

Include – Oxfordshire

Blackbird Leys Community Centre, Blackbird Leys Road, Oxford OX4 6HW

Inspection dates

19 September 2018

Overall outcome

The school is likely to meet the relevant independent school standards if the material changes relating to the school provision are implemented

Main inspection findings

Part 3. Welfare, health and safety of pupils

Paragraphs 7(a), 7(b)

- The school meets the standards in paragraph 7.
- Leaders have updated the safeguarding policy so that it incorporates the changes outlined in the September 2018 version of 'Keeping children safe in education'. It is easily located on the school's website.
- Staff have received extensive safeguarding training, some of which is delivered centrally by Catch22 and some of which is delivered within school. The training has focused on some local safeguarding issues as well as raising awareness of the changes in 'Keeping children safe in education'. All staff have received a copy of the booklet.
- The designated safeguarding lead has undertaken accredited training in line with the latest guidance. She updates staff regularly about safeguarding guidance and procedures, as well as issues pertinent to the pupils currently at the school.
- A safeguarding audit was undertaken in June by an executive officer from the charitable organisation which owns the school. The audit was broadly positive but made a number of useful recommendations, most of which have now been implemented. The detailed nature of the audit is indicative of the emphasis placed on safeguarding at the school and within the organisation which owns the school.
- Pupils who spoke to the inspector said that they feel safe. Despite having had traumatic experiences to date, they gradually build trusting relationships with staff, who support them in recognising any risky behaviours they may be adopting.

Paragraph 11

- This standard is fully met. Relevant health and safety laws are complied with through an effective health and safety policy. The policy supports the school in ensuring that the environment is free from hazard and that safe practices are adopted.
- The policy is reviewed regularly to ensure that it is up to date.

Paragraph 12

- The school fully complies with the Regulatory Reform (Fire Safety) Order 2005. The school receives an annual visit from a registered company to carry out a fire safety check.
- Leaders take prompt action to implement any recommendations following this check. The school fully meets the requirements in this standard.

Paragraph 14

- The school meets the standard in paragraph 14. Pupils are properly supervised. Each pupil has a teaching assistant who works with them on a one-to-one basis, in addition to receiving guidance from the class teacher. Pupils receive strong individual care.

Paragraphs 16(a), 16(b)

- There is a written risk assessment policy which assists staff in writing bespoke risk assessments for educational visits/trips and for pupils' daily visits to the local park. These risk assessments are detailed and include practical actions that staff can take to reduce potential risks.
- The school has an online risk assessment tool which staff use to help them identify the risks that each individual pupil may present. The tool ensures that staff are aware of the different support measures available and can make informed choices about which ones are most suitable.
- Staff make good use of risk assessments when working with the pupils and use them to guide their responses to pupils, including the language they should use when interacting with pupils and any de-escalation techniques they adopt. The standards in this paragraph are fully met.

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

Paragraph 17

- Systems are in place to ensure that staff are suitable and carefully selected. These systems are managed by Catch22 and subject to rigorous quality assurance from Catch22 executive officers, who conduct safeguarding checks on the school.

Paragraphs 18(1), 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), 18(4), 18(4)(a), 18(4)(b), 18(4)(c)

- Staff recruited are carefully checked to ensure that they are suitable. There is a rigorous process of recruitment for each new member of staff. All required checks are undertaken, including identity checks, prohibition-from-teaching checks, along with checks of the barred list, medical-fitness checks and a scrutiny of each person's qualifications.
- The school keeps detailed online records of the checks that it undertakes. Each member of staff has their own online folder with scanned copies of the paperwork they have completed. These online records are held centrally, but are available for the school's leaders to access.

- Safer recruitment procedures are fully adhered to. Staff and governors are all required to have an enhanced criminal records check certificate before they start work. These certificates are carefully checked by leaders. There are clear procedures in place should an enhanced Disclosure and Barring Service (DBS) check show any contrary indications.
- The organisation has a wealth of knowledge about recruitment, and understands that if a member of staff who has lived outside the UK is recruited, additional checks need to be undertaken.
- Full consideration is given to DBS checks when more senior members of staff are appointed to work at the school.
- The standards in this paragraph are fully met.

