be made, such a check is made.
- 21(1) The standard in this paragraph is met if the proprietor keeps a register which shows such of the information referred to in sub-paragraphs (3) to (7) as is applicable to the school in question.
  - 21(2) The register referred to in sub-paragraph (1) may be kept in electronic form, provided that the information so recorded is capable of being reproduced in legible form.
  - 21(3) The information referred to in this sub-paragraph is-
    - 21(3)(a) in relation to each member of staff (‘S’) appointed on or after 1st May 2007, whether-
      - 21(3)(a)(i) S’s identity was checked;
      - 21(3)(a)(ii) a check was made to establish whether S is barred from regulated activity relating to children in accordance with section 3(2) of the 2006 Act;
      - 21(3)(a)(iii) a check was made to establish whether S is subject to 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 such a direction;
      - 21(3)(a)(iv) checks were made to ensure, where appropriate, that S had the relevant qualifications;
      - 21(3)(a)(v) an enhanced criminal record certificate was obtained in respect of S;
      - 21(3)(a)(vi) checks were made pursuant to paragraph 18(2)(d);
      - 21(3)(a)(vii) a check of S’s right to work in the United Kingdom was made; and

- 21(3)(a)(viii) checks were made pursuant to paragraph 18(2)(e),
- 21(3)(b) in relation to each member of staff ("S"), whether a check was made to establish whether S is subject to a prohibition order or an interim prohibition order, including the date on which such check was completed.
- 21(4) The information referred to in this sub-paragraph is, in relation to each member of staff in post on 1st August 2007 who was appointed at any time before 1st May 2007, whether each check referred to in sub-paragraph (3) was made and whether an enhanced criminal record certificate was obtained, together with the date on which any check was completed or certificate obtained.
- 21(5) The information referred to in this sub-paragraph is, in relation to supply staff-
  - 21(5)(a) whether written notification has been received from the employment business that-
    - 21(5)(a)(i) checks corresponding to those referred to in sub-paragraph (3)(a)(i) to (iv), (vi) and (vii) have been made to the extent relevant to any such person; and
    - 21(5)(a)(ii) 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,
  - 21(5)(b) whether a check has been made in accordance with paragraph 19(2)(e) together with the date the check was completed; and
  - 21(5)(c) where written notification has been received from the employment business in accordance with a contract or other arrangements referred to in paragraph 19(2)(d) that it has obtained an enhanced criminal record certificate, whether the employment business supplied a copy of the certificate to the school.
- 21(6) The information referred to in this sub-paragraph is, in relation each member ('MB') of a body of persons named as the proprietor appointed on or after 1st May 2007, whether the checks referred to in paragraph 20(6)(b) were made, the date they were made and the date on which the resulting certificate was obtained.
- 21(7) The information referred to in this sub-paragraph is, in relation to each member of a body of persons named as the proprietor in post on 1st August 2007 who was appointed at any time before 1st May 2007-
  - 21(7)(a) whether each check referred to in sub-paragraph (6) was made; and
  - 21(7)(b) whether an enhanced criminal record certificate was obtained, together with the date on which any check was completed or certificate obtained.

## **Part 5. Premises of and accommodation at schools**

- 25 The standard in this paragraph is met if the proprietor ensures that the school premises and the accommodation and facilities provided therein are maintained to a standard such that, so far as is reasonably practicable, the health, safety and welfare of pupils are ensured.
- 27 The standard in this paragraph is met if the proprietor ensures that-
  - 27(a) the lighting in each room or other internal space is suitable, having regard to the nature of the activities which normally take place therein; and

- 27(b) external lighting is provided in order to ensure that people can safely enter and leave the school premises.

## **Part 6. Provision of information**

- 32(2) The information specified in this sub-paragraph is-
  - 32(2)(b) either-
    - 32(2)(b)(ii) where the proprietor is a body of persons, the address and telephone number of its registered or principal office;
    - 32(2)(c) where there is a governing body, the name and address for correspondence of its Chair.

## **Part 8. Quality of leadership in and management of schools**

- 34(1) The standard about the quality of leadership and management is met if the proprietor ensures that persons with leadership and management responsibilities at the school-
  - 34(1)(a) demonstrate good skills and knowledge appropriate to their role so that the independent school standards are met consistently;
  - 34(1)(b) fulfil their responsibilities effectively so that the independent school standards are met consistently; and
  - 34(1)(c) actively promote the well-being of pupils.

*Standards that were met at the previous inspection, but are now judged to not be met at this inspection*

### **The school now meets the following independent school standards**

- The proprietor must ensure that the welfare and safety of pupils at the school is safeguarded and protected through the drawing up and effective implementation of a written risk assessment policy and appropriate action is taken to reduce the risks identified (paragraphs 16, 16(a) and 16(b)).
- The proprietor ensures that suitable outdoor space is provided in order to enable pupils to play outside safely (paragraphs 29(1) and 29(1)(b)).

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](http://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](mailto: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](http://www.parentview.ofsted.gov.uk), or look for the link on the main Ofsted website: [www.gov.uk/government/organisations/ofsted](http://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](mailto: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](http://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](mailto:psi@nationalarchives.gsi.gov.uk).

This publication is available at [www.gov.uk/government/organisations/ofsted](http://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](mailto:enquiries@ofsted.gov.uk)  
W: [www.ofsted.gov.uk](http://www.ofsted.gov.uk)

© Crown copyright 2017