

# Lady Nafisa Independent Secondary School for Girls

Banklabs House, 33–41 Cross Lances Road, Hounslow, Middlesex TW3 2AD

**Inspection date**

20 June 2018

**Overall outcome**

**The school meets the independent school standards relevant to the material change.  
The material change has already been implemented.**

## Main inspection findings

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

#### *Paragraphs 7, 7(a) and 7(b)*

- Leaders have revised the school's suite of safeguarding policies to meet the requirements of the local safeguarding board in their new local authority of Hillingdon. As a result, the policies continue to reflect the Secretary of State's latest guidance, published by the Department for Education, 'Keeping Children Safe in Education' (September 2016) and 'Working Together to Safeguard Children' (March 2015). Leaders have made contact with the safeguarding officers in their new local authority to ensure that they keep abreast of safeguarding matters and know whom to contact should they have any safeguarding concerns.
- Leaders have established a strong culture of safeguarding in the school. Both they and staff are vigilant and understand their responsibilities in respect of safeguarding. Staff said that the electronic alert system enables them to easily share information, no matter how minor. Tutors and leaders use this to identify any concerns at the earliest stage so that actions can be taken and/or help put in place. Staff at all levels have received appropriate training. Additional training in aspects of safeguarding, such as the 'Prevent' duty, female genital mutilation (FGM) awareness and e-safety raises staff breadth and depth of knowledge and understanding on safeguarding matters. Safeguarding matters are routinely discussed and regularly reviewed to improve practice and ensure the highest level of safeguarding and pupil well-being.
- The systems for staff recruitment are thorough. All of the required pre-appointment checks undertaken are accurately recorded in the single central record. Staff files are well kept, with references diligently sought. The required checks for trustees and governors, including a check that they are not subject to any prohibition order, an interim prohibition order or any direction made under section 128 of the 2008 Act or section 142 of the 2002 Act, have been undertaken and recorded.
- Pupils are confident that staff will help them if they have a concern or worry. Displays around the school inform pupils of where to get help, both within school and beyond. Pupils demonstrate a good awareness of how to stay safe, including when online or

out and about. They explained that this is taught through the curriculum, assemblies and visiting speakers.

*Paragraphs 11, 12, 13, 14, 16, 16(a) and 16(b)*

- Leaders have revised the school's health and safety, premises management, fire safety and risk assessment policies to reflect the new premises. They are of good quality and have been fully implemented so that they meet all the required aspects of health and safety, including for use of Botwell Sport and Leisure Centre for physical education lessons. Both staff and leaders work together on the assessment of risks, their mitigation and ensuring pupils' health and safety on and off site.
- A fire safety assessment took place prior to pupils moving into the new premises, to check compliance with the Regulatory Reform (Fire Safety) Order 2005. This visit found that the school met the requirements for fire safety, and the four follow-up actions have been addressed. Fire drills have taken place and routine tests of equipment established. The seriousness with which leaders take fire safety is reflected in the upcoming follow-up. This is to re-assess the school's systems now that the new premises are fully operational. Fire exits are signposted so that pupils are able to leave the building quickly and safely.
- The school's first aid policy meets requirements. Accidents, administration of medication and records of any pupils who are unwell are well kept. These are analysed for patterns and trends, and reported to governors and trustees with any necessary follow-up actions taken.
- Pupils are well supervised at all times, from their arrival in school, when moving around the premises, at break and lunchtimes and during their departure at the end of the day.
- The admissions register is held electronically; it is accurately maintained and includes all the required information.
- The school meets these standards.
- The school meets all the requirements relevant to the material change for this part.