Paragraphs 19(1), 19(2), 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)(i)(dd), 19(2)(a)(ii), 19(2)(b), 19(2)(c), 19(2)(d), 19(2)(d)(i), 19(2)(d)(ii), 19(2)(e), 19(3), 19(4), 19(4)(a), 19(4)(b), 19(4)(c)

- Supply staff are used on occasion at the school. The school makes use of two supply agencies with whom they have good relationships. School leaders choose supply staff carefully. New supply staff are given an induction by the curriculum leader so that they understand both the needs of the pupils and key safeguarding information.
- The school receives written confirmation as to the checks the supply agency has made in relation to supply staff.
- The school's leaders ensure that all staff from agencies have undergone the appropriate checks, and insist that the supply agency sends them copies of enhanced DBS certificates, identity checks and qualification checks.
- The school carefully checks the identity of supply staff when they first arrive at the school. The standards in this paragraph are fully met.

Paragraphs 20(6)(b)(i), 20(6)(b)(ii), 20(6)(b)(iii), 20(6)(c)

- The school is owned by Catch22, which is a charity with a chief executive officer, a number of executive officers and board of trustees. The executive officers who oversee the school and visit the school have enhanced DBS checks.
- Records of checks undertaken on executive officers are included in the single central record.

Paragraphs 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), 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), 21(7)(a), 21(7)(b)

- The single central register is electronic and updated regularly. It is checked by executive officers from the charity when they undertake safeguarding audits.
- The single central register contains all the required information. It has separate columns for each check carried out and records the dates on which such checks have been undertaken. These columns indicate that checks have been carried out on qualifications, identity, right to work in the UK, when an enhanced criminal records check was undertaken and the certificate number relating to that check, any directions made in relation to section 128 of the 2008 Act (DBS checks), and any prohibition orders.

- The single central register also includes the checks made on supply staff and on executive officers from the charity who regularly visit the school. These checks are in line with those required in the standards. The single central register is clearly presented and easy to access.
- The standards in this paragraph have been fully met.

Part 5. Premises of and accommodation at schools

Paragraphs 23(1), 23(1)(a), 23(1)(b), 23(1)(c)

- Toilet and washing facilities are accessible throughout the day. The toilets have hot and cold running water as well as soap. They are for the sole use of pupils.
- There are separate male and female toilets, and a unisex disabled toilet which is available for staff to use but which is intended for use by one pupil or member of staff at a time.
- The pupils have physical education (PE) lessons at the local leisure centre, which has suitable changing accommodation and showers.
- The standards are met fully in this paragraph.

Paragraphs 24(1), 24(1)(a), 24(1)(b)

- The school has a well-equipped separate medical room for the short-term care of the sick and injured. The room is not used for any other purpose. It has suitable equipment, such as a medical bed and a large first-aid kit. There are washing facilities in the room and it is situated close to a toilet. The standards in paragraph 24 are therefore met in full.

Paragraph 25

- Toilet and washing accommodation is well maintained and has a high standard of hygiene. Pupils treat the facilities with respect. The facilities meet the requirements in the standard.

Paragraph 26

- This standard is met. The school has recently relocated to a wing of the Blackbird Leys Community Centre. The facilities meet the needs of the pupils well. There is a large communal area with smaller meeting rooms and classrooms coming off it. The acoustic and sound insulation is suitable. It allows for a range of activities to take place, both in the side rooms and in the main room, without disturbing the learning of pupils in the main room.

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

- The school's facilities are spacious and bright. Suitable lighting is provided in each classroom.
- External lighting is provided to enable pupils entering and exiting the area set aside for the school to do so safely.
- The standards in this paragraph are met.

Paragraphs 28(1), 28(1)(a), 28(1)(b), 28(1)(c), 28(1)(d), 28(2), 28(2)(a), 28(2)(b)

- The standards in this paragraph are met.
- Pupil toilets have hot and cold running water. Although hot rather than warm, the temperature of the water is appropriate and not scalding. Suitable signage is in place to indicate that the water is hot, and there are helpful health-advice posters aimed at pupils on display.
- Separate cold water supplies for drinking are clearly marked and are accessible to pupils at all times of the day.

Paragraphs 29(1), 29(1)(a), 29(1)(b), 29(2)

- On a daily basis, pupils play outside in the park, which is in very close proximity to the school.
- Pupils are escorted to the park and supervised carefully. A detailed risk assessment is in place for daily visits to the park. Pupils enjoy the opportunity to relax and socialise outdoors.

Part 6. Provision of information

Paragraph 32(1)(c)

- The standard in this paragraph is met.
- A copy of the safeguarding policy is on the school's website and easily located.

