

RIDDLESWORTH HALL SCHOOL

Hall Lane, Diss, Norfolk, IP22 2PA

22 MARCH 2018

CHARACTERISTICS OF THE SCHOOL

Riddlesworth Hall School is an independent co-educational day and boarding school for pupils aged 2 to 15 years. It is owned by the Confucius International Education Group, who devolve day-to-day responsibility to a local proprietor. There are currently 86 pupils on roll, 23 of whom are boarders and 22 of whom are in the Early Years Foundation Stage (EYFS). Five pupils require support for special educational needs and/or disabilities (SEND). They require support with processing skills and retaining and organisation of information. No pupils have a statement of special educational needs or an education, health and care (EHC) plan. There are 22 pupils who have English as an additional language (EAL), all of whom receive additional support for their English. The previous ISI focused compliance inspection and educational quality inspection took place on 28 February to 2 March 2017, and a subsequent progress monitoring inspection took place on 4 October 2017.

PURPOSE OF THE VISIT

This was an unannounced visit carried out at the request of the DfE to check that the school has fully implemented the action plan submitted following the previous ISI progress monitoring inspection. The focus of the visit was the safeguarding of pupils, health and safety, fire safety, and the quality of leadership and management, including the management and development of boarding.

INSPECTION FINDINGS

Welfare, health and safety of pupils – safeguarding [[ISSR Part 3, paragraphs 7 (a) and (b) & 8 (a) and (b); NMS 11; EYFS 3.4, 3.5, 3.6, 3.7 and 3.8]; Provision of information to parents [ISSR Part 6, paragraph 32 (1) (c)]

The regulation, standard and requirements are met.

The school meets the requirements for providing information relating to safeguarding to parents. Particulars of the arrangements for safeguarding are published on the school's website.

The school has an appropriate policy for safeguarding which provides suitable arrangements to safeguard and promote the welfare of pupils at the school. It has regard to the most recent statutory guidance, *Keeping Children Safe in Education 2016 (KCSIE) (September 2016)*. The policy consistently and clearly sets out the responsibilities of the proprietor, including that the proprietor undertakes an annual review of the safeguarding policy and procedures in order to identify and remedy any weaknesses. The policy is further supported by suitable guidance covering managing disclosure and listening to children, the safe recruitment of staff, whistleblowing, a staff code of conduct and information on how pupils are educated about online safety.

The school implements the safeguarding policy effectively and in line with current statutory guidance. Safeguarding procedures are well managed and follow the local authority guidance, ensuring the welfare of pupils. Appropriate procedures are in place to support pupils at risk and also in need. There are suitable arrangements for listening to pupils. Child protection records are held securely with the required confidentiality. The designated

safeguarding lead (DSL) and deputy DSLs have recent safeguarding training, including inter-agency training, approved by the local authority.

All other staff receive regular safeguarding training, which includes the dangers of extremism and radicalisation. They understand their responsibilities and are aware of how to refer concerns. They understand that anyone can make a referral to the children's services. Arrangements are made for suitable induction training. All staff have read and understand KCSIE Part 1, which includes Annex A. Staff report that they receive informal updates from the DSL and additional on-line training to confirm their understanding of procedures. Appropriate and thorough records of staff training are maintained.

Staff understand proper procedures for reporting any allegations about staff that may come to their attention. Leaders understand the need to report any allegations against staff to the Disqualification and Barring Service (DBS) and/or the National College for Teaching and Leadership (NCTL) or its successor body, the TRA when appropriate.

The proprietor meets with the DSL regularly and formally reviews the school's policy and arrangements at least annually.

Welfare, health and safety of pupils – Health and safety [ISSRs Part 3, paragraph 11, NMS 6.1 and 6.2, and EYFS 3.44, 3.45, 3.46, 3.47, 3.48, 3.50, 3.51, 3.54, 3.56]

The regulation, standards and requirements are met.

The school meets all health and safety requirements and a systematic approach towards ensuring the health and safety of pupils is in place and implemented in full. The health and safety policy contains appropriate content and guidance and is supplemented by an appropriate written risk assessment policy. The policies outline the responsibilities of specific personnel and set out a systematic approach to risk assessment. The bursar oversees health and safety matters across the school and appropriate records are kept and procedures monitored for effectiveness. Logs show systematic recording of all maintenance, testing and internal and external checks, and that portable electrical appliance and fixed wire testing, legionella and gas services checks are all up to date and in place. Emergency lighting is checked within a suitable timeframe. Any issues identified in surveys and reports are addressed in a timely fashion, such as the safety of playground equipment. The proprietor monitors health and safety systematically, including through monthly meetings with the acting head and bursar. Staff receive appropriate and regular training in health and safety. The school has ensured that the coach driver holds the appropriate licence to drive the school coach, which is itself maintained appropriately. No potential health and safety issues were identified during the tour of the school site.

Welfare, health and safety of pupils – Fire safety [ISSR Part 3, paragraph 12; NMS 7; EYFS 3.55]

The regulation, standard and requirement are met.

The school meets all fire safety requirements and ensures full compliance with the Regulatory Reform (Fire Safety) Order. It has ensured that a systematic approach is taken towards ensuring fire safety of pupils. All staff, including boarding staff and those newly appointed, receive appropriate training in fire safety, including during induction. A suitable fire risk assessment is in place, and an annual fire risk assessment is carried out by an appropriate person. Fire equipment and fire alarms are tested regularly. Fire drills are carried out at least termly at different times of day (including during 'boarding time').

Quality of leadership and management [ISSRs Part 8, paragraphs 34(1), (b) and (c)] and NMS 13]

The regulation and standard are met.

The proprietor and advisory board ensure that the leadership and management demonstrate good skills and knowledge, and fulfil their responsibilities effectively, so that the other standards are consistently met and they

actively promote the well-being of the pupils. The proprietor and school leaders have ensured that the school has successfully implemented the action plan submitted following the previous inspection.

REGULATORY ACTION POINTS

The school meets all of the requirements of the Education (Independent School Standards) Regulations 2014, National Minimum Standards for Boarding Schools 2015 and requirements of the Early Years Statutory Framework 2014.