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

*Paragraphs 22, 23(1), 23(1)(a), 23(1)(b), 23(1)(c), 24(1), 24(1)(a), 24(1)(b), 25, 26, 27, 27(a), 27(b), 28(1), 28(1)(a), 28(1)(b), 28(1)(c), 28(1)(d), 29(1), 29(1)(a) and 29(1)(b)*

- The new premises are based in a large detached house set in its own grounds. Three of the five classrooms, one of which has been refurbished as a science laboratory, are located in the house, and two in portable buildings located on site. The largest classroom, which is on the first floor, is also used for prayers and assemblies. In addition, there is a staff room, two offices, a small library, which can also be used for small-group teaching, and two sets of toilets. Inside the building, decor, flooring and furnishings are of good quality. The grounds are fenced and provide pupils with suitable safe play and recreational space.
- Leaders have effectively implemented the revised policies and procedures for the new premises to ensure that all areas of the school site are safe, secure, clean and well maintained.

- An appropriate three-year accessibility plan to fulfil their duties under the Equality Act 2010 for the new premises is in place.
- At the current time, provision for the care of sick or injured children is within one of the offices. The room includes a sink, suitable storage and there is a toilet close by. The room is made private when in use, and so meets requirements. The school plans to fully equip a sole-purpose medical room over the summer.
- Toilet facilities are adequate and sufficient in number, and for the sole use of pupils, with a separate toilet for use by staff. Water supplies meet requirements. There is adequate cold water supplied to the toilets, with regulated hot water and labelled drinking water.
- Throughout the school, there are no issues with noise or the acoustics, despite the close proximity of the airport. Internal lighting is good, with windows in all classrooms and suitable lighting. External lighting has been installed to ensure that pupils and staff can enter and leave the premises safely when it is dark.
- Physical education is taught at a nearby sports centre, with changing and showering facilities available to pupils. The outside space provides pupils with suitable areas for play and socialising, and is enhanced with the small wooded area at the rear of the grounds.
- The school meets all of the requirements for this part of the independent school standards.

## Part 6. Provision of information

### *Paragraphs 32(1) and 32(1)(c)*

- The school's current safeguarding policy and procedures are published on the website and are available on request from the school office.
- The school meets the requirements relevant to the material change for this part of the standards.

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

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

- The headteacher and her deputy understand their roles to safeguard pupils, and ensure their health and safety exceptionally well. Despite advanced plans to move to premises in Worton Lane, leaders decided to relocate the school to the Sipson Lane site because it would provide better accommodation for pupils and staff.
- The headteacher and her deputy have been diligent in preparing, supporting and training staff for the move, as well as informing parents and the pupils. Working with the trustees, they have ensured that all the required certificates of safety have been obtained for the new premises, including for fire and electrical safety.
- A programme of checking on health and safety arrangements and risk assessments is enabling leaders to identify what is working well and any actions they may need to take to ensure pupils' ongoing safety and well-being.
- Leaders have used their good knowledge of the independent school standards to ensure that all the relevant independent school standards are met, and that pupils'

welfare is safeguarded.

- The school meets the requirements relevant to the material change for this part of the independent school standards.

## **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 are relevant to the material change.

## School details

Unique reference number	136046
DfE registration number	313/6082
Inspection number	10049186

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 compliance with the independent school standards relevant to the material change that the school has applied to make.

Type of school	Muslim girls' day school
School status	Independent school
Proprietor	Ha Meem Foundation
Chair of trustees	Dr Rizwan Saleem
Chair of the governing body	Zahid Qureshi
Headteacher	Fouzia Butt
Annual fees (day pupils)	£4,000
Telephone number	020 8707 0001
Website	<a href="http://www.ladynafisa.org">www.ladynafisa.org</a>
Email address	<a href="mailto:admin@ladynafisa.org">admin@ladynafisa.org</a>
Date of previous standard inspection	1–3 November 2016

## Pupils

	School's current position	School's proposal	Inspector's recommendation
Age range of pupils	11 to 16	11 to 16	11 to 16
Number of pupils on the school roll	56	90	80

### *Reason for inspector's recommendations*

The school's proposal was for 18 pupils in each year group, making a total of 90 pupils. The classrooms in the main building are suitable for this number of pupils to be taught together. However, the two portable classrooms are smaller than the three classrooms in the main building, with space for no more than 14 pupils. Further, the large classroom

upstairs, which is also used for assemblies and prayers is not suitable for more than 50 pupils at a time. Furthermore, access to this classroom is via a small landing and relatively narrow staircase.