Part 8. Quality of leadership in and management of schools

Paragraphs 34(1), 34(1)(a), 34(1)(b), 34(1)(c), 34(2)

- Leaders and managers at the school have good skills and knowledge. They assiduously monitor the independent school standards, placing a great focus on well-being and safety.
- Leaders at the school are effectively overseen by executive officers at the charity, who offer them challenge and support.
- The new headteacher has an astute understanding of what needs to be done and has made extensive plans to improve those aspects of the provision identified in the last standard inspection as requiring development.
- Leaders actively promote the well-being of pupils in all that they do. They place pupils' needs at the forefront of their improvements and carefully reflect whether planned activities meet pupils' needs well enough. Leaders have introduced additional therapies to promote pupils' well-being.

Compliance with regulatory requirements

The school is likely to meet the requirements of the schedule to the Education (Independent School Standards) Regulations 2014 ('the independent school standards') and associated requirements that are relevant to the material change.

School details

Unique reference number	138119
DfE registration number	931/6006
Inspection number	10078037

This inspection was carried out under section 162(4) of the Education Act 2002, the purpose of which is to advise the Secretary of State for Education about the school's likely compliance with the independent school standards relevant to the material change that the school has applied to make.

Type of school	Other independent school
School status	Independent school
Proprietor	Catch22
Chair	Jane Reed
Headteacher	Claudia Giarrusso
Annual fees (day pupils)	£18,000
Telephone number	01865 792484
Website	www.catch-22.org.uk/services/include-oxfordshire/
Email address	Claudia.Giarrusso@catch-22.org.uk
Date of previous standard inspection	19–21 September 2017

Pupils

	School's current position	School's proposal	Inspector's recommendation
Age range of pupils	13 to 16	13 to 16	13 to 16
Number of pupils on the school roll	7	25	25

Pupils

	School's current position	School's proposal
Gender of pupils	Mixed	Mixed
Number of full-time pupils of compulsory school age	10	25
Number of part-time pupils	0	0
Number of pupils who have special educational needs and/or disabilities	10	25
Of which, number of pupils with an education, health and care plan	10	25
Of which, number of pupils paid for by a local authority with an education, health and care plan	10	25

Staff

	School's current position	School's proposal
Number of full-time equivalent teaching staff	1	2
Number of part-time teaching staff	2	4
Number of staff in the welfare provision	4	6

Information about this school

- Include Oxfordshire is a school for pupils aged from 13 to 16. It is part of Catch22, a not-for-profit business that designs and delivers services to tackle social, behavioural or emotional barriers that may be preventing pupils from achieving. Include Oxfordshire is registered to provide full-time education for up to 10 pupils between the ages of 13 to 16 years. Most pupils are admitted at the start of Year 9 and occasionally in Years 10 and 11.
- The school moved sites recently and is now permanently housed in a wing of the Blackbird Leys Community Centre. The material change relates to the new site as well as the increase in roll.
- The headteacher is also responsible for two other projects. The day-to-day management of Include Oxfordshire is undertaken by the school's deputy headteacher, who is also the curriculum leader.
- Most pupils have been referred by the local authority because they have not engaged in, or have been excluded from, their previous school or education provider.
- The majority of pupils who attend the school have an education, health and care plan. The school caters for pupils with complex issues, including those with social, emotional and mental-health needs.
- The school does not currently make use of any alternative provision.

Information about this inspection

- This inspection was conducted by Ofsted at the request of the registration authority for independent colleges. It was carried out under sections 109(1) and (2) of the Education and Skills Act 2008.
- This visit was requested by the Department for Education and was undertaken by one of Her Majesty's Inspectors. The college has requested an increase in its numbers from 10 to 25.
- Inspection activities focused on checking if the college meets paragraphs 7, 11, 12, 14, and 16 of part 3 of the independent school standards, as well as all the standards in parts 4 and 5 and all the standards in paragraph 34, which appertains to part 8 of the standards.
- As part of the inspection, records, policies and documents relating to safeguarding were scrutinised, including the central record of the safeguarding checks carried out in relation to staff. Policies, plans and key documents relating to the curriculum documentation and assessment were reviewed. The college's improvement plans and own evaluation, along with external reviews of the college's post-16 provision, were scrutinised. Students aged 17 and over were interviewed.
- The safeguarding policies found on the college's website were evaluated and found to be up to date, fully compliant and informative.

Inspection team

Sarah Hubbard, lead inspector

Her Majesty's Inspector

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