

# Hill House International Junior School

Independent school progress report

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DCSF registration number	207/6188
Unique Reference Number (URN)	100518
Inspection number	353793
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Reporting inspector	Michael Best

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Royal Exchange Buildings  
St Ann's Square  
Manchester  
M2 7LA

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## Purpose and scope of the visit

This inspection visit was carried out by Ofsted under Section 162A of the Education Act 2002<sup>1</sup>, as amended by schedule 8 of the Education Act 2005<sup>2</sup>.

The visit was conducted at the request of the Registration Authority for independent schools in order to monitor the progress the school has made in implementing its action plan following the previous inspection.

## Information about the school

Hill House School is a large co-educational independent school for children between the ages of four and 13 years. The school's founding family continue to lead and manage the school, which was first founded in Switzerland in 1949 and then in London in 1951. The school is located on five separate sites within the Borough of Kensington and Chelsea with the main school located in Hans Place. The school has an annex in Switzerland which hosts groups of children for courses throughout the year. The school's motto is that 'A child's mind is not a vessel to be filled but a fire to be kindled.'

## Context of the visit

Following the inspection in June 2009, the school was required to submit an action plan outlining its proposals and timescale for addressing those regulations that were not met. When this action plan was evaluated in October 2009, the proposed actions were judged to be broadly satisfactory but the proposed timescale for their implementation was considered unsatisfactory. This is the first visit to the school to monitor its progress in implementing the action plan.

## Summary of the progress made in implementing the action plan

The previous inspection found that the child protection policy had not been fully implemented, training for the designated person was incomplete and formal training for the rest of the staff had not been undertaken. While some progress has been made in terms of training and raising the awareness of staff, the regulation is still not met. The school's policy does not fully reflect the Department of Children, Schools and Families' (DCSF) guidance and the latest requirements for reporting to the Independent Safeguarding Authority. In addition, higher level training has not been completed by the designated person or other senior staff with responsibility for safeguarding pupils and those involved in appointing staff.

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<sup>1</sup> [www.opsi.gov.uk/acts/acts2002/ukpga\\_20020032\\_en\\_14#pt10-ch1-pb4-l1g162](http://www.opsi.gov.uk/acts/acts2002/ukpga_20020032_en_14#pt10-ch1-pb4-l1g162)

<sup>2</sup> [www.opsi.gov.uk/ACTS/acts2005/ukpga\\_20050018\\_en\\_15#sch8](http://www.opsi.gov.uk/ACTS/acts2005/ukpga_20050018_en_15#sch8)

At the time of that inspection, the school did not have a written policy that complied with the regulations for safety on educational visits. A policy, reflecting the DCSF guidance has now been drawn up and approved by the proprietors. A member of staff has been appointed as educational visits coordinator and given responsibility for implementing the policy. This regulation is now met.

The previous inspection report noted that fire drills were not formally recorded and were too infrequent, especially given the number of pupils and the size and nature of the buildings. Fire safety log books have been provided at each site and senior managers given responsibility for their completion. Since the start of this school year, a minimum of one fire evacuation per term has been recorded at each site but the recording of the regular checks made on fire alarm systems, emergency lighting, fire safety equipment and fire safety training provided for staff – as recommended in the fire safety log books - are incomplete. The regulation remains not met.

The previous inspection found that attendance registers were not completed correctly. Although the school has provided written guidance for staff on completing registers, including the use of symbols to denote different types of absence, these are not consistently adhered to. A number of other important errors were identified in many of the registers scrutinised. Additionally, and in contravention of requirements, entries are occasionally made in pencil rather than ink and errors are masked by correcting fluid. The regulation remains not met.

Not all members of the proprietorial board had been checked at the time of the previous inspection. All such checks have now been completed on all the members of the proprietorial body and the regulation is now met. The previous inspection found that a single central record to show the checks made on staff or members of the proprietorial board was not in place. A single central record, available in a printed format, has been created and all the required information and checks are now properly recorded. These regulations are now met.

The previous inspection report noted that the facilities for pupils who are unwell were not suitable for those in the Early Years Foundation Stage and Year 1. The school has addressed this requirement for pupils in Year 1, but plans to make suitable provision for the youngest children have yet to be implemented. As a result, the regulation remains not met.

There were omissions in the information provided for parents, prospective parents and others at the time of the previous inspection such as those on bullying, behaviour and the complaints procedure. These have been successfully addressed and the regulations are now met.

The previous inspection found that the school had not prepared a written action plan to fulfil its duties under the Disability Discrimination Act. The school has not acted to meet this requirement, which remains unmet.

## Compliance with regulatory requirements

As a result of this inspection visit, the school must take action to meet the Education (Independent School Standards) (England) Regulations 2003<sup>3</sup> as amended ('the Regulations'), as follows:

- prepare and implement written policies to safeguard and promote the welfare of children who are pupils at the school (paragraph 3(2)(b))
- ensure that the school has a satisfactory level of fire safety, identified by its risk assessment under the Fire Precautions (Workplace) Regulations 1997, the Regulatory Reform (Fire Safety) Order 2005 and by any report from the Fire Authority (paragraph 3(5))
- maintain attendance registers in accordance with the Education (Pupil Registration) (England) Regulations 2006 (paragraph 3(9))
- provide appropriate facilities for children in the Early Years Foundation Stage who are unwell, in accordance with the Education (School Premises) Regulations 1999 (paragraph 5(l))
- comply with the requirements of the Disability Discrimination Act 1995 as amended (DDA) by devising a three-year accessibility plan.

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<sup>3</sup> [www.opsi.gov.uk/si/si2003/20031910.htm](http://www.opsi.gov.uk/si/si2003/20031910.htm)

## School details

Name of school	Hill House International Junior School
DCSF number	207/6188
Unique reference number (URN)	100518
Type of school	Preparatory
Status	Independent
Date school opened	1951
Age range of pupils	4–13 years
Gender of pupils	Mixed
Number on roll (full-time pupils)	Boys: 606      Girls: 352      Total: 958
Annual fees (day pupils)	£8,700 to £11,500
Address of school	17 Hans Place London SW1X 0EP
Telephone number	020 7584 1331
Fax number	020 7589 0743
Email address	<a href="mailto:headmaster@hillhouseschool.co.uk">headmaster@hillhouseschool.co.uk</a>
Headteacher	Richard Townend
Proprietor	Richard and Janet Townend
Reporting inspector	Michael Best
Dates of inspection	25 March 2010