## Pupils

	School's current position	School's proposal
Gender of pupils	Girls	Girls
Number of full-time pupils of compulsory school age	56	90
Number of part-time pupils	None	None
Number of pupils who have special educational needs and/or disabilities	1	4
Of which, number of pupils with a statement of special educational needs or an education, health and care plan	0	0
Of which, number of pupils paid for by a local authority with a statement of special educational needs or an education, health and care plan	0	0

## Staff

	School's current position	School's proposal
Number of full-time equivalent teaching staff	4	7
Number of part-time teaching staff	12	12
Number of staff in the welfare provision	Not applicable	Not applicable

## Information about this school

- Lady Nafisa Independent Secondary School is an independent Muslim day school for girls between the ages of 11 and 16 years. The school opened in 2009 and is registered for educating up to 60 pupils.
- The school moved to its new and self-contained premises in Hillingdon on 29 January 2018. The Ha Meem Foundation, the school's proprietor, is also located on this site. The facilities are used in the evenings and at weekends by other organisations run by the Ha Meem Foundation. This includes a school for primary-aged children that runs on weekdays from 5.00pm to 6.30pm, and an evening college for adults.
- The stated aim of the foundation is 'to do our part in fulfilling the communal obligation upon this blessed community (ummah) to learn, act upon and transmit to others the teaching of the Book of Allah and the Sunnah of His Messenger'.
- The school makes use of Botwell Sports and Leisure Centre, Hayes UB3 2HW for physical education and sport.
- Since the last inspection, a new chair of the governing body has been appointed, a school website has been developed and the Ha Meem Foundation is in the process of increasing the number of trustees.
- The material change inspection was commissioned by the Department for Education because the school has moved from Banklabs House, 33–41 Cross Lances Road, Hounslow, Middlesex TW3 2AD to Inglenook, Sipson Lane, West Drayton UB7 0JG.
- The inspector was asked to check on the suitability of the premises and the arrangements for pupils' safeguarding, health and safety, in line with the relevant requirements contained within Parts 3, 5, 6 and 8 of the independent school standards.
- The school's last full inspection was undertaken by Ofsted in November 2016, when it was judged to be good. A material change inspection took place in September 2017 because the school wished to relocate its premises from Cross Lances Road to Worton Road in Isleworth. It was viewed that the independent school standards considered during the inspection would be likely to be met. However, the school did not move into these premises.



## Information about this inspection

- This inspection was conducted by Ofsted at the request of the registration authority for independent schools. It was carried out under section 109(1) and (2) of the Education and Skills Act 2008.<sup>1</sup>
- The inspection was commissioned by the Department for Education to consider the school's application for a material change in respect of the suitability of new premises.
- The inspector was asked to focus on the independent school standards in parts 3, 5, 6 and 8 relating to the new premises, pupils' health and safety in the new premises, safeguarding, and leadership and management. The pupil capacity of the new premises was also considered.
- The inspection was carried out with one day's notice.
- On the day of the inspection, pupils in Years 10 and 11 were not in school as they were taking GCSE examinations at an examination centre in Hounslow.
- The inspector met with the headteacher, deputy headteacher, a trustee who is also a governor and the volunteer premises manager, members of staff and pupils. She examined the school's safeguarding, welfare, health and safety documentation, which included fire safety arrangements. The inspector toured all areas of the school site at different times of the day, including at lunchtime, to observe pupils using the outside recreational areas. All classrooms, toilets and offices were visited, all jointly with the headteacher.
- There were no new responses to the Ofsted online survey (Parent View) since the last full inspection in November 2016.

## Inspection team

Angela Corbett, lead inspector

Ofsted Inspector

---

<sup>1</sup>[www.legislation.gov.uk/ukpga/2008/25/contents](http://www.legislation.gov.uk/ukpga/2008/25/contents)

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 children looked after, 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 2018